

Response to Request for Proposals

Professional Engineering Services Contract 1 - Roadway Corridor and Intersection Design Planning RFP #38-2016

for the
Lexington-Fayette Urban County Government

November 10, 2016



LEXINGTON





November 10, 2016

Mr. Todd Slatin – Purchasing Director
Lexington-Fayette Urban County Government
Room 338, Government Center
200 East Main Street
Lexington, KY 40507

**RE: Statement of Qualifications for RFQ #38-2016
Professional Engineering Services Contract 1 – Roadway Corridor and Intersection Design/
Planning**

Dear Mr. Slatin:

In response to the above-referenced Request for Qualifications, Palmer Engineering wishes to express interest in providing services for Contract 1 – Roadway Corridor and Intersection Design/Planning. All work for these contracts will be performed from Palmer's branch office in Lexington, KY, and headquarters in Winchester, KY. As Project Manager for the previous LFUCG Roadway Corridor Contract, I understand the expectations of LFUCG staff for these projects. Palmer's Lexington office is well staffed to provide engineering services and is familiar with LFUCG, KYTC, FHWA, and LPA procedures. The Lexington office personnel successfully provided services on two assignments--Meadow Lane/New Circle and Pimlico Parkway/Man O'War--under the previous contract.

I am currently serving as project manager for the Town Branch Trail--Phases 4 and 5 project and Southland Drive sidewalk improvements for LFUCG. I have also successfully managed multiple transportation projects throughout Kentucky, including the KYTC Statewide LPA General Services Contract and the New I-75 Interchange near Toyota Motor Manufacturing in Scott County. Mr. Damron, brings broad project management experience from his work as the former KYTC Deputy State Highway Engineer for Project Development, and Dr. David Deitz is involved in the structure design of Town Branch Trail project that is schedule for a construction letting in early 2017. Stephanie Blain has assisted me with the design of Town Branch Trail and Southland Drive Sidewalks and will continue to be a lead engineer in all LFUCG Projects.

Enclosed are one original, 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 'S Sewell'.

Stephen Sewell, PE, PTOE
Vice President

PALMER ENGINEERING

Professional Engineering Services--Contract 1--Roadway Corridor and Intersection Design / Planning Firm Qualifications

Contract 1 - Roadway Corridor and Intersection Planning and Design provides the Lexington-Fayette County Government (LFUCG) with a means to expedite engineering services including roadway/intersection design, planning studies, traffic engineering analysis, surveys, and drainage studies. Palmer Engineering was selected by LFUCG for this contract in 2014 and is ideally positioned to continue working with LFUCG from our branch office in Lexington and headquarters in Winchester, KY. Palmer Engineering was awarded two assignments under this original contract and both projects were expedited so that LFUCG staff could meet their deadlines. Palmer understands that this contract typically gets used for work completed on an accelerated schedule from our experience with Division on Engineering (DOE) and also LFUCG Division of Water Quality (DWQ) contracts. Palmer Engineering has also been selected repeatedly by Kentucky Transportation Cabinet (KYTC) for Statewide Roadway Design, Planning, Drainage, Environmental, Structures, and Local Public Agency (LPA) General Services Contracts. Our engineers' experience and quick response have provided LFUCG, KYTC, and other local public agencies with the resources and staff to implement projects regardless of the scope, timeframe, or funding source.

Over the past 47 years, **Palmer Engineering** personnel have completed more than 3,500 projects that varied in scope and fee although the quality of services has been the same regardless of the fee. The firm has 99 employees, including 44 registered professional engineers, 3 registered Professional Traffic Operations Engineers (PTOE's), 3 registered structural engineers, 11 registered land surveyors, and 8 engineers-in-training available to provide the highest quality service.

The **Meadow Lane / New Circle Road Intersection Improvements** project was assigned to Palmer Engineering under the previous contract and included constructing left-turn lanes along Meadow Lane. Palmer's staff was tasked with developing the improvements without acquiring any permanent right of way. Final plans were developed within 60 days of receiving Notice to Proceed, and the project was constructed in Fall 2015. The improvements required coordination with utility companies to relocate their line away from the proposed curb line. Palmer also assisted LFUCG with acquiring an encroachment permit from KYTC so that improvements could be made to drainage and pedestrian crosswalks along New Circle Road.



The **Pimlico Parkway / Man O' War Intersection Improvements** project was also assigned to Palmer Engineering under the previous contract and included reconstructing the right-turn radius so that large trucks could make the right turn. Currently, large vehicles have to wait for opposing vehicles to move so they can make this movement because of the tight radius. Palmer used AutoTurn software to model the path for a WB-40 truck to effectively make this maneuver and then designed a tapered radius that minimized the reconstruction and fit within the tight budget constraints. Final plans were developed within 30 days of receiving Notice to Proceed, and the project is currently under construction. During the design phase, Palmer coordinated with LFUCG Traffic Engineering so that the Mast Arm Project could be constructed prior to the roadway improvements. Palmer staff met with representatives from LFUCG and utility companies on site multiple times and staked the curb line so that future coordination issues could be avoided.



The **Chevy Chase Intersection Traffic Safety and Streetscape Redesign** represents another project with LFUCG that improved traffic operations in Lexington and reflects the local community's desire to create a pedestrian-friendly area. This project included options for alternative intersection configurations, a range of parking alternatives, traffic simulations, and streetscape design concepts. Palmer Engineering led the public involvement efforts to gain public input from the Chevy Chase neighborhood including door-to-door coordination with many of the businesses. Palmer assisted LFUCG with the intersection improvements by repaving and striping the area to the recommended layout while funding is pursued for the aesthetic features.

The **West Loudon Avenue (LFUCG) and North Green River Road Improvement (City of Henderson)** were assigned under the KYTC Statewide LPA Contract and involve projects very similar to project that could be assigned with the **LFUCG Contract 1**. The West Loudon Avenue Project involves reconstructing curb lines, adding sidewalks, landscaping, and bike lanes to improve the mobility of the area. The North Green River Road project reconstructed a narrow two-lane roadway through a residential community with curb and gutter and the addition of a multi-use path for pedestrian and bike movement. Palmer's **Broadway Avenue Realignment Project (City of Bowling Green)** also incorporated local public agency guidelines, traffic modeling, simulations, and graphic renderings to identify an improvement strategy that met project needs within the available budget.



