

EXHIBIT A

SCOPE OF SERVICES

Exhibit A

Liberty Road Improvements Project: New Circle Road to Winchester Road Scope of Services and Related Matters

The basic services outlined in this Scope of Services document includes the preliminary and final design for reconstructing approximately 1.3 miles of Liberty Road between New Circle Road and Winchester Road.

Scope of Services

CONSULTANT will provide the following Services to OWNER:

Survey

1. Establish survey control including a minimum of four temporary benchmarks, set outside of the anticipated construction limits, for use during construction.
2. Perform deed and plat research available at the Fayette County Clerk's Office for properties along both sides of Liberty Road.
3. Send survey notification letters in advance of the topographic survey.
4. Conduct topographic survey along Liberty Road and side street approaches including the following:
 - a. Existing planimetric features including existing sidewalks, edges of roadway, driveway entrances, steps, and lane markings.
 - b. Horizontal location of visible utility features and marked utilities and service lines. Subsurface utility locations will be obtained as part of a future agreement amendment, as needed. Utility pole ownership information, position of utility wires labeled by utility provider, and low wire elevations to be included.
 - c. Storm and sanitary sewer structure data information including rim elevations, invert elevations, and pipe connection orientation.
 - d. Adjacent property features such as fences, retaining walls, flag poles, landscape lighting, mailboxes, commercial signage, and buildings.
 - e. Location and identification of trees over five inches in diameter and vegetation edges. Trees with a diameter less than 5 inches that appear to be deliberately planted on a property shall also be located and identified.
 - f. Location of boundary monuments found during the survey.
5. Conduct additional topographic survey of the stormwater detention area and sinkhole along the front of 1825 Liberty Road, Gate House Apartments.
6. Conduct additional topographic survey of OWNER's properties at 1760, 1764, and 1768 Liberty Road, where the project is anticipated to construct a stormwater detention base.

7. Develop existing right-of-way and property line base map including existing recorded permanent easements based on field located boundary monuments and deed research.

Preliminary Design

1. Evaluate up to four locations to provide additional uncontrolled pedestrian crossings in accordance with the *Kentucky Transportation Cabinet's Complete Streets Manual*.
2. Review and evaluate the existing parking along Liberty Road to assist in typical section development. Review will include the following:
 - a. Conduct four parking observations.
 - b. Review availability of driveways and off-street parking for adjoining properties.
 - c. Prepare an exhibit showing existing parking observations.
 - d. Develop up to two parking alternatives for the two commercial properties with existing back-out parking.
3. Develop a single-lane roundabout intersection concepts for two intersections with Liberty Road, Henry Clay Boulevard, and Appletree Lane. Prepare a conceptual layout exhibit to discuss with OWNER to evaluate if the intersection concepts are to be further advanced. No traffic counts or traffic modeling are anticipated.
4. Develop up to eight urban typical sections along Liberty Road OWNER shall select preferred typical section. Typical sections will consider the following:
 - a. Providing pedestrian and bicycle facilities.
 - b. Adding a two-way left-turn lane.
 - c. Maintaining on-street parking on one side of the street.
 - d. Adding a raised median between the roundabouts, if included.
 - e. Pedestrian access to roadway crossing at bus stops.
5. Study and develop horizontal alignment and vertical alignment for Liberty Road and side street approaches.
6. Prepare a preliminary roadway CADD surface model of the potential Liberty Road improvements to develop preliminary disturbance limits and evaluate preliminary right of way and temporary easement needs.
7. Prepare preliminary drainage analysis including:
 - a. Develop an existing drainage system map and perform existing conditions analysis.
 - b. Develop preliminary potential drainage concept that does not increase the flow volume or peak discharges to the existing sinkhole system.

- c. Perform preliminary drainage analysis of the existing downstream system to evaluate if the system has capacity for the increased flow and peak discharge of the design storms listed in the LFUCG Stormwater Manual or suggest stormwater controls to mitigate project impacts. The design anticipates installing a detention basin on OWNER's properties at 1760, 1764, and 1768 Liberty Road.
8. Prepare and submit a preliminary design memorandum with exhibits for OWNER review including the following:
 - a. Prepare 50-scale roll plot exhibits showing existing right-of-way and property lines, preliminary roadway layout, preliminary right-of-way, and easement lines.
 - b. Prepare 50-scale roll plot profile drawings.
 - c. Prepare a summary of anticipated utility impacts, property impacts, and permitting.
 - d. Prepare preliminary maintenance of traffic conceptual phasing.
 - e. Prepare exhibit showing trees anticipated to be impacted by construction. Include an inventory with location, species, caliber, and whether the distance limits impact the tree trunk or drip line.
 - f. Prepare a preliminary list of products, materials, or methods that may require special consideration by the Kentucky Transportation Cabinet (KYTC) or Federal Highway Administration.
 - g. Prepare a list of apparent encroachments onto public right-of-way.
 - h. Prepare an opinion of probable construction costs (OPCC) based on anticipated major bid items.
 9. Attend one meeting with OWNER to review the preliminary design memorandum and exhibits.

Utility Coordination

1. Attend up to ten utility coordination meetings.
2. Prepare up to three utility review submittals in portable document format (PDF).
3. Develop and maintain a log of anticipated utility conflicts for review by OWNER and utility providers. The number and locations of subsurface utility locates is anticipated to be selected during design and provided via a future agreement amendment, as needed.
4. Compile utility relocation drawings prepared by others into the drawings for reference.
5. Review OWNER-provided existing sanitary sewer record drawings and sanitary video inspection files to denote preliminary sanitary lateral locations.
6. Document sanitary lateral depths provided by OWNER based on record drawings and above ground measurements at visible laterals. Subsurface lateral locations and depth may be obtained as part of a future agreement amendment.

Ecological Review

1. Perform literature and office review including a search of United States Geological Survey (USGS) topographic maps, geologic maps, National Wetland Inventory maps, aerial photographs, soil surveys, and other available materials. The scope will include the following tasks.
 - a. Communicate with state and federal resource agencies regarding the presence/absence of protected species, preferred habitat for protected species, significant ecological resources, and designated natural areas.
 - b. Communicate with entities regarding the presence of caves and mine portals within the project corridor including the Center for Cave and Karst Studies, the Kentucky Speleological Society, the Kentucky Geological Survey, local Grotto associations, and the Kentucky Department of Natural Resources.
2. Perform terrestrial sampling study including:
 - a. Identification, description, and location of general habitat types stratified by dominant vegetation.
 - b. Provide a literature review of potential habitats for federally listed species. The United States Fish and Wildlife Service's (USFWS) Information for Planning and Consultation (IPAC) system identifies three federally listed bat species, and Short's bladderpod, as being potentially present in the area.
 - c. The assessment for bats will include:
 - (1) Documentation of potential wooded summer roosting habitat that would be impacted by the project.
 - (2) Provide a literature review of the project corridor for caves, rock shelters, and mine portals. Investigations will consist of a search for these features within three miles of the project as required by USFWS for a bat biological assessment.
 - (3) A Phase I Indiana Bat Habitat Assessment to identify caves, mine portals, or rock shelters within one-half mile of the project. Identified features will be assessed through completion of a Phase I Habitat Assessment to evaluate if they provide suitable winter habitat for federally listed bats.
 - d. A habitat assessment for Short's bladderpod will be conducted. It is assumed that no habitat will be identified and that a more detailed survey will not be required. Findings will be documented on a No Effect Form.
3. Stream impacts will be assessed by conducting the following tasks:
 - a. Habitat quality assessment of intermittent streams within the project corridor using the Rapid Bioassessment Protocol developed by the United States Environmental Protection Agency (USEPA).

- b. Field identification of potential habitat for federally listed species. USFWS's IPAC system identifies four federally listed mussel species potentially in the area. There are no anticipated streams in the project area that could provide habitat for mussel species. Findings will be documented in a No Effect Form.
4. Investigate the project corridor to identify the location of potential wetlands that could be impacted by the project. Wetlands identified will be delineated to the extent of anticipated disturb limits to project information needed to assess permitting requirements. The assessment will include:
 - a. Field delineation of water/wetland boundaries and completion of appropriate data forms in accordance with United States Army Corps of Engineers procedures.
 - b. Mapping of wetland locations on available field maps and surveying delineated boundaries with global positioning system equipment.
5. Prepare a technical memorandum to document the location and quality of any streams and wetlands identified in the corridor. The anticipated Section 401/404 permitting requirements and estimated costs to mitigate for these impacts will be provided. No Effect documentation will be provided for threatened and endangered species for which habitat is not present within the impact area of the proposed project. Presence or absence of winter bat habitat and an estimate of quantity and mitigation costs for expected loss of summer bat roosting habitat will be provided. Submit draft copies of the memorandum for OWNER and KYTC review, revise to address comments (as appropriate), and resubmit as a final report.
6. Prepare the Biological Assessment (BA) documenting field assessments completed and addressing potential direct, indirect, and cumulative impacts to endangered or threatened bats including the results of the search for cave, mine portal, or rock shelter habitat within one-half mile of the project limits and the literature review for habitat within three miles. The BA will also include an assessment of the availability of summer habitat and potential foraging corridors. Maps documenting summer habitat acreage impacted by the project will be developed. It is assumed that effects to Indiana and gray bats will be addressed using existing programmatic approaches and that effects to the northern long-eared bat will be addressed using the USFWS 4(d) rule. Provide the report to OWNER for review and comment. The report will be suitable for conducting Section 7 consultation with USFWS Kentucky Field Office. Submit draft copies of the memorandum, revise to address comments (as appropriate), and resubmit as a final report.

Hazardous Materials and Underground Storage Tank (UST) Assessment

1. Conduct investigation along the corridor to review sites with Recognized Environmental Conditions. Areas of potential new right-of-way or locations with anticipated deep excavation will be a focal point of the review.

2. Conduct a preliminary record review to evaluate former land uses and the potential for site contamination by hazardous waste(s) or substance(s). Specific activities to be included in the record review are:
 - a. USEPA Federal Database search available for listings such as National Priorities List; Comprehensive Environmental Response, Compensation, and Liability Act; USEPA Civil Enforcement; USEPA Docket Center; Emergency Response Notification System; Facility Index System; Resource Conservation and Recovery Act; and Regional Conservation Investment Strategy. This search will include a one-half mile radius from the corridor.
 - b. Review of existing, historical aerial photography of the project corridor.
 - c. For properties where excavation is anticipated to exceed three feet, records from state and local/municipal agencies, governmental, environmental, utility and other appropriate organizations will be requested and reviewed.
3. For properties where excavation is anticipated to exceed three feet, perform a site visit to develop a physical description and review relevant environmental characteristics of the subject property and adjacent properties. Recognized environmental conditions on those properties will be documented and the relevant findings will be included in the final report. Specific site visit activities will include:
 - a. Identification of potential hazardous substances (e.g., chemical drums/containers, asbestos, stored petroleum products, UST and aboveground storage tanks, and electrical transformers which may contain polychlorinated biphenyls).
4. Conduct an environmental site assessment base study and develop a report in accordance with ASTM E1527-13 and All Appropriate Inquiry Standards. The base study will follow KYTC's Division of Environmental Analysis (DEA) Guidance and Accountability Form and identify Recognized Environmental Conditions, Historical Recognized Environmental Conditions, and Controlled Recognized Environmental Conditions, as well as hazardous substances and petroleum products that may contaminate affected sites. Environmental sampling is not part of this Phase 1 Scope of Service. Provide PDF copies of both the draft and final Hazardous Materials Assessment Report. The report will include:
 - a. A general project description, overview, and setting.
 - b. Geologic and hydrogeology conditions on site.
 - c. Listing of findings obtained from the records review and site reconnaissance.
 - d. Site locator maps of areas of concern.
 - e. Governmental, utility, and environmental agency requests for information and responses.
 - f. USEPA federal database search reports and summary of findings.
 - g. Conclusions and Recommendations Table.
5. Attend one project team meeting to discuss the report and findings.

Cultural Historic Analysis and Section 106 Consultation Scope

1. Conduct the cultural resources assessment, prepare the report in accordance with the current Commonwealth of Kentucky's State Historic Preservation Office (SHPO) specifications that identifies properties listed on the National Register of Historic Places (NRHP), provide considerations for additional properties having characteristics making them eligible for the NRHP, and assess effects on these resources that may occur as a result of implementing the project.
2. Develop the Area of Potential Effect (APE) using USGS topographic maps and geographic information system (GIS) aerial data. The recommended APE is anticipated to be the default distance of 150 feet on each side of the proposed centerline under KYTC's programmatic agreement with SHPO. Communicate with SHPO for concurrence with the APE.
3. Conduct research using Kentucky Heritage Council and SHPO files and libraries for completed surveys, NRHP sites, and significant events in project area.
4. Conduct title and archival research on properties identified as potentially eligible for the NRHP.
5. Prepare a brief summary of existing or proposed contexts which appear to apply to context development.
6. Conduct assessments of up to 233 sites within the APE.
 - a. Reevaluate current NRHP sites.
 - b. Conduct windshield survey of sites within APE.
 - c. Evaluate and photograph sites that appear greater than 50 years old.
 - d. Prepare survey forms for properties more than 50 years old.
 - e. Document boundaries for potentially eligible properties.
 - f. Develop effects determinations for each alternative and each eligible property.
7. Communicate historic property survey results, including effect determinations, with KYTC approved Consulting Parties. Individual Consulting Party meetings are not anticipated
8. Prepare the following exhibits:
 - a. Location exhibits for each survey form.
 - b. Topographic maps for sites potentially eligible for the NRHP using USGS map and GIS aerial mapping.
9. NRHP figures will include project mapping to show the property locations proximity to potential alternatives.
10. Prepare and submit an electronic draft Eligibility and Effects Report for properties within

the established APE including photographs, brief site descriptions, eligibility determinations, effects analysis and survey forms, inventory of sites, and historic context.

11. Attend meeting with OWNER, KYTC, and SHPO to discuss the draft report.
12. Review and respond to OWNER, KYTC, and SHPO comments.
13. Prepare a PDF copy of the final Eligibility and Effects Report. Prepare one hard copy and an electronic copy of the survey forms.

Phase I Archaeological Survey

1. Conduct a review of records available at the Office of State Archaeology of the project area and include a two-kilometer buffer.
2. Conduct a field investigation consisting of a survey of the potential surface disturbance area in accordance with standard archaeological methods (e.g., pedestrian and shovel test survey). The field investigation includes up to 104 shovel test probes (STP), up to six deep/auger STPs, and up to one archaeological site will be recorded.
3. Submit digital copy of the draft report for OWNER, KYTC, and the Kentucky Heritage Council SHPO.
4. Incorporate review comments into the report and submit up to three hard copies and one digital copy of the report. Upon approval of the Phase 1 report, cultural materials recovered during the investigation will be bagged and labeled for permanent curation in accordance with the standards of the federally accredited curatorial facility and submitted to the William S. Webb Museum of Anthropology at the University of Kentucky, Lexington.

Socioeconomic Analysis

1. Conduct an assessment of existing socioeconomic conditions and evaluate base conditions and impacts.
2. Obtain a Farmland Impact Rating Form through Natural Resources Conservation Services (NRCS) documenting impacts from the project in accordance with NRCS-Conversation Planning Activities-Section 106 guidelines. The analysis will be used to assess impacts that may be experienced by area farmers and to satisfy National Environmental Policy Act standards.
3. Prepare and submit a PDF copy of the draft technical memorandum including the findings of the office research and record review for OWNER, KYTC, and SHPO review.
4. Review and respond to comments, and prepare and submit an electronic final technical memorandum.

Air Quality Analysis

Prepare a brief statement about air quality to be incorporated into the CE document. Project is anticipated to have “no potential” for mobile sources air toxics effects; therefore, no qualitative analysis will be provided.

Categorical Exclusion (CE) Level 1

Document a CE checklist with KYTC DEA in accordance with applicable state and federal laws and policies.

1. Prepare a draft Purpose and Need Statement for OWNER review and comment.
2. Document alternatives considered using the discussion of the alternatives developed for the project design executive summary.
3. Include discussion of air quality, highway noise, land use (existing and identified in approved land use plans), streams and floodplains, groundwater, water quality, wetlands, permits, threatened and endangered species, cultural historic resources and the Section 106 process, archaeological resources, community and social impacts, environmental justice, pedestrian and bicycle facilities, hazardous materials, and construction activities that arise during the development of the project. Direct, indirect, and cumulative impacts, as appropriate, will be considered and documented.
4. Document potential mitigation measures and commitments and provide appendices, including evidence of agency communication and completion of supporting technical reports. Exhibits will be incorporated to illustrate the location of each environmental element of concern as it relates to OWNER’s preferred alternative.
5. Attend a public meeting to present the alternative(s) being considered and solicit input of those in attendance.
6. Prepare and submit draft a CE checklist for OWNER and KYTC review.
7. Review and respond to comments and prepare and submit an electronic final CE checklist.

Final Design

1. Provide roadway drawings including:
 - a. Cover sheet.
 - b. Quantity summary, survey control, and general notes.
 - c. Typical sections selected by OWNER. Pavement design is anticipated to be based on geotechnical analysis provided as part of a future agreement amendment, as needed.
 - d. Plan and profile drawings (20-scale).
 - e. Right-of-way detail drawings.

- f. Cross section drawings (five-scale) at 50-foot intervals, driveways, step locations, and retaining walls.
 - g. Maintenance of traffic construction phasing drawings and notes.
 - h. Intersection control drawing for Henry Clay Boulevard and Appletree Lane intersections. Drawing will include either roundabout layout and grading sheets or intersection grading and traffic signal drawings, based on OWNER-selected intersection control.
 - i. Retaining wall layout sheet with plan and elevation for up to eight retaining walls using standard drawings for gravity walls.
 - j. Striping, signing, and signal drawings.
 - k. Landscape and hardscape drawings and details.
 - l. Coordinate control drawings.
 - m. Intersection grading drawings including up to 34 curb ramp details.
 - n. Right-of-way summary sheet and strip maps with areas. The number of legal descriptions and public acquisition plats will be determined during final design and provided via a future agreement amendment, as needed.
 - o. Detail drawings.
 - p. Storm sewer profile drawings and details for stormwater control facilities.
 - q. Erosion and sediment control drawings.
 - r. Lighting drawings and details for pole, conduit, and junction box locations. Provide photometric analysis using AGI-32 for lighting design along the corridor and submitted to OWNER for review.
2. Prepare a right-of-way drawing submittal including developing project range of values, preparing project report, and right-of-way phase budget. Legal descriptions, public acquisition plats, and right-of-way revisions will be provided as part of a future agreement amendment, as needed.
 3. Prepare final construction drawing submittal for OWNER review including:
 - a. Drawings.
 - b. Technical specifications.
 - c. Section 1 of the KYTC Local Public Agency Project Development Checklist.
 - d. Traffic Management Plan in accordance with KYTC guidelines.
 - e. OPCC.
 - f. Provide a summary document listing the testing requirements for construction materials in accordance with KYTC procedures. For materials that cannot be

sampled and tested in accordance with KYTC guidelines, prepare an alternative test method or justification as to why testing is not warranted.

4. Attend a final review meeting with OWNER.
5. Incorporate OWNER comments, as appropriate.
6. Prepare and submit permit applications.
7. Submit contract documents to OWNER for bid.
8. Prepare technical support services during construction bidding, including preparation of responses to technical questions, attendance at a prebid meeting, reviewing the bid tabulation, submitting a recommendation for award, and preparing Section II of the KYTC LPA PDC and compiling accompanying paperwork.

Meetings and Public Involvement

1. Prepare for and attend up to 12 project design meetings with OWNER.
2. Prepare for and attend up three open house-style public meetings.
3. Attend up to 20 individual meetings with property owners to review site specific concerns during design.

Schedule and Completion

CONSULTANT will meet the following schedule. Calendar days are counted from the date that a written notice to proceed is received by the CONSULTANT which is anticipated on February 22, 2024. Exact times of meetings will be arranged by CONSULTANT.

Schedule

<u>Service</u>	<u>Schedule</u>
Project kickoff meeting	20 days
Submission of preliminary drawings	270 days
Meeting to review preliminary drawings	280 days
Hold public meeting	300 days
Submission of right-of-way summary sheets, strip maps, and cost opinion	360 days*
Submission of 90 percent design drawings	360 days*
Submission of draft CE document	360 days
Meeting to review right-of-way drawings	380 days*
Submission completed right-of-way drawings	420 days*
Prepare bidding documents and final drawings	800 days**

*Schedule for submission of right-of-way drawings contingent upon completion of geotechnical services and subsurface utility locations to be added by a future agreement amendment, as needed.

