City of Dunwoody Georgia

4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338
dunwoodyga.gov | 678.382.6700

To: Mayor and City Council

From: Carl Thomas, Stormwater Utility Manager

Re: Request for Approval of On-Call Stormwater Engineering and Design Contract

Date: July 11th, 2022

Action

Request for the Mayor, City Manager, or designee to approve selected firms for On-Call Stormwater Engineering and Design Services Contract.

Summary

The City solicited proposals from consulting firms to develop a shortlist of pre-qualified firms to provide engineering and design support from the current term through the 2022-2027 stormwater permit duration.

Details

The National Pollution Discharge Elimination System (NPDES) Stormwater Permit reporting period for Phase II communities in Georgia renews in December of this year and continues through 2027. One of the NPDES permit's key objectives is to reduce flood frequency and pollutant loads using site planning and design techniques to improve the condition of the storm systems owned and operated by the community. As a result, the City of Dunwoody's Stormwater Management Division solicited statements of qualifications to develop a shortlist of pre-qualified firms to provide engineering and design support from the present term through the 2022-2027 permit duration. The chosen firms will perform tasks including, but not limited to:

- Hydraulic and Hydrological Studies
- Watershed Assessment/Prioritization
- Project Identification and Scoring
- Project Concept Development Watershed/BMP Monitoring/Reporting
- Mitigation Bank Monitoring/Reporting
- Water Quality/Source Assessments
- Survey, Including Subsurface Utility Engineering (SUE)

Typical costs for engineering/design services range from $5,000 to $100,000. The contract term is for one (1) year with the option of four renewable one-year extensions. The City received a total of eleven (11) proposals. Stormwater staff evaluated all proposals based

City of Dunwoody Georgia

4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338
dunwoodyga.gov | 678.382.6700

on proposal (20%), experience (40%), personnel (30%), and references (10%), and selected four (4) firms that scored above 90 points. The summary of the proposal qualification and cost scoring is provided below.

On Call - Stormwater Engineering and Design Services												
Evaluation Criteria Breakdown	Average Score	American Engineers	Brown & Caldwell	CPL	Dewberry	Freese and Nichols	GMC	PEC+	POND	RINDT	Tetra Tech	Wood
A. Submittal Format	0-20 Points	19.3	20.0	19.5	20.0	19.8	19.8	18.8	20.0	18.8	19.8	20.0
B. Firm Experience	0-40 Points	28.0	32.0	32.0	36.5	37.5	33.5	25.0	35.0	25.0	39.8	35.8
C. Key Personnel	0-30 Points	25.0	24.8	25.3	28.3	27.5	26.3	24.5	28.5	21.8	29.0	26.3
D. References	0-10 Points	8.3	6.5	6.0	6.5	6.0	6.5	6.5	7.3	6.0	8.3	6.0
TOTAL	100 Points	80.5	83.3	82.8	91.3	90.8	86.0	74.8	90.8	71.5	96.8	88.0

Recommendation

Staff requests that Mayor and Council approve the recommendation to contract with the following contractors for On-Call Stormwater Engineering and Design Services.

.

1. Tetra Tech
2. Dewberry
3. Freese and Nichols
4. Pond

City of Dunwoody Georgia

4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338
dunwoodyga.gov | 678.382.6700

STATEMENT OF QUALIFICATIONS
SOQ 22- 01

On Call - Stormwater Engineering and Design Services

STATEMENT OF QUALIFICATIONS (SOQ) 22-01

On Call - Stormwater Engineering and Design Services

The City of Dunwoody, hereinafter called the City, seeks qualified consulting firms to provide professional engineering and related services for SOQ 22-0101 Stormwater Engineering and Design Services. This project entails developing a shortlist of pre-qualified firms to provide engineering and design support with various stormwater watershed improvement projects from the current term through the 2022-2027 NPDES stormwater permit duration.

Sealed Statements of Qualifications (SOQs) for Purchasing SOQ 22-01 will be received and reviewed by the City. Service providers whose qualifications meet the criteria established in the Statement of Qualifications, at the sole discretion of the City, may be considered for Contract award. The City may, by direct negotiation, finalize terms with the service provider who is selected for award based on qualifications. The City reserves the right to reject any or all responses for any reason. Clarification of information may be requested by the City at any time during this process.