The Palmer Team

Palmer Engineering has assembled an experienced team that has worked together on past LFUCG projects as well as KYTC Statewide LPA projects. **Stephen Sewell, PE, PTOE**, will be the Project Manager for the Palmer Engineering Team and the single point of contact with LFUCG. Mr. Sewell has successfully managed the previous **LFUCG Roadway and Intersection Contract** and is also the project manager for various LFUCG projects and local government projects throughout Kentucky. Mr. Sewell's experience, qualifications, and understanding of transportation issues provide LFUCG with a manager and designer who has proven he can complete any assigned task on time and within budget. **Jeff Cowan, PE, CPESC**, with more than 25 years of experience with roadway design and drainage analyses, has developed innovative designs for projects like the Broadway Avenue Realignment in Bowling Green and has provided drainage expertise to KYTC through the Statewide Drainage General Services contracts since 2010.

The **Palmer Engineering Lexington Branch Office** will lead the alternative development and preparation of plans as was completed with each of the previous two assignments. The Lexington Office will be supported by the Palmer Headquarters Office in Winchester, and all work will be performed within the Bluegrass Area Development District (BGADD). **Greg Isaacs, PE**, and **Stephanie Blain, PE, LEED AP**, have completed numerous projects for LFUCG, including the Chevy Chase Intersection Improvements, will prepare any needed permit applications and will assist the team with the preparation of the Storm Water Pollution Prevention Plans and the Erosion Control Plans as required. **Chris Blevins** and **Lee Carolan** are also available to provide environmental oversight and analysis for any NEPA environmental clearances.



Kevin Damron, PE, will provide QA/QC guidance for Mr. Sewell and the LFUCG to implement innovative and practical solutions for matching project design with purpose and need and available funding. As the former KYTC Deputy State Highway Engineer for Project Development, he understands that general services contracts can be used to expedite and streamline the delivery of projects, especially in the MPO areas where CMAQ, TAP, and other federal funding sources are being utilized. **Chris Mischel, PE, LEED AP, CPESC**, will lead Traffic Signal Design and Roadway Lighting and will also assist with the planning and design of any Pedestrian and Bicycle Facilities.

This Palmer Team has previous examples and expertise to deliver any LFUCG project challenge. **David Lindeman, PE, PLS**, will serve as Principal-In-Charge for this contract. Mr. Lindeman will allocate the staff and resources to this contract to ensure that regardless of the work order size, the assignment will be a top priority and will be completed on time. **David Deitz, PHD, PE, SE**, will lead any engineering services for Structure Design. **Integrated Engineering** and **Jackson Environmental Group**, will be our DBE and VOSB team members to assure that we meet or exceed the Disadvantaged Business Enterprise (DBE) goals for this contract. More information on DBE involvement is provided in Section 7 of this report.

Reasons to Select Palmer Engineering:

- *Palmer Engineering's experience and quick response have provided LFUCG with the resources and staff to implement projects regardless of the scope, timeframe, or funding source.*
- *Palmer Engineering Project Manager Stephen Sewell, PE, PTOE, and the entire Palmer Team have extensive experience and a proven history of successfully completing similar roadway planning/design projects for LFUCG.*
- *Palmer Engineering has been selected by the LFUCG Division of Engineering (DOE) to provide similar general engineering services on the previous contract.*
- *Palmer Engineering has been selected repeatedly by KYTC for Statewide Drainage Design, Environmental Studies, Structure, and Local Public Agency (LPA) General Services Contracts.*
- *Palmer Engineering has excess capacity to complete any project LFUCG assigns under this contract, based on projected workload.*
- *Palmer Engineering has three registered Professional Traffic Operations Engineers (PTOE) who are experienced at providing traffic analysis for intersection improvements.*
- *Palmer Engineering and our team members have a demonstrated commitment to quality and to providing innovative, efficient design solutions within available funding.*
- *100% of the work will be done locally from our branch office in Lexington and headquarters in Winchester, KY.*

