

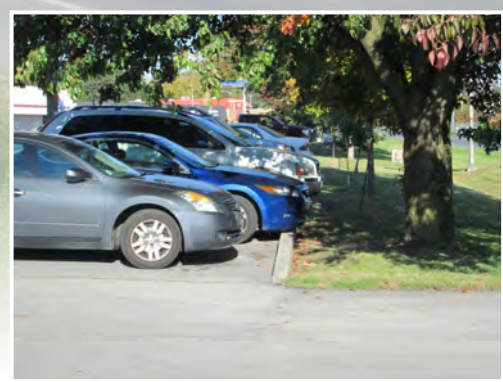
Response to Request for Proposals

Sidewalk Design for Southland Drive RFQ #49-2015



for the Lexington-Fayette Urban County Government



October 30, 2015



Legend

-  Existing Sidewalk
-  Proposed Sidewalk





October 28, 2015

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

RE: RFP #49-2015--Southland Drive Sidewalk Design

Dear Purchasing Director:

In response to the above-referenced Request for Proposals, Palmer Engineering wishes to express interest in providing professional design and engineering services for approximately one mile of sidewalks along both sides of Southland Drive. We understand that the current scope includes the entirety of Southland Drive from its intersection with Nicholasville Road to its intersection with Rosemont Garden.

Stephen Sewell, PE, PTOE, will serve as Project Manager. He manages Palmer's KYTC Statewide Local Public Agencies (LPA) contracts and has successfully managed multiple transportation projects throughout Kentucky. He has served as project manager for several projects that were on expedited schedules and required innovative strategies to meet the schedule. Mr. Sewell recently managed the I-75 Interchange project in Scott County that was successfully let in December 2014 and awarded for \$30.6 million after receiving notice to proceed in August 2014 and delivering Final Plans in October 2014. LFUCG project experience includes Chevy Chase intersection improvements, Town Branch Trail, and the Meadows Lane project at the intersection of New Circle Road that is currently under construction. Assisting Mr. Sewell will be a team of highly qualified engineers, environmentalists, and landscape architects from Palmer, Banks Engineering, and Element Design who will deliver this project on time and within budget.

Enclosed please find one master hardcopy, seven duplicate hardcopies, and one electronic .pdf version of Palmer's qualifications submittal, as required. Palmer Engineering personnel and the personnel of our sub-consultant firms have no personal or financial interest in any real property on this project.

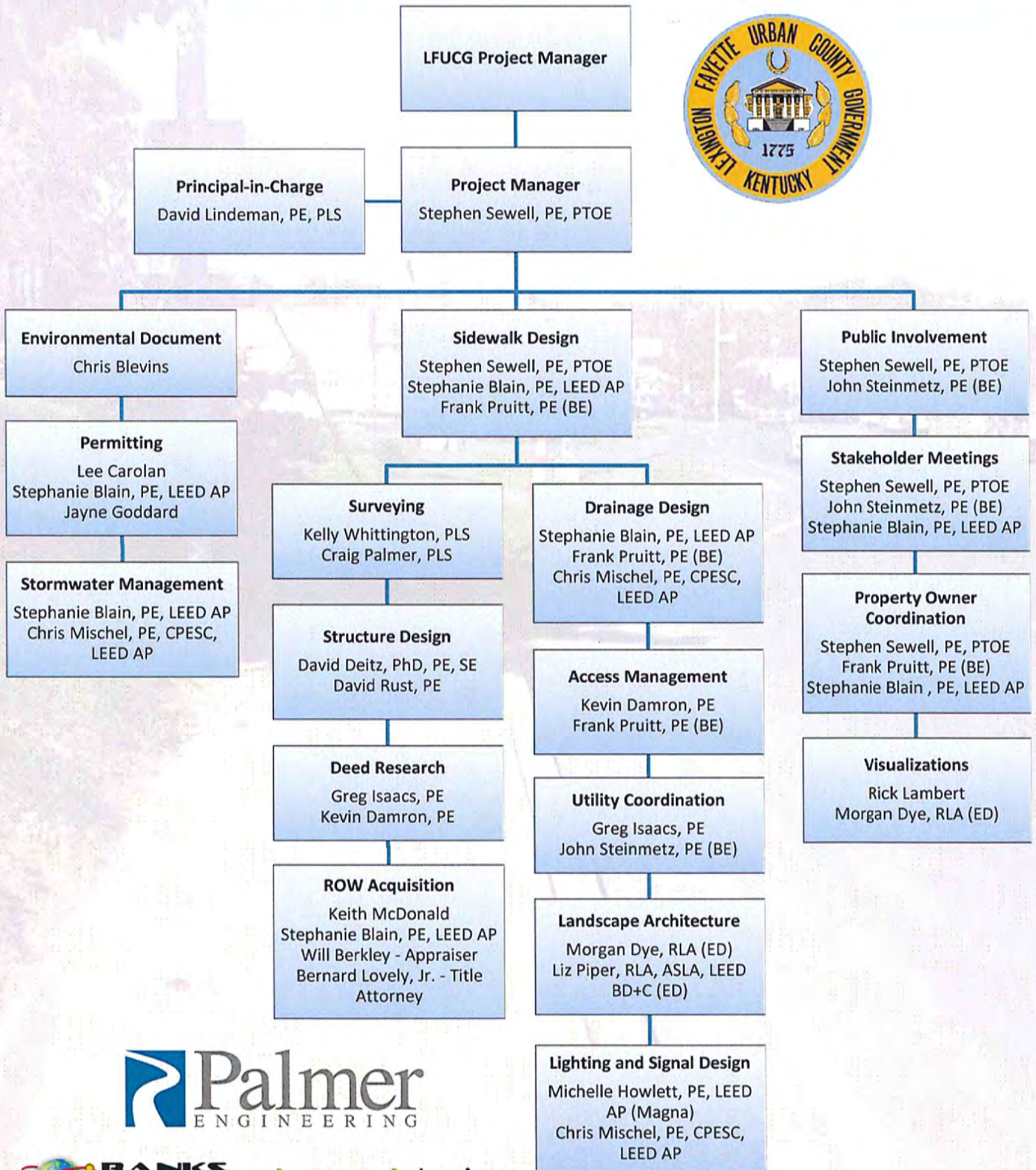
Thank you for the opportunity to present our professional qualifications. Palmer Engineering's previous experience with LFUCG, our commitment to exemplary customer service, and our technical qualifications make our firm the ideal selection for this project. Our selection will result in another successful partnership with Lexington-Fayette Urban County Government.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Lindeman', is written over a light blue horizontal line.

David Lindeman, PE, PLS
President and CEO

Project Team Organizational Chart for RFQ #49-2015 Southland Drive Sidewalk Improvements



Stephen Sewell, PE, PTOE



Project Manager

Experience: 16 years

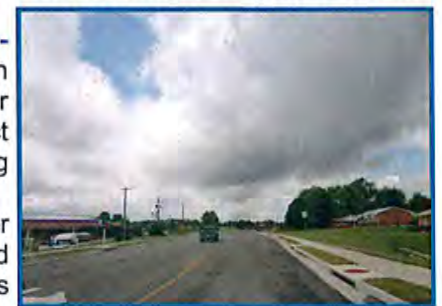
Education:

University of Kentucky
BS, Civil Engineering, 2000

Professional Registrations:
PE--KY-24030-2004; 1 other state
PTOE--National, 2007

Stephen joined **Palmer Engineering** in 1999. His project management experience ranges from projects with construction costs of \$50,000 to those in excess of \$30 million. His unique background in geometric design and traffic engineering provides clients with a unique set of traits that enable cost-effective solutions for projects; project experience includes:

- **KY-1448--Maple Leaf Road, Mason County, KY for KYTC** - Project Engineer for roadway redesign of a 1.6 mile stretch of Maple Leaf Road, beginning at KY-9 (AA Highway) and running North to US- 62. This road services three Mason County Schools, the Tom Browning Boys' and Girls' Club, and the local YMCA, which results in heavy foot and bike traffic; The project includes access management features--the addition of sidewalks, multi-use paths, and a continuous left-turn lane.
- **Chevy Chase Intersection Improvements, Lexington, KY for Lexington-Fayette County Urban Government** - Project Engineer for development of alternative and final plans for the intersection improvements. The final construction of the improvements was completed in Fall of 2014. The Euclid Avenue/Tates Creek Road/Fontaine Avenue/High Street intersection redesign involved streetscape design, consideration of access management concepts, two public meetings, one business owners' meeting, and a detailed report documenting the results.
- **Meadow Lane Intersection Improvements, Lexington, KY for LFUGG** - Project Manager for roadway improvements along Meadow Lane to add left-turn lanes along both approaches to New Circle Road. The project eliminated all permanent right-of-way acquisition and reconstructed all sidewalks and business entrances. Survey and utility coordination and KYTC encroachment permits were acquired.
- **North Green River Road, Henderson County, KY for the City of Henderson and KYTC (STW LPA Contract)** - Project Manager for 0.6 mile of pavement rehabilitation and roadway widening to include curb and gutter and a multi-use path; Pavement rehabilitation design was critical in plan development because of trucks using the route to haul waste material to the landfill; Developed roadway and right-of-way plans and coordinated utility relocations; Assisted the City of Henderson in acquiring Right of Way and Easements; Developed bid documents for a construction letting and provided monthly progress meetings on site.
- **Eastern Kentucky University Sidewalk Project, Richmond, Madison County, KY for Eastern KY University (STW LPA Contract)** - Project Manager for the development of a multi-use sidewalk along KY-52 near EKU South Campus; Provided oversight of the development of alignments and typical section for the multi-use path including future lighting and signal modifications; Prepared encroachment permits for KYTC and developed the Bid Documents for Office of Local Programs Approval.
- **Pear Orchard Road, Hardin County, KY for the City of Elizabethtown** - Project Manager for a Final Design and a Corridor Study to develop an alignment for the improvement of Pear Orchard Road Northwest and the Pear Orchard Road corridor in the northeast sector of Elizabethtown. The project also involves development of design guidelines for the corridor addressing street design, sidewalks, bike lanes, and streetscape.
- **KY 351 - Patriot Parkway, Hardin County, KY for KYTC** - Project Manager for preparation of final plans for an urban section of roadway that included multiple access points and businesses. Plans included sidewalks and bicycles lanes along the proposed roadway.
- **Broadway Avenue, Bowling Green, KY for City-County Planning Commission** - Project Engineer; assisted in roadway design for four alternatives for curve and intersection realignment of Broadway Avenue and High Street intersection in Bowling Green; Intersection improvements considered included conventional intersection and roundabout configuration; each alternative addressed access management for local businesses and provided pedestrian and bicycle facilities through the improvement area.



Stephanie Blain, PE, LEED AP



Permitting; Sidewalk Design; Storm Water Management; ROW Acquisition; Drainage; Stakeholder Meetings; Property Owner Coordination

Experience: 9 years

Professional Registrations:

PE--KY-28304-2011
KEPSC--KY-071000148-2007
LEED AP--2009

Education:

University of Kentucky
BS, Civil Engineering, 2007

Stephanie joined **Palmer Engineering** in May 2006; project experience includes:

- **Crimson King Court / Coldstream Court Stormwater Study for Lexington-Fayette Urban County Government (LFUCG), Lexington, KY** - Project Engineer; performed mapping and editing services for the stormwater study of 408 acres watershed extending from Man O' War to Sutherland Drive; The study included collecting field survey information to establish a hydrologic/hydraulic model using Stormnet; Based on previous flooding issues, the model was calibrated to obtain existing and future flooding problems; developed 3 options to mitigate the flooding issues in the area; The selected option resulted in six residential property acquisitions. Palmer verified the existing property boundaries, preparing easement exhibits and legal descriptions, contacted property owners, and assisted LFUCG with the acquisition of the six homes.
- **KY-3 (North Green River Road), Henderson County, KY for the City of Henderson and KYTC** - Project Engineer for 0.6 mile roadway widening to include curb and gutter and a multi-use path; Assisted in development of roadway and right-of-way plans and utility relocation coordination; Prepared legal descriptions for right-of-way purchase and temporary construction easements; Palmer Engineering contracted and worked with a local appraiser to prepare 2 appraisals and 20 MAR (Minimum Acquisition Review) offers.
- **Willow Oak Pond Study, Lexington, KY for LFUCG** - Project Manager for the evaluation of an existing retention pond for alternatives to improve water quality and estimating the cost associated with each alternative for LFUCG Division of Water Quality. The evaluation considered two main options as directed by the client.



Kevin Damron, PE



Deed Research; Access Management

Experience: 28 years

Education:

University of Kentucky
MS, Civil Engineering, 1991

Professional Registrations:
PE-- KY-16975-1991

Kevin joined **Palmer Engineering** in March 2014, following his retirement from the KYTC as the Deputy State Highway Engineer for Project Development where he was responsible for the development of all projects in the Kentucky Highway Plan since 2010. He has 28 years of design and project management experience through a variety of Cabinet positions. Project experience includes:

- **Chevy Chase Intersection Improvements, Lexington, KY for LFUCG** - Providing QA/QC and evaluating project for innovative project delivery opportunities. Project involves reconfiguring the intersections of Euclid Avenue/ Tates Creek Road/Fontaine Avenue/High Street and a range of parking alternatives, and streetscape design concepts that reflect the unique character of the area and surrounding neighborhoods.
- **KY-89--Utility Coordination, Estill County, KY** - Project Manager for coordinating the relocation of utilities for the reconstruction of 0.91 miles of KY-89 from Rice Street to the Irvine Bypass to an urban roadway with 3-lanes, curb, gutter and sidewalks; Coordinated regularly with the impacted utility companies through meetings and individual contacts to orchestrate the utility relocation agreements within a compressed six-month schedule to meet the letting date; Responsible for the inspection of the utility relocations and coordination with contractor.
- **US-68--Utility Relocation Design, Trigg County, KY for KYTC** - Project Manager for designing the relocation of water, sanitary sewer, and overhead electric for Lake Barkley State Park impacted by the proposed mitigation sites for the construction of the section of US-68 on the East End of Lake Barkley Bridge; Designed relocation plans for the water and sewer lines owned by the park for inclusion into the roadway plans.



John B. Steinmetz, PE



Utility Coordination; Public Involvement; Stakeholder Meetings

Experience: 33 years

Education:

University of Kentucky
BS, Civil Engineering, 1982

Professional Registrations:

PE--KY #14730, 2 other states

- John joined **Banks Engineering** in 2014; with experience in a wide range of projects, including transportation, storm water management, and private development. Mr. Steinmetz has assisted numerous communities with the planning, development, and implementation of capital improvement programs. Relevant experience is as follows:
- **Clays Mill Road Scoping Study and Improvements, Lexington, KY** - Project Manager for reconstruction of approximately 3.4 miles of urban minor arterial, including extensive public involvement to develop a design that addresses congestion and safety issues.
- **North Broadway Streetscape Project, Berea, KY** - Project Manager for the reconstruction of the roadway through Old Town, crafts center and tourist destination of Berea.
- **East Walnut Street Redevelopment Project, Nicholasville, KY** - Project manager for the reconstruction of East Walnut Street in downtown Nicholasville including new pavement, curb & gutter, sidewalks, and drainage system.
- **Elkhorn Park Drainage Improvements for the Lexington Fayette Urban County Government, Lexington, KY** - Project manager for major drainage system improvements to alleviate residential flooding in north Lexington.



Frank Pruitt, PE



Sidewalk Design; Drainage Design; Property Owner Coordination

Experience: 17 years

Education:

University of Kentucky
BS, Civil Engineering, 1998

Professional Registrations:

PE-- KY #22891

- Frank joined **Banks Engineering** in 2014, and has extensive experience in the design of infrastructure projects involving roadway design, stormwater management, and site development projects. Mr. Pruitt is also well versed in conducting public meetings and coordinating with property owners. Relevant Central Kentucky experience includes serving as project manager or project engineer on the following projects:
- **Southland Drive Bike Lane for the Lexington-Fayette Urban County Government, Lexington, KY** - Rehabilitation of approximately 1 mile of urban roadway to add bike lanes and storm drainage improvements.
- **Clays Mill Road Improvements for the Lexington-Fayette Urban County Government** - Design and construction services for approximately 4 miles of 3-lane urban roadways with bike lanes and sidewalks for a "complete street" design concept.
- **Woodland Triangle Improvements for the Lexington Fayette Urban County Government** - Redesign of the triangle intersection of East High Street, East Maxwell Street, and Kentucky Avenue adjacent to Woodland Park for improved pedestrian safety and bike lane.
- **US 25 Widening for KYTC and the City of Berea, KY** - Design of 1.25 miles of 3-lane urban roadway and associated storm drainage systems.
- **Mason Headley Road Improvements for the Lexington-Fayette Urban County Government** - Widening of 1100 feet of urban roadway to 3-lanes including sidewalks.
- **Jane Drive Improvements for the City of Berea, KY** - Design of 1,600 feet of urban roadway with sidewalk and drainage improvements.



Chris Blevins



Environmental Services

Experience: 20 years

Education:

Ohio University
BS, Geography, 1990

Professional Registrations:

None

Chris joined **Palmer Engineering** in 1997 and was named Director of Environmental Services in 2006. As Project Manager for the KYTC Statewide Environmental Studies contract, he has managed and authored numerous technical documents in multiple environmental areas; Project experience includes:

- **Town Branch Trail, Fayette County, KY for LFUCG** - Environmental Project Manager for Categorical Exclusion Level II, UST/HAZMAT, Section 106/Cultural Resources for a multi-use project approximately 2.4 miles from downtown Lexington to Masterson Station Park; Main issues include Section 4(f) property and cultural resources; Coordinated public involvement activities as well as a Public Information Meeting; Processed the Section 4(f) documentation as a *de minimis* net benefit use for impacts to the historic rock wall along Old Frankfort Pike.
- **US-25, Laurel County, KY for KYTC** - Project Manager for socioeconomic analysis, UST/HAZMAT, Section 106/Cultural Resources, Air and Noise analysis, and Environmental Overview for a highway project approximately five miles in length located outside London, KY; Main issues include Section 4(f) and 6(F) property, Environmental Justice neighborhood, and cultural resources; Coordinated public involvement activities as well as a Public Information Meeting.
- **US-421, Fayette County, KY for KYTC** - Project Manager for Project Overview and NEPA documentation of 1.6 miles of a new highway from Greendale Road to Masterson Station Park; responsible for writing the Socioeconomic Impact Analysis, and the Categorical Exclusion Level III report; prepared Section 4(f) and 6(f) documentation for park property; participated in Public Involvement activities, including public meetings and informal interviews.