To be considered for selection, a statement of qualifications must be submitted in a sealed package, clearly marked SOQ 22-01. The submittal must include four (4) bound copies, and one (1) electronic copy in PDF and **shall be submitted no later than Tuesday, April 12, 2022 by 2PM.** (Qualifications will not be accepted by facsimile or e-mail). Any submittal received after the time and date specified will not be considered, but will be returned unopened.

Questions regarding submittals should be directed to the Purchasing Manager, Mr. John Gates, john.gates@dunwoodyga.gov no later than Tuesday, March 29, 2022 by 5PM. SOQs of qualifications are legal and binding when submitted.

Submittals must be addressed as follows:

Purchasing Department
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

The City's staff will review all SOQs submitted and award, if made, will be to the most qualified and responsive offerer as deemed by the City, in its sole discretion. The City may short-list firms that are deemed to best meet the City's requirements, taking into consideration all criteria listed in the SOQ. The City may, at its sole discretion, ask for formal presentations (at offerer's expense at the City's site) from all of the responsive and responsible offerers, or only from those firms that are short-listed, if short-listing is determined to be in the best interest of the City. Negotiations will be conducted and may take place in person or via telephone with the most qualified firm as identified by the City

or, if short-listing occurs, with all of the short-listed offerers. Offerers that participate in the negotiations may be given an opportunity to submit their best and final offers. The City of Dunwoody requires pricing to remain firm for the duration of the contract. Failure to hold firm pricing for the duration of the contract will be sufficient cause for the City to declare a SOQ non-responsive.

To ensure the proper and fair evaluation of SOQs, the City highly discourages any communication initiated by an offerer or its agent to an employee of the City evaluating or considering the qualifications during the period of time following the issuance of the SOQ, the opening of qualifications and prior to the time a decision has been made with respect to the Contract award. An appropriate Purchasing employee of the City may initiate communication with an offerer in order to obtain information or clarification needed to develop a proper and accurate evaluation of the SOQ. Any communication initiated by offerer during evaluation should be submitted in writing and delivered to the City of Dunwoody, Purchasing Office, 4800 Ashford Dunwoody Road, Dunwoody, Georgia 30338, or by e-mail to john.gates@dunwoodyga.gov. Unauthorized communication by the offerer may disqualify the offerer from consideration.

Offerers should carefully review the instructions; mandatory requirements, specifications, standard terms and conditions, and standard contract set out in this SOQ and promptly notify the procurement officer identified above in writing or via e-mail of any ambiguity, inconsistency, unduly restrictive specifications, or error which they discover upon examination of this SOQ.

The City will provide an official written answer to all questions received. The City's response will be by formal written addendum. Any other form of interpretation, correction, or change to this SOQ will not be binding upon the City. Any formal written addendum will be posted on the City's Purchasing Department website at: www.dunwoodyga.gov by the close of business on the date listed. Offerers must acknowledge addendum(s) with their SOQ response.

The proposer awarded the Contract must provide proof of liability insurance in the amount of one million dollars ($1,000,000.00), along with any other required insurance coverage and evidence of business or occupational license, as outlined in the Statement of Qualifications Documents.

Issuance of the SOQ in no way constitutes a commitment by the City of Dunwoody to award and execute a contract. Upon a determination, such actions would be in its best interest, the City, in its sole discretion, reserves the right to:

- Cancel or terminate this SOQ;
- Reject any or all Statement of Qualification received in response to this SOQ;
- Waive any undesirable, inconsequential, or inconsistent provisions of this SOQ which would not have significant impact on any Statement of Qualification;
- Request additional information from any offerer
- Extend the date or time scheduled for receiving the SOQs
- Award a partial contract or contracts to multiple offerers

- Not award if it is in the best interest of the City not to proceed with contract execution; or
- If awarded, the City reserves the right to terminate any contract if the City determines adequate City funds are not available.

Summary of Important Dates

Release of SOQ	**March 15, 2022**
Written Questions Due	**March 29, 2022**
Qualifications Due	**April 12, 2022**
Contract Award	**June 6, 2022**

Table of Contents

PART ONE - BACKGROUND

The National Pollution Discharge Elimination System (NPDES) Stormwater Permit reporting period for Phase II communities in Georgia renews in December of this year and continues through 2027. One of the NPDES permit's key objectives is to reduce flood frequency and pollutant loads using site planning and design techniques to improve the condition of the storm systems owned and operated by the community. As a result, the City of Dunwoody's Stormwater Management Division is soliciting statements of qualifications to develop a shortlist of pre-qualified firms to provide engineering and design support with various stormwater watershed improvement projects from the current term through the 2022-2027 permit duration.