****Schedule for bidding documents and final drawings contingent upon right-of-way being acquired and construction funding to be obligated.**

Compensation

OWNER shall compensate CONSULTANT for Base Scope of Services a lump sum of \$1,244,333.

EXHIBIT B

FEE PROPOSAL



KENTUCKY TRANSPORTATION CABINET
 Department of Highways
 DIVISION OF PROFESSIONAL SERVICES
ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2
 Rev. 12/2022
 Page 1 of 1

SECTION 1: PROJECT INFORMATION

DATE:	Oct 19, 2023	COUNTY:	Fayette	ITEM #:	7-329
PROJECT:	Liberty Road Project				
DESC:	Improve Typical Section of Liberty Road from New Circle Road to Winchester Road				

SECTION 2: BUDGET INFORMATION

FEE CONSIDERATIONS	PROPOSED HOURS	NEGOTIATED HOURS	AVERAGE RATE	ESTIMATED COST
Survey	34	34	\$ 59.80	\$ 2,033.20
Preliminary Line and Grade	1137	1137	\$ 58.26	\$ 66,241.62
Utility Coordination	322	322	\$ 58.96	\$ 18,985.12
Right of Way Plans	208	208	\$ 57.14	\$ 11,885.12
Final Plans	2180	2065	\$ 56.04	\$ 115,722.60
Meetings	138	138	\$ 61.20	\$ 8,445.60
Public Involvement	109	91	\$ 61.20	\$ 5,569.20
Environmental	70	70	\$ 66.83	\$ 4,678.10
				\$ -
				\$ -
TOTAL PRODUCTION HOURS & PAYROLL	4198	4065	\$ 57.46	\$ 233,560.56

OVERHEAD (150.66 %)	\$ 351,882.34
PROFIT (15.00 %)	\$ 87,816.43
COST OF MONEY (1.45 %)	\$ 3,386.63


DIRECT COSTS	AMOUNT
Computer Time - \$14.00 per hour, 2850 hours	\$ 39,900.00
Printing: 1,000 Each x \$0.15, Plan Sheets (200 sheets x 12 sets x 6 SFT x \$0.35)	\$ 5,190.00
TOTAL DIRECT COSTS	\$ 45,090.00

SUBCONSULTANTS	AMOUNT
Palmer Engineering (Design and Environmental)	\$ 470,759.00
Element Design	\$ 25,260.00
Metric Environmental	\$ 26,578.00
TOTAL SUBCONSULTANTS	\$ 522,597.00

TOTAL FEE	\$ 1,244,333
------------------	---------------------

*Rounded to the nearest dollar

SECTION 3: SIGNATURE

FIRM NAME: Strand Associates, Inc.		SIGNED BY: Chase K. Wright, P.E.	
 CONSULTANT SIGNATURE	Project Manager	10/19/2023	
	TITLE	DATE	
	TITLE	DATE	

CLASSIFICATIONS AND PERCENTAGES

COUNTY Fayette County
CONSULTANT Strand Associates, Inc.
PROJECT Liberty Road
ITEM NO. 07-329

Escalation Rate: 5.00% Based on Approved Audited Rates 7/14/2023
Estimated Midpoint: 7/15/2024 Based on Notice to Proceed 12/14/2023
Period(s): 1.01 based on Estimated Completion Date 2/14/2025
Factor: 5.05%

POSITION	AVG. RATE	ESCALATED RATE	Survey		Preliminary Line and Grade		Utility Coordination		Right of Way Plans		Final Plans		Meetings and Public Involvement		Environmental	
			ITEM I		ITEM II		ITEM III		ITEM IV		ITEM V		ITEM VI		ITEM VII	
Senior Project Manager	\$94.05	\$98.80	\$9.88	10.0%	\$7.90	8.0%	\$7.90	8.0%	\$7.90	8.0%	\$7.90	8.0%	\$9.88	10.0%	\$14.82	15.0%
Project Engineer	\$62.71	\$65.86	\$23.06	35.0%	\$23.06	35.0%	\$26.35	40.0%	\$19.76	30.0%	\$16.47	25.0%	\$30.96	47.0%	\$39.53	60.0%
Engineer	\$49.30	\$51.79	\$18.13	35.0%	\$15.54	30.0%	\$12.95	25.0%	\$15.54	30.0%	\$15.54	30.0%	\$10.36	20.0%	\$10.36	20.0%
Engineer in Training	\$41.55	\$43.65	\$8.73	20.0%	\$10.91	25.0%	\$10.91	25.0%	\$13.09	30.0%	\$15.28	35.0%	\$8.73	20.0%	\$0.00	0.0%
Office Production	\$40.33	\$42.37	\$0.00	0.0%	\$0.85	2.0%	\$0.85	2.0%	\$0.85	2.0%	\$0.85	2.0%	\$1.27	3.0%	\$2.12	5.0%
TOTAL			\$59.80	100%	\$58.26	100%	\$58.96	100%	\$57.14	100%	\$56.04	100%	\$61.20	100%	\$66.83	100%

<h2 style="text-align: center;">PRODUCTION-HOUR WORKSHEET</h2> (revised 7/14)						
COUNTY	Fayette		PROJECT TYPE	Grade and Drain		
ROUTE	Liberty Road		CONSULTANT	Strand Associates, Inc.		
DESC	Liberty Road from New Circle Road to Winchester Road		REVIEWED BY	Steve Vogel, P.E.		
ITEM NO.	7-329		PREPARED BY	Chase Wright, P.E.		
			DATE	September 26, 2023		
SURVEY						
No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
RECONNAISSANCE						
1	Control - (existing)	1	Mile	1.53	0	0
2	Utilities - (data gathering, identification & contact)	1	No.	8	1	8
3	Drainage - (sink holes, streams, pipes, etc.)	1	Mile	1.53	2	3
CONTROL						
4	Horizontal	2	Mile	1.53	0	0
5	Vertical	2	Mile	1.53	0	0
6	Process data	1	Mile	1.53	0	0
PLANIMETRIC SURVEY						
7	Planimetric location <i>(complete)</i>	2	Mile	1.53	2	6
8	Subsurface Utility Engineering, Quality Levels C & D	1	Mile			0
9	Subsurface Utility Engineering, Quality Level B	2	Mile	1.53	2	6
10	Subsurface Utility Engineering, Quality Level A	2	No.			0
11	Process data	1	Mile	1.53	0	0
TERRAIN SURVEY						
12	DTM data collection	2	Acre			0
13	Verify terrain model accuracy	2	Mile			0
14	Tie-ins	2	No.			0
15	Drainage situations survey (Bridge)	2	No.			0
16	Drainage situations survey (Culvert)	2	No.			0
17	Drainage pipe section (non-situation size)	2	No.	55	0	0
18	Flood plain data	2	No.			0
19	Railroad Surveys	2	No.			0
20	Additional necessary DTM data <i>(pickup)</i>	2	Acre	6	0	0
21	Process data	1	Mile	1.53	2	3
ESTABLISH PROPERTY LINES & OWNERSHIP						
22	Contact & Interview Property Owners	1	Parcel	138	0	0
23	Field tie property lines/corners	1	Parcel	138	0	0
STAKING						
24	Stake centerlines, approaches, detours	2	Mile			0
25	Stake core holes - structures <i>(unit is per structure)</i>	2	No.			0
26	Stake core holes - roadway <i>(unit is per core hole)</i>	2	No.			0
SURVEY MISCELLANEOUS						
27	Determine roadway elevations (Crown and EP)	2	Mile			0
28	Environmental areas	2	No.	2	0	0
29	Review and assess condition of existing trees	1	LS	1	8	8
30						
SURVEY TOTAL						34

PRODUCTION-HOUR WORKSHEET (revised 7/14)					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Strand Associates, Inc.</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY	<u>Steve Vogel, P.E.</u>		
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Chase Wright, P.E.</u>		
		DATE	<u>September 26, 2023</u>		
PRELIMINARY LINE AND GRADE					
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
41	Computer setup	LS	1	12	12
42	Prepare existing manuscripts	Mile	1.53	20	31
43	Establish approximate property lines and ownership	Parcel	138	0.1	14
44	Study and develop typical sections	No.	8	4	32
45	Study and develop horizontal alignments	Mile	1.53	40	61
46	Study and develop vertical alignments	Mile	1.53	24	37
47	Preliminary Roadway Model - Mainline Backbone	Mile	1.3	80	104
48	Preliminary Roadway Model - Approach Backbone	Mile	0.23	80	18
49	Preliminary Roadway Model - Mainline Grading	Mile	1.3	60	78
50	Preliminary Roadway Model - Approach Grading	Mile	0.23	60	14
51	Preliminary Roadway Model - Intersection Grading	No.	8	16	128
52	Preliminary Roadway Model - Roundabouts - Single / Multi Lane	No.	2	20	40
53	Preliminary Roadway Model - Entrances	No.	130	0.5	65
54	Pre-size pipes (all alternates)	No.	40	1	40
55	Pre-size culverts (all alternates)	No.			0
56	Pre-size bridges (all alternates)	No.			0
57	Conduct Traffic Engineering Analysis (Basic; Highway Capacity Manual Procedures)	Intersection			0
58	Conduct Traffic Engineering Analysis (Advanced; Micro-simulation)	Intersection			0
59	Study and development of interchange	No.			0
60	Study and develop maintenance of traffic plan	LS	1	80	80
61	Plot/print copies of plans for team meeting and inspections	LS	1	20	20
62	Calculate preliminary quantities and develop cost estimates	Alt.	2	40	80
63	Revise plans and estimates	LS	1	48	48
64	Preliminary Right of Way with taking areas	Parcel	69	1	69
65	Prepare Preliminary Design Memorandum	LS	1	32	32
66	Develop/document "Avoidance Alternatives to Water Related Impacts"	LS	1	8	8
PRELIMINARY LINE & GRADE MISCELLANEOUS					
67	Evaluate Mid-block Crossing Locations (including side for shared use path)	No.	4	6	24
68A	Review and evaluate existing parking (Up to 4 observation events)	No.	4	4	16
68B	Prepare exhibit showing existing parking demand	No.	1	12	12
68C	Develop parking alternatives	No.	2	8	16
69	Study and development of roundabout intersection	No.	2	0	0
70	Address Peer Review (QA/QC) Comments on Preliminary Plans	LS	1	48	48
71A	Geotechnical Borings	No.			0
71B	Soundings	No.			0
71C	Laboratory Testing	LS			0
71D	Geotechnical Engineering Analysis and Report	LS			0
72A	Develop preliminary landscape concepts	LS	1	2	2
72B	Develop preliminary hardscape improvements	No.	3	1	3
72C	Prepare rendered plan and perspectives showing plantings	No.	3	1	3
72D	Prepare exhibit showing preliminary tree impacts	No.	1	2	2
PRELIMINARY LINE AND GRADE TOTAL					1137

PRODUCTION-HOUR WORKSHEET <small>(revised 7/14)</small>						
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>			
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Strand Associates, Inc.</u>			
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY	<u>Steve Vogel, P.E.</u>			
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Chase Wright, P.E.</u>			
		DATE	<u>September 26, 2023</u>			
UTILITY COORDINATION						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
76	Utility Coordination Meeting	2	No.	10	4	80
77	Develop Utility Relocation Layout Sheets (1"=20')		Mile	1.53	80	122
78	Develop Utility Relocation Plans (1"=20')		Mile			0
UTILITY COORDINATION MISCELLANEOUS						
79	Prepare utility review submittals		No.	3	4	12
80	Develop and maintain log of utility conflicts		LS	1	60	60
81	Prepare utility relocation budget based on utility provided estimates		LS	1	24	24
82	Review existing sanitary sewer record drawings and CCTV		LS	1	24	24
UTILITY COORDINATION TOTAL						322
RIGHT OF WAY PLANS						
No.	ITEM		UNIT	AMOUNT	HRS/UNIT	HOURS
81	Deed research		Parcel	138	0.00	0
82	Establish property and ownership		Parcel	138	0.0	0
83	Calculate Right of Way		Parcel	69	1.0	69
84A	Prepare legal descriptions		Parcel			0
84B	Prepare public acquisition plat		Parcel			0
85	Complete Right of Way summary sheet		Parcel	69	0.5	35
86	Generate Right of Way strip map (scale 1" = 50')		Sheet	5	8	40
87	Prepare Right of Way Plans Submittal		LS	1	24	24
88	Right of Way revisions after Right of Way submittal		LS	1	0	0
R/W PLANS MISCELLANEOUS						
89	Develop project range of values, prepare project report, and ROW phase budget		LS	1	40	40
90						
RIGHT OF WAY PLANS TOTAL						208

PRODUCTION-HOUR WORKSHEET (revised 7/14)					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Strand Associates, Inc.</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY	<u>Steve Vogel, P.E.</u>		
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Chase Wright, P.E.</u>		
		DATE	<u>September 26, 2023</u>		
FINAL PLAN PREPARATION					
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
96	Computer setup	LS	1	4	4
97	Develop pavement design	No.	1	8	8
98	Prepare interchange geometric approval sheet	No.			0
99	Prepare intersection geometric approval sheet	No.			0
100	Refine alignments (horizontal & vertical)	Mile	1.53	24	37
101	Revise roadway plans from soils report	Mile	1.53	12	18
MODELING					
102	Final Roadway Model - Mainline Backbone	Mile	1.3	50	65
103	Final Roadway Model - Approach Backbone	Mile	0.23	60	14
104	Final Roadway Model - Mainline Grading	Mile	2.6	40	104
105	Final Roadway Model - Approach Grading	Mile	0.46	50	23
106	Final Roadway Model - Intersection Grading	No.	6	20	120
107	Final Roadway Model - Roundabouts - Single Lane	No.	2	0	0
108	Final Roadway Model - Roundabouts - Multi Lane	No.			0
109	Final Roadway Model - Entrances - Low (sidewalk connections)	No.	74	0.5	37
110	Final Roadway Model - Entrances - Medium	No.	130	1	130
111	Final Roadway Model - Entrances - High	No.			0
112	Model Rock Line	Acre	12.61	1	13
DRAINAGE					
113	Develop pipe sections (< 54")	No.			0
114	Develop drainage system map	Mile	1.53	24	37
115	Develop blue line stream channel change (=> 200')	No.			0
116	Drainage analysis (entrance pipes)	No.			0
117	Drainage analysis (A <= 200 acres)	No.			0
118	Drainage structure analysis (200 acres < A < 1.0 sq. mile)	No.			0
119	Drainage structure analysis (A => 1.0 sq. mile) level 1 analysis	No.			0
120	Drainage structure analysis (A => 1.0 sq. mile) level 2 analysis	No.			0
121	Drainage structure analysis (A => 1.0 sq. mile) level 3 analysis	No.			0
122	Special drainage studies	No.	5	28	140
123	Roadway ditches and channels	Mile	0.75	12	9
124	Inlet spacing calculations	No.	45	1	34
125	Storm sewers calculations	No.	60	1	45
126	Develop storm sewer profile	No.	60	2	90
127	Perform scour analysis	No.			0
128	Assemble preliminary and final drainage folders	LS	1	24	24
129	Prepare advanced situation folder - bridge	No.			0
130	Prepare advanced situation folder - culvert	No.			0
DRAINAGE MISCELLANEOUS					
131					0
132					0
133					0
134					0

<h2 style="text-align: center;">PRODUCTION-HOUR WORKSHEET <small>(revised 7/14)</small></h2>					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Strand Associates, Inc.</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY	<u>Steve Vogel, P.E.</u>		
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Chase Wright, P.E.</u>		
		DATE	<u>September 26, 2023</u>		
FINAL PLAN PREPARATION (Continued)					
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
FINAL PLAN SET					
135	Prepare layout sheet	LS	1	8	8
136	Prepare typical sections	No.	4	8	32
137	Generate plan sheets <i>(scale 1" = 20')</i>	Sheet	15	8	120
138	Generate additional RW plan sheets	Sheet	15	4	60
139	Generate profile sheets <i>(scale 1" = 20')</i>	Sheet	15	2	30
140	Detail cross sections <i>(scale 1" = 5'), at 50' intervals and at driveways/steps</i>	No.	340	0.5	170
141	Prepare coordinate control sheet	Mile	1.53	6	9
142	Prepare elevation developments	No.	10	8	80
143	Prepare striping and signage plan	No.	15	0	0
144	Develop Erosion Control Plan	Mile	1.53	30	46
145	Calculate final quantities	Mile	1.53	24	37
146	Complete general summary	LS	1	16	16
147	Complete paving summary	LS	1	6	6
148	Complete drainage summary	LS	1	8	8
149	Complete pavement under-drain summary	LS	1	4	4
150	Prepare cost estimate	LS	1	16	16
151	Prepare KMZ's	LS	1	6	6
MAINTENANCE OF TRAFFIC					
152	Write maintenance of traffic notes (TCP)	LS	1	30	30
153	Prepare construction phasing plans	Mile	1.53	80	122
154	Develop diversion plan sheets	Sheet			0
155	Develop diversion profile sheets	Sheet			0
156	Develop diversion cross sections	No.			0
157	Develop temporary drainage	No.			0
FINAL PLANS MISCELLANEOUS					
159	Plot/print copies of plans	LS	1	16	16
160	Plan revisions	Mile	1.53	50	77
161	Prepare final construction plans submittal	LS	1	36	36
162	Document available rock quantities	LS			0
163A	Prepare special provisions for non-standard KYTC bid items	LS	1	12	12
163B	Prepare materials testing matrix	LS	1	10	10
163C	Prepare and submit permit applications	LS	1	20	20
163D	Prepare and submit LPA documentation - PDC (pre- and post-bid)	LS	1	20	20
164A	Prepare layout sheet (plan and elevation) for each retaining wall	Sheet	8	0	0
164B	Prepare typical wall sections and other wall details	Sheet	1	0	0
165	Prepare traffic signal design and details	LS	1	0	0
166A	Prepare photometric analysis for utility provided lighting	LS	1	50	50
166B	Prepare lighting sheets for pole, conduit, and junction box locations	Sheet	15	4	60
166C	Prepare lighting details	LS	1	8	8
167	Prepare landscape drawings, specifications, and details	LS	1	4	4
168					0
FINAL PLANS TOTAL					2065

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>			
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Strand Associates, Inc.</u>			
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY	<u>Steve Vogel, P.E.</u>			
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Chase Wright, P.E.</u>			
		DATE	<u>September 26, 2023</u>			
MEETINGS						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
169	Prelim. line and grade inspection	3	No.	1	5	15
170	Geometric review meeting	3	No.			0
171	Drainage inspection	3	No.			0
172	Final inspection	3	No.	1	5	15
173	Misc. project coordination meetings	3	No.	8	3	72
174	Project team meetings	3	No.	4	3	36
MEETINGS MISCELLANEOUS						
175	Value Engineering Study		LS			0
176	Constructability Review		LS			0
177						
178						
179						
MEETINGS TOTAL						138
PUBLIC INVOLVEMENT						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
180	Develop and Maintain Mailing List		LS			0
181	Prepare for Advisory Committee/Officials Meeting		No.			0
182	Attend Advisory Committee/Officials Meeting		No.			0
183	Prepare for Public Meetings/Hearings		No.	3	5	15
184A	Attend Public Meetings/Hearings	3	No.	3	4	36
184B	Individual Meetings with Property Owners	1	No.	20	2	40
185	Prepare and Distribute Newsletter		No.			0
186	Property owner coordination		No.			0
PUBLIC INVOLVEMENT MISCELLANEOUS						
187						0
188						0
189						
PUBLIC INVOLVEMENT TOTAL						91
QA/QC						
No.	ITEM		UNIT	AMOUNT	HRS/UNIT	HOURS
190	Plan review					0
191	Structure review					0
QA/QC TOTAL						0

PRODUCTION-HOUR WORKSHEET (revised 7/14)					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Strand Associates, Inc.</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY	<u>Steve Vogel, P.E.</u>		
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Chase Wright, P.E.</u>		
		DATE	<u>September 26, 2023</u>		
PRODUCTION-HOUR SUMMARY					
SURVEY TOTAL					34
LINE AND GRADE TOTAL					1137
UTILITY COORDINATION TOTAL					322
RIGHT OF WAY PLANS TOTAL					208
FINAL PLANS TOTAL					2065
MEETINGS TOTAL					138
PUBLIC INVOLVEMENT TOTAL					91
QA/QC TOTAL					0
GRAND TOTAL					3995