Morgan Dye, RLA

elementdesign



Landscape Architecture; Visualizations

Experience: 15 years

Education:

University of Kentucky
BS, Landscape Architecture, 1997

Professional Registrations:

RLA--KY-664

Morgan is a registered Landscape Architect with over 15 years of experience in project design and management. He has been with Element Design since 2010. Morgan's project management experience includes recreational trails, parks, urban streetscapes, private development and campus planning. Recent clients include the Commonwealth of Kentucky, the Kentucky Community and Technical College System (KCTCS), Kentucky State Parks and private residential and commercial developers. Morgan is also experienced with KYTC LPA guidelines and is involved with every project that requires this documentation.

Recent Project Experience:

- Isaac Murphy Memorial Art Garden & Trail Head- Lexington, KY *
- Gainesway Trail - Lexington, KY *
- Hopkinsville Downtown and Inner-City Parks Project - Hopkinsville, KY
- Hopkinsville 9th and Campbell Street Corridor - Hopkinsville, KY *
- Pulaski County Fountain Square Beautification - Somerset, KY *
- Kentucky Horse Park Pedway Repairs, Replacement and Upgrades - Lexington, KY
- Elizabethtown Public Square Streetscape - Elizabethtown, KY
- Greensburg Public Square Streetscape - Greensburg, KY
- Horse Cave Streetscape Enhancements - Horse Cave, KY
- Somerset Streetscape Enhancements - Somerset, KY
- Morehead State University Mignon Hall Renovation - Morehead, KY
- Eastern Kentucky University Science Building Phase 2 - Richmond, KY

* Denotes experience with LPA Guidelines

Lee Carolan, CES



Permitting

Experience: 20 years

Education:

Arkansas Tech University
BS, Biological Science and Secondary
Education, 1985

Professional Registrations:

None

Lee joined **Palmer Engineering** in 2006; project experience includes:

- **KY-3, North Green River Road, Henderson County, KY for City of Henderson and KYTC (STW LPA Contract)** - Senior Environmental Biologist; Performed stream habitat assessment and wetland delineation for road improvement and upgrade; Submitted permit applications for USACE 404 NWP, WQC 401, and floodplain construction permit.
- **Louisville Loop--Jefferson Memorial Trail, Jefferson County, KY for Louisville Metro Parks** - Senior Environmental Biologist; prepared a Biological Assessment for Indiana, Gray, Northern long-eared bats, and running buffalo clover, conducted ecological field studies to document the USFWS threatened and endangered species along proposed construction of 6.5 miles of multi-use trails in Louisville, KY. Conducted field investigations to determine requirement of US Army Corps of Engineers Nationwide 14 permit to meet Section 404 requirements of the Clean Water Act of 1972; Responsibilities include delineating streams and wetlands and coordinating with the US Army Corps of Engineers.
- **Wolf Run Habitat Improvement Project, Lexington, KY for Lexington-Fayette Urban County Government** - Senior Environmental Biologist; This project will provide permitting for three separate sections within the Wolf Run Watershed--Cross Keys Pond, Big Elm Tributary, and Vaughn's Branch. Permit applications for USACE Section 404 NWP 27 and Water Quality Floodplain Construction will be submitted so that habitat improvements can begin to alleviate the destruction that is occurring to the streams due to storm water incidents.



Liz Piper, RLA, ASLA, LEED BD+C



Landscape Architecture

Experience: 7 years

Education:

University of Kentucky
BS, Landscape Architecture, 2009

Professional Registrations:

RLA--KY-821
ASLA
LEED BD+C

Liz is a registered Landscape Architect with over 7 years of experience in urban design and landscape architecture with Element Design. Her professional background and interests include community involvement, natural resources and recreation, education, cultural and social issues and environmentally sensitive design.

Liz is involved in many of the firms projects during the early phases of idea generation and concept visualization, working to effectively communicate design ideas. Liz is also a project manager with recent experience with both new construction and redevelopment as well as with LEED project documentation.

Recent Project Experience:

- Triangle Park Renovation - Lexington, KY
- Louisville Loop Trail - Pond Creek and Medora Sections - Louisville, KY
- Pulaski County Fountain Square Beautification - Somerset, KY
- Berea College Indian Fort Parking Renovation - Berea, KY
- Shriners Children's Hospital - Lexington, KY
- JCTC Seminary Building - Louisville, KY
- University of Kentucky Alumni Plaza Renovation / Roof top Garden - Lexington, KY
- University of Kentucky - Kentucky Children's Garden - Lexington, KY
- University of Kentucky Parking & Vehicular Signage Plan - Lexington, KY

Keith McDonald



Right-of-Way Acquisition

Experience: 25 years

Education:

Western Kentucky University
BS, Marketing, 1983

Professional Registrations:

None

Keith joined **Palmer Engineering** in June 2014 following his retirement from the KYTC as the Director of the Division of Right of Way and Utilities where he led and provided oversight for all Right-of-Way activities; Current project experience includes:

- **East Brannon Road, Jessamine County, KY for KYTC (STW ROW Contract)** - Director of Right-of-Way Services for acquisition and relocation services for extension of East Brannon Road to four lanes from inside Brannon Crossing Development to KY-1974 (Tates Creek Road). The project is 2.146 miles in length, consists of 16 parcels, with 12 parcels requiring appraisals, and 1 parcel requiring relocation assistance.
- **Gatton Way, Fayette County, KY for KYTC (STW LPA Contract)** - Project Manager for the acquisition of one parcel of Right of Way on Citation Blvd. and Remington Way to provide industrial access; project included appraisal services/title services/acquisition//deed recording; Parcel was acquired within 40 days of receiving notice to proceed.
- **KY-237, Boone County, KY for KYTC** - Director of Right-of-Way Services involving appraisals, acquisitions, and relocations. The 3.119-mile-long project includes major widening of Pleasant Valley / Camp Ernest Road to four lanes from Valley View Drive to Rogers Lane. The project consists of 133 parcels, with 39 parcels requiring appraisals, and 11 parcels requiring relocation assistance.



David Lindeman, PE, PLS



Principal-in-Charge

Experience: 29 years

Education:

University of Kentucky
BS, Civil Engineering, 1986

Professional Registrations:

PE--KY 16712-1991; 13 other states
PLS--KY 3284-1995

David joined **Palmer Engineering** in 1986; He has served as a Principal, Vice President, Director of Transportation, and was named President and CEO in June 2010; He is Palmer's Principal over the roadway design, right of way, environmental, and survey sections; Project experience includes:

- **Chevy Chase Intersection Improvements, Lexington, KY for Lexington-Fayette County Urban Government** - Principal-in-Charge for a feasibility study to determine the cost and viability of implementing streetscape design and traffic improvements (including access management) proposed by a group of neighborhood residents for the intersection of Euclid Avenue, Fontaine Road, and High Street. Project includes two public meetings and meetings with impacted businesses.
- **KY-1448--Maple Leaf Road, Mason County, KY for KYTC** - Principal-in-Charge for survey and redesign of a 1.6 mile stretch of Maple Leaf Road, beginning at KY-9 (AA Highway) and running North to US-62. The road services three Mason County Schools, a Boys' and Girls' Club, and YMCA, which results in heavy foot and bike traffic. The project includes access management features--the addition of sidewalks, multi-use paths, and a continuous left-turn lane; Responsible for facilitation of two public meetings and two meetings with local officials.
- **Meadow Lane Intersection Improvements, Lexington, KY for LFUCG, 2014-Present** - Principal-in-Charge for roadway improvements along Meadow Lane to add left-turn lanes along both approaches to New Circle Road. The project eliminated all permanent right-of-way acquisition and reconstructed all sidewalks and business entrances. Survey and utility coordination and KYTC encroachment permits were acquired.