PART TWO - SCOPE OF WORK

The City intends to select multiple teams as on-call service providers through a qualification-based selection process and desires to execute consulting agreements (with annual renewal options not to exceed five years) with the selected teams for services provided. The chosen firms will perform tasks including, but not limited to, the following categories:

1. Hydraulic and Hydrological Studies
2. Watershed Assessment/Prioritization
3. Project Identification and Scoping
4. Project Concept Development Watershed/BMP Monitoring/Reporting
5. Mitigation Bank Monitoring/Reporting
6. Water Quality/Source Assessments
7. Survey, Including Subsurface Utility Engineering (SUE)
8. Bid Document Preparation and Bid Assistance
9. Utility Coordination
10. Green Infrastructure and Low-Impact Development (GI/LID) Design
11. Stormwater Infrastructure Inspections and Site Evaluations
12. Landscape Design
13. Geotechnical Engineering and Materials Testing
14. Environmental Studies
15. Federal and State Grant Program Assistance
16. Education and Outreach Program Assistance
17. Emergency Response Assistance – Field Assessment
18. Other tasks as needed by the City

The City reserves the right to assign project tasks as desired to the selected teams. Further, the City reserves the right to assign specific project scope items to different teams if it is in the City's best interest to do so. The consultant's submittal package for each project shall include, but not be limited to:

- A detailed description of the services to be provided,
- A milestone schedule for major tasks to be conducted by the consultant
- A list of deliverables to be provided by the consultant
- A proposed fee for the project based on hourly rates

The selected teams will coordinate with the City's Stormwater Division throughout the project's duration and are expected to be familiar with Local, State, and Federal guidelines related to stormwater management. Each task order will have an individual milestone schedule, and the selected consultants are expected to provide services following those schedules. Selected groups must be proficient in using GDOT's Plan Development Procedures, especially with projects funded by State and Federal financial assistance programs. When a need for services arises, the City will solicit assistance from the established companies employing the submitted hourly rate schedule (Appendix A).

PART THREE – SUBMITTAL FORMAT

1.1 Each Statement of Qualification should be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete presentation. If supplemental materials are a necessary part of the technical Statement of Qualification, the Offerer should reference these materials in the technical Statement of Qualification, identifying the document(s) and citing the appropriate section and page(s) to be reviewed.

1.2 The statement of qualifications (SOQ) should be submitted in a sealed envelope. To aid in thorough and consistent review, the statement of qualifications shall be submitted on no more than 20, one-sided 8½" x 11" pages (not including required forms and tabs) in no smaller than 10-pitch font and shall be organized and numbered to correspond to Section I through Section V:

1.2.1 SECTION I (TITLE) – Each SOQ shall include a Title Page. The Title Page should identify the project; the name of the firm, name of the firm's primary contact, address, telephone number, fax number and email address.

1.2.2 SECTION II (UNDERSTANDING AND APPROACH) – Each proposer shall describe their approach to the successful implementation of the project including the proposed methodology, brief descriptions of the key tasks, key milestones and key deliverables.

1.2.2.1 State the proposer's agreement with the scope of work. If there are any gaps between what the proposer believes should be the proper scope of the services given all information known at the time of this SOQ, the proposer should clearly state these gaps in this section and clearly mark these concerns as such;

1.2.2.2 State any assumptions relating to the responsibilities and/or commitments the proposer is expecting of the City throughout the life of this project.

1.2.3 SECTION III (SIMILAR EXPERIENCE) – Provide three case histories of recent similar projects completed by the firm. Include the client name, dates of services, description of the overall project, the services provided by the firm and the value of the contract.