PRODUCTION-HOUR WORKSHEET

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Strand Associates
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	C. Wright
ITEM NO.	7-329	DATE	9/26/23

Categorical Exclusion

No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
Draft CE						
1	Compile Checklist Info	1	Hour	1	4	4
2	Public Officials Coordination (Level III)		Hour			0
3	Draft CE	1	Hour	1	4	4
4	Exhibit Preparation	1	Each	6	0	0
5	Peer Review	1	Hour	1	0	0
Total						8
Final CE						
6	Project Team Meetings	1	Hour	2	0	0
7	CE Review Meetings	1	Each	1	0	0
8	Public Information Meetings (Level III)	1	Hour	1	0	0
Total						0
Final CE Review						
9	Exhibit Preparation	1	Each	2	2	4
10	Peer Review	1	Hour	1	0	0
11	FHWA Review		Hour			0
12	Final CE	1	Hour	1	0	0
Total						4
Meetings and Project Management						
50X	Baseline Review Meetings	1	Each	4	0	0
50X	Internal Status Review Meetings	1	Each	2	0	0
50X	Project Management	1	Hour	1	0	0
Total						0

CE Grand Total	12
-----------------------	-----------

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Strand Associates
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	C. Wright
ITEM NO.	7-329	DATE	9/26/2023

Cultural Historic

No.	ITEM	Crew	Unit	Amount	Hrs/Unit	Hours
RESEARCH						
1	Archival Research/File Search/Deed Research	1	lump sum	1	0	0
2	Field Research/Drive time	2	lump sum	1	0	0
3	Context Development	1	lump sum	1	4	4
Total						4
EXHIBIT PREPARATION						
4	Topographic maps that show an overall project area	1	exhibits	1	0	0
5	Plans or Construction maps	1	exhibits	30	0	0
6	CADD Operator	1	exhibits			0
Total						0
ADMINISTRATIVE REVIEW						
7	Typing and Clerical	1	lump sum	1	0	0
8	Administrative Review	1	lump sum	1	0	0
Total						0
REPORT PREPARATION						
10	Report Writing Draft	1	lump sum	1	5	5
11	Report Writing Final	1	lump sum	1	5	5
12	Survey Forms	1	forms	233	0	0
13	Development/Approval of Area of Potential Effect	1	No.	1	4	4
14						
Total						14
MEETINGS AND COORDINATION						
15	Meeting with Project Team	1	meetings	1	0	0
16	Section 106 Meeting		meetings			0
17	Response to SHPO/DEA/FHWA	1	meetings	1	0	0
Total						0
SURVEY MISCELLANEOUS						
18	Attend Public Meetings	1	meetings	1	0	0
50X	Project Management	1	lump sum	1	0	0
Total						0

CULTURAL HISTORIC SURVEY GRAND TOTAL

18

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Strand Associates
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	C. Wright
ITEM NO.	7-329	DATE	9/26/2023

PHASE I ENVIRONMENTAL SITE ASSESSMENT

No.	ITEM	Crew	Unit	Amount	Hrs/Unit	Hours
RESEARCH						
1	Division of Water	1	lump sum	1	0	0
2	Division of Waste Management	1	lump sum	1	0	0
3	Deed Search/Database	1	lump sum	1	0	0
Total						0
FIELD WORK						
4	Inspection	1	lump sum	1	0	0
5	Interviews- Property owners, neighboring residents and bu	1	lump sum	1	0	0
6	Documentation	1	lump sum	1	4	4
Total						4
ANALYSIS						
7	Data Compilation	1	lump sum	1	0	0
8	Data Assessment	1	lump sum	1	0	0
Total						0
REPORTS						
9	Writing/Recommendation (Draft & Final)	1	lump sum	1	0	0
10	Exhibits/Graphics	1	exhibits	2	0	0
Total						0
MEETINGS						
11	Meetings	1	lump sum	1	0	0
50x	Project Management	1	lump sum	1	0	0
Total						0

PHASE I ENVIRONMENTAL SITE ASSESSMENT TOTAL

4

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Strand Associates
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	C. Wright
ITEM NO.	7-329	DATE	9/26/2023

Biological Assessment

No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
OFFICE RESEARCH						
1	Identification of Listed Species	1	No.	1	0	0
2	Species Status	1	No.	1	0	0
3	Prepare Field Maps	1	No.	1	0	0
	Total					0
FIELD INVESTIGATION						
4	Mobilization, Field Preparation	1	LS	1	0	0
5	Evaluate Ecological Habitat	1	No.	1	0	0
6	Field Survey	1	No.	1	0	0
7	Prepare Field Data Sheets	1	No.	4	0	0
	Total					0
REPORT PREPARATION						
8	Draft report	1	No.	1	4	4
9	Prepare Exhibits	1	No.	4	0	0
10	Typing and Clerical	1	LS	1	0	0
11	Administrative review	1	No.	1	0	0
12	Guidance and Accountability Form		No.			0
13	Response to LFUCG comments	1	LS	1	0	0
14	Final report	1	No.	1	0	0
						4
PROJECT COORDINATION						
15	Project Administration	1	LS	1	0	0
16	Meetings	1	No.			0
50x	Project Management	1	lump sum			0
	Total					0
Grand Total						4

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Strand Associates
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	C. Wright
ITEM NO.	7-329	DATE	9/26/2023

Phase 1 Archaeological Intensive Survey

No.	ITEM	Crew	Unit	Amount	Hrs/Unit	Hours
RESEARCH						
1	Background research at OSA	1	Hr.	1	8	8
2	Archival research	1	Hr.	1	4	4
3	Context Development	1	Hr.	1	8	8
Total						20
FIELDWORK AND ANALYSIS						
4	Shovel Probing (Standard)	2	No.	52	0	0
5	Shovel Probing plus augering	2	No.	3	0	0
6	Site Recordation	2	Hr.	1	0	0
Total						0
ANALYSIS						
7	Artifact cleaning	1	Hr.	1	0	0
8	Artifact analysis	1	Hr.	1	0	0
Total						0
LABORATORY WORK						
9	Artifact Processing	1	Hr.	1	0	0
10	Curation	1	Hr.	1	0	0
Total						0
REPORT PREPARATION						
11	Writing	1	Hr.	1	6	6
12	Exhibits (Figures per SOW)	1	Hr.	1	6	6
13	Administrative Review/PM	1	Hr.	1	0	0
Total						12
MISCELLANEOUS						
14	Travel Time	2	Hr.	1	0	0
Total						0

PHASE 1 ARCHAEOLOGICAL INTENSIVE SURVEY GRAND TOTAL

32



KENTUCKY TRANSPORTATION CABINET
 Department of Highways
 DIVISION OF PROFESSIONAL SERVICES
ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2
 Rev. 12/2022
 Page 1 of 1

SECTION 1: PROJECT INFORMATION

DATE:	Oct 10, 2023	COUNTY:	Fayette	ITEM #:	7-329
PROJECT:	Liberty Road Project				
DESC:	Improve Typical Section of Liberty Road from New Circle Road to Winchester Road				

SECTION 2: BUDGET INFORMATION

FEE CONSIDERATIONS	PROPOSED HOURS	NEGOTIATED HOURS	AVERAGE RATE	ESTIMATED COST
Survey	664	757	\$ 50.81	\$ 38,463.17
Preliminary Line and Grade	123	123	\$ 55.03	\$ 6,768.69
Right of Way Plans	104	104	\$ 55.03	\$ 5,723.12
Final Plans	399	371	\$ 55.03	\$ 20,416.13
Meetings	27	27	\$ 73.67	\$ 1,989.09
Public Involvement	57	39	\$ 73.67	\$ 2,873.13
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL PRODUCTION HOURS & PAYROLL	1374	1421	\$ 53.65	\$ 76,233.33

OVERHEAD (178.01 %)	\$ 135,702.95
PROFIT (15.00 %)	\$ 31,790.44
COST OF MONEY (0.21 %)	\$ 160.09


DIRECT COSTS	AMOUNT
TOTAL DIRECT COSTS	\$ -

SUBCONSULTANTS	AMOUNT
TOTAL SUBCONSULTANTS	\$ -

TOTAL FEE	\$ 243,887
------------------	-------------------

*Rounded to the nearest dollar

SECTION 3: SIGNATURE

FIRM NAME: Palmer Engineering	SIGNED BY: Stephen Sewell	
 _____ CONSULTANT SIGNATURE	Vice President _____ TITLE	10/13/2023 _____ DATE
_____	_____	_____
PROFESSIONAL SERVICES SIGNATURE	TITLE	DATE

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>			
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Palmer</u>			
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY				
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Stephen Sewell, P.E., P.T.O.E.</u>			
		DATE	<u>September 26, 2023</u>			
SURVEY						
No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
RECONNAISSANCE						
1	Control - (existing)	1	Mile	1.53	4	6
2	Utilities - (data gathering, identification & contact)	1	No.	8	3	24
3	Drainage - (sink holes, streams, pipes, etc.)	1	Mile	1.53	4	6
CONTROL						
4	Horizontal	2	Mile	1.53	12	37
5	Vertical	2	Mile	1.53	12	37
6	Process data	1	Mile	1.53	4	6
PLANIMETRIC SURVEY						
7	Planimetric location <i>(complete)</i>	2	Mile	1.53	30	92
8	Subsurface Utility Engineering, Quality Levels C & D	1	Mile			0
9	Subsurface Utility Engineering, Quality Level B	2	Mile	1.53	18	55
10	Subsurface Utility Engineering, Quality Level A	2	No.			0
11	Process data	1	Mile	1.53	52	80
TERRAIN SURVEY						
12	DTM data collection	2	Acre			0
13	Verify terrain model accuracy	2	Mile			0
14	Tie-ins	2	No.			0
15	Drainage situations survey (Bridge)	2	No.			0
16	Drainage situations survey (Culvert)	2	No.			0
17	Drainage pipe section (non-situation size)	2	No.	55	1	110
18	Flood plain data	2	No.			0
19	Railroad Surveys	2	No.			0
20	Additional necessary DTM data <i>(pickup)</i>	2	Acre	6	6	72
21	Process data	1	Mile	1.53	6	9
ESTABLISH PROPERTY LINES & OWNERSHIP						
22	Contact & Interview Property Owners	1	Parcel	138	0.5	69
23	Field tie property lines/corners	1	Parcel	138	1.0	138
STAKING						
24	Stake centerlines, approaches, detours	2	Mile			0
25	Stake core holes - structures <i>(unit is per structure)</i>	2	No.			0
26	Stake core holes - roadway <i>(unit is per core hole)</i>	2	No.			0
SURVEY MISCELLANEOUS						
27	Determine roadway elevations (Crown and EP)	2	Mile			0
28	Environmental areas	2	No.	2	4	16
29	Review and assess condition of existing trees	1	LS	1	0	0
30						
SURVEY TOTAL						757

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	Fayette	PROJECT TYPE	Grade and Drain
ROUTE	Liberty Road	CONSULTANT	Palmer
DESC	Liberty Road from New Circle Road to Winchester Road	REVIEWED BY	
ITEM NO.	7-329	PREPARED BY	Stephen Sewell, P.E., P.T.O.E.
		DATE	September 26, 2023

PRELIMINARY LINE AND GRADE

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
41	Computer setup	LS	1	0	0
42	Prepare existing manuscripts	Mile	1.53	0	0
43	Establish approximate property lines and ownership	Parcel	138	0.4	55
44	Study and develop typical sections	No.	8	0	0
45	Study and develop horizontal alignments	Mile	1.53	0	0
46	Study and develop vertical alignments	Mile	1.53	0	0
47	Preliminary Roadway Model - Mainline Backbone	Mile	1.3	0	0
48	Preliminary Roadway Model - Approach Backbone	Mile	0.23	0	0
49	Preliminary Roadway Model - Mainline Grading	Mile	1.3	0	0
50	Preliminary Roadway Model - Approach Grading	Mile	0.23	0	0
51	Preliminary Roadway Model - Intersection Grading	No.	8	0	0
52	Preliminary Roadway Model - Roundabouts - Single / Multi Lane	No.	2	0	0
53	Preliminary Roadway Model - Entrances	No.	130	0.0	0
54	Pre-size pipes (all alternates)	No.	40	0	0
55	Pre-size culverts (all alternates)	No.			0
56	Pre-size bridges (all alternates)	No.			0
57	Conduct Traffic Engineering Analysis (Basic; Highway Capacity Manual Procedures)	Intersection			0
58	Conduct Traffic Engineering Analysis (Advanced; Micro-simulation)	Intersection			0
59	Study and development of interchange	No.			0
60	Study and develop maintenance of traffic plan	LS	1	0	0
61	Plot/print copies of plans for team meeting and inspections	LS	1	0	0
62	Calculate preliminary quantities and develop cost estimates	Alt.	2	0	0
63	Revise plans and estimates	LS	1	0	0
64	Preliminary Right of Way with taking areas	Parcel	69	0	0
65	Prepare Preliminary Design Memorandum	LS	1	8	8
66	Develop/document "Avoidance Alternatives to Water Related Impacts"	LS	1	0	0
PRELIMINARY LINE & GRADE MISCELLANEOUS					
67	Evaluate Mid-block Crossing Locations (including side for shared use path)	No.	4	0	0
68A	Review and evaluate existing parking (Up to 4 observation events)	No.	4	0	0
68B	Prepare exhibit showing existing parking demand	No.	1	0	0
68C	Develop parking alternatives	No.	2	0	0
69	Study and development of roundabout intersection	No.	2	24	48
70	Address Peer Review (QA/QC) Comments on Preliminary Plans	LS	1	12	12
71A	Geotechnical Borings	No.			0
71B	Soundings	No.			0
71C	Laboratory Testing	LS			0
71D	Geotechnical Engineering Analysis and Report	LS			0
72A	Develop preliminary landscape concepts	LS	1	0	0
72B	Develop preliminary hardscape improvements	No.	3	0	0
72C	Prepare rendered plan and perspectives showing plantings	No.	3	0	0
72D	Prepare exhibit showing preliminary tree impacts	No.	1	0	0
PRELIMINARY LINE AND GRADE TOTAL					123

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>			
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Palmer</u>			
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY				
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Stephen Sewell, P.E., P.T.O.E.</u>			
		DATE	<u>September 26, 2023</u>			
UTILITY COORDINATION						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
76	Utility Coordination Meeting	2	No.	10	0	0
77	Develop Utility Relocation Layout Sheets (1"=20')		Mile	1.53	0	0
78	Develop Utility Relocation Plans (1"=20')		Mile			0
UTILITY COORDINATION MISCELLANEOUS						
79	Prepare utility review submittals		No.	3	0	0
80	Develop and maintain log of utility conflicts		LS	1	0	0
81	Prepare utility relocation budget based on utility provided estimates		LS	1	0	0
82	Review existing sanitary sewer record drawings and CCTV		LS	1	0	0
UTILITY COORDINATION TOTAL						0
RIGHT OF WAY PLANS						
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS	HOURS
81	Deed research	Parcel	138	0.25		35
82	Establish property and ownership	Parcel	138	0.5		69
83	Calculate Right of Way	Parcel	69	0.0		0
84A	Prepare legal descriptions	Parcel				0
84B	Prepare public acquisition plat	Parcel				0
85	Complete Right of Way summary sheet	Parcel	69	0.0		0
86	Generate Right of Way strip map (scale 1" = 50')	Sheet	5	0		0
87	Prepare Right of Way Plans Submittal	LS	1	0		0
88	Right of Way revisions after Right of Way submittal	LS	1	0		0
R/W PLANS MISCELLANEOUS						
89	Develop project range of values, prepare project report, and ROW phase budget	LS	1	0		0
90						
RIGHT OF WAY PLANS TOTAL						104

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY <u>Fayette</u> ROUTE <u>Liberty Road</u> DESC <u>Liberty Road from New Circle Road</u> <u>to Winchester Road</u> ITEM NO. <u>7-329</u>	PROJECT TYPE <u>Grade and Drain</u> CONSULTANT <u>Palmer</u> REVIEWED BY _____ PREPARED BY <u>Stephen Sewell, P.E., P.T.O.E.</u> DATE <u>September 26, 2023</u>
---	---

FINAL PLAN PREPARATION

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
96	Computer setup	LS	1	0	0
97	Develop pavement design	No.	1	0	0
98	Prepare interchange geometric approval sheet	No.			0
99	Prepare intersection geometric approval sheet	No.			0
100	Refine alignments (horizontal & vertical)	Mile	1.53	0	0
101	Revise roadway plans from soils report	Mile	1.53	0	0

MODELING

102	Final Roadway Model - Mainline Backbone	Mile	1.3	0	0
103	Final Roadway Model - Approach Backbone	Mile	0.23	0	0
104	Final Roadway Model - Mainline Grading	Mile	2.6	0	0
105	Final Roadway Model - Approach Grading	Mile	0.46	0	0
106	Final Roadway Model - Intersection Grading	No.	6	0	0
107	Final Roadway Model - Roundabouts - Single Lane	No.	2	60	120
108	Final Roadway Model - Roundabouts - Multi Lane	No.			0
109	Final Roadway Model - Entrances - Low (sidewalk connections)	No.	74	0.0	0
110	Final Roadway Model - Entrances - Medium	No.	130	0	0
111	Final Roadway Model - Entrances - High	No.			0
112	Model Rock Line	Acre	12.61	0	0

DRAINAGE

113	Develop pipe sections (< 54")	No.			0
114	Develop drainage system map	Mile	1.53	0	0
115	Develop blue line stream channel change (=> 200')	No.			0
116	Drainage analysis (entrance pipes)	No.			0
117	Drainage analysis (A <= 200 acres)	No.			0
118	Drainage structure analysis (200 acres < A < 1.0 sq. mile)	No.			0
119	Drainage structure analysis (A => 1.0 sq. mile) level 1 analysis	No.			0
120	Drainage structure analysis (A => 1.0 sq. mile) level 2 analysis	No.			0
121	Drainage structure analysis (A => 1.0 sq. mile) level 3 analysis	No.			0
122	Special drainage studies	No.	5	0	0
123	Roadway ditches and channels	Mile	0.75	0	0
124	Inlet spacing calculations	No.	45	0	0
125	Storm sewers calculations	No.	60	0	0
126	Develop storm sewer profile	No.	60	0	0
127	Perform scour analysis	No.			0
128	Assemble preliminary and final drainage folders	LS	1	0	0
129	Prepare advanced situation folder - bridge	No.			0
130	Prepare advanced situation folder - culvert	No.			0

DRAINAGE MISCELLANEOUS

131					0
132					0
133					0
134					0

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY <u>Fayette</u>	PROJECT TYPE <u>Grade and Drain</u>
ROUTE <u>Liberty Road</u>	CONSULTANT <u>Palmer</u>
DESC <u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY _____
ITEM NO. <u>7-329</u>	PREPARED BY <u>Stephen Sewell, P.E., P.T.O.E.</u>
	DATE <u>September 26, 2023</u>

FINAL PLAN PREPARATION (Continued)