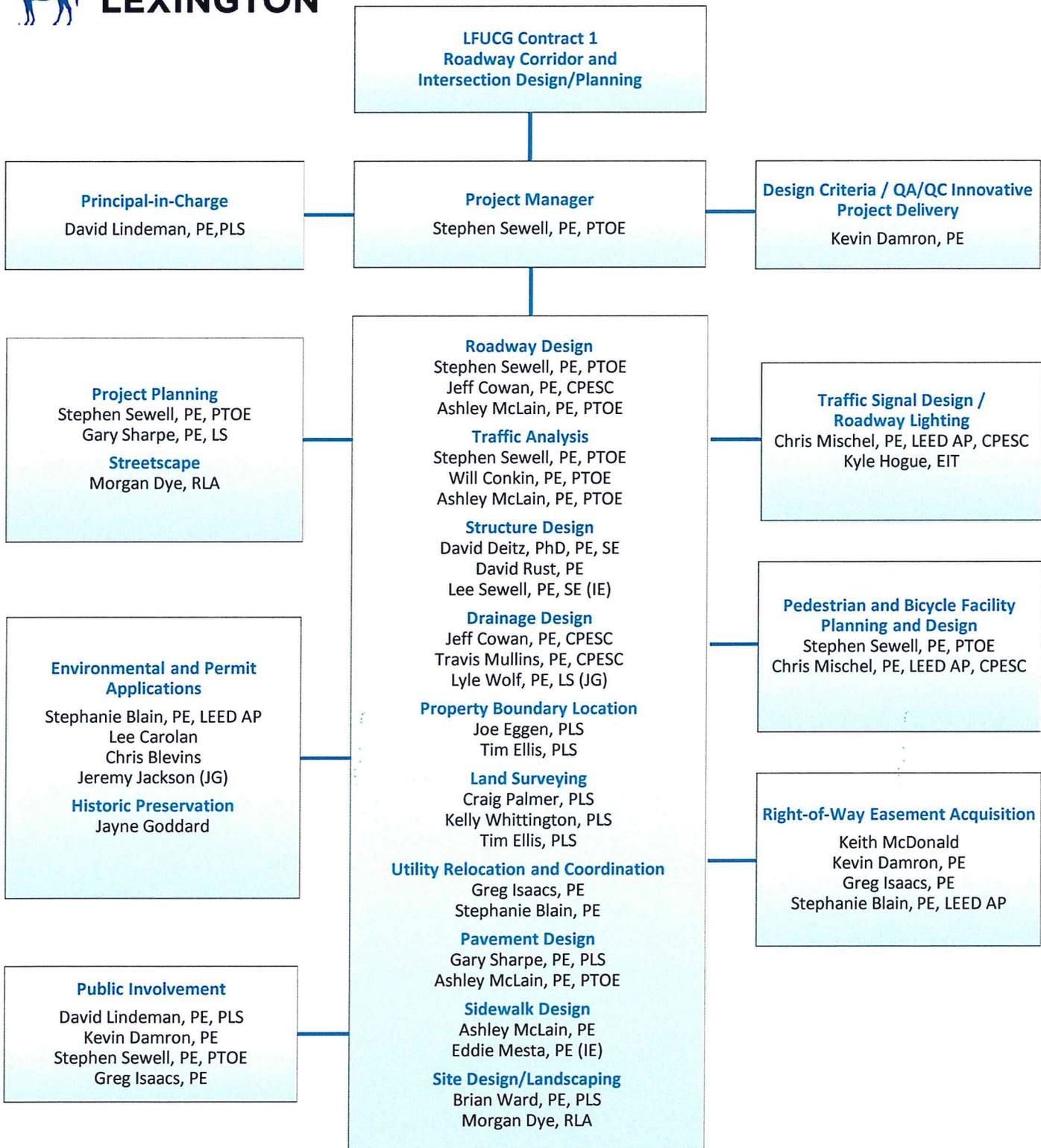
Palmer Engineering appreciates consideration of this proposal and looks forward to a continued partnership with LFUCG and the professional staff of the LFUCG Department of Engineering.

Project Team Organizational Chart

Contract 1 - Roadway Corridor and Intersection Design/Planning



LEXINGTON



Stephen Sewell, PE, PTOE



Project Manager
Lexington Office

Experience: 17 years

Education:
University of Kentucky
BS, Civil Engineering, 2000

Professional Registrations:
PE--KY-24030-2004; 3 other states
PTOE--National, 2007

- Stephen joined **Palmer Engineering** in 1999 and was named a principal and vice president in 2016. His project management experience has ranged from projects with construction cost of \$50,000 to those in excess of \$30 million. His unique background in geometric design and traffic engineering provides LFUCG with a unique set of traits that enable cost-effective solutions for projects. Stephen is considered an expert in traffic modeling, analyzing traffic flow, and developing solutions to enhance roadway geometry. He has developed a reputation for quick responsiveness on projects with limited funding and those with accelerated or tight schedules. Related project experience includes:

- **Meadow Lane Intersection Improvements, Lexington, KY for LFUCG -**

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.



- **Pimlico Parkway Intersection Improvements, Lexington, KY for LFUCG -**

Project Manager for intersection improvements along Pimlico Parkway to improve turning radii along one approach. The project minimized the required permanent right-of-way acquisition and reconstructed sidewalks. Survey Staking, LFUCG traffic engineering and utility coordination were required to assure that the mast arms were installed in the correct location

- **Chevy Chase Intersection Improvements, Lexington, KY for LFUCG -** Project Engineer; developed intersection/roadway design and performed traffic analysis and 3D micro-simulations using VISSIM for four alternatives. 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.



- **KY-3 (North Green River Road), Henderson County, KY for City of Henderson and KYTC (STW LPA Contract) -**

Project Manager for 0.6 mile roadway widening to include curb and gutter and a multi-use path; 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.

- **Pear Orchard Road, Hardin County, KY for City of Elizabethtown -** Project Manager for a Corridor Study and final design of an intersection improvement at Ring Road and Pear Orchard Road. The Corridor Study developed an alignment for the future 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.

- **Broadway Avenue, Bowling Green, KY for City-County Planning Commission -**

Project Engineer; assisted in roadway design and performed traffic analysis 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.

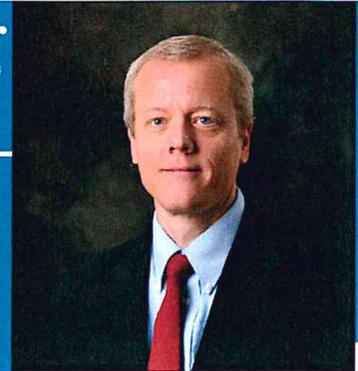


- **West Loudon Ave, Fayette County, KY for LFUCG and KYTC (STW LPA Contract) -**

Project Manager; Supervised the design of 0.25 mile of roadway improvements that included addition of sidewalks, bike lanes, streetscape, and drainage improvements; Extensive coordination with utility companies was required to minimize relocations; Also coordinated with property owners along the corridor.

Jeff Cowan, PE, CPESC

Winchester Office



Roadway Design; Drainage Design

Experience: 30 years

Education:

University of Kentucky
BS, Mechanical Engineering, 1984

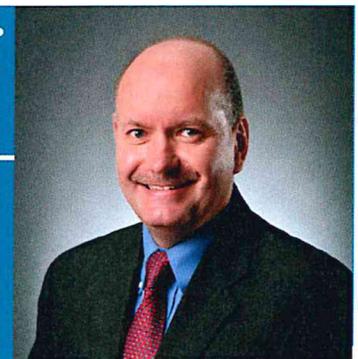
Professional Registrations:

PE-- KY-16389-1990; 2 other states
CPESC--National-2900-2005

- Jeff joined **Palmer Engineering** in 1986 as Palmer's Chief Hydraulics Engineer; As Senior Project Manager and Chief Hydraulics Engineer, he has worked on projects in all 12 KYTC highway districts. His experience ranges from a series of bridge replacements over a low floodplain in Caldwell County to bridges over the Cumberland River in Russell County and the Kentucky River in Estill County; from a 2,000' urban roadway project in Clark County to a 21,000,000 CY roadway project in Pike County; and from fast-track, emergency replacements for two bridges in Rockcastle County to a 4.2-mile urban roadway project through the heart of London. He has also designed private development projects cross the state, performed forensic analysis of drainage problems, and re-analyzed FEMA Flood Studies for projects in floodplains; Project experience includes:
- **Broadway Avenue, Bowling Green, KY for City-County Planning Commission** - Project Engineer; Assisted in the roadway and drainage design, including roadway alignment and geometry, surface water interception, and storm sewer analysis for curve and intersection realignment of Broadway Avenue and High Street intersection.
- **North Green River Road, Henderson County, KY for City of Henderson and KYTC (STW LPA Contract)** - Project Engineer for 0.6 mile of pavement rehabilitation and roadway widening with curb and gutter and a multi-use path; reviewed drainage design locations; performed constructability review; assisted with general roadway design.
- **KY Statewide Drainage for KYTC** - Managed and led drainage design for updating hydrologic and hydraulic design of roadway projects in Clay County and Rowan County, bridge replacement projects in Pike County (including FEMA map revision) and Owsley County, and hydrologic and hydraulic study in Taylor County; One of these assignments was to assist with the hydraulic analysis for the new bridge to Hacker Elementary off KY-687.

Kevin Damron, PE

Lexington /Winchester Offices



**Design Criteria / QA-QC; Public
Involvement**

Experience: 29 years

Education:

University of Kentucky
MS, Civil Engineering, 1991
BS, Civil Engineering, 1986

Professional Registrations:

PE--KY-16975-1991

- Kevin joined **Palmer Engineering** in 2014; 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-922--Newtown Pike, Fayette County, KY for KYTC (STW Roadway Design Contract)** - Project Manager for the development of alternatives for adding a third lane from Pintail Drive at the Griffin Gate Marriott to the I-75 southbound on-ramp to relieve congestion along Newtown Pike. Other alternatives will investigate improving the on-ramp geometry and modifying the on-ramp to two lanes. Existing traffic and proposed traffic were analyzed for levels of service and delay using HCS software, and VISSIM simulations were developed for each alternative. The project is scheduled to progress to right-of-way acquisition and possibly construction in 2016.
- **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 that included 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.
- **KYTC Deputy State Highway Engineer for Project Development** - Directed the Divisions of Professional Services, Planning, Environmental Analysis, Highway Design, Highway Structures, and Right of Way and Utilities; Responsible for the development of all projects in the Kentucky Highway Plan and facilitated the KYTC record award of over \$5 billion of construction projects, including the Louisville Bridges, KY Lake Bridge, Harrodsburg Road Double Diamond, and the rehabilitation of US-60 between Lexington and Frankfort.

David Lindeman, PE, PLS

Winchester Office



**Principal-in-Charge;
Public Involvement**

Experience: 30 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:
- **KY-245/US-62, Nelson County, KY for KYTC** - Principal-in-Charge for intersection improvement at US-62 and KY-245; supervised VISSIM and Synchro traffic simulations of various improvement possibilities; supervised the geometric design of a roundabout and conventional intersections; led a brainstorming session with local officials to determine local needs.
- **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. The project received local funding to complete the initial phase of work consisting of repaving, restriping, modifying signals, and reducing the footprint of the intersection.
- **Broadway Avenue, Bowling Green, KY for City-County Planning Commission** - Principal-in-Charge for the development of three alternatives for curve and intersection realignment of Broadway Avenue and High Street intersection in Bowling Green; intersection improvements considered included conventional intersection and roundabout; each alternative included access management and provided pedestrian and bicycle facilities through the improvement area.

Stephanie Blain, PE, LEED AP

Lexington Office



**Utility Relocation/Coordination;
Right-of-Way Easement Acquisition;
Environmental/Permits**

Experience: 10 years

Education:

University of Kentucky
BS, Civil Engineering, 2007

Professional Registrations:

PE--KY-28304-2011; LEED AP--2009

- Stephanie joined **Palmer Engineering** in May 2006; project experience includes:
- **KY-3 (North Green River Road), Henderson County, KY for 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.
- **KY-4 (New Circle Road), Fayette County, KY for KYTC** - Project Engineer for approximately 1.0 mile roadway widening to New Circle Road (KY-4), including improvements to the interchange at Newtown Pike (KY-922); The project also included approximately 0.4 mile roadway widening to Newtown Pike (KY-922) to include curb and gutter and sidewalks. Responsible for storm sewer layout and modeling, ditch analysis, and overall drainage coordination; Assisted in development of roadway and right-of-way plans.
- **Town Branch Trail, Fayette County, KY for Lexington-Fayette Urban County Government (TE Funds)** - Project Engineer for Sections 4 and 5 (2.1 miles) of the Town Branch Trail from 0.5 mile west of New Circle Road to Forbes Road. The 12-ft-wide multi-use trail crosses under New Circle Road and bridges over R J Corman Railroad and Town Branch Creek. The trail meanders through a closed landfill and along the historic dry laid stone walls and across the historic Glen Rose/Spring Hill Farm. The trail provided roadway improvements to Old Frankfort Pike and consolidated access points to improve safety. A CE Level III document was required, along with permitting and coordination with the floodplain study of Town Branch.
- **Trinity Road Stormwater Project, Lexington, KY for Lexington-Fayette Urban County Government** - Project Engineer involved in the preparation of project specifications and bid documents for the drainage improvements project that included the replacement of a culvert and wing walls.