1.2.4 SECTION IV (PROJECT PERSONNEL) – Identify the proposed staff, experience and qualifications of the firm by providing a Staffing Plan describing the manner in which it plans to manage and staff the awarded contract, including the resumes of key and critical personnel. The Staffing Plan should include, as a minimum, the proposed project manager and key functional and technical team members and their related roles and shall provide, at a minimum, the following for each team member:

1.2.4.1 Qualifications, including experience in the proposed project methodology and public sector and/or municipal experience;

1.2.4.2 Summary of experience, including the number of years of relevant experience, years with the firm and representative project experience with project name, client and date performed;

1.2.4.3 Other supporting documentation which demonstrates the ability to successfully perform the work;

1.2.4.4 The intent, if any, to subcontract implementation personnel. Specifically, describe the functions to be subcontracted and the expertise and credentials required from the subcontractor and include the subcontractor's company name;

1.2.4.5 The proposer's assurance, to the extent possible, that the proposed team members will be available and remain on the project until its completion. Include the availability of replacement team members in the event the proposed team members become unavailable prior to the commencement of or during the project;

1.2.5 SECTION V (REFERENCES) – Provide three client references.

1.2.6 SECTION VI (ADDITIONAL MATERIALS) – Each proposer may, but is not required to, include references, qualifications, resumes and any other materials deemed necessary but not provided otherwise (such as promotional literature, white papers, etc.). They should be clearly marked "Additional Materials" and will not be included with the 15-page maximum guideline for the statement of qualification length. Note that these materials may or may not be reviewed by all evaluators and will not be part of the official

evaluation except to the extent they support qualifications and experience. Any out-of-scope services not covered in other sections should be included here with a description of the personnel likely to be involved, and the resources brought to bear (including costs and/or hourly rates) should be provided.

1.3 Offerers failing to comply with these instructions may be subject to point deductions. The City may also choose to not evaluate, may deem non-responsive, and/or may disqualify from further consideration any Statement of Qualification that do not follow this SOQ format, are difficult to understand, are difficult to read, or are missing any requested information.

PART FOUR - EVALUATION OF QUALIFICATIONS

2.1 The City's staff will review all SOQ'S submitted. After review, staff may, at its discretion, invite to interview and demonstrate performance (at proposer's expense at the City's site) one or more of the proposers whose proposals appear to best meet the City's requirements. The purpose of such an interview would be for proposers to elaborate upon their submittal before a recommendation for ranking of the submittals is made. Interview responses and performance, along with the written statements and samples (if any), will become part of proposer's submission to be evaluated pursuant to the evaluation criteria. The City reserves the right to short-list proposers for further consideration.

2.2 The City, in its discretion, may enter into negotiations with the most responsible and responsive firm which is deemed to be the most advantageous to the City. The SOQ carries a total weight of 100 points. Technical submittals will be evaluated by a minimum of three (3) independent reviewers and scored in four categories. Each category is assigned a maximum point value. The following are the criteria the City will consider when evaluating the SOQs:

- 2.2.1 **Firm Experience:** List of similar projects performed in the last five years with a brief narrative of each project, client, services provided by consultant, value of services, current status on date of completion, project management, client's project manager and phone number. Include a statement as to why it is considered a similar project.
- 2.2.2 **Key Personnel:** Provide information on personnel to be assigned to this project. Personnel should have experience from similar projects and in fields necessary to complete this proposed work.
- 2.2.3 **Project Experience**: List and describe your firm's projects worked on in the past five years that best match the scope and design of this project. Identify qualities, experience, and accomplishments that distinguish the firm from its competition as it relates to the proposed project. The City may request samples of comparable work during the qualifications review process.
- 2.2.4 **References:** Evaluation of references based on relevance, satisfaction with services and remarks on key personnel.

2.3 All responsive Statements of Qualification will be evaluated based on stated evaluation criteria.

2.4 The City may make such investigations as deemed necessary to determine the ability of the offerer to provide the supplies and/or perform the services specified including, but not limited to, contacting references. These references may be contacted to verify offerer's ability to perform the contract. The City reserves the right to use any information or additional references deemed necessary to establish the ability of the offerer to perform the conditions of the contract. Negative references may be grounds for Statement of Qualification disqualification.

2.5 Selection and award will be based on the offerer's Statement of Qualification and other items outlined in this SOQ. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested. Information or materials presented by offerers outside the formal response or subsequent discussion and/or negotiation or "best and final offer," if requested, will not be considered, will have no bearing on any award, and may result in the offerer being disqualified from further consideration.

