

EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION PROGRAM

Integrated Engineering, PLLC

COMPANY

166 Prosperous Place, Suite 220

STREET

Lexington

CITY

KY

STATE

40509

ZIP

Contact Person: Harsha Wijesiri

Phone: (859) 368 0145

Fax: (859) 904-1538

E-Mail Address: harsha@int-engineering.com

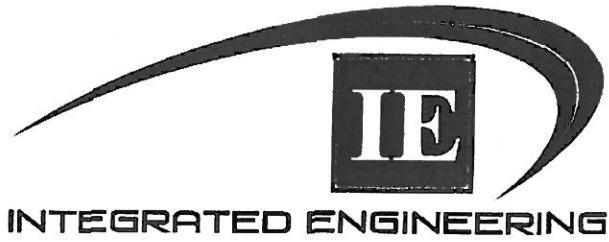


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I Equal Employment Opportunity

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

Integrated Engineering, PLLC
Name of Business

II Assignment of Responsibilities for the Equal Employment Opportunity/Affirmative Action Program

The EEO Coordinator for the Company is *Harsha Wijesiri*

The duties of the EEO Coordinator are to

- A. Develop and update written affirmative action plans consistent with the Company's policy.
- B. Implement affirmative action program including internal and external dissemination of the Company's policy and program.
- C. Coordinate recruitment and employment of women and minorities.
- D. Serve as a liaison between the Company, its Contractors.
- E. Serve as a liaison between protected class groups and the Company.
- F. Conduct and/or coordinate EEO training and orientation of Company supervisors, managers and subcontractors to inform them of their responsibilities pursuant to the affirmative action plan.
- G. Ensure that managers and supervisors understand it is their responsibility to take action to prevent the harassment of protected class employees and applicants for employment.
- H. Ensure all minorities and women are provided equal opportunity as it relates to company-sponsored training programs, recreation/social activities, benefit plans, pay and other working conditions without regard to race, sex, color, etc.
- I. Review the qualifications of all employees to ensure that minorities and women are given full opportunity for transfers and promotions.
- J. Identify any problem areas and recommend solutions.
- K. Keep management informed of the latest developments in the area of EEO.
- L. Receive, investigate and attempt to resolve all EEO complaints.
- M. Coordinate the implementation of necessary remedial actions to meet compliance requirements and goals.
- N. Hold regular discussions with project managers, supervisors and employees to ensure the Company's equal employment opportunity policies are being followed.
- O. Monitor subcontractors and work sites to ensure compliance in such areas as:

1. Proper employment of women and minority employees.
2. Proper display of EEO posters.
3. Working conditions exist free of harassment and intimidation due to race, sex, national origin, etc.

III Dissemination of Affirmative Action Policy and Plan

Internal Dissemination

1. The policy statement will be permanently and conspicuously displayed in areas such as employee bulletin boards, lunch areas, and construction sites. The Company as an equal employment opportunity employer will also print the policy statement in the company newsletter and other publications.
2. All employees and contractors will be furnished a copy of the policy statement and be notified of location and availability of the affirmative action plan. This policy will be made available to all employees including part-time, temporary and seasonal employees.
3. The EEO/AA policies of the Company will be included in the organization's policy manual.
4. The Company will review the organization's EEO/AA policies with all employees and management at least once a year.
5. The Company will also conduct orientation and training sessions to thoroughly inform staff and management of the company's EEO/AA commitment.
6. Develop internal communication of obligations to engage in affirmative action efforts to employ women and minorities, in such a manner as to foster understanding, acceptance, and support among executive, management, supervisor, and all other employees, and to encourage such persons to take the necessary action to aid Company in meeting this obligation.

B External Dissemination

1. The Company will include nondiscrimination clauses in all union agreements, and review all contractual provisions to ensure that they are nondiscriminatory. The Company will meet with union officials to inform them of the EEO/AA policies and request their cooperation.
2. The Company will notify all recruitment sources, including the protected class media, of the EEO/AA policy and encourage them to

refer women and minority individuals to assist them in achieving the affirmative action objectives.