Greg Isaacs, PE

Lexington Office



**Utility Relocation/Coordination;
Right-of-Way Easement Acquisition;
Public Involvement**

Experience: 21 years

Education:

University of Kentucky
BS, Civil Engineering, 1998

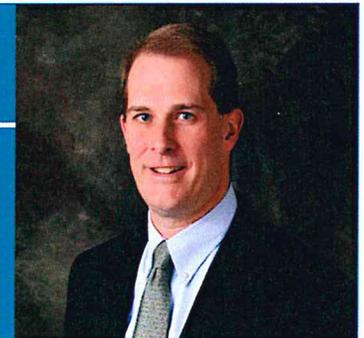
Professional Registrations:

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

- Greg rejoined **Palmer Engineering** in September 2008 after previously working with the firm in 2006-2007; project experience includes:
- **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. The study included two public meetings and two merchant meetings to gather from stakeholders in the area. Based upon the input, the design team made recommendations for the selected design alternative and developed phasing options and associated costs for the selected alternative. This study will be 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.
- **East Lake Sanitary Sewer Replacement, Fayette County, KY for LFUCG** - Project Manager for the design 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 a 8' diameter manhole. Two permanent access and utility easements and four temporary construction easements were negotiated by Palmer Engineering through a Memorandum of Understanding. The project traversed 2 parcels with a single property owner; Successfully negotiated with the property owner. Palmer was responsible for verifying the existing property boundaries; preparing easement exhibits and legal descriptions; contacting property owners; and facilitating sign-offs on all necessary easements.

David Deitz, PhD, PE, SE

Winchester Office



Structure Design

Experience: 20 years

Education:

University of Kentucky
PhD, Civil Engineering (Structures), 1998

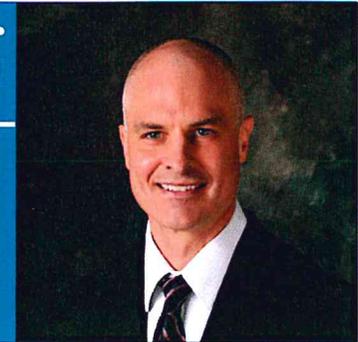
Professional Registrations:

PE--KY-21473-2000; 5 other states
SE--KY-2001

- David joined **Palmer Engineering** in 1998, was named Deputy Director of Structures in 2006, and Vice President in 2016; project experience includes:
- **Trinity Road / Wellington Way Drainage Project, Lexington, Kentucky, for LFUCG** - Provided technical oversight for the replacement of an existing concrete culvert along Wellington Way with a precast concrete culvert. Palmer Engineering's role included structural inspection and assessment of the existing culvert. Working with the client, the team decided to replace the deteriorated structure. To minimize the impact to traffic directly below Wellington Way during construction, a double barrel 4 ft x 2 ft precast concrete culvert was chosen as the replacement. The ends of the culvert, outside the traveled way, were cast-in-place concrete to accommodate complicated inlet and outlet conditions that included multiple pipe connections of varying size.
- **KY-4, New Circle Road, Fayette County, KY for KYTC** - Structures Deputy Project Manager for design of Georgetown Road, Newtown Pike, and Lexmark bridges. Palmer structural engineers worked closely with roadway designers to correct existing vertical clearance deficiencies as well as develop an efficient MOT which included maintaining the structural integrity of the existing structures during their phased removal.
- **KY-876 Culverts, Madison County, KY for Madison County Fiscal Court** - Project Manager for the design of two culvert extensions, one culvert replacement, and a retaining wall along a 2.1 mile improvement to KY-876. Design aspects included yielding and unyielding foundations, long wing walls, geometric complexities, and accounting for varying fill conditions during construction and final traffic conditions, (i.e. varying fill depths); Responsible for condition assessment of culverts to be extended.

Chris Blevins

Winchester Office



Environmental and Permit Applications

Experience: 21 years

Education:
Ohio University
BS, Geography, 1990

Professional Registrations:
None

- Chris joined **Palmer Engineering** in 1997; 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-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.
- **KY Statewide Environmental Services Contract for KYTC** - Environmental Scientist and Project Manager; oversaw the development and authored technical studies in Environmental Documentation, Socioeconomic Impact Analysis, Environmental Justice, Traffic Impact Noise Analysis, and Air Quality Analysis; In addition, coordinated and performed quality control for Aquatic/Terrestrial, UST/HAZMAT, GIS, and Cultural Resources documentation. Projects consisted of new alignment alternatives, upgrading existing facilities, and continuation of existing KYTC project by other consultants; assisted with Public Involvement activities, including public meetings and informal interviews; Assisted in the development of an Environmental Justice checklist approved by FHWA in 2002 and worked on the development of the Categorical Exclusion Manual for KYTC.

Christopher Mischel, PE, CPESC

Lexington Office



**Traffic Signal / Roadway Lighting;
Pedestrian/Bicycle Facilities**

Experience: 19 years

Education:
University of Kentucky
BS, Civil Engineering, 1997

Professional Registrations:
PE-- KYT-22628-2002; 7 other states
CPESC - 4907, 2008; LEED AP-2009

- Chris joined **Palmer Engineering** in 1999; project experience includes:
- **Mast Arm Signals, Richmond, KY for Eastern KY University (STW LPA Project)** - Civil Engineer for signal design for the reconstruction of the existing signal at Barnes Mill Road and Lancaster Avenue; The new mast arm signal will include decorative poles and aesthetic features to compliment the new Lancaster Avenue Gateway Project; Coordinated with utility companies, KYTC, ECU, and architects on the placement of the poles.
- **Mast Arm Signals, Winchester, KY for the City of Winchester (STW LPA Project)** - Civil Engineer for replacement of existing pole and wire traffic signals with steel mast arm traffic signals at the intersection of Main Street (US-60) and Broadway in downtown Winchester; Prepared traffic signal plans for removal of existing traffic signal system and placement of proposed traffic signal system while leaving the existing traffic signal system in service; Provided structural analysis using SALSAs software on the traffic signal poles; Coordinated with the city on the type and style of mast arm pole system that also met KYTC standards; Prepared and submitted plans and specifications for KYTC approval.
- **I-75, New Connector Road, Scott County, KY for KYTC** - Project Engineer for multiple traffic signal plan designs on New Connector Road between KY-32 and US-62 at I-75 in Scott County near Georgetown and the Toyota automotive plant; Three signals were designed along New Connector Road--at KY-32, at US-62; and at I-75. Pole and base calculations were provided using KYTC-approved Signal and Lighting Structural Analysis (SALSAs) structural calculations, which verify that the forces placed on signal poles and messenger wire meet safety requirements.