2.6 Generally, the City's position is not to provide debriefings until after the contract has been awarded, except for firms disqualified during the due diligence process, in which case a pre- award debriefing can be requested following due diligence. For these contracts, pre-award debriefings

would be provided after the announcement of the short-listed firms within the time period posted on the website. All requests must be made and scheduled within this time frame. Any request outside of this time period will be accommodated only at the discretion and convenience of City staff.

* * * * * * * END OF SPECIFICATIONS * * * * * * *

STATEMENT OF QUALIFICATIONS FORM

SOQ 22-01

STORMWATER ENGINEERING AND DESIGN SERVICES

The undersigned, as Proposer, hereby declares that this Statement of Qualifications (SOQ) is in all respects fair and submitted in good faith without collusion or fraud. Proposer represents and warrants to the City that: (i) except as may be disclosed in writing to the City with its SOQ, no officer, employee or agent of the City has any interest, either directly or indirectly, in the business of the Proposer, and that no such person shall have any such interest at any time during the term of the Contract should it be awarded the Contract; and (ii) no gift, gratuity, promise, favor or anything else of value has been given or will be given to any employee or official of the City in connection with the submission of this Proposal or the City's evaluation or consideration thereof.

The Proposer further represents that it has examined or investigated the site conditions if necessary, and informed itself fully in regard to all conditions pertaining to the place where the work is to be done; that it has examined the Contract Documents and has read all Addendum(s) furnished by the City prior to the opening of the SOQs, as acknowledged below, and that it has otherwise fully informed itself regarding the nature, extent, scope and details of the services to be furnished under the Contract.

The Proposer agrees, if this Proposal is accepted, to enter into the written Contract with the City in the form of Contract attached (properly completed in accordance with said Proposal Documents), and to furnish the prescribed evidence of a valid business license, insurance, and all other documents required by these Contract Documents. The Proposer further agrees to commence work and to perform the work specified herein within the time limits set forth in the Contract Documents, which time limits Proposer acknowledges are reasonable.

The undersigned further agrees that, in the case of failure or refusal on its part to execute the said contract, provide evidence of specified insurance, a copy of a valid business or occupational license and all other documents required by these Contract Documents within ten (10) business days after being provided with Notice of Intent to Award the contract (or such earlier time as may be stated elsewhere in these Proposal Documents), the Proposal award may be offered by the City to the next ranked Proposer, or the city may re-advertise for Proposals, and in either case the City shall have the right to recover from the Proposer the City's costs and damages including, without limitation, attorney's fees, to the same extent that the City could recover its costs and expenses from the Proposer under section 10 of the Instructions to Proposers if the Proposer withdrew or attempted to withdraw its Proposal.

The Proposer further agrees, if it fails to complete the work according to the Specification within the scheduled time or any authorized extension thereof, that damages may be deducted from the Contract price otherwise payable to the Proposer.

Acknowledgement is hereby made of the following Addendum(s) received since issuance of the Contract Documents (identified by number)

Addendum No.	Date	Addendum No.	Date	Addendum No.	Date
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Company Name: _____

It shall be the responsibility of each Proposer to visit the City Purchasing Department's website to determine if addendum(s) were issued and, if so, to obtain such addendum(s). Failure to acknowledge an addendum above shall not relieve the Proposer from its obligation to comply with the provisions of the addendum(s) not acknowledged above.

Work is to commence on or about November 2022.

The City of Dunwoody requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for the City to declare bid non-responsive.

Termination for Cause: The City may terminate this agreement for cause upon ten days prior written notice to the Consultant of the Consultant's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

Termination for Convenience: The City may terminate this agreement for its convenience at any time upon 30 days written notice to the Consultant. In the event of the City's termination of this agreement for convenience, the Consultant will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the Consultant, which shall itemize each element of performance.

Termination for fund appropriation: The City may unilaterally terminate this Agreement due to a lack of funding at any time by written notice to the Consultant. In the event of the City's termination of this Agreement for fund appropriation, the Consultant will be paid for those services actually performed. Partially completed performance of the Agreement will be compensated based upon a signed statement of completion to be submitted by the Service Provider which shall itemize each element of performance.

The contractor agrees to provide all work to complete the project described in this document for the amount listed below.