3. The Company will include the statement "Equal Opportunity Employer/Contractor" or "Affirmative Action Employer/Contractor" in all advertisements recruiting employees and contractors.
4. The Company will notify all subcontractors, vendors, and suppliers verbally and in writing of its EEO/AA policy requiring supportive action on their part.

VI Recruitment of Employees

- A. When the Company adds employees it will use media that targets women and minorities to advertise the openings. Sufficient time will be allowed after the publication of the advertisement to generate sufficient numbers of protected class applicants.
- B. All solicitations or advertisements for employees placed by or in behalf of the Company or its subcontractors will state that all qualified applicants will receive consideration for employment, regardless of their race, religion, color, sex, national origin, sexual orientation, age, handicap, familial status, or marital status. Copies of advertisements for employees must be kept on file for review by enforcement agencies.
- C. The Company will not indicate in help-wanted advertisements a preference, limitation, specification or discrimination based on sex, unless sex is a bona fide occupational qualification for a particular job involved. The placement of an advertisement in columns classified by publishers on the basis of sex, such as columns headed, "Male" or "Female" will be considered as an expression of a preference, limitation, specification or discrimination based on sex.
- D. Acting recruiting programs, where applicable, will be carried out at secondary schools, community colleges, and colleges with predominantly minority and female enrollments. Recruiting efforts at all schools will incorporate efforts to reach minorities and females.
- E. The Company and its subcontractors will make job opportunity information equally available to potential applicants from both protected and non-protected class groups, unless there is a bona fide occupational requirement for a particular job.
- F. The Company will actively encourage present minority and females to recruit other minorities and females, and where reasonable, provide after school, summer and vacation employment to minorities and females, both onsite and in other areas of their workforce.
- G. Recruitment brochures pictorially presenting work situations will include minorities and females of the Company's workforce.
- H. Special efforts will be made to include minorities and females on personnel relations staff.

**Meadows-Northland-Arlington
Neighborhood Improvement Projects
Phases 5D, 5E and 5F
Engineering Design Services
Scope of Services**

Intro/Background

In the second half of the 1990's, the Lexington-Fayette Urban County Government (LFUCG) contracted with PEH Engineers to evaluate storm sewer and storm water management needs within the area bounded by North Broadway, Loudon Avenue, Meadow Lane and New Circle Road. In October, 1997, the consultant published the *Meadows-Northland-Arlington Neighborhood Improvement Project Storm Sewer Assessment Study*. This study recommended various storm water management facilities in multiple subwatersheds and estimated their costs.

It was proposed that construction of these facilities would occur within the Community Development Block Grant (CDBG) program, since neighborhood improvements done within that program typically included stormwater management facilities. The CDBG program has been rebuilding infrastructure in low to moderate income neighborhoods for decades. Since 2000, neighborhood CDBG projects within the Meadows-Northland-Arlington area have been designed and built incorporating the elements enumerated in the assessment study.

Over ten years ago, The Division of Engineering contracted with several consultants to provide public improvement plans for the overall Phases 2, 3 and 5. Multiple subphases of Phases 2 and 3 were completed, followed by Phase 5 subphases A, B and C.

Project Overview

The Lexington Fayette Urban County Government is accepting proposals from qualified firms for professional engineering services to prepare design plans for neighborhood improvements for the next portions of the Meadows-Northland-Arlington area. Attachment A depicts the areas for which full design plans are desired as well as the entire project area.

The goal of this project is to provide design plans and specifications for construction of neighborhood improvements for the last three subphases of Phase 5: Phase 5D, Phase 5E and Phase 5F. One phase will be bid and constructed each year, beginning with Phase 5D, with an approximate bid date of March 1, 2015. For each phase, plans need to be sufficiently complete to give to the impacted utility providers **seven (7) months prior to bid date**. Since three of these plan preparation cycles will take nearly three years, the consultant will need to phase his

work for Phases 5E and 5F to minimize the amount of topographic survey and other detailed work needing to be redone.