Project Description:

Meadow Lane

The Meadow Lane Intersection Improvement project included 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. Surveying and utility coordination were performed, and KYTC encroachment permits were acquired. The project was surveyed and designed in approximately 3-1/2 weeks and let to construction during Fall 2015. Following the award of the construction contract, Palmer surveyors met with the contractor's surveyors to re-establish the control points that were destroyed during the relocation of utilities. The project is now complete.



Common Team Members:

- Stephen Sewell, PE, PTOE
- David Lindeman, PE, PLS
- Travis Mullins, PE, CPESC
- Morgan Dye, RLA
- Stephanie Blain, PE
- Kevin Damron, PE
- Keith McDonald
- Jayne Goddard

Pimlico Parkway

This project consisted of roadway improvements at Man O' War Intersection to correct turning radii in one quadrant to facilitate truck traffic. The project required relocation of a sidewalk, installation of curb and gutter, and coordinating location of a mast arm signal pole. Palmer also provided field staking during utility relocation to assure no issues during construction.



Project Similarities:

- LFUCG Projects
- Intersection Analysis
- Aesthetic Enhancements
- Bicycle and Pedestrian Facilities
- KYTC Coordination
- Intersection Design
- Utility Coordination
- Survey
- Drainage/Erosion Control
- Environmental Document
- Right-of-Way Coordination
- Public Meetings

Chevy Chase

Palmer Engineering prepared a feasibility study to determine the cost and viability of implementing improvements for the intersection of Euclid Avenue, Fontaine Street, and High Street. The intersection serves many businesses, contains both commercial and city parking, has a high level of pedestrian and bicycle activity, and has several apartment buildings and rental property serving UK students. Traffic forecasts were prepared, and a VISSIM traffic simulation was developed; recommendations were made indicating turn-lane extensions and reductions for managing the design year traffic flows. Streetscape improvements were examined to incorporate green technologies and potentially urban art. Back-in parking was implemented and increased the number of available parking and improved safety. Palmer coordinated with KYTC and utility companies to complete the design; the initial phase of work consisting of repaving, restriping, modifying signals, and reducing the footprint of the intersection is complete.



Project Information:

Agency: LFUCG

Client Contact:

Mark Feibes, LFUCG
859-258-3428

Bob Bayert
859-258-3441

George Milligan
859-258-3208

Brian Hayes
859-258-3410

Dates: 2014-Present

West Loudon Avenue

The West Loudon Avenue Project consist of roadway improvements between North Broadway and Limestone Avenue. The sidewalk, bicycle lanes, and raised medians along this section will enhance the corridor and maintain traffic patterns. The intersection design at each end of the corridor will be improved to accommodate pedestrians and vehicular traffic.



Local Government Projects Multiple Locations, KY



Intersection Design/Streetscape Improvements Project Manager: Stephen Sewell, PE, PTOE

Project Description:

Broadway Avenue, Bowling Green, KY

The Broadway Curve Realignment project is located at the intersection of Broadway Avenue and High Street; three blocks southeast of downtown Bowling Green, KY. The intersection had two misaligned streets that created a very sharp back-to-back S-curve. As a subconsultant, Palmer Engineering led the intersection analysis and alternative development as well as the work with a Citizens' Advisory Committee for Context-Sensitive design. During the Preliminary Design phase, the project team evaluated the current roadway geometrics and developed two conventional alternatives and a roundabout alternative. Each alternative provided pedestrian/bicycle facilities through the improvement area. The preferred alternatives develop crosswalks at locations with adequate sight distances.



Pear Orchard Road, Elizabethtown, KY

The Pear Orchard Road project involves a Corridor Study to develop an alignment for the future 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 project also involves development of transportation design guidelines for the corridor addressing street design, sidewalks, bike lanes, and streetscape while setting parameters for access control along the corridor, as well as evaluates potential public utility upgrades along the corridor.

North Green River Road, Henderson, KY

The urban 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. The urban roadway reconstruction project improved the design speed to 35 mph and included storm sewer design and correction of drainage issues with a box culvert.



Southland Drive, Lexington, KY

The Southland Drive Sidewalk improvement project involves constructing sidewalks from Rosemont Garden to Nicholasville Road. The corridor is a commercial corridor that is currently redeveloping, and the addition of bike lanes, sidewalks, and streetscape will enhance the corridor-user experience. The project will repair existing sidewalks and construct sidewalks in the areas that currently do not have sidewalks. Drainage within the corridor will be improved, and storm sewer will be added in areas that require closed system storm sewer. The project includes public involvement.



Common Team Members:

- Stephen Sewell, PE, PTOE
- David Lindeman, PE, PLS
- Travis Mullins, PE, CPESC
- Morgan Dye, RLA
- Stephanie Blain, PE
- Kevin Damron, PE
- Keith McDonald
- Jayne Goddard
- Lee Carolan

Project Similarities:

- Urban Roadway Design
- Intersection Analysis
- Sidewalk Design
- Alternative Development
- Aesthetic Enhancements
- Bicycle and Pedestrian Facilities
- Streetscape
- KYTC Coordination
- Intersection Design
- Utility Coordination
- Survey
- Drainage/Erosion Control
- Environmental Document
- Right-of-Way Coordination
- Public Meetings

Project Information:

Agency:

City of Bowling Green;
City of Elizabethtown
City of Henderson
LFUCG

Client Contact:

Melissa Cansler, PE
City of Bowling Green
270-393-3628

Edward Poppe
City of Elizabethtown
270-765-6121

Buzzy Newman
City of Henderson
270-831-1200

Jonathan Hollinger, LFUCG
859-258-3430

Dates:

2007-2008
2014-2016
2012-2013
2016-Present

PALMER ENGINEERING

Client List



Client Name: Lexington-Fayette Urban County Govt.
Contact: Mark Feibes
Phone No: 859-258-3428
E-Mail Address: mfeibes@lexingtonky.gov
Similar Projects: Meadow Lane Turn Lanes; Versailles Road; West Loudon Ave.