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
FINAL PLAN SET					
135	Prepare layout sheet	LS	1	0	0
136	Prepare typical sections	No.	4	0	0
137	Generate plan sheets <i>(scale 1" = 20')</i>	Sheet	15	0	0
138	Generate additional RW plan sheets	Sheet	15	0	0
139	Generate profile sheets <i>(scale 1" = 20')</i>	Sheet	15	0	0
140	Detail cross sections <i>(scale 1" = 5'), at 50' intervals and at driveways/steps</i>	No.	340	0.0	0
141	Prepare coordinate control sheet	Mile	1.53	0	0
142	Prepare elevation developments	No.	10	4	40
143	Prepare striping and signage plan	No.	15	4	60
144	Develop Erosion Control Plan	Mile	1.53	0	0
145	Calculate final quantities	Mile	1.53	0	0
146	Complete general summary	LS	1	0	0
147	Complete paving summary	LS	1	0	0
148	Complete drainage summary	LS	1	0	0
149	Complete pavement under-drain summary	LS	1	0	0
150	Prepare cost estimate	LS	1	0	0
151	Prepare KMZ's	LS	1	0	0
MAINTENANCE OF TRAFFIC					
152	Write maintenance of traffic notes (TCP)	LS	1	0	0
153	Prepare construction phasing plans	Mile	1.53	0	0
154	Develop diversion plan sheets	Sheet			0
155	Develop diversion profile sheets	Sheet			0
156	Develop diversion cross sections	No.			0
157	Develop temporary drainage	No.			0
FINAL PLANS MISCELLANEOUS					
159	Plot/print copies of plans	LS	1	0	0
160	Plan revisions	Mile	1.53	10	15
161	Prepare final construction plans submittal	LS	1	4	4
162	Document available rock quantities	LS			0
163A	Prepare special provisions for non-standard KYTC bid items	LS	1	4	4
163B	Prepare materials testing matrix	LS	1	0	0
163C	Prepare and submit permit applications	LS	1	0	0
163D	Prepare and submit LPA documentation - PDC (pre- and post-bid)	LS	1	0	0
164A	Prepare layout sheet (plan and elevation) for each retaining wall	Sheet	8	6	48
164B	Prepare typical wall sections and other wall details	Sheet	1	0	0
165	Prepare traffic signal design and details	LS	1	80	80
166A	Prepare photometric analysis for utility provided lighting	LS	1	0	0
166B	Prepare lighting sheets for pole, conduit, and junction box locations	Sheet	15	0	0
166C	Prepare lighting details	LS	1	0	0
167	Prepare landscape drawings, specifications, and details	LS	1	0	0
168					0
FINAL PLANS TOTAL					371

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	Fayette	PROJECT TYPE	Grade and Drain
ROUTE	Liberty Road	CONSULTANT	Palmer
DESC	Liberty Road from New Circle Road to Winchester Road	REVIEWED BY	
ITEM NO.	7-329	PREPARED BY	Stephen Sewell, P.E., P.T.O.E.
		DATE	September 26, 2023

MEETINGS

No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
169	Prelim. line and grade inspection	2	No.	1	5	10
170	Geometric review meeting	1	No.			0
171	Drainage inspection	1	No.			0
172	Final inspection	1	No.	1	5	5
173	Misc. project coordination meetings	1	No.	8	0	0
174	Project team meetings	1	No.	4	3	12
MEETINGS MISCELLANEOUS						
175	Value Engineering Study		LS			0
176	Constructability Review		LS			0
177						
178						
179						
MEETINGS TOTAL						27

PUBLIC INVOLVEMENT

No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
180	Develop and Maintain Mailing List		LS			0
181	Prepare for Advisory Committee/Officials Meeting		No.			0
182	Attend Advisory Committee/Officials Meeting		No.			0
183	Prepare for Public Meetings/Hearings		No.	3	5	15
184A	Attend Public Meetings/Hearings	2	No.	3	4	24
184B	Individual Meetings with Property Owners	1	No.	20	0	0
185	Prepare and Distribute Newsletter		No.			0
186	Property owner coordination		No.			0
PUBLIC INVOLVEMENT MISCELLANEOUS						
187						0
188						0
189						
PUBLIC INVOLVEMENT TOTAL						39

QA/QC

No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
190	Plan review					0
191	Structure review					0
QA/QC TOTAL						0

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	Fayette	PROJECT TYPE	Grade and Drain			
ROUTE	Liberty Road	CONSULTANT	Palmer			
DESC	Liberty Road from New Circle Road to Winchester Road	REVIEWED BY				
ITEM NO.	7-329	PREPARED BY	Stephen Sewell, P.E., P.T.O.E.			
		DATE	September 26, 2023			
PRODUCTION-HOUR SUMMARY						
SURVEY TOTAL						757
LINE AND GRADE TOTAL						123
UTILITY COORDINATION TOTAL						0
RIGHT OF WAY PLANS TOTAL						104
FINAL PLANS TOTAL						371
MEETINGS TOTAL						27
PUBLIC INVOLVEMENT TOTAL						39
QA/QC TOTAL						0
GRAND TOTAL						1421



KENTUCKY TRANSPORTATION CABINET
Department of Highways
DIVISION OF PROFESSIONAL SERVICES
ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2
 Rev. 12/2022
 Page 1 of 1

SECTION 1: PROJECT INFORMATION

DATE:	Oct 10, 2023	COUNTY:	Fayette	ITEM #:	7-329
PROJECT:	Liberty Road Project				
DESC:	Improve Typical Section of Liberty Road from New Circle Road to Winchester Road				

SECTION 2: BUDGET INFORMATION

FEE CONSIDERATIONS	PROPOSED HOURS	NEGOTIATED HOURS	AVERAGE RATE	ESTIMATED COST
Document Preparation	186	186	\$ 69.74	\$ 12,971.64
Socioeconomic	78	78	\$ 53.43	\$ 4,167.54
Ecology	106	106	\$ 54.60	\$ 5,787.60
Air Quality	4	4	\$ 76.37	\$ 305.48
Cultural Historic	667	667	\$ 54.99	\$ 36,678.33
UST/Hasmat	98	98	\$ 54.60	\$ 5,350.80
Biological Assessment	78	78	\$ 54.60	\$ 4,258.80
Phase 1 Archaeological	20	20	\$ 69.74	\$ 1,394.80
				\$ -
				\$ -
TOTAL PRODUCTION HOURS & PAYROLL	1237	1237	\$ 57.33	\$ 70,914.99

	OVERHEAD (178.01 %)	\$ 126,235.77
	PROFIT (15.00 %)	\$ 29,572.61
	COST OF MONEY (0.21 %)	\$ 148.92

DIRECT COSTS	AMOUNT
TOTAL DIRECT COSTS	\$ -

SUBCONSULTANTS	AMOUNT
TOTAL SUBCONSULTANTS	\$ -

	TOTAL FEE	\$ 226,872
--	------------------	-------------------

*Rounded to the nearest dollar

SECTION 3: SIGNATURE

FIRM NAME: Palmer Engineering	SIGNED BY: Stephen Sewell	
 _____ CONSULTANT SIGNATURE	Vice President _____ TITLE	10/13/2023 _____ DATE
_____ PROFESSIONAL SERVICES SIGNATURE	_____ TITLE	_____ DATE

PRODUCTION-HOUR WORKSHEET

COUNTY	Fayette	PROJECT TYPE	Widening			
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering			
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road					
		PREPARED BY	D. Waldner			
ITEM NO.	7-329	DATE	9/26/23			
Categorical Exclusion						
No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
Draft CE						
1	Compile Checklist Info	1	Hour	1	40	40
2	Public Officials Coordination (Level III)		Hour			0
3	Draft CE	1	Hour	1	36	36
4	Exhibit Preparation	1	Each	6	2	12
5	Peer Review	1	Hour	1	8	8
Total						96
Final CE						
6	Project Team Meetings	1	Hour	2	2	4
7	CE Review Meetings	1	Each	1	2	2
8	Public Information Meetings (Level III)	1	Hour	1	8	8
Total						14
Final CE Review						
9	Exhibit Preparation	1	Each	2	2	4
10	Peer Review	1	Hour	1	4	4
11	FHWA Review		Hour			0
12	Final CE	1	Hour	1	8	8
Total						16
Meetings and Project Management						
50X	Baseline Review Meetings	1	Each	4	4	16
50X	Internal Status Review Meetings	1	Each	2	2	4
50X	Project Management	1	Hour	1	40	40
Total						60
CE Grand Total						186

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
ITEM NO.	7-329	PREPARED BY	D. Waldner
		DATE	9/26/2023

Socioeconomic

No.	ITEM	CREW	UNIT	AMOUNT	HRS/ITEM	TOTAL HOURS
FIELD RESEARCH						
1	Windshield Surveys	1	lump sum	1	8	8
2	Meetings w/ Public & Public Officials	1	lump sum	1	4	4
	Total					12
OFFICE RESEARCH						
3	Data Collection	1	lump sum	1	16	16
	Total					16
REPORT PREPARATION						
4	Typing and Clerical	1	lump sum	1	28	28
5	Guidance and Accountability Form		lump sum			0
6	Administrative Review	1	lump sum	1	4	4
7	Response to DEA Comments	1	exhibits	1	1	1
8	Editing	1	lump sum	1	1	1
9	Final Report	1	lump sum	1	4	4
	Total					38
MEETINGS AND COORDINATION						
10	DEA/LFUCG	1	meetings	1	4	4
11	Public Meetings	1	meetings	1	0	0
12	Project Team Meetings	1	meetings	1	0	0
50X	Project Management	1	lump sum	1	8	8
	Total					12

GRAND TOTAL

78

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	D. Waldner
ITEM NO.	7-329	DATE	9/26/2023

Terrestrial and Aquatic Biology

No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
Literature Review/Orientation						
1	Biological	1	LS	1	6	6
2	Physical	1	LS	1	4	4
Total						10
Field						
Terrestrial						
3	Botanical Sampling	1	LS	1	4	4
4	Zoological Sampling	1	LS	1	4	4
Total						8
Aquatic						
5	Zoological Sampling	1	LS	1	4	4
6	Water Chemistry	1	LS	1	4	4
Total						8
Wetlands						
7	Determination	1	LS	1	4	4
8	Delineation	1	LS	1	2	2
Total						6
Coordination/Meetings						
9	State Agencies	1	LS	1	6	6
10	Federal Agencies	1	LS	1	2	2
Total						8
Lab						
11	Specimen/Collection Identification		LS			0
12	Chemical Analysis		LS			0
Total						0
Report Preparation						
13	Writing	1	LS	1	32	32
14	Exhibits	1	Each	14	2	28
50X	Project Management	1	Lump Sum	1	6	6
Total						66

Grand Total	106
--------------------	-----

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
ITEM NO.	7-329	PREPARED BY	D. Waldner
		DATE	9/26/2023

Air Quality

No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
FIELD RESEARCH						
1	Confirm roadway geometrics, vehicular speeds and timing of traffic signals	1	LS			0
2	Confirm timing of traffic signals.	1	LS			0
	Total					0
OFFICE RESEARCH and MODELING						
3	Computer setup	1	LS			0
4	Calculate Carbon Monoxide emission factors using Mobile 6.2	1	Site			0
5	Set up links and determine receptor coordinates	1	LS			0
6	Calculate CO concentrations using CAL3QHC version 2 or successor	1	LS			0
7	Draft Report	1	LS			0
8	Prepare Exhibits	1	exhibits			0
	Total					0
PREPARATION OF FINAL REPORT						
9	Typing and Clerical	1	LS			0
10	Administrative Review	1	LS	1	4	4
11	Guidance and Accountability Form	1	LS			0
12	Final Draft of Report	1	LS			0
13	Response to DEA Comments	1	LS			0
	Total					4

GRAND TOTAL	4
--------------------	----------

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	D. Waldner
ITEM NO.	7-329	DATE	9/26/2023

Cultural Historic

No.	ITEM	Crew	Unit	Amount	Hrs/Unit	Hours
RESEARCH						
1	Archival Research/File Search/Deed Research	1	lump sum	1	16	16
2	Field Research/Drive time	2	lump sum	1	40	80
3	Context Development	1	lump sum	1	24	24
Total						120
EXHIBIT PREPARATION						
4	Topographic maps that show an overall project area	1	exhibits	1	2	2
5	Plans or Construction maps	1	exhibits	30	2	60
6	CADD Operator	1	exhibits			0
Total						62
ADMINISTRATIVE REVIEW						
7	Typing and Clerical	1	lump sum	1	4	4
8	Administrative Review	1	lump sum	1	4	4
Total						8
REPORT PREPARATION						
10	Report Writing Draft	1	lump sum	1	175	175
11	Report Writing Final	1	lump sum	1	25	25
12	Survey Forms	1	forms	233	1	233
13	Development/Approval of Area of Potential Effect	1	No.	1	4	4
14						
Total						437
MEETINGS AND COORDINATION						
15	Meeting with Project Team	1	meetings	1	8	8
16	Section 106 Meeting		meetings			0
17	Response to SHPO/DEA/FHWA	1	meetings	1	8	8
Total						16
SURVEY MISCELLANEOUS						
18	Attend Public Meetings	1	meetings	1	4	4
50X	Project Management	1	lump sum	1	20	20
Total						24

CULTURAL HISTORIC SURVEY GRAND TOTAL

667

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	D. Waldner
ITEM NO.	7-329	DATE	9/26/2023

PHASE I ENVIRONMENTAL SITE ASSESSMENT

No.	ITEM	Crew	Unit	Amount	Hrs/Unit	Hours
RESEARCH						
1	Division of Water	1	lump sum	1	4	4
2	Division of Waste Management	1	lump sum	1	4	4
3	Deed Search/Database	1	lump sum	1	2	2
Total						10
FIELD WORK						
4	Inspection	1	lump sum	1	8	8
5	Interviews- Property owners, neighboring residents and b	1	lump sum	1	4	4
6	Documentation	1	lump sum	1	4	4
Total						16
ANALYSIS						
7	Data Compilation	1	lump sum	1	8	8
8	Data Assessment	1	lump sum	1	8	8
Total						16
REPORTS						
9	Writing/Recommendation (Draft & Final)	1	lump sum	1	32	32
10	Exhibits/Graphics	1	exhibits	2	4	8
Total						40
MEETINGS						
11	Meetings	1	lump sum	1	8	8
50x	Project Management	1	lump sum	1	8	8
Total						16

PHASE I ENVIRONMENTAL SITE ASSESSMENT TOTAL

98

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC.	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
ITEM NO.	7-329	PREPARED BY	D. Waldner
		DATE	9/26/2023

Biological Assessment

No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
OFFICE RESEARCH						
1	Identification of Listed Species	1	No.	1	1	1
2	Species Status	1	No.	1	1	1
3	Prepare Field Maps	1	No.	1	2	2
	Total					4
FIELD INVESTIGATION						
4	Mobilization, Field Preparation	1	LS	1	2	2
5	Evaluate Ecological Habitat	1	No.	1	4	4
6	Field Survey	1	No.	1	4	4
7	Prepare Field Data Sheets	1	No.	4	1	4
	Total					14
REPORT PREPARATION						
8	Draft report	1	No.	1	32	32
9	Prepare Exhibits	1	No.	4	2	8
10	Typing and Clerical	1	LS	1	5	5
11	Administrative review	1	No.	1	5	5
12	Guidance and Accountability Form		No.			0
13	Response to LFUCG comments	1	LS	1	2	2
14	Final report	1	No.	1	4	4
	Total					56
PROJECT COORDINATION						
15	Project Administration	1	LS	1	4	4
16	Meetings	1	No.			0
50x	Project Management	1	lump sum			0
	Total					4

	Grand Total					78
--	--------------------	--	--	--	--	-----------

PRODUCTION-HOUR WORKSHEET SUMMARY

COUNTY	Fayette	PROJECT TYPE	Widening
ROUTE	Liberty Road	CONSULTANT	Palmer Engineering
DESC:	Improve Liberty Road from US 60 (Winchester Road) to New Circle Road		
		PREPARED BY	D. Waldner
ITEM NO.	7-329	DATE	9/26/2023

Phase 1 Archaeological Intensive Survey

No.	ITEM	Crew	Unit	Amount	Hrs/Unit	Hours
RESEARCH						
1	Background research at OSA	1	Hr.	1	4	4
2	Archival research	1	Hr.	1	2	2
3	Context Development	1	Hr.	1	4	4
Total						10
FIELDWORK AND ANALYSIS						
4	Shovel Probing (Standard)	2	No.	52	0	0
5	Shovel Probing plus augering	2	No.	3	0	0
6	Site Recordation	2	Hr.	1	2	4
Total						4
ANALYSIS						
7	Artifact cleaning	1	Hr.	1	0	0
8	Artifact analysis	1	Hr.	1	2	2
Total						2
LABORATORY WORK						
9	Artifact Processing	1	Hr.	1	0	0
10	Curation	1	Hr.	1	0	0
Total						0
REPORT PREPARATION						
11	Writing	1	Hr.	1	2	2
12	Exhibits (Figures per SOW)	1	Hr.	1	2	2
13	Administrative Review/PM	1	Hr.	1	0	0
Total						4
MISCELLANEOUS						
14	Travel Time	2	Hr.	1	0	0
Total						0

PHASE 1 ARCHAEOLOGICAL INTENSIVE SURVEY GRAND TOTAL

20



KENTUCKY TRANSPORTATION CABINET
 Department of Highways
 DIVISION OF PROFESSIONAL SERVICES
ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2
 Rev. 12/2022
 Page 1 of 1

SECTION 1: PROJECT INFORMATION

DATE:	Oct 11, 2013	COUNTY:	Fayette	ITEM #:	7-329
PROJECT:	Liberty Road Project				
DESC:	Improve Typical Section of Liberty Road from New Circle Road to Winchester Road				

SECTION 2: BUDGET INFORMATION

FEE CONSIDERATIONS	PROPOSED HOURS	NEGOTIATED HOURS	AVERAGE RATE	ESTIMATED COST
Survey	32	32	\$ 43.71	\$ 1,398.72
Preliminary Line and Grade	122	122	\$ 40.50	\$ 4,941.00
Final Plans	30	30	\$ 40.50	\$ 1,215.00
Meetings	17	17	\$ 45.24	\$ 769.08
Public Involvement	18	18	\$ 45.24	\$ 814.32
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL PRODUCTION HOURS & PAYROLL	219	219	\$ 41.73	\$ 9,138.12

	OVERHEAD (140.00 %)	\$ 12,793.37
	PROFIT (15.00 %)	\$ 3,289.72
	COST OF MONEY (0.00 %)	\$ -

DIRECT COSTS	AMOUNT
Mileage: Project Site Visits and Meetings - 10 x 8 miles - \$0.48 per mile	\$ 38.40
TOTAL DIRECT COSTS	\$ 38.40

SUBCONSULTANTS	AMOUNT
TOTAL SUBCONSULTANTS	\$ -

	TOTAL FEE	\$ 25,260
--	------------------	------------------

*Rounded to the nearest dollar

SECTION 3: SIGNATURE

FIRM NAME: Element Design	SIGNED BY: Ramona Fry, PLA, ASLA, LEED AP	
	Principal	10/11/2013
CONSULTANT SIGNATURE	TITLE	DATE
PROFESSIONAL SERVICES SIGNATURE	TITLE	DATE



October 10, 2023

Chase Wright, P.E.
Strand Associates, Inc®
651 Perimeter Drive, Suite 220
Lexington, KY 40517

Re: Lexington-Fayette Urban County Government
Liberty Road from New Circle Road to Winchester Road
KYTC Item No. 7-329

Dear Chase,

Please see below information regarding our rates used for the fee proposal.

<u>Classification</u>	<u>Hourly Average Raw Labor Rate</u>
Principal	\$51.90 average per hour
Landscape Architect	\$41.66 average per hour
Designer	\$28.85 average per hour

These pay rates are based on 2,080 hours per year.

Our overhead rate is 140% which includes all expenses, except mileage.

We certify that the amounts included with this letter are true, accurate, complete, and in compliance with all applicable laws,

Sincerely,

A handwritten signature in cursive script, appearing to read "R. Fry".