The Division of Engineering retains the original plans for Phases 5D, 5E and 5F which will be available to the consultant chosen for this present contract. It is anticipated that the vast majority of the previous work is still good, but will require some modifications to meet as-built conditions of previous phases, update fencing and other topo, survey the area for evidence of new sump pump installations, etc. The extent to which the consultant will need to retrace previous control work will need to be determined by the consultant.

Paper copies of the tentative plans for these phases are available for review in the Division of Engineering until the deadline for submittal of proposals. Consultants who wish to peruse these documents should contact Andrew Grunwald in the Division of Engineering, at 258-3410 to schedule a time to do so.

Submitting consultants should demonstrate proficiency in residential street design and familiarity with applicable AASHTO publications. KYTC pre-qualification in Urban Roadway Design is desirable.

The locations

Following are descriptions of the three subphases of Phase 5 for which plans and specifications are desired:

- Phase 5D: Approximately 1300 feet of Oak Hill Drive, from 928 Oak Hill Drive to the present end of CDBG-related reconstruction just beyond Locust Avenue;
- Phase 5E: Approximately 1850 feet of Bryan Avenue, from Park View Avenue to Meadow Park;
- Phase 5F: Park View Avenue between Oak Hill Drive and Bryan Avenue, a distance of approximately 1500 feet.

Some design and construction work just beyond the above limits may be required for logical connections to existing storm sewers, sanitary sewers, curb returns on side streets, etc.

Entering a contract

Once consultant selection is made, following evaluation of qualification statements, a detailed scope of services will be negotiated and a contract will be drawn up and forwarded through the Urban County Council for approval. Time is of the essence in finalizing the contract and beginning plan preparation for Phase 5D.

1. Design Criteria:

All designs and plans must be approved by the LFUCG Division of Engineering.

- a. Prepare typical sections depicting existing and proposed conditions.
- b. Unless otherwise specifically acknowledged and approved, design shall conform to LFUCG Standard Drawings.
- c. The above referenced storm sewer assessment study may be followed for guidance on locations of proposed inlets, sizes of proposed pipes, etc.
- d. The preparation of an Erosion and Sediment Control Plan including a Storm Water Pollution Prevention Plan (SWPPP) integrating the non-structural and structural practices and procedures of the Stormwater Manual is a requirement for all construction projects and is the responsibility of the Contractor; however Consultant shall prepare a generalized plan. The plan shall be prepared and submitted to the LFUCG Division of Engineering for approval.
- e. Intersection improvements are to be ADA compliant. Design shall comply with the AASHTO green book, the Manual of Uniform Traffic Control Devices and, to the extent practicable, the AASHTO Roadside Design Guide.
- f. All existing sanitary sewer collector lines, laterals and manholes within public right of way will be replaced. Whether the replacement will be in the same location or not depends in part on positional requirements of the proposed storm sewer system and on any additional sanitary sewer issues discovered during the survey and investigation.
- g. Where storm and/or sanitary sewers are located in the right of way, profiles of these systems should be shown on the street profile sheets.
- h. Drawing files shall be prepared using or shall be converted to AutoCad and will be transmitted to the Urban County Government upon request.

2. Field Survey

The Consultant shall perform sufficient field survey to be confident in his design. Sufficient field survey should be done to confirm:

- a. Location of existing sidewalks;
- b. Topography showing all existing structures, fences, retaining walls, yard lights, etc.;
- c. Location of overhead and underground utilities, including pole ownership information;
- d. Location and profiles of existing storm and sanitary sewers;
- e. Temporary benchmarks for use during construction, set outside construction limits;
- f. Existing street profiles;
- g. Cross sections taken at 50-foot intervals, at driveways and as otherwise needed;
- h. Location of existing corner monuments and R/W markers;
- i. Staking associated with easement acquisition and monumenting street centerline prior to bidding for construction;
- j. Location of existing easements in the project area;
- k. Location of significant trees and vegetation.