Legal Business Name_____ Federal Tax ID_____

Address_____

_____

Does your company currently have a location within the City of Dunwoody? Yes___No_____

Representative Signature_____

Printed Name _____

Telephone Number _____

Fax Number_____ Email Address _____

INSTRUCTIONS TO OFFERERS

1. INTENT

It is the intent of these Instructions to establish guidelines for the proper completion of the Statement of Qualifications. These Instructions to Proposers provide guidance and explanation for subsequent Proposal Forms and Contract Documents. Please read all Instruction paragraphs.

2. GENERAL

2.1 The City's goal is that all the terms and conditions stated in the Proposal Documents will constitute the terms of the final Contract between the City and the successful Proposer, without significant or material change to such terms or conditions. Exceptions to any of the terms of the agreement to which a Proposer will not or does not agree must be presented by the proposer in writing as provided in this section and directed to: purchasing@dunwoodyga.gov. Such exceptions must be specific, and the Proposer must state a reason for each exception and propose alternative language, if appropriate. The purpose of the exception process is to permit the City to correct, prior to the opening of the proposals, any technical or contractual requirement, provision, ambiguity or conflict in the solicitation and related documents, which may be unlawful, improvident, unduly restrictive of competition or otherwise inappropriate. Any corrections will be made via an addendum issued prior to the submission deadline. Unless timely submitted as an exception and amended with an addendum, any such ambiguity, conflict or problem shall be resolved in favor of the City of Dunwoody. Proposers shall not substitute entire agreements or sets of terms and conditions but discuss separately each term or condition that they take exception to or desire to change.

2.2 If the successful Proposer intends to provide any services through another company, the successful Proposer must serve as the City's prime Contractor and shall have full responsibility to the City for all obligations under the Contract.

2.3 The Contract, if awarded, shall not be construed to create unto the Contractor any exclusive rights with respect to any of the City's requirements. The City may in its sole discretion award any additional or similar services to any third party, or if the Contract is for the provision of services, the City may elect to perform all or a portion of the services by its own employees.

3. ENVIRONMENTAL SUSTAINABILITY

The City of Dunwoody is committed to environmental sustainability. The City believes we have a unique opportunity to further expand our leadership in the area of environmentally preferable purchasing, and through our actions, elicit changes in the marketplace. By further incorporating environmental considerations into public purchasing, the City of Dunwoody will positively impact human health and the environment, remove unnecessary hazards from its operations, reduce costs and liabilities, and improve the environmental quality of the region. As such the City encourages the incorporation of environmental sustainability into proposals.

4. EXAMINATION OF PROPOSAL/CONTRACT DOCUMENTS

All prospective Proposers shall thoroughly examine and become familiar with the STATEMENT OF Qualifications and carefully note the items which must be submitted. (These Instructions to Proposers, the STATEMENT OF Proposal, the Proposal Forms, the Contract, the General Conditions, and the Specifications are referred to herein as the "Proposal Documents" or the "Contract Documents."). Submission of a Proposal shall constitute an acknowledgment that the Proposer has read and understands the Proposal Documents. The failure or neglect of a Proposer to receive or examine any Proposal Document shall in no way relieve it from any obligations under its Proposal or the Contract. No claim for additional compensation will be allowed which is based upon a lack of knowledge or understanding of any of the Contract Documents or the scope of work.

5. ADDENDUM(S)-CHANGES WHILE PROPOSING

Requests for interpretation, clarification or correction of Proposal Documents, forms or other material should be made in writing and delivered to the City by e-mail to purchasing@dunwoodyga.gov at least five (5) business days before the date and time announced for the Proposal opening. Any response by City to a request by a Proposer for clarification or correction will be made in the form of a written Addendum. All parties to whom the Proposal packages have been issued will be sent a notification of the issuance of an Addendum either by e-mail and/or by facsimile. The Addendum may be electronically downloaded by visiting the City web site at http://www.dunwoodyga.gov. However, prior to submitting its response, it shall be the responsibility of each Proposer to visit the City website to determine if addendum(s) were issued and, if so, to obtain such addendum(s).

6. PREPARATION OF PROPOSALS

6.1 Each proposer shall furnish all information required by the proposal form or document. Each proposer shall sign the proposal and print or type their name on the schedule. An authorized agent of the company must sign the proposal.

6.2 All SOQs shall be submitted in a sealed envelope, bearing on the outside the name of the Proposer, address, and the Purchasing SOQ Number. One original, two paper copies and one electronic copy (PDF) on a USB drive shall be included.