Ramona Fry PLA, ASLA, LEED AP BD+C
Principal, Element Design

CLASSIFICATIONS AND PERCENTAGES

COUNTY Fayette County
 CONSULTANT Element Design
 PROJECT Liberty Road
 ITEM NO. 07-329

		Survey		Preliminary Line and Grade		Final Plans		Meetings and Public Involvement				
POSITION	AVG. RATE	ITEM I		ITEM II		ITEM III		ITEM IV				
Principal	\$51.90	\$10.38	20.0%	\$10.38	20.0%	\$10.38	20.0%	\$31.14	60.0%			
Landscape Architect	\$41.66	\$33.33	80.0%	\$22.91	55.0%	\$22.91	55.0%	\$8.33	20.0%			
Designer	\$28.85	\$0.00	0.0%	\$7.21	25.0%	\$7.21	25.0%	\$5.77	20.0%			
			100%		100%		100%		100%		0%	0%
TOTAL		\$43.71		\$40.50		\$40.50		\$45.24		\$0.00	\$0.00	\$0.00

<p align="center">PRODUCTION-HOUR WORKSHEET <small>(revised 7/14)</small></p>						
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>			
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Element Design</u>			
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY				
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Ramona Fry, RLA</u>			
		DATE	<u>September 26, 2023</u>			
SURVEY						
No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
RECONNAISSANCE						
1	Control - (existing)	1	Mile			0
2	Utilities - (data gathering, identification & contact)	1	No.			0
3	Drainage - (sink holes, streams, pipes, etc.)	1	Mile			0
CONTROL						
4	Horizontal	2	Mile			0
5	Vertical	2	Mile			0
6	Process data	1	Mile			0
PLANIMETRIC SURVEY						
7	Planimetric location <i>(complete)</i>	2	Mile			0
8	Subsurface Utility Engineering, Quality Levels C & D	1	Mile			0
9	Subsurface Utility Engineering, Quality Level B	2	Mile			0
10	Subsurface Utility Engineering, Quality Level A	2	No.			0
11	Process data	1	Mile			0
TERRAIN SURVEY						
12	DTM data collection	2	Acre			0
13	Verify terrain model accuracy	2	Mile			0
14	Tie-ins	2	No.			0
15	Drainage situations survey (Bridge)	2	No.			0
16	Drainage situations survey (Culvert)	2	No.			0
17	Drainage pipe section (non-situation size)	2	No.			0
18	Flood plain data	2	No.			0
19	Railroad Surveys	2	No.			0
20	Additional necessary DTM data <i>(pickup)</i>	2	Acre			0
21	Process data	1	Mile			0
ESTABLISH PROPERTY LINES & OWNERSHIP						
22	Contact & Interview Property Owners	1	Parcel			0
23	Field tie property lines/corners	1	Parcel			0
STAKING						
24	Stake centerlines, approaches, detours	2	Mile			0
25	Stake core holes - structures <i>(unit is per structure)</i>	2	No.			0
26	Stake core holes - roadway <i>(unit is per core hole)</i>	2	No.			0
SURVEY MISCELLANEOUS						
27	Determine roadway elevations (Crown and EP)	2	Mile			0
28	Environmental areas	2	No.			0
29	Review and assess condition of existing trees	1	LS	1	32	32
30						
SURVEY TOTAL						32

PRODUCTION-HOUR WORKSHEET (revised 7/14)					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Element Design</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY			
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Ramona Fry, RLA</u>		
		DATE	<u>September 26, 2023</u>		
PRELIMINARY LINE AND GRADE					
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
41	Computer setup	LS			0
42	Prepare existing manuscripts	Mile			0
43	Establish approximate property lines and ownership	Parcel			0
44	Study and develop typical sections	No.			0
45	Study and develop horizontal alignments	Mile			0
46	Study and develop vertical alignments	Mile			0
47	Preliminary Roadway Model - Mainline Backbone	Mile			0
48	Preliminary Roadway Model - Approach Backbone	Mile			0
49	Preliminary Roadway Model - Mainline Grading	Mile			0
50	Preliminary Roadway Model - Approach Grading	Mile			0
51	Preliminary Roadway Model - Intersection Grading	No.			0
52	Preliminary Roadway Model - Roundabouts - Single / Multi Lane	No.			0
53	Preliminary Roadway Model - Entrances	No.			0
54	Pre-size pipes (all alternates)	No.			0
55	Pre-size culverts (all alternates)	No.			0
56	Pre-size bridges (all alternates)	No.			0
57	Conduct Traffic Engineering Analysis (Basic; Highway Capacity Manual Procedures)	Intersection			0
58	Conduct Traffic Engineering Analysis (Advanced; Micro-simulation)	Intersection			0
59	Study and development of interchange	No.			0
60	Study and develop maintenance of traffic plan	LS			0
61	Plot/print copies of plans for team meeting and inspections	LS			0
62	Calculate preliminary quantities and develop cost estimates	Alt.			0
63	Revise plans and estimates	LS			0
64	Preliminary Right of Way with taking areas	Parcel			0
65	Prepare Preliminary Design Memorandum	LS			0
66	Develop/document "Avoidance Alternatives to Water Related Impacts"	LS			0
PRELIMINARY LINE & GRADE MISCELLANEOUS					
67	Evaluate Mid-block Crossing Locations (including side for shared use path)	No.			0
68A	Review and evaluate existing parking (Up to 4 observation events)	No.			0
68B	Prepare exhibit showing existing parking demand	No.			0
68C	Develop parking alternatives	No.			0
69	Study and development of roundabout intersection	No.			0
70	Address Peer Review (QA/QC) Comments on Preliminary Plans	LS			0
71A	Geotechnical Borings	No.			0
71B	Soundings	No.			0
71C	Laboratory Testing	LS			0
71D	Geotechnical Engineering Analysis and Report	LS			0
72A	Develop preliminary landscape concepts	LS	1	38	38
72B	Develop preliminary hardscape improvements	No.	3	11	33
72C	Prepare rendered plan and perspectives showing plantings	No.	3	13	39
72D	Prepare exhibit showing preliminary tree impacts	No.	1	12	12
PRELIMINARY LINE AND GRADE TOTAL					122

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	Fayette	PROJECT TYPE	Grade and Drain			
ROUTE	Liberty Road	CONSULTANT	Element Design			
DESC	Liberty Road from New Circle Road to Winchester Road	REVIEWED BY				
ITEM NO.	7-329	PREPARED BY	Ramona Fry, RLA			
		DATE	September 26, 2023			
UTILITY COORDINATION						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
76	Utility Coordination Meeting	2	No.			0
77	Develop Utility Relocation Layout Sheets (1"=20')		Mile			0
78	Develop Utility Relocation Plans (1"=20')		Mile			0
UTILITY COORDINATION MISCELLANEOUS						
79	Prepare utility review submittals		No.			0
80	Develop and maintain log of utility conflicts		LS			0
81	Prepare utility relocation budget based on utility provided estimates		LS			0
82	Review existing sanitary sewer record drawings and CCTV		LS			0
UTILITY COORDINATION TOTAL						0
RIGHT OF WAY PLANS						
No.	ITEM		UNIT	AMOUNT	HRS/UNIT	HOURS
81	Deed research		Parcel			0
82	Establish property and ownership		Parcel			0
83	Calculate Right of Way		Parcel			0
84A	Prepare legal descriptions		Parcel			0
84B	Prepare public acquisition plat		Parcel			0
85	Complete Right of Way summary sheet		Parcel			0
86	Generate Right of Way strip map (scale 1" = 50')		Sheet			0
87	Prepare Right of Way Plans Submittal		LS			0
88	Right of Way revisions after Right of Way submittal		LS			0
R/W PLANS MISCELLANEOUS						
89	Develop project range of values, prepare project report, and ROW phase budget		LS			0
90						0
RIGHT OF WAY PLANS TOTAL						0

PRODUCTION-HOUR WORKSHEET (revised 7/14)					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Element Design</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY			
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Ramona Fry, RLA</u>		
		DATE	<u>September 26, 2023</u>		
FINAL PLAN PREPARATION					
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
96	Computer setup	LS			0
97	Develop pavement design	No.			0
98	Prepare interchange geometric approval sheet	No.			0
99	Prepare intersection geometric approval sheet	No.			0
100	Refine alignments (horizontal & vertical)	Mile			0
101	Revise roadway plans from soils report	Mile			0
MODELING					
102	Final Roadway Model - Mainline Backbone	Mile			0
103	Final Roadway Model - Approach Backbone	Mile			0
104	Final Roadway Model - Mainline Grading	Mile			0
105	Final Roadway Model - Approach Grading	Mile			0
106	Final Roadway Model - Intersection Grading	No.			0
107	Final Roadway Model - Roundabouts - Single Lane	No.			0
108	Final Roadway Model - Roundabouts - Multi Lane	No.			0
109	Final Roadway Model - Entrances - Low (sidewalk connections)	No.			0
110	Final Roadway Model - Entrances - Medium	No.			0
111	Final Roadway Model - Entrances - High	No.			0
112	Model Rock Line	Acre			0
DRAINAGE					
113	Develop pipe sections (< 54")	No.			0
114	Develop drainage system map	Mile			0
115	Develop blue line stream channel change (=> 200')	No.			0
116	Drainage analysis (entrance pipes)	No.			0
117	Drainage analysis (A <= 200 acres)	No.			0
118	Drainage structure analysis (200 acres < A < 1.0 sq. mile)	No.			0
119	Drainage structure analysis (A => 1.0 sq. mile) level 1 analysis	No.			0
120	Drainage structure analysis (A => 1.0 sq. mile) level 2 analysis	No.			0
121	Drainage structure analysis (A => 1.0 sq. mile) level 3 analysis	No.			0
122	Special drainage studies	No.			0
123	Roadway ditches and channels	Mile			0
124	Inlet spacing calculations	No.			0
125	Storm sewers calculations	No.			0
126	Develop storm sewer profile	No.			0
127	Perform scour analysis	No.			0
128	Assemble preliminary and final drainage folders	LS			0
129	Prepare advanced situation folder - bridge	No.			0
130	Prepare advanced situation folder - culvert	No.			0
DRAINAGE MISCELLANEOUS					
131					0
132					0
133					0
134					0

<p align="center">PRODUCTION-HOUR WORKSHEET (revised 7/14)</p>					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Element Design</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY			
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Ramona Fry, RLA</u>		
		DATE	<u>September 26, 2023</u>		
<p>FINAL PLAN PREPARATION (Continued)</p>					
No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
FINAL PLAN SET					
135	Prepare layout sheet	LS			0
136	Prepare typical sections	No.			0
137	Generate plan sheets (scale 1" = 20')	Sheet			0
138	Generate additional RW plan sheets	Sheet			0
139	Generate profile sheets (scale 1" = 20')	Sheet			0
140	Detail cross sections (scale 1" = 5'), at 50' intervals and at driveways/steps	No.			0
141	Prepare coordinate control sheet	Mile			0
142	Prepare elevation developments	No.			0
143	Prepare striping and signage plan	No.			0
144	Develop Erosion Control Plan	Mile			0
145	Calculate final quantities	Mile			0
146	Complete general summary	LS			0
147	Complete paving summary	LS			0
148	Complete drainage summary	LS			0
149	Complete pavement under-drain summary	LS			0
150	Prepare cost estimate	LS			0
151	Prepare KMZ's	LS			0
MAINTENANCE OF TRAFFIC					
152	Write maintenance of traffic notes (TCP)	LS			0
153	Prepare construction phasing plans	Mile			0
154	Develop diversion plan sheets	Sheet			0
155	Develop diversion profile sheets	Sheet			0
156	Develop diversion cross sections	No.			0
157	Develop temporary drainage	No.			0
FINAL PLANS MISCELLANEOUS					
159	Plot/print copies of plans	LS			0
160	Plan revisions	Mile			0
161	Prepare final construction plans submittal	LS			0
162	Document available rock quantities	LS			0
163A	Prepare special provisions for non-standard KYTC bid items	LS			0
163B	Prepare materials testing matrix	LS			0
163C	Prepare and submit permit applications	LS			0
163D	Prepare and submit LPA documentation - PDC (pre- and post-bid)	LS			0
164A	Prepare layout sheet (plan and elevation) for each retaining wall	Sheet			0
164B	Prepare typical wall sections and other wall details	Sheet			0
165	Prepare traffic signal design and details	LS			0
166A	Prepare photometric analysis for utility provided lighting	LS			0
166B	Prepare lighting sheets for pole, conduit, and junction box locations	Sheet			0
166C	Prepare lighting details	LS			0
167	Prepare landscape drawings, specifications, and details	LS	1	30	30
168					0
FINAL PLANS TOTAL					30

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>			
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Element Design</u>			
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY				
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Ramona Fry, RLA</u>			
		DATE	<u>September 26, 2023</u>			
MEETINGS						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
169	Prelim. line and grade inspection		No.			0
170	Geometric review meeting		No.			0
171	Drainage inspection		No.			0
172	Final inspection	1	No.	1	5	5
173	Misc. project coordination meetings		No.			0
174	Project team meetings	1	No.	4	3	12
MEETINGS MISCELLANEOUS						
175	Value Engineering Study		LS			0
176	Constructability Review		LS			0
177						
178						
179						
MEETINGS TOTAL						17
PUBLIC INVOLVEMENT						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
180	Develop and Maintain Mailing List		LS			0
181	Prepare for Advisory Committee/Officials Meeting		No.			0
182	Attend Advisory Committee/Officials Meeting		No.			0
183	Prepare for Public Meetings/Hearings		No.	3	2	6
184A	Attend Public Meetings/Hearings	1	No.	3	4	12
184B	Individual Meetings with Property Owners		No.			0
185	Prepare and Distribute Newsletter		No.			0
186	Property owner coordination		No.			0
PUBLIC INVOLVEMENT MISCELLANEOUS						
187						0
188						0
189						
PUBLIC INVOLVEMENT TOTAL						18
QA/QC						
No.	ITEM		UNIT	AMOUNT	HRS/UNIT	HOURS
190	Plan review					0
191	Structure review					0
QA/QC TOTAL						0

PRODUCTION-HOUR WORKSHEET (revised 7/14)					
COUNTY	<u>Fayette</u>	PROJECT TYPE	<u>Grade and Drain</u>		
ROUTE	<u>Liberty Road</u>	CONSULTANT	<u>Element Design</u>		
DESC	<u>Liberty Road from New Circle Road to Winchester Road</u>	REVIEWED BY			
ITEM NO.	<u>7-329</u>	PREPARED BY	<u>Ramona Fry, RLA</u>		
		DATE	<u>September 26, 2023</u>		
PRODUCTION-HOUR SUMMARY					
SURVEY TOTAL					32
LINE AND GRADE TOTAL					122
UTILITY COORDINATION TOTAL					0
RIGHT OF WAY PLANS TOTAL					0
FINAL PLANS TOTAL					30
MEETINGS TOTAL					17
PUBLIC INVOLVEMENT TOTAL					18
QA/QC TOTAL					0
GRAND TOTAL					219



KENTUCKY TRANSPORTATION CABINET
 Department of Highways
DIVISION OF PROFESSIONAL SERVICES
ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2
 Rev. 12/2017
 Page 1 of 1

SECTION 1: PROJECT INFORMATION

DATE:	Oct 9, 2023	COUNTY:	Fayette	ITEM #:	n/a
PROJECT:	Liberty Road (KY 1927) Improvement				
DESC:	Liberty Road improvements from New Circle Road to Winchester Road				

SECTION 2: BUDGET INFORMATION

FEE CONSIDERATIONS	PROPOSED MAN HOURS	NEGOTIATED MAN HOURS	AVERAGE RATE	ESTIMATED COST
Phase I Archaeological Intensive Survey	194		\$ 35.78	\$ 6,941.32
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL PRODUCTION HOURS & PAYROLL	194			\$ 6,941.32

OVERHEAD (202.32 %)	\$ 14,043.68
PROFIT (15.00 %)	\$ 3,147.75
COST OF MONEY (0.08 %)	\$ 5.55

DIRECT COSTS	AMOUNT
(see Direct Costs worksheet)	\$ 2,440.00
TOTAL DIRECT COSTS	\$ 2,440.00

SUBCONSULTANTS	AMOUNT
TOTAL SUBCONSULTANTS	\$ -

TOTAL FEE	\$ 26,578
------------------	------------------

*Rounded to the nearest dollar

SECTION 3: SIGNATURE

FIRM NAME:	SIGNED BY:	
	Director of NEPA Services	10/9/2023
CONSULTANT SIGNATURE	TITLE	DATE
PROFESSIONAL SERVICES SIGNATURE	TITLE	DATE

PRODUCTION-HOUR WORKSHEET						
COUNTY Fayette			PROJECT TYPE	Road Improvement		
ROUTE KY 1927			CONSULTANT	Metric Environmentl		
DESC KY 1927/Liberty Road improvements from New Circle Road to Winchester Road						
			PREPARED BY	Karen Garrard		
ITEM NO. n/a			DATE	October 9, 2023		
ARCHAEOLOGY						
Phase I Archaeological Intensive Survey						
No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
RESEARCH						
1	Background research at OSA	1	Hr.	1	4	4
2	Archival research	1	Hr.	1	8	8
3	Context development	1	Hr.	1	8	8
	Total					20
FIELDWORK AND ANALYSIS						
4	Shovel Probing (standard)	2	No.	52	0.5	52
5	Shovel Probing plus augering	2	No.	3	1	6
6	Site Recordation	2	Hr.	1	4	8
	Total					66
ANALYSIS						
7	Artifact cleaning	1	Hr.	1	4	4
8	Artifact analysis	1	Hr.	1	6	6
	Total					10
LABORATORY WORK						
9	Artifact Processing	1	Hr.	1	8	8
10	Curation	1	Hr.	1	8	8
	Total					16
REPORT PREPARATION						
11	Writing	1	Hr.	1	32	32
12	Exhibits (Figures per SOW)	1	Hr.	1	12	12
13	Administrative Review/PM	1	Hr.	1	6	6
	Total					50
MISCELLANEOUS						
14	Travel Time	2	Hr.	1	16	32
	Total					32
TOTAL						194
PRODUCTION-HOUR SUMMARY						
Phase I Archaeological Intensive Survey						194
GRAND TOTAL						194

CLASSIFICATION AND PERCENTAGES FOR ENVIRONMENTAL ANALYSIS			
Staff Type	Audited Rate	Archaeology	
		%	Cost
Sr. Project Manager	\$ 52.56	0.52%	\$0.27
Senior Project Manager 2	\$ 45.04	45.88%	\$20.66
Senior Project Manager 1	\$ 38.98	1.03%	\$0.40
Project Scientist 2	\$ 34.12	0.00%	\$0.00
Project Scientist 1	\$ 31.61	0.00%	\$0.00
Staff Scientist 2	\$ 27.48	52.58%	\$14.45
Staff Scientist 1	\$ 24.57	0.00%	\$0.00
Intern	\$ 15.00	0.00%	\$0.00
Project Coordinator 2	\$ 27.32	0.00%	\$0.00
Totals		100.00%	\$35.78

Direct Costs

COUNTY	Fayette			PROJECT TYPE	Road Improvement	
ROUTE	KY 1927			CONSULTANT	Metric Environmental, LLC	
DESC.	KY 1927/Liberty Road improvements from New Circle Road to Winchester			PREPARED BY	Karen Garrard	
ITEM NO.	n/a			DATE	October 9, 2023	
Mileage						
Mileage ¹		# of trips		Total miles	Total Mileage (.61)	
400		2		800	\$	456.00
Lodging						
Nights		# Staff		Rooms	Total Lodging (\$96)	
3		2		2	\$	576.00
Per Diem						
Staff		Full Days	Cost (\$36)	MOB days	Cost (\$28)	Total Per Diem Cost
2		3	\$ 216.00	2	\$ 112.00	\$ 328.00
Data Service - OSA Agency Request of Info						
KY OSA - records check fee (\$140) plus scanning fees (1hr/\$40)					Total Cost	
					\$	180.00
Equipment - GPS						
GPS		Days	Cost (\$100)			Total Equipment
1		3	\$ 300.00			\$ 300.00
Curation						
1 standard artifact box (\$250), accompanying documents and photos (\$250)					Total Cost	
					\$	500.00
Reproductions/copies, Shipping and Mailing Costs						
Reproductions/copies, Shipping and Mailing Costs					Total Cost	
					\$	100.00
¹ Round trip					Grand Total Cost \$ 2,440.00	



October 9, 2023

Mr. Chase Wright, P.E.
Project Manager
Strand Associates, Inc.
651 Perimeter Drive
Lexington, Kentucky 40517

**RE: ENVIRONMENTAL SERVICES – PHASE I ARCHAEOLOGICAL INTENSIVE SURVEY
LIBERTY ROAD (KY 1927) IMPROVEMENT
CITY OF LEXINGTON, FAYETTE COUNTY, KENTUCKY**

Mr. Wright:

PROJECT DESCRIPTION

The Lexington-Fayette Urban County Government (LFUCG) has selected Strand Associates, Inc. (Strand), and Metric Environmental, LLC (Metric), to provide environmental services for the proposed Liberty Road (KY 1927) Improvements from New Circle Road to Winchester Road in the City of Lexington, Fayette County, Kentucky. The project entails improvements along an approximate 2.0-kilometer (km) (1.3-mile [mi]) long section of Liberty Road through the primarily residential and commercial Hamburg Area neighborhood.

The environmental services to be provided at this time for the project include a Phase I archaeological intensive survey. It is our understanding that this survey will assist in the design development and planning for the project.