The elevations of utilities, sewers, and other critical items shall be verified during the field survey. Such verification shall be carefully coordinated with the appropriate parties (e.g., utility companies, LFUCG). If digging operations, permission, etc. are necessary in certain instances it shall be the responsibility of the consultant to see to it that they are performed properly and to get appropriate approvals.

The most recent aerial photography for the project area will be made available to the consultant.

3. Environmental Assessment

An environmental assessment of the nature and scope required for federally funded transportation projects is not required for this project. However, an environmental clearance is required for each section and will be performed by the office of Grants and Special Programs.

4. Detailed Cost Estimate:

The Consultant shall prepare two detailed cost estimates, the first to be submitted with Preliminary Plans, the second one with completed Final Plans. Each total construction cost estimate shall itemize costs by funding source and shall include costs for utility relocation and right-of-way acquisition, when applicable.

5. Rights-of-Way and Easements

A plat shall be prepared, if required for acquisition of right-of-way, and shall meet all requirements of the Lexington-Fayette Urban County Government Planning Commission and Department of Law.

Permanent and temporary easements shall be drawn to sufficient scale to be clear and distinguishable, and such drawings shall meet the requirements of the Lexington-Fayette Urban County Government Division of Engineering. A legal description will be required for each easement taking.

Although no acquisitions or property interests requiring plats or easements are anticipated, in the proposal the consultant should provide unit costs for: a) preparation of a public acquisition plat and b) drafting an easement description, including exhibit.

6. Drawing Scales and Units

All quantities measured, calculated, and specified shall be in English units (e.g., feet, pounds).

All drawings and sheets shall conform to the follow scales unless another option is considered viable and approved by the Project Manager:

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

Note: Combined Plan/Profile sheets are desirable.

7. Pavement Design

LFUCG will provide the pavement sections to be used on each street.

8. Plans, Specifications, and Bid Documents

Plans, construction specifications, and other pertinent bid documents as required by the Lexington-Fayette Urban County Government shall be prepared by the Consultant and shall be subject to review by the Lexington-Fayette Urban County Government Division of Engineering. The majority of the front-end documents and technical specifications will be provided to the consultant by LFUCG.

Preliminary plans shall include, but are not limited to: existing topography and infrastructure, street addresses, proposed alignment, proposed profile, typical proposed section, proposed drainage improvements, critical cross sections, line and grade review information, environmental overview and a cost estimate. Preliminary plans shall be so identified; the Consultant shall deliver two paper copies to the Division of Engineering, and the Consultant shall deliver one paper copy to each utility company via certified mail.

Final plans shall contain the completed and approved information provided by the preliminary plans. Final plans shall also include, but are not limited to: a cover sheet, quantities summary, general notes, utility company information, plan and profile sheets, development sheets, cross section sheets, reference points, detail sheets, typical sections, and right-of-way sheets.

Cross sections shall be provided at all driveways and step locations. All cross sections shall generally extend 30 feet from proposed curb face or to the front of the house, whichever is closer; however, longer coverage may be needed in some locations.

All sheets shall be inked mylar or equivalent and shall be submitted in a common acceptable format including a “dwg” and “shape” file format. The LFUCG owns all rights to data and files associated with project.

After final plans are reviewed by LFUCG and changes incorporated, the Consultant shall deliver by certified mail one paper copy of the final plans to each utility company. The Consultant shall deliver three (3) paper copies of the final plans, specifications, and bid documents to the Division of Engineering. After contractor bids are opened the Consultant shall deliver the final mylar sheets, electronic drawings and a digital specification file to the Division of Engineering, or to another designated location. Upon request and with the approval of the Division of Engineering, the consultant should be prepared to release his drawing files to the contractor, for his use in project stake out and construction.