Kelly Whittington, PLS



Surveying

Experience: 34 years

Education:

Elizabethtown Community College

Professional Registrations:

PLS--KY-3349-1997

☑ Kelly joined **Palmer Engineering** in 1981; project experience includes:

- **Meadow Lane Intersection Improvements, Lexington, KY for LFUCG** - Survey Party Chief for roadway improvements along Meadow Lane to add left-turn lanes along both approaches to New Circle Road. The project eliminated all permanent right-of-way acquisition and reconstructed all sidewalks and business entrances.
- **KYTC Statewide LPA Contracts** - Survey Party Chief for Digital Terrain Modeling (DTM) and property surveys for multiple LPA projects including:
 - Adella Avenue, Kenton County, Ludlow, KY
 - Dawkins Trail, Breathitt, Johnson, and Magoffin Counties, KY
 - Green River Road, Henderson, KY
 - KY-52, Lancaster Avenue, Madison County, Richmond, KY
 - Park City Sidewalks, Barren County, Park City, KY
 - Winchester Mast Arms, Main and Broadway, Clark County, Winchester, KY
- **KY-1448, Maple Leaf Drive, Mason County, KY for KYTC** - Survey Party Chief for 1.6 miles of 3-lane curb and gutter urban roadway on Maple Leaf Drive; provided secondary control.
- **East Lake Sanitary Sewer Replacement, Fayette County, KY for LFUCG** - Survey Field Supervisor responsible for design surveys of approximately 1,900 linear feet of 18" and 21" gravity sewer. This project is the first consent decree project for LFUCG that has gone to construction; The project required bypass pumping of the existing 48" trunk sewer to install an 8' diameter manhole; Also responsible for locating property boundaries required in the preparation of easement plats.



Greg Isaacs, PE



Deed Research; Utility Coordination

Experience: 20 years

Education:

University of Kentucky
BS, Civil Engineering, 1998

Professional Registrations:

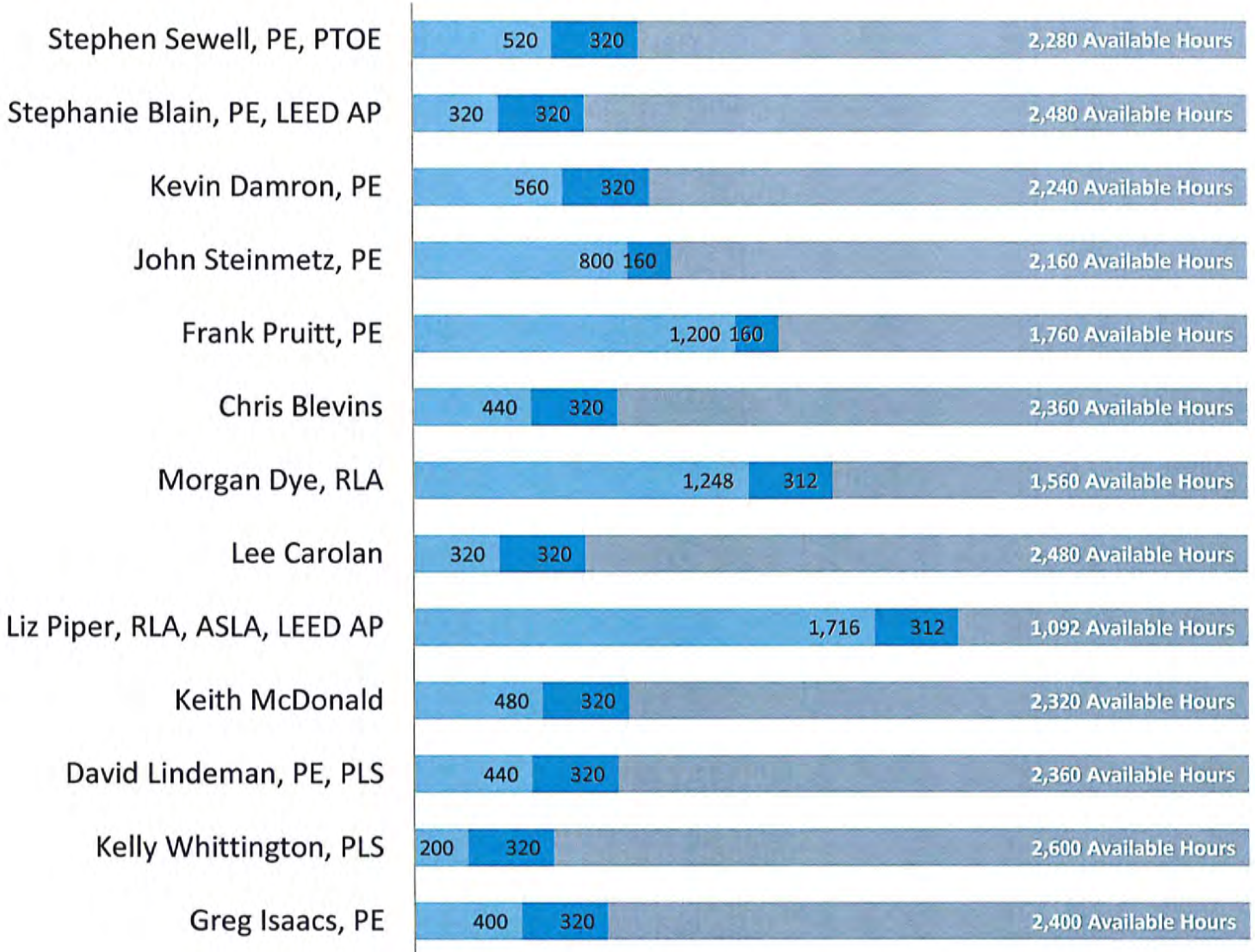
PE--KY-22845-2002; 5 other states

☑ Greg re-joined **Palmer Engineering** in September 2008 after previously working for the firm in 2006-2007:

- **Chevy Chase Intersection Feasibility Study; Chevy Chase Paving and Restriping Plan, Fayette County, KY for LFUCG** - Project Manager for the evaluation of design alternatives for improvements to the intersection of High Street / Euclid Avenue / Tates Creek Road / Fontaine Road and improvements to the streetscape of each approach. This study is being utilized to seek funding and as a guideline during the future design of each phase of the project; Project Manager for the design of approximately 2,000 linear feet of roadway for the Chevy Chase area. Project included coordination with the gas company for relocation of gas mains and coordination with overhead utilities.
- **KY-89 Utility Coordination, Estill County, KY** - Project Engineer for coordinating the relocation of utilities for the reconstruction of 0.91 miles of KY-89 from Rice Street to the Irvine Bypass to an urban roadway with 3-lanes, curb, gutter and sidewalks; Coordinated regularly with the impacted utility companies through meetings and individual contacts to orchestrate the utility relocation agreements within a compressed six-month schedule to meet the letting date for a District 10 prioritized project; Prepared a Utility Strip Map of the existing and proposed utility relocations to facilitate improved coordination between the utility companies and KYTC personnel; Responsible for the inspection of the utility relocations and coordination with the highway contractor.
- **Crimson King Court / Coldstream Court Stormwater Study, LFUCG** - Project Manager for the study to evaluate alternatives to remediate the flood issues to 7 properties in the study area; The selected option resulted in six residential property acquisitions. Palmer was responsible for verifying the existing property boundaries; preparing easement exhibits and legal descriptions; contacting property owners; and assisting LFUCG with the acquisitions. Mr. Isaacs met with property owners one on one to address their concerns. At the completion of the project, the city was able to purchase all properties.

Team Workload Capacity Sidewalk Design for Southland Drive

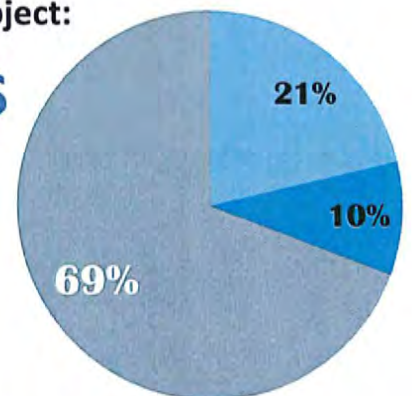
■ Committed Hours
 ■ Vacation/Holiday
 ■ Available Hours



Capacity Available for this Project:

28,092 Hours

based on the above 18-month capacities



Project Description:

Palmer Engineering has been involved in a number of LFUCG projects that involve sidewalk design. Selected projects include:

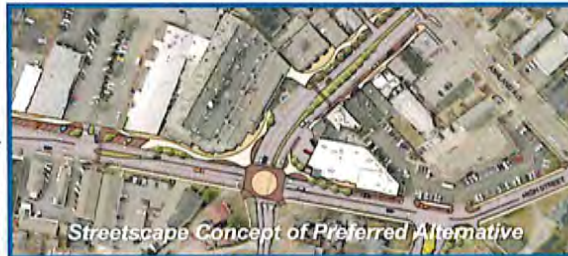
Meadow Lane Intersection Improvements

This project included roadway improvements along Meadow Lane to add left-turn lanes along both approaches to New Circle Road. The reconstruction and extension of sidewalks along both approaches to provide ADA Ramps within the existing right of way. Palmer developed final plans and quantities within a 4 month period and assisted with construction activities. The project eliminated all permanent right-of-way acquisition and improved drainage at the intersection by adding storm sewer and consolidating business entrances. Survey along with coordinating the installation of new signals and utility upgrades was performed, and the KYTC encroachment permit was acquired.



Chevy Chase, Lexington, KY

Palmer Engineering prepared a feasibility study and final plans for implementing improvements proposed by neighborhood residents for the intersection of Euclid Avenue, Fontaine Street, and High Street. The intersection serves many businesses but also contains both commercial and city parking and has a high level of pedestrian and bicycle activity. By reducing the pavement area, where possible, increasing parking spaces, and adding bicycle lanes on all of the adjacent routes the area has become more pedestrian friendly and safer. Final plans and Phase 1 of the project was constructed in the Fall of 2014.