For the purposes of this proposal, and to accommodate project design development, the archaeological survey area is defined as a 36.5-meter (m) (120-foot [ft]) wide corridor centered on the existing roadway and extending approximately 2.0 km (1.3 mi) along Liberty Road, from New Circle Road to Winchester Road.

PROJECT SETTING

The project corridor and immediate vicinity is a mixture of commercial and residential land use, characterized by increasing development beginning as early as the 1950s. The topography is generally flat to gently rolling. No water sources show as mapped in the immediate vicinity of the corridor. The project is located within the Inner Bluegrass physiographic region, which is characterized by rich, fertile phosphatic soils. The gently rolling topography is caused by the weathering of limestone that is typical of the Ordovician strata of central Kentucky, pushed up along the Cincinnati Arch. Weathering of the limestone also produces sinkholes, sinking streams, springs, caves, and soils. The USDA NRCS online Websoil Survey indicates the project corridor bisects two locations of alluvial soils: Huntington silt loam (0-4 percent slopes, occasionally flooded) and Newark silt loam (0-2 percent slopes, occasionally flooded).

PROPOSED SCOPE OF WORK

PHASE I ARCHAEOLOGICAL INTENSIVE SURVEY

The archaeological survey will include background research and an archaeological literature review, field investigations, and the completion of a Phase I report detailing the results of the investigation and providing management recommendations for the project and identified archaeological resources, if any.

The archaeological literature review will include a review of Kentucky Office of State Archaeology (OSA) archaeological site files and reports of investigation to identify previously recorded archaeological sites and archaeological investigations located within the survey area and within a 2-km (1.26 mile) buffer of the existing roadway. In addition, online county histories, cemetery records, and historic maps will also be reviewed.

A standard methodology for Phase I archaeological survey includes a visual reconnaissance, surface collection/survey, and the excavation of shovel test probes (STP). Visual reconnaissance is conducted throughout the survey area to document the general nature and current setting, assess the likelihood of encountering cultural resources within the current setting, and to identify locations of previous disturbance. Surface collection/survey occurs when there is at least 50 percent surface visibility and well-weathered surface conditions (generally within agricultural fields). The area is examined via pedestrian survey, with transects spaced at no more than 10-m (32.8-ft) intervals. The excavation of STPs is conducted within relatively level locations (less than 15 percent slope), where no apparent previous disturbance is evident, and surface visibility is less than 50 percent.

When subsurface testing is needed, STPs are placed at 20-meter (m) (65.6-foot [ft]) intervals along systematically spaced transects. Where sites are identified, the testing interval will be reduced to a smaller interval no greater than 10 m (32.8 ft) to better define site boundaries, artifact distributions, and to identify possible feature remnants. STPs will be 30 centimeters (cm) (12 inches [in]) in diameter and extend to a depth to penetrate the subsoil by at least 10 cm (4 in) with the exception of where alluvial soils are present. Where alluvial soils are present, STPs will be excavated to a depth of 1.0 m (3.2 ft) and auger probes placed in the base of select STPs at intervals no greater than 40 m (131 ft). The auger probes will be hand excavated using a 7.3-centimeter (3.0-inch [in]) bucket auger to a depth of 2 m (6.5 ft). Soil will be examined via screening through 0.64-cm (0.25-in) mesh hardware cloth. Soil and sod will be replaced following completion of the STP. STP information will be recorded on standardized forms, with notes regarding soil color, texture, depth, inclusions, and artifact content. Photographs will be taken of the project area, sites encountered, and representative STPs.

Archaeological sites identified during survey will be mapped and photographed in the field, and GPS will be used to record locations. In addition, cultural artifacts encountered will be collected for analysis. If large numbers of artifacts, particularly historic artifacts, are encountered, or if large bulky artifacts are encountered, notes and photographs will be taken regarding the resources, but Metric personnel will use discretion in collecting these items in accordance with the Kentucky Heritage Council (KHC) guidance for discarding historic artifacts.

It is assumed for the purposes of this proposal that the entire project corridor will require STP survey. It is assumed that a single transect on either side of Liberty Road will provide sufficient survey coverage for the project; if the project corridor width is increased and more than one transect is needed on either side of the roadway, a supplemental agreement will be needed. It is assumed that approximately 50 percent of the survey area adjacent to the existing roadway is disturbed, particularly from buried subsurface utilities which parallel the road, and/or are covered by existing concrete and asphalt parking areas. An estimated 104 STPs and up to six bucket auger tests will be needed. It is anticipated that no more than one archaeological site will be recorded.

Metric will prepare a Phase I Archaeological Intensive Survey report that meets the KHC and OSA standards. This report will summarize results of the literature review, will document results of fieldwork,

describe any sites encountered, and provide a summary of the natural and cultural setting of the project area. Figures/graphics will be included, such as historic maps and aerials, as well as ones depicting work completed and sites identified. Other graphics will be included as needed to adequately document all work completed during the survey, including shovel probe profiles, as necessary. Finally, the report will provide management recommendations for the project corridor. Site forms will be prepared and submitted to the OSA for any sites identified.

Metric will provide Strand a digital copy of the draft report for review and comment to LFUCG, for coordination with KHC/State Historic Preservation Office. Once comments have been addressed, Metric will provide three hard copies and one digital copy of the final report.

Upon approval of the Phase I report and pending landowner permission, cultural materials recovered during the investigation will be bagged and labeled for permanent curation in accordance with the requirements of the Federally-accredited curatorial facility and submitted to the William S. Webb Museum of Anthropology at the University of Kentucky, Lexington. Costs for the preparation of materials for curation, as well as the curation fees are not included as part of this proposal; if curation is needed, a supplemental agreement will be needed. Notes, photographs, and documentation will be retained at the Metric offices for a standard 5 years.

Assumptions and Exceptions – Metric makes the following assumptions based on this scope of work:

- Prior to the commencement of fieldwork, landowner notification letters will be sent to property owners by Strand and/or LFUCG within the project corridor and will provide Metric a list of the landowner names and a copy of the letter prior to the survey activities.
- Metric assumes one site will be identified, with no more than 100 artifacts. If more than one site with up to 100 artifacts is identified, a supplemental agreement will be needed.
- It is assumed that a single survey transect on either side of Liberty Road will provide sufficient survey coverage for the project; if the project corridor width is increased and more than one transect is needed on either side of the roadway, a supplemental agreement will be needed.
- Metric assumes weather will not be a limiting factor. If adverse conditions occur, Metric will coordinate with Strand regarding schedule impacts.
- Archaeological Deep Testing is not included with this scope of work. If it is deemed Archaeological Deep Testing is needed, a supplemental scope of work will be needed.
- Costs for the preparation of archaeological materials for curation, as well as the curation fees are not included as part of this proposal; if curation is required, a supplemental agreement will be needed.
- Fieldwork will require no more than two mobilizations.

If you have any questions regarding this Scope of Work, please do not hesitate to contact me. Thank you for the opportunity to submit this proposal, and we look forward to working with you.

METRIC ENVIRONMENTAL, LLC



Luella Beth Hillen
Director NEPA Services

Metric #22-0226

EXHIBIT C

REQUEST FOR QUALIFICATIONS



Lexington-Fayette Urban County Government

Request for Qualifications

The Lexington-Fayette Urban County Government hereby requests proposals for **RFQ #36-2022 Liberty Road Improvement Project – New Circle Road to Winchester Road** to be provided in accordance with terms, conditions and specifications established herein.

Sealed proposals will be received through Ion Wave until **2:00 PM**, prevailing local time, on **July 18, 2022**. All forms and information requested in RFQ must be included and attached in Response Attachments tab in Ion Wave.

Proposals received after the date and time set for opening proposals will not be accepted. It is the sole responsibility of the Proposer to assure that his/her proposal is submitted in Ion Wave before the date and time set for opening proposals.

Proposals, once submitted, may not be withdrawn for a period of one hundred twenty (120) calendar days.

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

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

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

The Lexington-Fayette Urban County Government encourages the participation of minority- and women-owned businesses in Lexington-Fayette Urban County Government contracts. This proposal is subject to Affirmative Action requirements attached hereto.

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

Laws and Regulations

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

Equal Employment Opportunity

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

Kentucky Equal Employment Opportunity Act

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

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

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

The Act further provides:

"KRS 45.610. Hiring minorities -- Information required

- (1) For the length of the contract, each contractor shall hire minorities from other sources within the drawing area, should the union with which he has collective bargaining agreements be unwilling to supply sufficient minorities to satisfy the agreed upon goals and timetables.
- (2) Each contractor shall, for the length of the contract, furnish such information as required by KRS 45.560 to KRS 45.640 and by such rules, regulations and orders issued pursuant thereto and will permit access to all books and records pertaining to

his employment practices and work sites by the contracting agency and the department for purposes of investigation to ascertain compliance with KRS 45.560 to 45.640 and such rules, regulations and orders issued pursuant thereto.

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

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

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

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

KRS 45.630 Termination of existing employee not required, when

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

KRS 45.640 Minimum skills

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

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

LFUCG Non-Appropriation Clause

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

In the event that public funds are unavailable and not appropriated for the performance of the LFUCG's obligations under this contract, then this contract shall automatically expire without

penalty to the LFUCG thirty (30) days after written notice to Contractor of the unavailability and non-appropriation of public funds. It is expressly agreed that the LFUCG shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations.

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

Contention Process

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

Notice of contention with the RFQ process must be filed within 3 business days of the bid/proposal opening by (1) sending a written notice, including sufficient documentation to support contention, to the Director of the Division of Central Purchasing or (2) submitting a written request for a meeting with the Director of Central Purchasing to explain his/her contention with the RFQ process. After consulting with the Commissioner of Finance the Chief Administrative Officer and reviewing the documentation and/or hearing the vendor, the Director of Central Purchasing shall promptly respond in writing findings as to the compliance with RFQ processes. If, based on this review, a RFQ process irregularity is deemed to have occurred the Director of Central Purchasing will consult with the Commissioner of Finance, the Chief Administrative Officer and the Department of Law as to the appropriate remedy.

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

AMERICAN RESCUE PLAN ACT

CERTIFICATION OF COMPLIANCE FOR AMERICAN RESCUE PLAN ACT EXPENDITURES

The Lexington-Fayette Urban County Government ("LFUCG") may classify the subject matter of this bid as an expenditure under the American Rescue Plan Act of 2021. Expenditures under the American Rescue Plan Act of 2021 require evidence of the contractor's compliance with Federal law. Therefore, by the signature below of an authorized company representative, you certify that the information below is understood, agreed, and correct. Any misrepresentations may result in the termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims.

The bidder agrees and understands that in addition to all conditions stated within the attached bid documents, the following conditions will also apply to any Agreement entered between bidder and LFUCG, if LFUCG classifies the subject matter of this bid as an expenditure under the American Rescue

Plan Act. The bidder further certifies that it can and will comply with these conditions, if this bid is accepted and an Agreement is executed:

1. Any Agreement executed as a result of acceptance of this bid may be governed in accordance with 2 CFR Part 200 and all other applicable Federal law and regulations and guidance issued by the U.S. Department of the Treasury.
2. Pursuant to 24 CFR 85.43, any Agreement executed as a result of acceptance of this bid can be terminated if the contractor fails to comply with any term of the award. This Agreement may be terminated for convenience in accordance with 24 CFR 85.44 upon written notice by LFUCG. Either party may terminate this Agreement with thirty (30) days written notice to the other party, in which case the Agreement shall terminate on the thirtieth day. In the event of termination, the contractor shall be entitled to that portion of total compensation due under this Agreement as the services rendered bears to the services required. Either party may terminate this Agreement for good cause shown with forty-five (45) days written notice, which shall explain the party's cause for the termination. If the parties do not reach a settlement before the end of the 45 days, then the Agreement shall terminate on the forty-fifth day.
3. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:
 - (1) Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
 - (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
 - (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
 - (4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - (5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
 - (6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
 - (7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in

whole or in part, and the contractor may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

Provided, however, that in the event a contractor becomes involved in or is threatened with litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

4. If fulfillment of the contract requires the contractor to employ mechanic's or laborers, the contractor further agrees that it can and will comply with the following:

- (1) *Overtime requirements: No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such a workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such a workweek.*
- (2) *Violation: liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory) for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.*
- (3) *Withholding for unpaid wages and liquidated damages. LFUCG shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.*
- (4) *Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower-tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower-tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.*

5. *The contractor shall comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.*

6. *The contractor shall report each violation to LFUCG and understands and agrees that LFUCG will, in turn, report each violation as required to assure notification to the Treasury Department and the appropriate Environmental Protection Agency Regional Office.*

7. *The contractor shall include these requirements in numerical paragraphs 5 and 6 in each subcontract exceeding \$100,000 financed in whole or in part with American Rescue Plan Act funding.*

8. *The contractor shall comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.*

9. *The contractor shall report each violation to LFUCG and understands and agrees that LFUCG will, in turn, report each violation as required to assure notification to the Treasury Department and the appropriate Environmental Protection Agency Regional Office.*

10. *The contractor shall include these requirements in numerical paragraphs 8 and 9 in each subcontract exceeding \$100,000 financed in whole or in part with American Rescue Plan Act funds.*

11. *The contractor shall comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.*

12. *The contractor shall report each violation to LFUCG and understands and agrees that LFUCG will, in turn, report each violation as required to assure notification to the Treasury Department and the appropriate Environmental Protection Agency regional office.*

13. *The contractor shall include these requirements in numerical paragraphs 11 and 12 in each subcontract exceeding \$100,000 financed in whole or in part with American Rescue Plan Act funds.*

14. *The contractor shall include this language in any subcontract it executes to fulfill the terms of this bid: “the sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury’s Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with ‘Limited English Proficiency’ in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury’s Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.”*

15. *Contractors who apply or bid for an award of \$100,000 or more shall file the required certification that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier, up to the recipient. The required certification is included here:*

a. The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal

grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

- b. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature

Date

SELECTION CRITERIA:

1. Relevant experience and technical competence of the project team (25 Points)
2. Past record of performance on projects similar in type and complexity (30 Points)
3. Project approach and familiarity with the details of the project (15 Points)
4. Local employment of the project team (20 Points)
5. Ability to provide KYTC LPA Guide compliant inspection services (10 Points)

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

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

Affirmative Action Plan

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

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

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

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

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

AFFIDAVIT

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

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

Continued on next page

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

Further, Affiant sayeth naught.

STATE OF _____

COUNTY OF _____

The foregoing instrument was subscribed, sworn to and acknowledged before me

by _____ on this the _____ day

of _____, 20__.

My Commission expires: _____

NOTARY PUBLIC, STATE AT LARGE

EQUAL OPPORTUNITY AGREEMENT

Standard Title VI Assurance

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

The Law

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

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

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

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

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

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

Bidders

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

Signature

Name of Business

WORKFORCE ANALYSIS FORM

Name of Organization: _____

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

Prepared by: _____ Date: ____/____/____

(Name and Title)

Revised 2015-Dec-15

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

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

Notice of requirement for Affirmative Action to ensure Equal Employment Opportunities and Disadvantaged Business Enterprises (DBE) Contract participation. Disadvantaged Business Enterprises (DBE) consists of Minority-Owned Business Enterprises (MBE) and Woman-Owned Business Enterprises (WBE).

The Lexington-Fayette Urban County Government has set a goal that not less than ten percent (10%) of the total value of this Contract be subcontracted to Disadvantaged Business Enterprises, which is made up of MBEs and WBEs. The Lexington Fayette Urban County Government also has set a goal that not less than three percent (3%) of the total value of this Contract be subcontracted to Veteran-owned Small Businesses. The goal for the utilization of Disadvantaged Business Enterprises as well Veteran –owned Small Businesses as subcontractors is a recommended goal. Contractor(s) who fail to meet such goal will be expected to provide written explanations to the Director of the Division of Purchasing of efforts they have made to accomplish the recommended goal, and the extent to which they are successful in accomplishing the recommended goal will be a consideration in the procurement process. Depending on the funding source, other DBE goals may apply.

For assistance in locating Disadvantaged Business Enterprises Subcontractors contact:

Sherita Miller, MPA, Division of Central Purchasing
Lexington-Fayette Urban County Government
200 East Main Street, 3rd Floor, Room 338
Lexington, Kentucky 40507
smiller@lexingtonky.gov

Firm Submitting Proposal: _____

Complete Address: _____
Street City Zip

Contact Name: _____ Title: _____

Telephone Number: _____ Fax Number: _____

Email address: _____

Lexington-Fayette Urban County Government
MWDBE PARTICIPATION GOALS

A. GENERAL

- 1) The LFUCG request all potential contractors to make a concerted effort to include Minority-Owned (MBE), Woman-Owned (WBE), Disadvantaged (DBE) Business Enterprises and Veteran-Owned Small Businesses (VOSB) as subcontractors or suppliers in their bids.
- 2) Toward that end, the LFUCG has established 10% of total procurement costs as a Goal for participation of Minority-Owned, Woman-Owned and Disadvantaged Businesses on this contract.
- 3) **It is therefore a request of each Bidder to include in its bid, the same goal (10%) for MWDBE participation and other requirements as outlined in this section.**
- 4) The LFUCG has also established a 3% of total procurement costs as a Goal for participation for of Veteran-Owned Businesses.
- 5) **It is therefore a request of each Bidder to include in its bid, the same goal (3%) for Veteran-Owned participation and other requirements as outlined in this section.**

B. PROCEDURES

- 1) The successful bidder will be required to report to the LFUCG, the dollar amounts of all payments submitted to Minority-Owned, Woman-Owned or Veteran-Owned subcontractors and suppliers for work done or materials purchased for this contract. (See Subcontractor Monthly Payment Report)
- 2) Replacement of a Minority-Owned, Woman-Owned or Veteran-Owned subcontractor or supplier listed in the original submittal must be requested in writing and must be accompanied by documentation of Good Faith Efforts to replace the subcontractor / supplier with another MWDBE Firm; this is subject to approval by the LFUCG. (See LFUCG MWDBE Substitution Form)
- 3) For assistance in identifying qualified, certified businesses to solicit for potential contracting opportunities, bidders may contact:
 - a) The Lexington-Fayette Urban County Government, Division of Central Purchasing (859-258-3320)
- 4) The LFUCG will make every effort to notify interested MWDBE and Veteran-Owned subcontractors and suppliers of each Bid Package, including information on the scope of work, the pre-bid meeting time and location, the bid date, and all other pertinent information regarding the project.

C. DEFINITIONS

- 1) A Minority-Owned Business Enterprise (MBE) is defined as a business which is certified as being at least 51% owned, managed and controlled by persons of African American, Hispanic, Asian, Pacific Islander, American Indian or Alaskan Native Heritage.
- 2) A Woman-Owned Business Enterprise (WBE) is defined as a business which is certified as being at least 51% owned, managed and controlled by one or more women.

- 3) A Disadvantaged Business (DBE) is defined as a business which is certified as being at least 51% owned, managed and controlled by a person(s) that are economically and socially disadvantaged.
- 4) A Veteran-Owned Small Business (VOSB) is defined as a business which is certified as being at least 51% owned, managed and controlled by a veteran and/or a service disabled veteran.
- 5) Good Faith Efforts are efforts that, given all relevant circumstances, a bidder or proposer actively and aggressively seeking to meet the goals, can reasonably be expected to make. In evaluating good faith efforts made toward achieving the goals, whether the bidder or proposer has performed the efforts outlined in the Obligations of Bidder for Good Faith Efforts outlined in this document will be considered, along with any other relevant factors.