9. Utility Company Coordination

There are multiple utilities within the project areas; the Consultant will meet and coordinate with all utility companies as necessary, for facilities mapping, to assess impacts, to minimize disturbance to underground lines and to advance the Project. On past Meadows-Northland-Arlington phases, the utility companies have replaced and/or upgraded their facilities within the project area, before the LFUCG's contractor started, such that a timely start by the LFUCG contractor depends on a timely start by the affected utility companies, which in turn requires that plans with dependable design elements be furnished to them in a timely manner. *The consultant should pay close attention to the dates shown for delivery of Preliminary Plans, as listed in the "Schedule and Completion" section.*

10. Construction Inspection:

The Lexington-Fayette Urban County Government will provide routine construction inspections. The Consultant shall be available to advise in matters of intent during construction.

11. Attendance at Bid Opening

The Consultant shall attend the bid opening in the offices of the LFUCG Division of Central Purchasing. The Consultant shall obtain copies of all bids, evaluate and prepare a tabulation of bid prices and submit a recommendation of award.

12. Public Meetings

The Consultant should anticipate attending three public meetings, one for each project phase. The consultant will be responsible for providing all necessary exhibits and may be required to attend meetings with elected officials, affected residents and owners and businesses. The Consultant will be responsible for providing minutes of each meeting.

13. Bid Administration

The Consultant's scope shall include assisting with Bid Administration. At minimum, this includes responding to technical questions during the bid period, preparing addenda, approving alternates, attending pre-bid meeting (if required) and evaluating bids received. If shop drawings are required, the consultant shall review them.

14. Schedule and Completion

For Phase 5D, the Consultant shall meet deadlines as provided in the following schedule. Exact times of meetings shall be arranged by the Consultant; locations of meetings shall be at either the sites of proposed improvements or at the offices of the Division of Engineering, as appropriate.

Submittal of Preliminary Plans	8/15/14
Meeting to review Preliminary Plans	8/19/14
Delivery of revised Preliminary Plans To utilities	8/26/14
Submittal of Final Plans	12/01/14
Meeting to review Final Plans	12/15/14
Submission of completed Final Plans	01/19/15

When Final Plans for Phase 5D are submitted, LFUCG and the consultant will set the schedule for Phase 5E.

15. Method of Invoice and Payment:

The Consultant may submit monthly invoices for basic services or rendered work, based upon the Consultant's estimate of the portion of the total services actually completed during the billing period. Each invoice shall be accompanied by a breakdown of hours attributed to each design category for both the billing period and the cumulative project period. Payments to DBE's are to be separated. A monthly report (in digital format) and an invoice summary (forms to be provided) are to be submitted with each invoice. The Division of Engineering shall respond to the invoice within thirty (30) days, either denying or approving payment. Specific project time sheets and other payroll information may be subject to reviews and audits by the LFUCG.

Regardless of the invoices submitted by the Consultant, the Division of Engineering shall not approve a greater percentage of payment than outlined in the following schedule, as based upon the completion schedule of Section 14:

Submittal of preliminary plans:	40%
Submittal of final plans:	75%
Submittal of completed final plans:	90%
Submittal of bid tabulations and award recommendation:	100%

16. Length of Proposal:

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

If requested by the LFUCG the perspective consulting firm or individual shall make every effort to be available for a presentation before the selection committee.



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

ADDENDUM #1

RFP Number: **#32-2014**

Date: May 27, 2014

Subject: Meadows-Northland-Arlington Neighborhood
Improvement Projects Phases 5D, 5E and 5F
Engineering Design Services

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

TO ALL PROSPECTIVE BIDDERS:

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

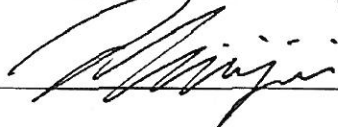
Adding Attachment A to the RFP solicitation document.