Woodland Triangle Intersection, Lexington KY

Banks Engineering performed redesign of the triangle intersection of East High Street, East Maxwell Street, and Kentucky Avenue adjacent to Woodland Park including raised medians to redirect traffic flows and allow for improved pedestrian crosswalk safety, and striping plans to include bike lane facilities.



Both of these projects included the following services:

- Alignment development to provide the planned level of service and improve safety
- Review of alternatives to avoid or minimize property and utility impacts, right-of-way acquisition, and construction cost
- Preparation of plan and profile sheets using the Lexington-Fayette Urban County Government's GIS mapping supplemented by additional field surveys
- Drainage designs, connecting to and improving existing drainage facilities

Common Team Members:

- Stephen Sewell, PE, PTOE
- Chris Mischel, PE, LEED AP
- Stephanie Blain, PE
- Greg Isaacs, PE
- David Lindeman, PE, PLS
- Kevin Damron, PE
- Kelly Whittington, PLS
- Frank Pruitt, PE (Banks Eng.)

Project Similarities:

- Intersection Analysis
- Aesthetic Enhancements
- Bicycle and Pedestrian Facilities
- Traffic Impacts
- Utility Coordination
- Survey
- Signal Plans
- Signing Plans
- Drainage/Erosion Control
- Environmental Permitting
- Right-of-Way Acquisition

Project Information:

Agency: LFUCG

Client Contact:

Meadow Lane
Mark Feibes, LFUCG
859-258-3428

Chevy Chase
George Mulligan, LFUCG
859-258-3208

Woodland Triangle
George Mulligan, LFUCG
859-258-3208

Dates: 2013-2014
2010-2014
2014

Southland Drive Bike Lanes Fayette County, Lexington, KY



Roadway Improvements for Addition of Bicycle Lanes

Project Manager: Frank Pruitt, PE

Project Description:

While with another firm, Banks Engineering's senior engineer served as project manager, design engineer, and engineer of record for urban roadway improvements to add bicycle lanes and enhance multimodal safety along Southland Drive, a major commercial corridor in southern Lexington.



The existing one-mile corridor had numerous land-use changes and a very irregular roadway system regarding pavement widths, commercial entrances, turn lanes, and drainage systems. Some areas had curb and gutter while others were constructed with shoulders and roadside ditches. Bike lanes were added through pavement widening in some areas and re-striping in others. Design challenges included access modifications at wide commercial entrances, adding bike lanes and sidewalks under a narrow railroad crossing, providing proper roadside drainage where existing systems were flat and silted.

This project included the following services:

- Alignment development to use existing irregular pavement widths and improve safety
- Review of alternatives to avoid or minimize property and utility impacts, right-of-way acquisition, and construction cost
- Preparation of plan and profile sheets using the Lexington-Fayette Urban County Government's GIS mapping supplemented by additional field surveys
- Drainage designs, connecting to and improving existing drainage facilities
- Coordination with neighborhood and business associations



Common Team Members:

- Frank Pruitt, PE

Project Similarities:

- Project Corridor
- Access Management
- Drainage Improvements
- Multimodal Enhancement
- Utility Coordination
- Right-of-Way Easements
- Property Owner Coordination
- Survey

Project Information:

Agency: LFUCG

Client Contact:

Keith Lovan
859-258-3410

Dates: 2014

Project Description:

The following Statewide LPA projects performed by the Palmer Team involved sidewalk design:

US-60 and KY-22 Jefferson County, KY

Construct sidewalk along US 60, Hurstbourne Lane, and KY 22 in Jefferson County. The area has existing sidewalks as locations throughout the corridors but is missing sidewalks in areas that have not redeveloped. The project required coordination with utility companies to determine the location of lines and if relocation would be required. Developed Right of Way Plans and deeds for temporary easements along the corridors. Assisted with the preparation of the bid package and construction letting.



Eastern Kentucky University Multi-Use Project Madison County, Richmond, KY

The multi-use path project involved constructing a 10-foot-wide multi-use path with lighting and landscaping along Lancaster Avenue. The multi-use path provides a connection from EKU's South Campus to North Campus including connecting commuter parking and campus classrooms. The project included utility coordination, KYTC encroachment permit, and construction administration for a multi-use path. Final Plans were developed within 4 months after receiving Notice to Proceed.



Sidewalks and Streetscape Improvements City of Park City, Barren County, KY

The project in Barren County for the City of Park City involves installing sidewalks on multiple streets throughout the Park City area and US-31W. The project combines a TE grant and Safe Routes to School (SRTS) grant for sidewalk and streetscape. Project involved obtaining an encroachment permit and LPA approval for the construction of the sidewalks. As part of the process, coordination occurred with each utility company to assure no impacts. Palmer also acquired all easements and obtained environmental clearance from SHPO.



KY-3, Green River Road Henderson County, KY

The roadway and multi-use path project involved constructing a 10-foot-wide multi-use path along a residential area along North Green River Road in Henderson, KY. The project included environmental document preparation, Nationwide Permit, utility relocation, public meeting facilitation, right-of-way acquisition, and construction administration for a multi-use path.



Common Team Members:

- Stephen Sewell, PE, PTOE
- David Lindeman, PE, PLS
- Stephanie Blain, PE, LEED AP
- Chris Mischel, PE, LEED AP
- Kelly Whittington, PLS
- Lee Carolan, CES
- Morgan Dye (Element)
- Liz Piper (Element)

Project Similarities:

- Streetscape Design
- Sidewalk Design
- Drainage/Erosion Control
- Environmental Permitting
- Sidewalk Construction
- Right-of-Way Acquisition
- Utility Coordination

Project Information:

Agency:

KY Transportation Cabinet
KY Office of Local Programs
Eastern Kentucky University
City of Henderson

Client Contact:

Travis Thompson, PE
KYTC D-5

Ed Herzog
Eastern Kentucky University
859-622-1440

Jackie Jones
KYTC Local Programs
502-564-2060

Buzzy Newman
City of Henderson
270-831-1200

Dates: 2015
2014-2015
2012-Present
2012-2013

Urban Roadway Design

Project Managers: Stephen Sewell, PE; Frank Pruitt, PE

Project Description:

Pear Orchard Road and Pear Orchard NW Hardin County, KY

The Pear Orchard Road project involves a Corridor Study and Phase 2 design for the development of an alignment for the improvement of Pear Orchard Road Northwest and the Pear Orchard Road corridor in the northeast sector of Elizabethtown. The corridor connects Ring Road (KY-3005) and the North Dixie Avenue (US-31W) corridor, the highest volume commercial area in the region.

The corridor is a narrow 2 lane road that is designated as a County Bike Route and has sharp curves that create hazardous conditions for bicycles and pedestrians. By adding curb and gutter, sidewalks, and correcting the drainage and alignment issues the corridor will become a route that accommodates multi-users. As part of the improvements streetscaping and extensive public involvement was completed to enable the public to provide input for along the corridor. Numerous utilities will be impacted so early coordination was conducted to gain an understanding of cost and timeframe.



Clays Mill Road (Banks Engineering) Fayette County, Lexington, KY

While with another firm, Banks Engineering's senior engineers served as project manager and lead design engineer for a corridor scoping study and final designs for Clays Mill Road from south of Man o' War Boulevard to Harrodsburg Road, a 3.7-mile arterial within a residential setting. Building public understanding and trust played a major role in the process, and a 22-member advisory committee was formed at the beginning of the project. Representatives from the residential community, corridor users, churches, schools, business leaders, elected officials and several divisions within the Urban County Government formed the majority of the advisory committee. Public meetings and regular advisory committee meetings were conducted to inform and gain public consensus for the project. Project considerations:



- Conducting alignment studies to improve geometrics, reduce congestion, and minimize impacts of construction.
- Improving pedestrian and non-motorized vehicular circulation by including sidewalks and bike lanes along the entire corridor to develop a "complete street".
- Environment Assessment to identify any potential adverse impacts.
- Implementing a continuous public involvement process including presentations to local organizations and neighborhoods.
- Preparation of a scoping study, final design plans, contract documents, and implementation plan.

This project was one of the most controversial Lexington projects in history, and the successful consensus-building effort ended two decades of controversy. **It received the ACEC 2013 Award for Engineering Excellence.**

Common Team Members:

- Stephen Sewell, PE
- David Lindeman, PE
- Chris Mischel, PE, LEED AP, CPESC
- Lee Carolan, CES
- Chris Blevins
- Rick Lambert
- John Steinmetz, PE (Banks)
- Frank Pruitt, PE (Banks)

Project Similarities:

- Pedestrian Facility
- Surveying
- Environmental Permitting
- Right-of-Way Acquisition
- Public Involvement
- Streetscaping/Landscaping

Project Information:

Agency:

City of Elizabethtown
Lexington-Fayette Urban County
Government

Client Contact:

Scott Reynolds, PE
City Engineer
City of Elizabethtown
270-765-6121

Keith Lovan, PE
LFUGG
859-258-3478

Dates: 2014-2015
2011-2014

Access Management Projects Multiple Locations, KY



Urban Roadway Access Management

Project Manager: Stephen Sewell, PE, PTOE

Project Description:

US-42 and KY-22, Jefferson County, KY

The US-42 corridor is plagued by severe congestion caused both by high traffic demand and the lack of adequate access management spacing.