D. OBLIGATION OF BIDDER FOR GOOD FAITH EFFORTS

- 1) **The bidder shall make a Good Faith Effort to achieve the Participation Goal for MWDBE and Veteran-Owned subcontractors/suppliers. The failure to meet the goal shall not necessarily be cause for disqualification of the bidder; however, bidders not meeting the goal are required to furnish with their bids written documentation of their Good Faith Efforts to do so.**
- 2) Award of Contract shall be conditioned upon satisfaction of the requirements set forth herein.
- 3) The Form of Proposal includes a section entitled "MWDBE Participation Form". The applicable information must be completed and submitted as outlined below.
- 4) **Failure to submit this information as requested may be cause for rejection of bid or delay in contract award.**

E. DOCUMENTATION REQUIRED FOR GOOD FAITH EFFORTS

- 1) Bidders reaching the Goal are required to submit only the MWDBE Participation Form." The form must be fully completed including names and telephone number of participating MWDBE firm(s); type of work to be performed; estimated value of the contract and value expressed as a percentage of the total Lump Sum Bid Price. The form must be signed and dated, and is to be submitted with the bid.
- 2) Bidders not reaching the Goal must submit the "MWDBE Participation Form", the "Quote Summary Form" and a written statement documenting their Good Faith Effort to do so. If bid includes no MWDBE and/or Veteran participation, bidder shall enter "None" on the subcontractor / supplier form). In addition, the bidder must submit written proof of their Good Faith Efforts to meet the Participation Goal:
 - a. 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 and Veteran-Owned businesses to participate.
 - b. Included documentation of advertising in the above publications with the bidders good faith efforts package

- c. Attended LFUCG Central Purchasing Economic Inclusion Outreach event
- d. Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs and/or Veteran-Owned businesses of subcontracting opportunities
- e. Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms and Veteran-Owned businesses.
- f. Requested a list of MWDBE and/or Veteran subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).
- g. Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms and Veteran-Owned businesses to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.
- d. Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs and/or Veteran-Owned businesses 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.
- e. Followed up initial solicitations by contacting MWDBEs and Veteran-Owned Businesses to determine their level of interest.
- j. Provided the interested MWDBE firm and/or Veteran-Owned business with adequate and timely information about the plans, specifications, and requirements of the contract.
- k. Selected portions of the work to be performed by MWDBE firms and/or Veteran-Owned businesses 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 and Veteran participation, even when the prime contractor may otherwise perform these work items with its own workforce
- l. Negotiated in good faith with interested MWDBE firms and Veteran-Owned businesses 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.
- m. Included documentation of quotations received from interested MWDBE firms and Veteran-Owned businesses 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.
- n. 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 and/or Veteran-Owned business's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE and Veteran goals.

o. Made an effort to offer assistance to or refer interested MWDBE firms and Veteran-Owned businesses to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal

p. Made efforts to expand the search for MWBE firms and Veteran-Owned businesses beyond the usual geographic boundaries.

q. Other--any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE and Veteran participation.

Note: 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 which is subject to review by the MBE Liaison. Documentation of Good Faith Efforts must be submitted with the Bid, if the participation Goal is not met.



MINORITY BUSINESS ENTERPRISE PROGRAM

Sherita Miller, MPA
Minority Business Enterprise Liaison
Division of Central Purchasing
Lexington-Fayette Urban County Government
200 East Main Street
Lexington, KY 40507
smiller@lexingtonky.gov
859-258-3323

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

To that end the city council adopted and implemented Resolution 484-2017 – A Certified Minority, Women and Disadvantaged Business Enterprise ten percent (10%) minimum goal and a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and Certified Service Disabled Veteran – Owned Businesses for government contracts.

The resolution states the following definitions shall be used for the purposes of reaching these goals (a full copy is available in Central Purchasing):

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

Certified Minority Business Enterprise (MBE) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by an ethnic minority (i.e. African American, Asian American/Pacific Islander, Hispanic Islander, Native American/ Native Alaskan Indian) as defined in federal law or regulation as it may be amended from time-to-time.

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

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

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

The term “Certified” shall mean the business is appropriately certified, licensed, verified, or validated by an organization or entity recognized by the Division of Purchasing as having the appropriate credentials to make a determination as to the status of the business.

We have compiled the list below to help you locate certified MBE, WBE and DBE certified businesses. Below is a listing of contacts for LFUCG Certified MWDBEs and Veteran-Owned Small Businesses in (<https://lexingtonky.ionwave.net>)

Business	Contact	Email Address	Phone
LFUCG	Sherita Miller	smiller@lexingtonky.gov	859-258-3323
Commerce Lexington – Minority Business Development	Tyrone Tyra	ttyra@commercelexington.com	859-226-1625
Tri-State Minority Supplier Diversity Council	Susan Marston	smarston@tsmsdc.com	502-365-9762
Small Business Development Council	Shawn Rogers UK SBDC	shawn.rogers@uky.edu	859-257-7666
Community Ventures Corporation	Phyllis Alcorn	palcorn@cvky.org	859-231-0054
KY Transportation Cabinet (KYTC)	Melvin Bynes	Melvin.bynes2@ky.gov	502-564-3601
KYTC Pre-Qualification	Shella Eagle	Shella.Eagle@ky.gov	502-782-4815
Ohio River Valley Women’s Business Council (WBENC)	Sheila Mixon	smixon@orvwbc.org	513-487-6537
Kentucky MWBE Certification Program	Yvette Smith, Kentucky Finance Cabinet	Yvette.Smith@ky.gov	502-564-8099
National Women Business Owner’s Council (NWBOC)	Janet Harris-Lange	janet@nwbo.org	800-675-5066
Small Business Administration	Robert Coffey	robertcoffey@sba.gov	502-582-5971
LaVoz de Kentucky	Andres Cruz	lavozekey@yahoo.com	859-621-2106
The Key News Journal	Patrice Muhammad	production@keynewsjournal.com	859-685-8488



LFUCG MWDBE PARTICIPATION FORM

Bid/RFQ/Quote Reference # _____

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFQ/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. **Failure to submit a completed form may cause rejection of the bid.**

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

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

Company

Company Representative

Date

Title



LFUCG MWDBE SUBSTITUTION FORM

Bid/RFQ/Quote Reference # _____

The substituted MWDBE and/or veteran subcontractors listed below have agreed to participate on this Bid/RFQ/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to Central Purchasing for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project.

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

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

Company

Company Representative

Date

Title



MWDBE QUOTE SUMMARY FORM

Bid/RFQ/Quote Reference # _____

The undersigned acknowledges that the minority and/or veteran subcontractors listed on this form did submit a quote to participate on this project. Failure to submit this form may cause rejection of the bid.

Company Name	Contact Person
Address/Phone/Email	Bid Package / Bid Date

MWDBE Company Address	Contact Person	Contact Information (work phone, Email, cell)	Date Contacted	Services to be performed	Method of Communication (email, phone meeting, ad, event etc)	Total dollars \$\$ Do Not Leave Blank (Attach Documentation)	MBE * AA HA AS NA Female	Veteran

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

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

Company

Company Representative

Date

Title



LFUCG SUBCONTRACTOR MONTHLY PAYMENT REPORT

The LFUCG has a 10% goal plan adopted by city council to increase the participation of minority and women owned businesses in the procurement process. The LFUCG also has a 3% goal plan adopted by cited council to increase the participation of veteran owned businesses in the procurement process. In order to measure that goal LFUCG will track spending with MWDBE and Veteran contractors on a monthly basis. By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentation may result in termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims. Please submit this form monthly to the Division of Central Purchasing/ 200 East Main Street / Room 338 / Lexington, KY 40507.

Bid/RFQ/Quote # _____

Total Contract Amount Awarded to Prime Contractor for this Project _____

Project Name/ Contract #	Work Period/ From: _____ To: _____
Company Name:	Address:
Federal Tax ID:	Contact Person:

Subcontractor Vendor ID (name, address, phone, email)	Description of Work	Total Subcontract Amount	% of Total Contract Awarded to Prime for this Project	Total Amount Paid for this Period	Purchase Order number for subcontractor work (please attach PO)	Scheduled Project Start Date	Scheduled Project End Date

By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentations may result in the termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims.

Company

Company Representative

Date

Title

LFUCG STATEMENT OF GOOD FAITH EFFORTS

Bid/RFQ/Quote # _____

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 and Veteran-Owned 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 and Veteran-Owned businesses 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

_____ Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs and/or Veteran-Owned Businesses of subcontracting opportunities

_____ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms and Veteran-Owned businesses

_____ Requested a list of MWDBE and/or Veteran subcontractors or suppliers from LFUCG 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 and Veteran-Owned businesses 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 and Veteran-Owned businesses to determine their level of interest.

_____ Provided the interested MWDBE firm and/or Veteran-Owned business with adequate and timely information about the plans, specifications, and requirements of the contract.

_____ Selected portions of the work to be performed by MWDBE firms and/or Veteran-Owned businesses 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 and Veteran participation, even when the prime contractor may otherwise perform these work items with its own workforce

_____ Negotiated in good faith with interested MWDBE firms and Veteran-Owned businesses 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 and Veteran-Owned businesses 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 and/or Veteran-Owned business's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE and Veteran goals.

_____ Made an effort to offer assistance to or refer interested MWDBE firms and Veteran-Owned businesses 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 and Veteran-Owned businesses 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 and Veteran participation.

NOTE: 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 which is subject to approval by the MBE Liaison. Documentation of Good Faith Efforts must 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.

Company

Company Representative

Date

Title

GENERAL PROVISIONS

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

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

2. Failure to submit ALL forms and information required in this RFQ may be grounds for disqualification.
3. Addenda: All addenda and IonWave Q&A, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFQ. 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 RFQ to be submitted with the proposal,
10. Ambiguity, Conflict or other Errors in RFQ: If a Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFQ, 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 RFQ, proposer states that it understands the meaning, intent and requirements of the RFQ and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.
12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

A. Termination for Cause

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

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

B. At Will Termination

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

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

be signed by a duly authorized officer, agent or employee of the Respondent.

16. **Governing Law:** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. **Ability to Meet Obligations:** Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.
18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.
20. Contractor [or Vendor or Vendor's Employees] will not appropriate or make use of the Lexington-Fayette Urban County Government (LFUCG) name or any of its trade or service marks or property (including but not limited to any logo or seal), in any promotion, endorsement, advertisement, testimonial or similar use without the prior written consent of the government. If such consent is granted LFUCG reserves the unilateral right, in its sole discretion, to immediately terminate and revoke such use for any reason whatsoever. Contractor agrees that it shall cease and desist from any unauthorized use immediately upon being notified by LFUCG.

Signature

Date

**RISK MANAGEMENT PROVISIONS
INSURANCE AND INDEMNIFICATION**

INDEMNIFICATION AND HOLD HARMLESS PROVISION

- (1) It is understood and agreed by the parties that Contractor hereby assumes the entire responsibility and liability for any and all damages to persons or property caused by or resulting from or arising out of any act or omission on the part of Contractor or its employees, agents, servants, owners, principals, licensees, assigns or subcontractors of any tier (hereinafter "CONTRACTOR") under or in connection with this agreement and/or the provision of goods or services and the performance or failure to perform any work required thereby.
- (2) CONTRACTOR shall indemnify, save, hold harmless and defend the Lexington-Fayette Urban County Government and its elected and appointed officials, employees, agents, volunteers, and successors in interest (hereinafter "LFUCG") from and against all liability, damages, and losses, including but not limited to, demands, claims, obligations, causes of action, judgments, penalties, fines, liens, costs, expenses, interest, defense costs and reasonable attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, from or by CONTRACTOR's performance or breach of the agreement and/or the provision of goods or services provided that: (a) it is attributable to personal injury, bodily injury, sickness, or death, or to injury to or destruction of property (including the loss of use resulting therefrom), or to or from the negligent acts, errors or omissions or willful misconduct of the CONTRACTOR; and (b) not caused solely by the active negligence or willful misconduct of LFUCG.
- (3) In the event LFUCG is alleged to be liable based upon the above, CONTRACTOR shall defend such allegations and shall bear all costs, fees and expenses of such defense, including but not limited to, all reasonable attorneys' fees and expenses, court costs, and expert witness fees and expenses, using attorneys approved in writing by LFUCG, which approval shall not be unreasonably withheld.
- (4) These provisions shall in no way be limited by any financial responsibility or insurance requirements, and shall survive the termination of this agreement.
- (5) LFUCG is a political subdivision of the Commonwealth of Kentucky. CONTRACTOR acknowledges and agrees that LFUCG is unable to provide indemnity or otherwise save, hold harmless, or defend the CONTRACTOR in any manner.
- (6) Notwithstanding, the foregoing with respect to any professional services performed by CONTRACTOR hereunder (and to the fullest extent permitted by law), CONTRACTOR shall indemnify, save, hold harmless and defend LFUCG from and against any and all liability, damages and losses, including but not limited to, demands, claims, obligations, causes of action, judgments, penalties, fines, liens, costs, expenses, interest, defense costs and reasonable attorney's fees, for any damage due to death or injury to any person or injury to any property (including the loss of use resulting therefrom) to the extent arising out of, pertaining to or relating to the negligence, recklessness or willful misconduct of CONTRACTOR in the performance of this agreement.

FINANCIAL RESPONSIBILITY

BIDDER/CONTRACTOR understands and agrees that it shall demonstrate the ability to assure compliance with the above Indemnity provisions and these other risk management provisions prior to final acceptance of its bid and the commencement of any work or provision of goods.

INSURANCE REQUIREMENTS

YOUR ATTENTION IS DIRECTED TO THE INSURANCE REQUIREMENTS BELOW, AND YOU MAY NEED TO CONFER WITH YOUR INSURANCE AGENTS, BROKERS, OR CARRIERS TO DETERMINE IN ADVANCE OF SUBMISSION OF A RESPONSE THE AVAILABILITY OF THE INSURANCE COVERAGES AND ENDORSEMENTS REQUIRED HEREIN. IF YOU FAIL TO COMPLY WITH THE INSURANCE REQUIREMENTS BELOW, YOU MAY BE DISQUALIFIED FROM AWARD OF THE CONTRACT.

Required Insurance Coverage

BIDDER/CONTRACTOR shall procure and maintain for the duration of this contract the following or equivalent insurance policies at no less than the limits shown below and cause its subcontractors to maintain similar insurance with limits acceptable to LFUCG in order to protect LFUCG against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONTRACTOR. The cost of such insurance shall be included in any bid:

<u>Coverage</u>	<u>Limits</u>
General Liability (Insurance Services Office Form CG 00 01)	\$1 million per occurrence, \$2 million aggregate or \$2 million combined single limit
Worker's Compensation	Statutory
Employer's Liability	\$100,000
Professional Liability	\$1 million per occurrence
Excess/Umbrella Liability	\$1 million per occurrence

The policies above shall contain the following conditions:

- a. All Certificates of Insurance forms used by the insurance carrier shall be properly filed and approved by the Department of Insurance for the Commonwealth of Kentucky (DOI). LFUCG shall be named as an additional insured in the General Liability Policy and Commercial Automobile Liability Policy using the Kentucky DOI approved forms.
- b. The General Liability Policy shall be primary to any insurance or self-insurance retained by LFUCG.
- c. The General Liability Policy shall include Premises and Operations coverage unless it is deemed not to apply by LFUCG.
- d. The General Liability Policy shall include Employment Practices Liability coverage or an endorsement in a minimum amount of \$1 million unless it is deemed not to apply by LFUCG.
- e. The Policy shall include Umbrella/Excess Liability coverage in the amount of \$1 million per occurrence, \$1 million aggregate, unless it is deemed not to apply by LFUCG.

- f. LFUCG shall be provided at least 30 days advance written notice via certified mail, return receipt requested, in the event any of the required policies are canceled or non-renewed.
- g. Said coverage shall be written by insurers acceptable to LFUCG and shall be in a form acceptable to LFUCG. Insurance placed with insurers with a rating classification of no less than Excellent (A or A-) and a financial size category of no less than VIII, as defined by the most current Best's Key Rating Guide shall be deemed automatically acceptable.

Renewals

After insurance has been approved by LFUCG, evidence of renewal of an expiring policy must be submitted to LFUCG, and may be submitted on a manually signed renewal endorsement form. If the policy or carrier has changed, however, new evidence of coverage must be submitted in accordance with these Insurance Requirements.

Deductibles and Self-Insured Programs

IF YOU INTEND TO SUBMIT A SELF-INSURANCE PLAN IT MUST BE FORWARDED TO LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT, DIVISION OF RISK MANAGEMENT, 200 EAST MAIN STREET, LEXINGTON, KENTUCKY 40507 NO LATER THAN A MINIMUM OF FIVE (5) WORKING DAYS PRIOR TO THE RESPONSE DATE. Self-insurance programs, deductibles, and self-insured retentions in insurance policies are subject to separate approval by Lexington-Fayette Urban County Government's Division of Risk Management, upon review of evidence of BIDDER/CONTRACTOR's financial capacity to respond to claims. Any such programs or retentions must provide LFUCG with at least the same protection from liability and defense of suits as would be afforded by first-dollar insurance coverage

Safety and Loss Control

CONTRACTOR shall comply with all applicable federal, state, and local safety standards related to the performance of its works or services under this Agreement and take necessary action to protect the life, health and safety and property of all of its personnel on the job site, the public, and LFUCG.

Verification of Coverage

BIDDER/CONTRACTOR agrees to furnish LFUCG with all applicable Certificates of Insurance signed by a person authorized by the insurer to bind coverage on its behalf prior to final award, and if requested, shall provide LFUCG copies of all insurance policies, including all endorsements.

Right to Review, Audit and Inspect

CONTRACTOR understands and agrees that LFUCG may review, audit and inspect any and all of its records and operations to insure compliance with these Insurance Requirements.

DEFAULT

BIDDER/CONTRACTOR understands and agrees that the failure to comply with any of these insurance, safety, or loss control provisions shall constitute default and that LFUCG may elect at its option any single remedy or penalty or any combination of remedies and penalties, as available, including but not limited to purchasing insurance and charging BIDDER/CONTRACTOR for any such insurance premiums purchased, or suspending or terminating the work.

00548704

Request for Statements of Qualifications – Professional Services

Liberty Road Improvements Project – New Circle Road to Winchester Road

The Lexington Fayette Urban County Government (LFUCG), Division of Engineering is requesting Statements of Qualification from qualified individuals and organizations with respect to those services described herein.

PROJECT INFORMATION

Project Manager – Mark Feibes, P.E.

Location – Liberty Rd. from New Circle Rd. to Winchester Rd. (See Exhibit 1)

Funding – Surface Transportation Program (SLX) – Federal Funds

Facility – Approximately 1.3 miles of roadway improvements.

PREQUALIFICATION

To respond to this project the Consultant must be prequalified by the Kentucky Transportation Cabinet (KYTC) in the following areas by the response due date of this advertisement:

- Surveying
- Urban Roadway Design
- Advanced Drainage Analysis and Design

The Consultant must also demonstrate an in-depth working knowledge of all aspects of Local Public Agency project development requirements and procedures.

BACKGROUND

Liberty Road from New Circle Road to Winchester Road, is a 1.3 mile minor arterial roadway maintained by the Lexington-Fayette Urban County Government. Outside New Circle Road, plans are underway by the Kentucky Transportation Cabinet to upgrade Liberty Road (KY 1927) from Graftons Mill Lane to and including the intersection at New Circle Road. This project incorporates a shared use path connecting to the Liberty Trail/Brighton East Rail Trail system. Currently, the Lexington Area MPO is conducting the *East Lexington Trail Connectivity and Traffic Safety Study*, evaluating trail routing alternatives from Liberty Road and New Circle Road to the Isaac Murphy Memorial Art Garden at Third Street and Midland Avenue.

DESCRIPTION

Essential features of the *Liberty Road Improvements Project* include:

- Upgrade Liberty Road from New Circle Road to Appletree Lane from a rural to an urban cross section. Note: Limited improvements may be needed from New Circle Road to Creative Drive.
- Reconfigure the roadway cross section from New Circle Road to Winchester road to three lanes (two-way with TWLTL).
- From New Circle Road to Winchester Road, construct a five-foot wide sidewalk on one side of the roadway and a shared use path on the other side, with interconnectivity to the future shared use paths noted in the Background discussion above.

SCOPE OF SERVICES

1. Pre-Design Conference and Review of Existing Information

- 1.1. Meet with the LFUCG Division of Engineering and other concerned divisions, to discuss the project requirements and proposed Scope of Work. The meeting shall include a project site visit.
- 1.2. Review all project related information as provided by the Division of Engineering. Obtain available LFUCG GIS data for the area, mapping including parcel lines, aerial photography, and existing infrastructure. The most recent aerial photography for the project area licensed by LFUCG will be made available to the Consultant.

2. Field Survey and Related Research

- 2.1 Research all deeds, plats and other property records to identify property lines, right-of-ways and easements.
- 2.2 Perform a field survey that is sufficient to be confident in the design and at a minimum includes the following:
 - Topography
 - Existing sidewalks, edge of roadway, entrances, turn lane configurations, etc.