Todd Slatin, Director
Division of Central Purchasing

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

COMPANY: Integrated Engineering, PLLC

ADDRESS: 166 Prosperous Pl. Suite 220 Lexington, KY 40509

SIGNATURE OF PROPOSER: 

ATTACHMENT - A

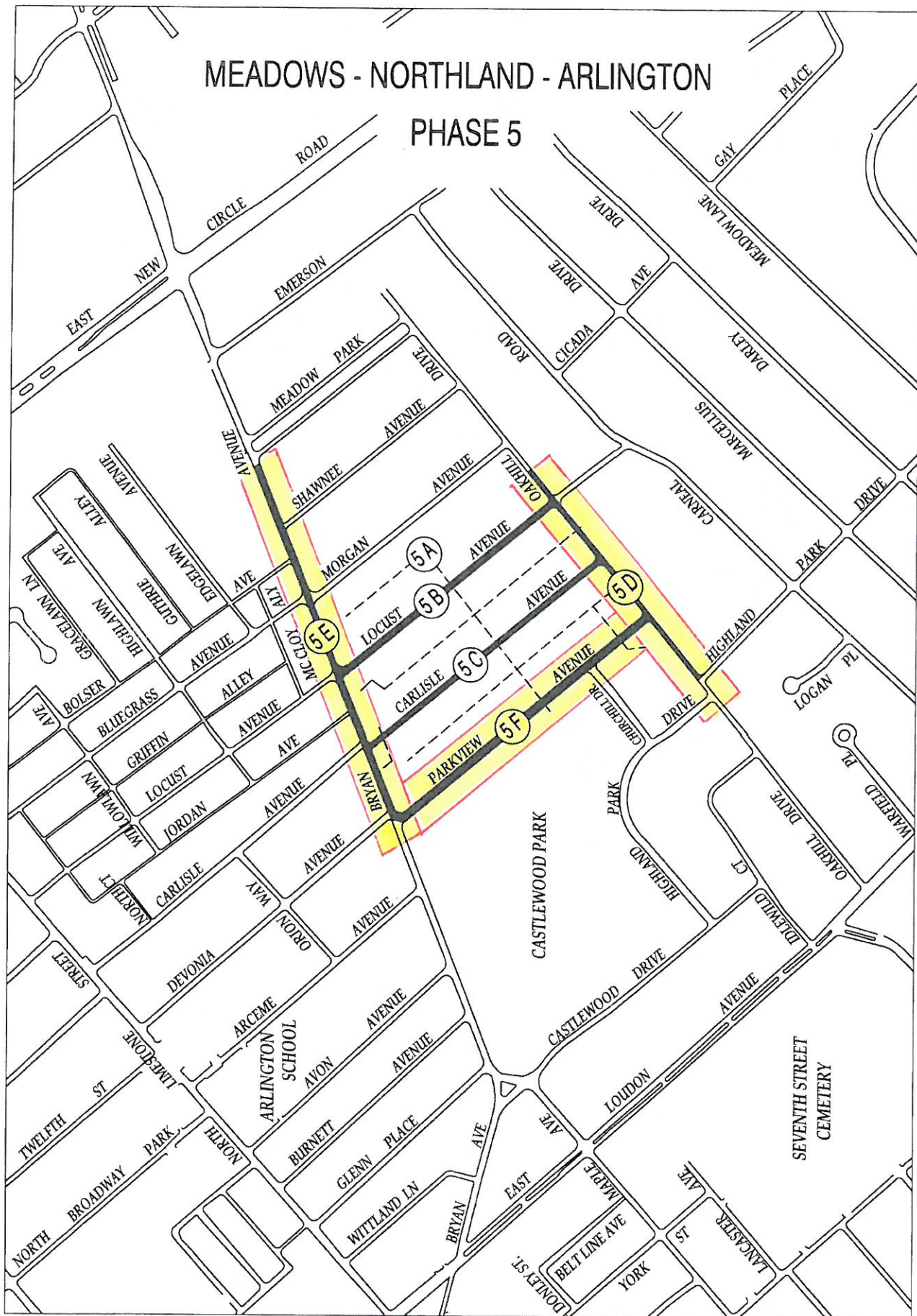
CDBG Capital Plan, 2012- 2017

Revised May 22, 2014

- 2012 - Construct **storm sewer systems** from Parkview Drive and Oak Hill Drive to near Morgan Avenue, to accommodate improvements in Meadows-Northland-Arlington Phases 5 and 2; includes considerable work in the 400 blocks of Carlisle and Locust Avenues;
- to be accompanied by a sanitary sewer replacement project involving the 400 and 500 blocks of Park View Avenue, the 300 and 400 blocks of Carlisle Avenue, the 400 block of Locust Avenue and the 400 block of Morgan Avenue.
[MNA 5A] **Currently Under Construction**
- 2013 - **Locust Avenue**, from Bryan Avenue to Oak Hill Drive, includes the 400 block of Locust Avenue;
- includes replacement of curbs, gutters and sidewalks, street reconstruction, storm sewer improvements and replacement of the sanitary sewer within public right of way.
[MNA 5B] **Currently Under Construction**
- 2014 - **Carlisle Avenue**, from Bryan Avenue to Oak Hill Drive, includes the 300 and 400 blocks of Carlisle Avenue;
- includes replacement of curbs, gutters and sidewalks, street reconstruction, storm sewer improvements and replacement of the sanitary sewer within public right of way.
[MNA 5C] **Currently out for Construction Bid.**
- 2015 - **Oak Hill Drive**, from Highland Park Drive to Morgan Avenue, includes the 1000-1300 blocks of Oak Hill Drive;
- includes replacement of curbs, gutters and sidewalks, street reconstruction, storm sewer improvements and replacement of the sanitary sewer within public right of way.
[MNA 5D] *Estimated Cost: \$1,000,000 + \$448,000 sanitary sewer*
- 2016 - **Bryan Avenue**, from Park View Avenue to Meadow Park, includes a portion of the 1000 block, the 1100, 1200 and 1300 blocks and a portion of the 1400 block of Bryan Avenue;
- includes replacement of curbs, gutters and sidewalks, street reconstruction, storm sewer improvements and replacement of the sanitary sewer within public right of way.
[MNA 5E] *Estimated Cost: \$1,400,000 + \$600,000 sanitary sewer*