Palmer Engineering was selected to prepare a Planning Study and Environmental Overview including technical studies to analyze potential solutions prior to developing final roadway plans. As part of the study a citizens advisory group and two public meetings were facilitated by Palmer Engineering Staff. The proposed improvements includes consolidating access points and also improving the bike and pedestrian facilities along the route.

Common Team Members:

- Stephen Sewell, PE, PTOE
- David Lindeman, PE, PLS
- Chris Mischel, PE, LEED AP, CPESC
- Stephanie Blain, PE, LEED AP
- Chris Blevins
- Jayne Goddard
- Lee Carolan, CES
- Kelly Whittington, PLS
- Frank Pruitt, PE (Banks)

US-25, Laurel County

This segment of US-25 in Laurel County currently is operating at or exceeding available capacity. The road has a history of crashes along the project corridor. Utilities are located within close proximity to the existing roadway. In 2011, Palmer Engineering was selected to provide Phase I Design and Environmental Services for this project.



A focus group of local stakeholders was developed to help guide the selection of alternatives including the decisions regarding number of lanes along both US-25 and KY-229 in each segment. U-turns and innovative commercial aspects were important components of the design approved in Phase I.

Project Similarities:

- Sidewalk Design
- Access Management
- Drainage Issues
- Public Meeting
- Stakeholders Meeting
- Bike Lanes

US 25, Madison County, KY (Banks Engineering)

The US-25 Roadway Improvements involved the rehabilitation and widening of approximately 1.25 miles of a heavily traveled commercial roadway corridor. This project centered on the conversion of an existing rural roadway section to an urban curb and gutter section with bike lanes, a 5' sidewalk and 10' shared use path, and associated drainage improvements. The existing corridor is heavily developed commercially with scattered residential. The existing US-25 has poor access control with long stretches of parking areas adjacent to the roadway edge and multiple, haphazardly spaced access points. The rehabilitation and design of the US-25 Roadway Improvements corridor was a highly visible and controversial project with local businesses with parking areas encroaching on existing US-25 right of way.

Mr. Pruitt's involvement on the project consisted of performing all of the drainage designs for a new underground storm drainage system to include the sizing of two box culverts and managing the coordination with local utilities. Mr. Pruitt also participated in the roadway's designs as well as working with local officials and the KYTC to analyze and improve the overall access control of the roadway. Mr. Pruitt was a lead representative of the design team in both public meetings on the project as well as periodic review meetings with the local officials and the KYTC.

Project Information:

Agency: Kentucky Transportation Cabinet (KYTC)

Client Contact:
Travis Thompson, PE
502-210-5400

David Fields, PE
606-598-2145

Robin Sprague, PE
859-246-2355

Dates:
2013-Present
2013-Present
2006-2014

Sidewalk Design Multiple Locations, KY



Streetscape / Sidewalk Design

Project Manager: Morgan Dye, RLA

Project Description:

Element Design has been involved in a number of streetscape projects including the following:

Shillito and Lafayette Trails Lexington, KY

The Shillito and Lafayette Trails create a multi-use loop trail through Shillito Park, connecting various park elements and surrounding neighborhoods.

- Design of two asphalt trails: the Lafayette Trail is a 10' wide connector to an existing city trail system and the Shillito Trail is an 8' wide new trail that forms the loop through the park and neighborhoods
- Site elements such as trail head, traffic and trail signage, retaining wall, pedestrian bridge, and site grading and drainage
- Design of all trails met ADA and AASHTO guidelines for accessibility and design requirements
- Full five phase design services from Schematic Design through Construction Administration



Common Team Members:

- Morgan Dye, RLA
- Liz Piper, RLA, ASLA, LEED BD+C

Project Similarities:

- Streetscape/Landscape Architecture
- Public Involvement
- Surveying
- Utility Coordination
- ADA Compliance

The Isaac Murphy Memorial Art Garden Lexington, KY

The Isaac Murphy Memorial Art Garden Trail Head is a community park that will incorporate site amenities to encourage social gatherings and to educate the public about nature, local heritage and the sport of horse racing. The garden is intended to serve as a trail head for The Legacy Trail at the east end of downtown.

- Celebrate and Honor the legacy of the famous jockey Isaac Murphy specifically, and all other African Americans who have contributed to the Thoroughbred industry through the years
- Design, coordination and public meetings with local stakeholders, artists, and community members
- Improvements include sculptures and art panels, amphitheater and performance space, interpretive signage, sidewalks, permeable pavers, stone seat walls, landscaping, site furnishings, site lighting and water line installation



Project Information:

Agency:
LFUCG Parks and Recreation
KY Transportation Cabinet
City of Hopkinsville

Client Contact:
Michelle Kosieniak
859.288.2979

Keith Lovan, PE
859.258.3478

Steven Bourne, AICP
Holly Boggess, AICP
270.887.4285

Dates: 2007-2009
2005-2014
2011-2015

9th and Campbell Streetscape Project Hopkinsville, KY

The project area includes the corridor of South Campbell Street between the Downtown Gateway of 9th Street and extends to 18th Street eliminating on street parking with the addition of a bike lane.

The scope of services includes investigation of existing physical conditions, current and proposed planning efforts, design development and review of several alternatives, schematic design, refining a Master Plan, developing a phasing strategy with cost estimates and review of funding opportunities.



PROJECT APPROACH

LFUCG; Southland Drive Sidewalk Design; RFQ #49-2015

Introduction

The Southland Drive Commercial Shopping Area is known by locals as the first shopping area outside Downtown Lexington. The shopping area consisted of retail stores, restaurants, and miscellaneous stores that supported the surrounding residential area. As Lexington continued to grow and businesses moved toward the suburban areas, the Southland Drive corridor declined; but in recent years the redevelopment of shopping centers and local businesses--along with activities like the Southland Jamboree, Southland Street Fair, and Farmers Market--has begun rejuvenating the area.



Lexington-Fayette County Government (LFUCG) recently repaved Southland Drive and added bike lanes from Rosemont Garden to Nicholasville Road. This project was a top priority for the area residents and businesses so users could have dedicated multi-modal facilities that will improve safety when navigating Southland Drive.



Team

Palmer Engineering has assembled a talented team of Engineers, Environmental Scientists, Landscape Architects, and Surveyors who have worked with LFUCG. The Palmer Team has a long history with the Southland Drive area--Southland Bike Lanes, former family business, and childhood homes. With deep roots in the Southland Drive area, the Palmer Team understands that building consensus with the property and business owners is essential for a successful project. The Palmer Team has developed a reputation for completing projects ahead of schedule and providing the same quality of plans regardless of the design fee.

Stephen Sewell, PE, PTOE, will serve as Palmer Engineering's Project Manager for the Southland Drive Sidewalk Project. Mr. Sewell has served as Project Manager for the LFUCG Indefinite Services Contract and recently completed the first work order assignment (Meadow Lane and New Circle Road). This assignment was completed in three months and is currently being constructed. Mr. Sewell was also project engineer for the design and reconstruction of the Chevy Chase (High Street / Fontaine / Tates Creek / Euclid Avenue) Intersection, which was recently constructed by LFUCG.

As Project Manager of the KYTC Statewide LPA Contract, Stephen has worked on many projects that varied in scope and funding source; thus, his understanding of developing plans for tightly budgeted projects is extensive and will be a valuable asset. The Pear Orchard Corridor Study in Hardin County, ECU sidewalk project in Madison County, and the US-31W sidewalk project in Barren County were multi-modal projects that have required innovative design, right-of-way acquisition, and public involvement.

Frank Pruitt, PE, will be assisting with design coordination and public involvement for the Southland Drive sidewalk project. He was the Project Manager and lead design engineer for the bike lanes along Southland Drive. As a childhood resident of the area



and with parents who previously owned a business along Southland Drive, he provides a unique understanding of the area. Mr. Pruitt has also worked on a variety of civil engineering projects throughout his 17-year career including roadway design, stormwater management, and utility coordination. Mr. Pruitt's experience includes conducting public meetings and coordinating with property owners. He has significant experience on numerous projects in Central Kentucky and for LFUCG.

Stephanie Blain, PE, LEED AP, will support Mr. Sewell with sidewalk design and also with Environmental Compliance tasks. As a lead design engineer on the New Circle Road widening and the Wolf Run Stormwater project, she prepared drainage calculations and access management coordination. She has worked

on numerous LFUCG projects for the Water Quality Division that involved stormwater and environmental aspects. She also served as project engineer for the recently completed KY Horse Park improvements that relocated roadways, extended the Legacy Trail, and corrected drainage issues.