Client Name: Lexington-Fayette Urban County Govt.
Contact: Bob Bayert
Phone No: 859-258-3441
E-Mail Address: bobb@lexingtonky.gov
Similar Projects: Pimlico Parkway/MOW Intersection

Client Name: Lexington-Fayette Urban County Govt.
Contact: Vernon Azevedo
Phone No: 859-425-2438
E-Mail Address: vazevedo@lexingtonky.gov
Similar Projects: Ecton Park Sanitary Sewer

Client Name: Lexington-Fayette Urban County Govt.
Contact: Jonathan Hollinger
Phone No: 859-258-3430
E-Mail Address: jhollinger@lexingtonky.gov
Similar Projects: Southland Drive

Client Name: Lexington-Fayette Urban County Govt.
Contact: Keith Lovan
Phone No: 859-258-3478
E-Mail Address: klovan@lexingtonky.gov
Similar Projects: Southland Drive

Client Name: KY Transportation Cabinet--District 7
Contact: Shane Tucker
Phone No: 859-246-2355
E-Mail Address: shane.tucker@ky.gov
Similar Projects: EKV Sidewalks and Lighting; EKV Mast Arms; Clark County Mast Arms; West Loudon Ave.

Client Name: KY Transportation Cabinet--District 2
Contact: Nick Hall
Phone No: 270-824-7080
E-Mail Address: nick.hall@ky.gov
Similar Projects: KY-3, Green River Road

Client Name: KY Transportation Cabinet--Central
Contact: Bill McKinney
Phone No: 502-564-4560
E-Mail Address: bill.mckinney@ky.gov
Similar Projects: Town Branch Trail

Client Name: Winchester/Clark Industrial Authority
Contact: Todd Denham
Phone No: 859-744-9229
E-Mail Address: info@winchesterindustry.com
Similar Projects: Industrial Park Railroad Bridge; Multiple WIA Projects

Client Name: Lewis County Fiscal Court
Contact: Todd Ruckel
Phone No: 606-796-0822
E-Mail Address: lewiscountyjudge@yahoo.com
Similar Projects: Straight Fork Road

Client Name: Boyd County Fiscal Court
Contact: Steve Towler
Phone No: 606-232-0716
E-Mail Address: nickie@boydfiscal.com
Similar Projects: Clay Jack Bridge Replacement

Client Name: Lexington-Fayette Urban County Govt.
Contact: Ben Krebs
Phone No: 859-258-3426
E-Mail Address: bkrebs@lexingtonky.gov
Similar Projects: Crimson King Court / Coldstream Court Stormwater Study

Client Name: Lexington-Fayette Urban County Govt.
Contact: Brian Hayes
Phone No: 859-258-3410
E-Mail Address: bhayes@lexingtonky.gov
Similar Projects: Trinity Rd Storm Water; Versailles Rd.

Client Name: Lexington-Fayette Urban County Govt.
Contact: Rick Curtis
Phone No: 859-258-3281
E-Mail Address: rcurtis@lexingtonky.gov
Similar Projects: Public Safety Building Renovation

Client Name: City of Henderson
Contact: William Newman
Phone No: 270-831-1200
E-Mail Address: bnewman@cityofhendersonky.org
Similar Projects: North Green River Rd.; Wathen Ln.; Sand Lane

Client Name: City of Winchester
Contact: Ed Burtner, Mayor
Phone No: 859-744-2821
E-Mail Address: eburtner@winchesterky.com
Similar Projects: Seventh Street Traffic Improvements; BTC Sidewalk Trail; Multiple City Projects

Client Name: City of Elizabethtown
Contact: Scott Reynolds
Phone No: 270-765-6121
E-Mail Address: scott.reynolds@elizabethtownky.gov
Similar Projects: Pear Orchard Road

Client Name: KYTC Office of Local Programs
Contact: Jackie Jones
Phone No: 502-564-2060
E-Mail Address: jackie.jones@ky.gov
Similar Projects: Dawkins Line Trail; Legacy Trail

Client Name: KYTC Office of Local Programs
Contact: Kimberly Tompkins
Phone No: 502-564-2060
E-Mail Address: Kimberly.tompkins@ky.gov
Similar Projects: Shively Sidewalks; EKV sidewalks

Client Name: Madison County Fiscal Court
Contact: Reagan Taylor
Phone No: 859-624-1200
E-Mail Address: Reagan.Taylor@madisoncountyky.us
Similar Projects: Sam Jones Road; Battlefield Preservation; KY 876; Boones Trail

Client Name: City of Bowling Green
Contact: Melissa Cansler
Phone No: 270-393-3628
E-Mail Address: Melissa.Cansler@bgky.org
Similar Projects: Broadway Ave. Curve

Palmer Engineering is committed to involving minority- and veteran-owned firms in these contracts and meeting or exceeding the DBE goal of 13 percent as we have done on past KYTC and LFUCG projects. Palmer Engineering will provide meaningful and significant work to the DBE/MBE-certified firms of Integrated Engineering (IE) and Jackson Group (JG).

Both IE and Jackson Group are Small Businesses; IE is a well-rounded firm, which provides a broad range of services; Jackson Group is a specialty firm, which provides environmental and drainage design.

Goals: The primary goals of our plan are:

- To have 13 percent of the work related to each contract be completed by DBE/VOSB firms
- To enhance existing DBE/VOSB engineering firms in the region
- To foster a positive environment for DBE/VOSB businesses
- To encourage the continued growth and future stability of DBE/VOSB firms

Action Items: In order for our team to be able to accomplish the goals of our DBE / MBE Plan, we propose the following methods:

- Assign meaningful and significant work for each project
- Monitor progress and evaluate performance in order to provide constructive feedback

Integrated Engineering

IE is a Lexington-area roadway and civil design firm led by *Harsha Wijesiri, PE, LSIT*. He is a former Palmer Engineering employee, who has a long-standing relationship with Palmer Engineering staff and familiarity with Palmer procedures for developing projects. Mr. Wijesiri has worked on a wide variety of roadway design and surveying projects. IE employees recently worked with Palmer Engineering on the Town Branch Trail Project for LFUCG, as well as numerous other projects. Mr. Wijesiri and other IE employees will provide surveying services and assist with other services as needed.