- 2017 - **Park View Avenue**, from Bryan Avenue to Oak Hill Drive, includes the 300, 400 and 500 blocks of Park View Avenue;
- includes replacement of curbs, gutters and sidewalks, street reconstruction, storm sewer improvements and replacement of the sanitary sewer within public right of way.
[MNA 5F] *Estimated Cost: \$1,450,000 + \$467,000 sanitary sewer*

MEADOWS - NORTHLAND - ARLINGTON

PHASE 5



Engineering Service Agreement – MNA- 5D, 5E & 5F

EXHIBIT B

Consultant's Certificate of Liability Insurance



INTEG-4

OP ID: HM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/06/2014

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

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

PRODUCER Lexington Insurance Agency Inc P.O. Box 320 Lexington, KY 40588-0320 Kevin O. Stinnett	CONTACT NAME: Harlena McFarland PHONE (A/C, No, Ext): 859-253-6570 FAX (A/C, No): 859-253-6577 E-MAIL ADDRESS: harlena@lexingtoninsuranceagency.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Ohio Casualty</td> <td>24074</td> </tr> <tr> <td>INSURER B : Travelers</td> <td>36161</td> </tr> <tr> <td>INSURER C : Kentucky Retail Federation SIF</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Ohio Casualty	24074	INSURER B : Travelers	36161	INSURER C : Kentucky Retail Federation SIF		INSURER D :		INSURER E :		INSURER F :
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INSURED Integrated Engineering PLLC 166 Prosperous Pl Ste 220 Lexington, KY 40509														

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

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		BKS55249294	09/10/2013	09/10/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		55249294	09/10/2013	09/10/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		55249294	09/10/2013	09/10/2014	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		2406715	09/10/2013	09/10/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	PROFESSIONAL INCL. POLLUTION		105837397	09/20/2013	09/20/2014	EA. CLAIM 1,000,000 ALL CLAIM 2,000,000

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

Engineering Services

CERTIFICATE HOLDER**CANCELLATION**

LFUGC12 LFUGC Division of Engineering 101 East Vine Street Lexington, KY 40507	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Larry Reesman
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