- Location and depth of underground utilities, storm and sanitary sewers, and related structures including service lines, laterals, and valves
- Location of overhead utilities including pole ownership information, ownership identification/position of each cable, and low wire elevations
- Significant site improvements, such as fences, retaining walls, flag poles, yard lights, mailboxes, commercial signage, structures, etc.
- Location and identification of significant trees and vegetation
- Cross sections taken at 50-foot intervals, at driveways, steps, retaining walls, wherever regrading will be anticipated and as otherwise needed
- Location of existing corner monuments and R/W markers
- Temporary benchmarks for use during construction, set outside of construction limits (minimum of 4)
- Location of all existing permanent easements in the project area
- Staking necessary to establish centerlines prior to bidding for construction.

It is the responsibility of the consultant to obtain all permits and permissions necessary to perform the work, including those required for digging and/or hydroexcavating.

All surveyed data will conform to the LFUCG's Policy for Digital Submission using State Planes coordinates and NAD-83 KY N 1601 and NAVD1988.

Prior to conducting the survey, the Consultant shall conduct a thorough site reconnaissance to determine if, after exhausting all possible surveying methods, they conclude dense foliage or other obstructions exist that shall prevent an accurate survey. Any difficult areas shall be brought to the attention of LFUCG, who will determine how to respond.

3. Preliminary Design

3.1. Develop a set of Preliminary Plans to fully convey the intent of the construction. The plans may include, but are not limited to the following items:

- Plan and profile depicting existing and proposed conditions, and limits of disturbance (all features identified in the survey shall be shown on the plans)
- Plan sheet layout drawing
- Typical roadway/sidewalk/trail sections depicting existing and proposed conditions
- Supplemental drainage plans and profiles as needed

- Alignments and grades for approach roads and turn lanes as needed
- Existing and proposed topography
- Location of property lines with all owners/lessees and street addresses shown
- Existing and proposed right-of-way lines and easements
- Sanitary and storm sewer plan and profile as needed if the project will impact these features
- An Erosion and Sediment Control Plan
- General Summary (to be consistent with the bid schedule)
- A Traffic Management Plan consistent with KYTC guidelines
- Plans for lighting, signalization, striping and signage
- A Landscaping Plan

During the preliminary design phase, the Consultant shall coordinate with the State Historic Preservation Office (SHPO) and the LFUCG Division of Historic Preservation to ensure plans are consistent with applicable Section 106 National Historic Preservation Act requirements.

Perform an analysis of the existing downstream drainage system to determine if it has sufficient capacity to convey the runoff from the proposed new storm sewers. Design appropriate upgrades if necessary.

Portions of the existing drainage system discharge to a sinkhole. The Consultant shall design the stormwater collection system so as not to increase flow volume or intensity to that existing sinkhole system.

Upon completion of the Preliminary Plans, the Consultant shall submit one full size paper copy to the LFUCG Division of Engineering. Plans shall also be made available in electronic format: PDF and/or AutoCAD.

3.2 In conjunction with the preliminary plans, submit a Preliminary Design Memorandum addressing the following:

- Evaluation of shared use path on driveway ingress/egress
- Summary reports of utility impacts, property impacts, and permitting as outlined in their respective sections
- Summary report of impacts to on-street parking
- Inventory of trees impacted by construction (location, species and caliper). List the trees to be removed and trees potentially impacted (trunk outside of the disturbed area, drip line within it)
- List of any products, materials or methods that may require special consideration by the KYTC or FHWA
- List of apparent encroachments onto public right-of-way. (Determination of land rights shall be limited to recorded easements and right-of-way, prescriptive easements will not be considered.)

- Detailed Opinion of Construction Costs. Line items for construction costs shall be consistent with the General Summary and the Bid Schedule.
- 3.3 Meet with LFUCG to present and discuss the plans and Preliminary Design Memorandum. Consultant shall be responsible for meeting agendas, handouts, and meeting summaries. Subsequent meeting(s) with KYTC may be required as well.

4. Final Plans, Specifications, and Bid Documents

- 4.1 Upon completion of the Preliminary Plans, the Consultant shall incorporate all significant comments into a revised (Final) plan set and submit one paper copy to the LFUCG Division of Engineering. Plans shall also be made available in electronic format: PDF and/or AutoCAD.

Final Plans shall build upon the completed and approved information in the Preliminary Plans. In addition to the components of the Preliminary Plans, Final Plans shall also include but not be limited to:

- Cross sections at 50-foot stationing, all driveways, all step locations, and all retaining walls. Cross sections shall generally extend 30 feet from proposed curb face or to the front of the house, whichever is closer; however, longer coverage may be needed in some locations depending upon the disturbed limits.
- Right-of-Way strip maps and summary sheets
- Coordinate Control Plan
- Site-specific Detail Sheets as needed

All preliminary and final plans, and accompanying documents are subject to review by multiple parties. Furthermore, plans will be reviewed, at the Owners expense, by a third party peer hired to perform a QA/QC and constructability review. The Consultant shall be responsible for addressing their comments and revising plans and documents as deemed appropriate.

- 4.2 In conjunction with the final plans, the consultant shall submit the following:
- Updated versions of all preliminary plan submittals
 - An Excel Bid Schedule consistent with the General Summary sheet
 - Section I of the KYTC LPA Project Development Checklist and all accompanying paperwork
 - Technical Specifications. LFUCG will provide generic technical specifications to be modified and supplemented by the consultant as needed

- **Materials Testing Plan.** Review each bid item and determine KYTC's testing procedure. Sort the materials test into the categories listed below, and create the relevant supporting documents:
 - Materials that can be sampled and tested per KYTC guidelines by LFUCG inspectors. For these items, prepare a summary document listing the relevant requirements to be used by the inspector.
 - Materials that can be sampled and tested per KYTC guidelines by a testing consultant. For these items, prepare a scope of work for a materials testing consultant.
 - And Materials that cannot be sampled and tested per KYTC guidelines. For these items, prepare an alternate method or a justification as to why testing is not warranted.
- **Master Utility Plan.** Display the following in plan format:
 - All existing utilities and proposed relocations, as furnished by the utility companies
 - All utility information required by the survey and utility coordination sections of this Scope
 - All existing and new storm and sanitary facilities
 - All utility conflict points shall be called out. Buried conflicts shall identify the existing depth of each utility at conflict points.

Periodically update and distribute this plan to all concerned parties as design progresses. At the time of construction letting, this plan shall be current to within six (6) months.

5. Design Criteria

Drawing Scales, Units, and Unit Conversion

All quantities measured, calculated, and specified shall be in English units (e.g., feet, pounds). All drawings and sheets shall conform to the follow scales:

- | | |
|--------------------------|---|
| a. Plan Sheets | 1" = 20' |
| b. Profile sheets | 1" = 20' horizontal
1" = 2' vertical |
| c. Cross sections sheets | 1" = 5' horizontal
1" = 5' vertical |

Note: Combined Plan/Profile sheets (as applicable) are preferred, but not mandated.

Full-size Plans shall be 22 x 34 to facilitate scalable half-size 11 x 17 Plans.

All designs and plans must be approved by the LFUCG Division of Engineering. The following shall apply:

- Prepare drawing files with or convert them to AutoCAD format prior to transmitting them to LFUCG. The formatting specifics shall be determined during the contract negotiation process.
- Utilize LFUCG 2017 Standard Drawings (or most recent revision), and Kentucky Department of Highways 2020 Standard Drawings (or most recent revision) in that order of preference.
- Proposed improvements are to be ADA compliant. Design shall comply with the applicable AASHTO standards and the Manual of Uniform Traffic Control Devices.

6. Utility Coordination

The Consultant shall take the lead on utility coordination. At a minimum, this shall include:

- Sending preliminary and final design plans to the appropriate utility companies for review and comment.
- Obtaining and tracking review comments from all impacted utilities.
- Verifying the horizontal and vertical location of existing utilities at potential conflict points using hydro-excavating or other approved method. (Itemized cost to be determined during Engineering Services Agreement negotiation and incorporated as an allowance.)
- Compiling and maintaining a list of all utility conflicts.
- Creating a schedule and budget for all required utility relocations.
- Obtaining Utility Impact Notes from the utility companies.

Submit a summary of the above information with the Preliminary Design Plans. An updated summary should be submitted with the Final Design Plans.

Note: The discovery of utility conflicts during construction can potentially slow or halt work, lead to delay claims and frustrate the public. It is essential to identify and resolve utility conflicts prior to construction. Poorly executed plans leading to significant utility conflicts may impact the Consultant's standing with the Division of Engineering and their ability to secure work in the future.

7. Easement and Right-of-Way Acquisition

The need to acquire private property should be avoided to the extent possible. If acquisition of easements or right-of-way is required the consultant will be responsible for the following:

- Right-of-way plans including strip maps and summary sheets if right-of-way or permanent easement acquisition is required
- Legal descriptions and exhibits for all temporary and permanent easement acquisitions
- Legal descriptions and plats for all right-of-way acquisitions
- Setting corner pins (or offsets) as necessary to define the physical limits of all properties which must be acquired
- Opinion of cost for property acquisitions

All documents shall meet the applicable requirements from LFUCG and KYTC.

Submit a summary of the property impacts with the Preliminary Design Plans. An updated summary should be submitted with the Final Design Plans.

Itemized cost for legal descriptions, plats, and property staking to be determined during Engineering Services Agreement negotiation.

LFUCG may acquire right-of-way in-house, or utilize the services of the Consultant. Such decision will be made prior to Right-of-Way funds being authorized. If Consultant services are used, they shall meet the requirements of the KYTC LPA Guide, Chapter VI.

8. Permitting

The Consultant shall take the lead on project permitting. At a minimum, this shall include:

- Identifying all applicable permits required for each phase of the project.
- Preparing and submitting applications and/or supporting paperwork for all required permits.
- Creating and maintaining a schedule for the required permits.
- Obtaining and tracking all project requirements resulting from the permitting process.

Submit a summary of the above information with the Preliminary Design Plans. An updated summary should be submitted with the Final Design Plans.

Permits that may be required for this project include, but are not limited to the following:

- NEPA Environmental Clearance (Assisted by KYTC)
- KYTC Encroachment Permit
- USACE 404 Permit and KY 401 Water Quality Certification
- FEMA CLOMR/LOMR
- LFUCG No-Rise Certification
- KDOW Stream Construction Permit
- LFUCG Special Floodplain Permit
- LFUCG Land Disturbance Permit (Contractor Responsibility)
- KDOW KYR10 Permit (Contractor Responsibility)

Any environmental consultants, if required, will be subcontracted through the Consultant via a contract modification.

9. Public Interface

The consultant shall assist with public interface. At a minimum, this shall include:

- Attending meetings with various project stakeholders, preparing minutes for those meetings, and leading them if requested to do so.
- Preparing concept maps, exhibits, and narratives to aid in communication with the public.

10. Bid Phase

The Consultant shall assist with Bid Administration. At a minimum, this shall include:

- Responding to technical questions during the bid period
- Preparing responses for addenda
- Reviewing and approving alternates
- Attending the pre-bid meeting if one is held
- Preparing and certifying a tabulation of bid prices
- Evaluating bids received
- Checking bidder references
- Submitting a recommendation of award
- Preparing Section II of the KYTC LPA Project Development Checklist and all accompanying paperwork

Distribution of plans and documents to bidders and planrooms, tracking of bidders, responding to bid-phase questions and submission of addenda is managed by the Division of Central Purchasing, through IonWave electronic bidding software.

11. Construction Phase

The LFUCG Division of Engineering will take the lead on construction project management. The Consultant shall provide the following services during the construction phase of the project:

- Reviewing and approving shop drawings
- Responding to questions about the intent of the plans/specifications
- Conducting site visits as requested
- Evaluating changes proposed by the contractor
- Making minor changes to the plans due to unforeseen conditions
- Performing redesign work due to consultant error
- Assisting the Division of Engineering in performing a final walkthrough inspection and preparing a punch list
- Preparation of as-built drawings, if requested

LFUCG may provide construction inspection in-house, or utilize the inspection services of the Consultant. Such decision will be made prior to bid letting. If consultant inspection services are used, they shall meet the requirements of the KYTC LPA Guide, Chapter IX.

Within three months prior to the start of construction, the Consultant shall create a photographic record of pre-construction conditions off all property to be disturbed by construction activities. Sufficient photos shall be taken to document the condition of each yard; all improvements such as driveways, sidewalks, retaining walls, gardens, etc.; and all significant foliage. Each photograph shall be logged identifying its respective address.

If the Engineer of Record is not available on a given day, the Consultant shall have a back-up contact available to address urgent construction issues.

SCHEDULE AND COMPLETION

The Consultant shall meet deadlines as provided in the following schedule. Calendar days are counted from the date that a written Notice to Proceed is issued to the Consultant. Exact times of meetings shall be arranged by the Consultant; locations of meetings shall be at the site of proposed improvements, the DOE office or the KYTC D7 office, as deemed appropriate.

Meet to review design intent	20 days
Submit preliminary plans to LFUCG and utility companies	270 days
Meet with LFUCG et al., to review preliminary plans	280 days
Hold public meeting - open house format	300 days

Submit final plans	360 days
Meet with LFUCG et al., to review final plans	380 days
Submission of completed final plans	420 days
Preparation of ROW/easement plats and descriptions	440 days

PROPOSAL CONTENT AND SELECTION CRITERIA

The prospective consulting firm or individual shall prepare his/her proposal with a maximum of 20 pages of response, not including forms required by LFUCG. Contained within the proposal should be any/all information necessary for the LFUCG selection committee to achieve a reasonable decision as to the firm's or individual's abilities and availability.

At a minimum, proposals shall include the following:

- General project approach and proposed process to accomplish the services for the project
- Project team's qualifications and relevant experience
- List of related projects and the role of the project team members on those projects
- Client list with contact information for which similar work has been performed
- List of related projects where inspection services were provided and the qualifications of inspectors which could be available for the project

Selection of a Consultant for this Study shall be based on the following weighted criteria:

- Relevant experience and technical competence of the project team (25 Points)
- Past record of performance on projects similar in type and complexity (30 Points)
- Project approach and familiarity with the details of the project (15 Points)
- Local employment of the project team (20 Points)
- Ability to provide KYTC LPA Guide compliant inspection services (10 Points)

Three to five of the highest scoring firms may be short listed, and invited to make a presentation to the selection committee. The presentation will be an opportunity to introduce key project personnel, discuss project understanding and approach, and address any other criteria the candidate feels is pertinent.

Following the presentations, the selection committee will proceed to either directly rank the consultants or to request additional interview(s) and/or written clarifications before making a final ranking. Rankings will then be based on the selection criteria noted above in conjunction with the content and quality of Consultant presentations and any follow-up discussions.

Exhibit 1

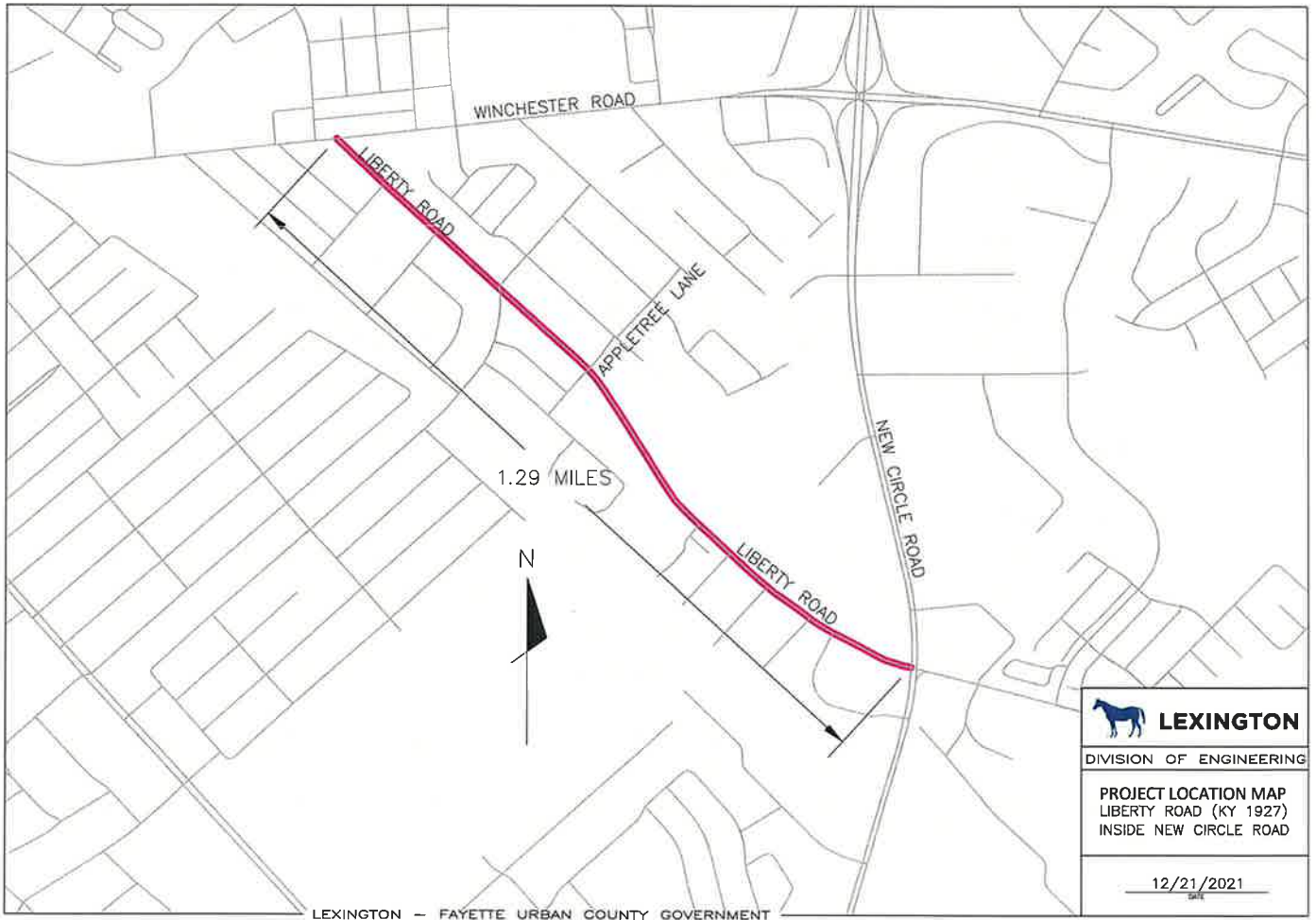


EXHIBIT D

CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/25/2024

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

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

PRODUCER Ansay & Associates, LLC 2901 W Beltline Hwy, Suite 202 Madison WI 53713	CONTACT NAME: Connie Easland	
	PHONE (A/C, No, Ext): 608-828-0232	FAX (A/C, No): 608-831-4777
E-MAIL ADDRESS: connie.easland@ansay.com		
INSURED Strand Associates, Inc. 910 W Wingra Drive Madison WI 53715	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Travelers Property Casualty Co of America	NAIC # 25658
	INSURER B : Travelers Indemnity Co of Connecticut	25682
	INSURER C : TRAVELERS IND CO OF AMER	25666
	INSURER D :	
	INSURER E :	
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 273740915 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 1,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	Y		P-630-1W455660-TIA-24	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			BA-1W469615-24-43-G	1/1/2024	1/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		CUP-1W474601-24-43	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB-1W473211-24-43-E	1/1/2024	1/1/2025	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 RE: Project 2815.321 Liberty Road Improvements Project

Additional Insured status is extended on a primary and non-contributory basis, from the general liability policy to those parties specified in the written contract, signed prior to the loss, per the attached endorsement.

CERTIFICATE HOLDER**CANCELLATION**

Lexington-Fayette Urban County Government
 101 East Vine Street
 4th Floor
 Lexington KY 40507

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

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/26/2024

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

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

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com														
INSURED Strand Associates, Inc. 910 West Wingra Drive Madison, WI 53715	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Continental Casualty Company</td> <td style="text-align: center;">20443</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Continental Casualty Company	20443	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Continental Casualty Company	20443														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** W32551885 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y <input checked="" type="checkbox"/> N/A						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			AEH113974097	07/11/2023	07/11/2024	Per Claim \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 This Voids and Replaces Previously Issued Certificate Dated 01/25/2024 WITH ID: W32548171.

Strand PN#: 2815.321 Liberty Road Improvements Project

CERTIFICATE HOLDER
CANCELLATION

Lexington-Fayette Urban County Government 101 East Vine Street - 4th Floor Lexington, KY 40507	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
--	--

© 1988-2016 ACORD CORPORATION. All rights reserved.