Also assisting with sidewalk design and access management aspects will be **Kevin Damron, PE**. Mr. Damron recently retired from the KYTC Transportation Cabinet where he was Assistant State Highway Engineer and developed an innovative process that KYTC is using to expedite utility clearance. Mr. Damron also assisted with access management strategies that will improve corridor safety.



John Steinmetz, PE, has 33 years of experience in project design and management including transportation, stormwater management, and private development. He has an extensive background in transportation, stormwater management, and utility infrastructure in Central Kentucky and other areas. As a former resident of this area, he will assist with Public Involvement and business owner coordination.

Chris Blevins and **Lee Carolan, CES**, will lead the environmental document and permitting preparation. With minimal impacts to the stream at Rosemont Garden, the potential environmental concerns will likely be limited unless federal funds are involved. Lee Carolan is currently providing HAZ-MAT testing for a contractor on the Newtown Pike Extension project in Lexington and will lead any necessary studies. **Jayne Goddard**, a former State Historic Preservationist and Palmer's Senior Historic Preservation Specialist, is leading the historic mitigation efforts along Town Branch Trail (Phases 4 and 5).

Keith McDonald will provide right-of-way assistance for any parcels that require easement or fee simple right-of-way acquisition. Mr. McDonald was the director of right-of-way services for KYTC prior to starting work for Palmer in 2014. As the director at Palmer Engineering, he worked with an appraiser and title attorney to acquire the Gatton Way parcel for KYTC in fewer than 40 days. Mr. McDonald is also

Palmer's Project Manager for the LFUCG Indefinite Services Right-of-Way Contract.

With title attorney Bernard Lovely, Jr. and appraiser Will Berkley committed to our team, right-of-way clearance can begin without any delays. With some parcels guaranteed to be impacted, the Palmer Team proposes to begin the appraisal and title work early so that acquisition can begin once impacts are finalized.

Other task leaders for this project include **Morgan Dye, RLA**, and **Liz Piper, RLA**, will lead the Landscape Architectural Services for the corridor. As the lead designers for the Chevy Chase Feasibility Study and also the Isaac Murphy Trailhead, they understand that the landscaping needs that will enhance the corridor and require minimal maintenance. **Kelly Whittington, PLS**, and **Greg Isaacs, PE**, will perform surveying activities and coordinate with utility companies to assure all locations are correctly shown on the plans.

Southland Drive Sidewalk

The Southland Drive corridor has a long history of providing Lexington with commercial and retail needs. The redevelopment along the corridor is a continuing sign of the vision the area has to recreate a flourishing environment. The area is in the process of getting a new hotel, health clinic, and several other businesses to complement the existing restaurants and commercial establishments.



The western end of Southland Drive has a large culvert that would possibly need to be extended to allow pedestrians to safely cross Southland Drive or Rosemont Garden. The Palmer Team has looked at an alternative solution that would provided a 4-foot sidewalk between the roadway and culvert headwall. This option would require the lane widths to be reduced at the intersection but would defer extending the culvert until it is replaced at the end of its useful life. These two options would be studied further in Phase 1.

Most of the existing sidewalks along the corridor currently need rehabilitation or widening to accommodate the increase in pedestrian traffic that can be expected. As part of the alternative concept, the Palmer Team will inventory these and develop a plan. As part of the project, it will likely be necessary to make

the sidewalk wider than 5 feet in the areas that have parking adjacent to the sidewalk because vehicles tend to hangover the sidewalk and reduce the effective width. This issue can be accommodated by widening the sidewalk to 8 feet to make sure that the 5 feet of usable sidewalk is provided or by installing stop blocks.



The drainage issues on Southland Drive are similar to those throughout Lexington. With ditches that have extremely flat grades and inadequate detention for the impervious pavement, flooding is a result. Although this project cannot solve all the drainage issues, it does offer the opportunity to improve existing conditions by providing properly sized pipes and improving the ditching.

To improve the area near Hancock Fabrics, where a paved ditch and several large pipes come together, a linear rain garden could be added between the parking lot and roadway to allow infiltration of the runoff. The area would be landscaped with plants to filter the water



and improve water quality. By enclosing the area where numerous pipes converge a pedestrian hazard would be eliminated and the area aesthetics can be improved. This area would be designed with an overflow structure to assure flooding does not occur during large storm events.

The Palmer Team has extensive experience improving drainage along existing corridors similar to the Southland Drive corridor. The area near Milward Funeral Home has ditching that is extremely flat and

does not drain well; incorporating a landscape feature or piping the water along Southland Drive to the area behind the business would be analyzed. This area was very problematic during the bike lane construction.



Access management is a difficult task to quantify and convince business owners of the benefits. Several businesses along the corridor have wide driveways that provide for direct access to their parking spaces. During the preliminary design phase, alternative concepts will be developed for each of the impacted businesses, and revisions can be made based on the essentials for maintaining operations. Problematic areas west of the railroad bridge and near Rosemont Garden present opportunities for using a raised curb to provide landscape areas in front of the businesses.



As part of the Meadow Lane Project, the Palmer Team consolidated several access points near the signalized intersection. The consolidation improved the primary access for the business owners as well as drainage issues. The Chevy Chase Project required coordinating with the business owners to make them aware of the access modification. The Palmer Team also met with business owners along US-42 in Louisville and US-25 in London to develop an access management plan for these busy corridors.

Public Involvement

Public involvement has been a key component to implementation of projects regardless of the size. The Palmer Team recently completed the Town Branch Trail Stakeholder and Public Meeting. Using a similar approach on this project will create a sense of ownership

in the project for the property and business owners. The Chevy Chase Project involved meetings with the business owners to discuss improvement options and how to adjust those options to better serve their needs. This process was also used on the Clays Mill Road project.

The Southland Association already has an extensive member list of citizens and businesses interested in improving the area; the group has newsletters and a website that would support public involvement activities. We believe two public meetings should be anticipated for the Southland Drive Sidewalk Improvements:

- **Public Meeting No. 1** will be held early in the design process and will be an *active listening meeting*. We will obtain input and feedback from users and stakeholders that can be used to advance design activities similar to the public involvement activities with the Chevy Chase and Town Branch projects.
- **Additional Stakeholder Meetings** may be held with citizens, businesses, and other stakeholders as follow-up measures to ensure a proper understanding of stakeholder input.
- **Public Meeting No. 2** will be held later in the design process. The team will share with users proposed design features developed on the basis of stakeholder input from the first public meeting. Comments obtained from the second public meeting will further allow stakeholders and users to become an integral part of the decision-making processes for developing the corridor. A schedule of public and individual meetings will be coordinated with the LFUCG at the beginning of the project.



Schedule

The Palmer Team has the available capacity to design the project on a traditional schedule as well as having a plan to compress the proposed schedule. To expedite the schedule, the Palmer Team would use LIDAR data that would be verified and supplemented with ground-based survey in critical areas--such as edges of pavement, drainage ditches, culverts, and business entrances. This process will allow our team to proceed immediately with alternative development and environmental studies. The Project Manager recently completed the two-mile extension of Legacy Trail for KYTC and will complete the final plans for Town Branch

Trail within the next three or four months. He will be able to make Southland Drive Sidewalk project his next top priority project. He understands the importance of getting good estimates so that construction money can be acquired in the next budget session. The Palmer Team has proven abilities and available capacity. With only 25% of our combined staff committed over the next 12 months, we have ample resources to complete this project on a traditional or accelerated schedule.

DBE Plan

LFUCG has established a goal of 10% Minority-Owned (MBE) and Woman-Owned (WBE) Business Enterprises. Our Team includes two firms meeting these requirements:

- Element Design
- Magna, Inc.

Meaningful work will be assigned to each firm, and Palmer Engineering is committed to *at least 10-15% of the work being completed by Minority Owned (MBE) and Woman-Owned (WBE) Business Enterprises.*

Why Select Our Team?

We appreciate the Selection Committee's consideration of this proposal. We are excited at the prospect of working with LFUCG on this project and believe our team provides several unique and distinctive advantages including:

- *A history of developing innovative solutions to meet the needs of the project and also the public in Lexington and throughout Kentucky*
- *A reputation for being able to build consensus and convey to the general public the benefits of the project*
- *A history of the Southland Drive Area from early childhood to today*
- *Commitment for at least 10% of the work to be done by Minority-Owned (MBE) or Woman-Owned (WBE) Business Enterprises*
- *A balanced team to address all aspects of the project*
- *Excess capacity to complete the work within or ahead of the desired schedule*
- *A commitment that the majority of engineering will be done in Lexington and Fayette County*

We appreciate the opportunity to present our professional qualifications. With our selection, we are confident we can demonstrate the technical competence and capabilities to ensure another successful project with LFUCG.

AFFIDAVIT

Comes the Affiant, David Lindeman, PE, PLS, and after being first duly sworn, states under penalty of perjury as follows:

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

Continued on next page

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

Further, Affiant sayeth naught.



STATE OF Kentucky _____

COUNTY OF Clark _____

The foregoing instrument was subscribed, sworn to and acknowledged before me by David Lindeman, PE, PLS on this the 29th day of October, 2015.