Jackson Group

Jackson Group (JG) is a veteran-owned consulting engineering company providing environmental and drainage design engineering services. Jackson Group is a certified Veteran-Owned Small Business in accordance with Small Business Administration (SBA) requirements. *Jeremy Jackson* and other Jackson Group employees have worked with Palmer Engineering on a number of projects including the Versailles Road Corridor Improvement for LFUCG. Jackson Group will provide drainage design and permitting as needed.

The Palmer Engineering Project Team has well-established working relationships with the aforementioned DBE/VOSB firms through other projects. Our continued working partnership with both IE and Jackson Group fosters an atmosphere of learning, trust, and mutual respect for both the DBE/VOSB firm and Palmer Engineering as Palmer fosters their growth and experience while working together for LFUCG. Appropriate mentoring, training, and additional assistance will be provided for DBE/VOSB firms, as needed, to ensure timely completion of assigned tasks in a quality manner.

Project Team Location(s)

Prime Consultant	Location (City, State)	Date Office Established	Total Number of Employees	No. of Employees expected to work on DOE projects
Headquarters	Winchester, KY	1969	50	15
Local Office	Lexington, KY	2007	8	8
PM Location	Lexington, KY			
SubConsultants				
Name:				
Service Provided				
Headquarters				
Local Office				
Name:				
Service Provided				
Headquarters				
Local Office				
Name:				
Service Provided				
Headquarters				
Local Office				

Notes:

1. "Headquarters" refers to the corporate office that provides project support to the local office, if applicable. If support comes from multiple locations, use the blank spaces in the form to provide relevant information.

2. Listing of sub-consultants is optional and should only be provided if the prime consultant considers the sub-consultant(s) services to be essential to meeting the required qualifications. In this event, documentation from the subconsultant(s) shall be submitted in the SOQ that provides a commitment to be a part of the prime consultant's team in providing the stated services. In such cases, for the purpose of evaluating the proposals, committed sub-consultants will be considered to be part of the prime consultant's workforce. Prime consultants face potential disqualification from future work if DOE finds that the identified sub-consultants are not being utilized to deliver assigned work products.

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.



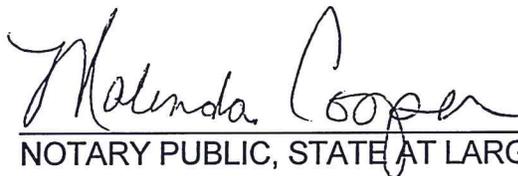
STATE OF Kentucky

COUNTY OF Clark

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

by David Lindeman, PE, PLS on this the 9th day
of November, 2016.

My Commission expires: 08/25/19



Malinda Cooper ID# 540625
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

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

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African-American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators	8	8														8	
Professionals	54	47	5								1			1		48	6
Superintendents	9	9														9	
Supervisors																	
Foremen																	
Technicians	20	16	4													16	4
Protective Service																	
Para-Professionals																	
Office/Clerical	7		7														7
Skilled Craft																	
Service/Maintenance	2	1	1													1	1
Total:	100	81	17								1			1		82	18

Prepared by: Kim Warren, CPA - Chief Financial Officer Date: 11 / 9 / 16

(Name and Title)

Revised 2015-Dec-15

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: 859-744-1218

Email address: dlindeman@palmernet.com



LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 38-2016

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWDBE Company, Name, Address, Phone, Email	MBE WBE or DBE	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. Integrated Engineering Eddie Mesta, PE 166 Prosperous Place, Suite 220 Lexington, KY 40509 Phone: 859-368-0145 eddie@int-engineering.com	DBE	Survey and Roadway Design		10%
2. Jackson Group Lyle (Rick) Wolfe, Jr., PE 3945 Simpson Lane Richmond, KY 40475 Phone: 859-623-0499 rwolf@jacksongroupco.com	SDVOB	Drainage and Environmental Permitting and Coordination		3%
3.				
4.				

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

Palmer Engineering
Company

11/9/16
Date


Company Representative

President and CEO
Title

LFUCG STATEMENT OF GOOD FAITH EFFORTS

Bid/RFP/Quote # 38-2016

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

Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow MWDBE firms and Veteran-Owned businesses to participate.

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

Attended LFUCG Central Purchasing Economic Inclusion Outreach event

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

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

Requested a list of MWDBE and/or Veteran subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).

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

Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.

Followed up initial solicitations by contacting MWDBEs and Veteran-Owned businesses to determine their level of interest.

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

Selected portions of the work to be performed by MWDBE firms and/or Veteran-Owned businesses in order to increase the likelihood of meeting the

contract goals. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MWDBE and Veteran participation, even when the prime contractor may otherwise perform these work items with its own workforce

X Negotiated in good faith with interested MWDBE firms and Veteran-Owned businesses not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.

_____ Included documentation of quotations received from interested MWDBE firms and Veteran-Owned businesses which were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.

_____ Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a MWDBE and/or Veteran-Owned business's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE and Veteran goals.

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

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

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

NOTE: Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement which is subject to approval by the MBE Liaison. Documentation of Good Faith Efforts must be submitted with the Bid, if the participation Goal is not met.

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

Palmer Engineering

Company
11/9/16

Date



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

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

A. Termination for Cause

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

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

B. At Will Termination

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

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

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

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



Signature

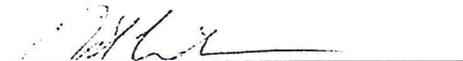
11/9/16

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 4, 2016

January 2, 1986
Revised/Updated January 4, 2016

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 4, 2016

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

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	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: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> 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. <input type="checkbox"/> Other (see instructions) ▶ _____ <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) P.O. Box 747	Requester's name and address (optional)
	6 City, state, and ZIP code Winchester, KY 40392-0747	
	7 List account number(s) here (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																					
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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 ▶ <i>Kim Adams CPA</i>	Date ▶ <i>1/6/16</i>
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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.



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