My Commission expires: 11/11/2018

 #521045

NOTARY PUBLIC, STATE AT LARGE

EQUAL OPPORTUNITY AGREEMENT

The Law

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

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

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

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

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

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

Bidders

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



Signature

Palmer Engineering

Name of Business

WORKFORCE ANALYSIS FORM

Name of Organization: Palmer Engineering

Date: 10 / 29 / 2015

Categories	Total	White		Latino		Black		Other		Total	
		M	F	M	F	M	F	M	F	M	F
Administrators	5	5								5	
Professionals	48	43	4					1		44	4
Superintendents	11	11								11	
Supervisors											
Foremen											
Technicians	23	19	4							19	4
Protective Service											
Para-Professionals											
Office/Clerical	8	1	7							1	7
Skilled Craft											
Service/Maintenance	2	1	1							1	1
Total:	97	80	16					1		81	16

Prepared by: Kim Warren, CPA - Chief Financial Officer

Name & Title

Firm Submitting Proposal: Palmer Engineering

Complete Address: 301 East Main Street, Suite 900, Lexington, KY 40507
Street City Zip

Contact Name: David Lindeman Title: President and CEO

Telephone Number: 859-389-9293 Fax Number: 859-744-1266

Email address: dlindeman@palmernet.com



LFUCG MWDBE PARTICIPATION FORM
Bid/RFQ/Quote Reference # 49-2015


The MWDBE 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.

MWDBE Company, Name, Address, Phone, Email	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. Element Design Ramona Fry 400 Old Vine Street, Suite 206 Lexington, KY 40507 859-389-6533 ramona@element-site.com	Landscape Architecture and Visualizations		10%
2. Magna Engineering Michelle Howlett 861 Corporate Drive, Suite 210 Lexington, KY 40503 859-309-2990 mhowlett@magnaengineering.com	Lighting and Signal Design		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.

Palmer Engineering
 Company

10/29/2015
 Date


 Company Representative

President and CEO
 Title

LFUCG STATEMENT OF GOOD FAITH EFFORTS

Bid/RFQ/Quote # 49-2015

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

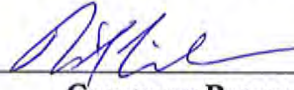
- _____ Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow MWDBE firms to participate.
- _____ Included documentation of advertising in the above publications with the bidders good faith efforts package
- _____ Attended LFUCG Central Purchasing Economic Inclusion Outreach event
- _____ Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs of subcontracting opportunities
- _____ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms
- _____ Requested a list of MWDBE subcontractors or suppliers from LFUCG Economic Engine and showed evidence of contacting the companies on the list(s).
- _____ Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.
- _____ Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.
- _____ Followed up initial solicitations by contacting MWDBEs to determine their level of interest.

- Provided the interested MWDBE firm 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 in order to increase the likelihood of meeting the contract goals. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MWDBE participation, even when the prime contractor may otherwise perform these work items with its own workforce
- Negotiated in good faith with interested MWDBE firms not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.
- Included documentation of quotations received from interested MWDBE firms which were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.
- Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a MWDBE quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE goals.
- Made an effort to offer assistance to or refer interested MWDBE firms to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal
- Made efforts to expand the search for MWBE firms beyond the usual geographic boundaries.
- Other - any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE participation.

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

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

Palmer Engineering
Company


Company Representative

10/29/2015
Date

President and CEO
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, 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.



Signature

10/29/2015

Date

AFFIRMATIVE ACTION

POLICY STATEMENT

It is the policy of Palmer Engineering Company (PEC) to support and promote equal employment opportunity. As president and CEO of PEC, I am committed to a hiring and promotion program that assures all qualified persons without regard to race, color, religion, sex (includes sexual harassment), national origin, disability, age (40 years or more) and veteran status (Vietnam Era, Desert Storm/Shield or disabled) the opportunity for work and advancement. Further, I totally support and defend the Affirmative Action Plan of this company.



David Lindeman, President

January 2, 2015

January 2, 1986
Revised/Updated January 2, 2014

PALMER ENGINEERING COMPANY AFFIRMATIVE ACTION PLAN

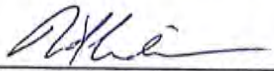
The following Affirmative Action Plan has been adopted by our company to take affirmative action to afford Equal Employment Opportunity to any and all qualified persons without regard to race, religion, sex, color, handicap, veteran, or national origin.

1. The purpose of this Affirmative Action Program is to comply with Executive Order No. 11246 regarding direct Government Contracts. All personnel having responsibility for hiring, promoting, laying off or disciplining employees will read and be familiar with this Affirmative Action Plan.
2. The Equal Employment Opportunity responsibility is designated to Mr. Kim Warren, who for the purpose of this plan, will be this company's Equal Employment Opportunity Officer, and is charged with the responsibility of securing compliance and advising corporate officials of progress.
3. The provisions of the Specifications concerning EEO will be revised annually by the EEO Officer to insure that the requirements are met and receive proper attention.
4. When work has commenced on a new project, the following shall be done:
 - A. The project manager will be informed on EEO matters concerning the particular project by the EEO Officer. This may also be done after a contract is received, before the new project starts.
 - B. Necessary steps will be taken to insure that provisions are incorporated in applicable subcontracts as outlined in "Contractor's Agreement", Section 202, Paragraph 1 thru 7, Executive Order No. 11246.
 - C. Each subcontractor will be furnished a copy of this Affirmative Action Plan and our EEO policy. They will be requested in writing to acknowledge to this company in writing that they understand our Policy, and their obligations to take affirmative action.

- D. Project managers and all supervisory personnel who employ or cause to be employed, to include field office personnel, will be asked to endorse a copy of this Policy and the Program as outlined herein to the effect that they have read same, and that they understand its contents, and that same will be complied with regarding matters within their control.
 - E. Other organizations or works with whom we have agreements or understandings will be advised of the respective project and will be asked, in writing to advise this company in writing whether or not their policies and practices are consistent with these requirements. If a negative reply is received, and all other attempts to negotiate have failed, the matter will then be taken up with the proper Federal, State, or Local Authorities for further compliance and/or ruling.
 - F. A copy of both the Policy and Program will be posted on the bulletin board where it will be viewed easily by all employees, and applicants for employment.
 - G. An EEO poster will be posted on the bulletin board.
5. Project managers and the EEO Officer shall review and discuss composition of on-site employment with supervisors to indicate that this is the desire of management to carry out its Policy and Program. This subject will also be a topic for discussion regularly in job meetings of supervisory personnel.
 6. Where applicable, it will be made known publicly that applications for employment are desired of all qualified persons regardless of race, religion, sex, color, handicap, veteran, or national origin.
 7. Only recruitment sources, which state in writing that they acknowledge our EEO Policy and refer on that basis, will be used.
 8. All notices in newspapers, etc., for prospective employees will contain the phrase "Equal Opportunity Employer".
 9. This company is committed to the inclusion of non-discriminatory provisions on agreements, and that workmen will be referred hereunder without regard to race, religion, sex, color, handicap, veteran, or national origin.
 10. Capable unskilled or semi-skilled workmen are to be upgraded to skilled or semi-skilled positions without regard to race, religion, sex, color, handicap, veteran, or national origin.

11. Interviews with prospective employees, subcontractors, and Joint Ventures will be made without regard to race, religion, sex, color, handicap, veteran, or national origin.
12. An immediate re-evaluation of qualifications of lower echelon minority groups will be made to insure equal consideration for job progression based on standards and qualifications which should be no higher or no lower than those established for any other group.
13. The company will insure that all services and benefits offered by this company will be made available to all employees regardless of race, religion, sex, color, handicap, veteran, or national origin.
14. The EEO Officer will periodically review all employment records of all employees in order to assure promotion and advance without regard to race, religion, sex, color, handicap, veteran, or national origin.
15. Discharge of employees for cause, ability or work performance shall not be influenced by an employee's race, religion, sex, color, handicap, veteran, or national origin. Layoffs due to lack of work shall not be based on race, religion, sex, color, handicap, veteran, or national origin.

PALMER ENGINEERING COMPANY



David Lindeman, President

January 2, 1979
Revised January 2, 2015

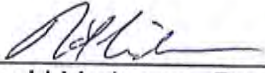
NOTICE

Kim Warren, Chief Financial Officer, is hereby re-appointed Equal Employment Opportunity Officer.

Anyone who feels he or she has been discriminated against for any reason shall report the infraction to Mr. Warren, who shall process the claim in accordance with rules and regulations as established by Secretary of Labor and Executive Order No. 11246, September 24, 1965.

Said notice to be posted on employee's bulletin board.

PALMER ENGINEERING COMPANY



David Lindeman, President

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Palmer Engineering Company

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
PO Box 747

6 City, state, and ZIP code
Winchester, KY 40392-0747

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-					

or

Employer identification number									
6	1	-	0	6	7	9	0	1	2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *[Signature]* Date ▶ *1/2/15*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)



Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Legend

-  Existing Sidewalk
-  Proposed Sidewalk





Suite 900, 301 East Main Street
Lexington, KY 40507
859-389-9293
www.palmernet.com