Proposals shall be submitted no later than 2:00 p.m. on Tuesday, April 12, 2022 to the following address:

City of Dunwoody Purchasing
4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338

6.3 If an award is made, the completed Proposal Forms shall constitute a part of the Contract Documents and will be incorporated in the final Contract between the City and the successful Proposer. All blank spaces in the Proposal Forms should be filled in legibly and correctly in ink or type.

6.4 All Proposals shall contain the name and business address of the individual, firm, corporation, or other business entity submitting the Proposal and shall be subscribed by either the individual, a general partner, a member of a member-managed LLC, a manager of a manager-managed LLC, or an authorized officer or agent of a Corporation or business entity, and should be properly witnessed or attested.

7. DELIVERY OF PROPOSALS

7.1 All SOQs shall be submitted pursuant to the terms outlined in these Instructions to Proposers. Any submittals received after the time and date specified in the solicitation document for the opening of the responses will not be considered, but will be returned unopened.

7.2 Each Proposer's response shall be at the sole cost and expense of the Proposer and such Proposer shall have no right or claim against the City for costs, damages, loss of profits, or to recover such costs, damages, or expenses in the event the City exercises its right to reject any or all Proposals or to cancel an award pursuant to a provision hereof for any reason.

8. COMMUNICATIONS REGARDING EVALUATION OF PROPOSALS

To ensure the proper and fair evaluation of SOQs, the City highly discourages any oral communication initiated by a Proposer or its agent to an employee of the City evaluating or considering the Proposal during the period of time following the issuance of the solicitation document, the opening of Proposals and prior to the time a decision has been made with respect to the Contract award. An appropriate Purchasing employee of the City may initiate communication with a Proposer in order to obtain information or clarification needed to develop a proper and accurate evaluation of the Proposal. Any communication initiated by Proposer during evaluation should be submitted in writing and delivered to the City of Dunwoody, Purchasing Office, 4800 Ashford Dunwoody Road, Dunwoody, Georgia 30338, or by e-mail to purchasing@dunwoodyga.gov. Unauthorized communication by the Proposer may disqualify the Proposer from consideration.

9. WITHDRAWAL OF PROPOSALS

No SOQ may be withdrawn after it is submitted unless the Proposer makes a request in writing and such request is confirmed as received prior to the time set for opening of Proposals. No SOQ may be withdrawn after the scheduled opening time for a period of sixty (60) days. Any Proposer withdrawing or attempting to withdraw its SOQ prior to the expiration of the sixty (60) day period shall be obligated to reimburse the City for all its costs incurred in connection with such withdrawal or attempted withdrawal including, without limitation, any increased costs for procuring the goods or services from another Proposer or all costs of advertising and re-procuring the goods or services, and all attorneys' fees, in addition to payment of City's other damages. Proposer's submission of a SOQ shall be deemed the Proposer's acknowledgment of and agreement to the provisions of this Section.

10. DISQUALIFICATION OF PROPOSERS

10.1 Any of the following causes may be considered as sufficient for the disqualification of a Proposer and the rejection of its Proposal:

10.1.1 Submission of more than one Proposal for the same work, or participation in more than one Proposal for the same work as a partner or principal of the Proposer, by an individual, firm, partnership or corporation, under the same or different names, or by Proposers which are affiliates, either at the time of submittal, or at the time of award. For purposes of this section, the term "affiliates" means firms, partnerships, corporations or other entities under common control;

10.1.2 Evidence of collusion between or among Proposers;

10.1.3 Evidence, in the opinion of the City, of Proposer(s) attempting to manipulate the Proposal pricing for its own benefit (e.g. pricing resulting in a failure of the City's ability to enforce the Contract or impose the remedies intended following breach by Contractor);

10.1.4 Being in arrears on any of its existing contracts with the City or in litigation with the City or having defaulted on a previous contract with the City;

10.1.5 Poor, defective or otherwise unsatisfactory performance of work for the City or any other party on prior projects which, in the City's judgment and sole discretion, raises doubts as to Proposer's ability to properly perform the work; or

10.1.6 Any other cause which, in the City's judgment and sole discretion, is sufficient to justify disqualification of Proposer or the rejection of its Proposal.

10.2 The City has adopted a policy which addresses, among other things, the obligations of the City's

employees with respect to interest in business entities, unauthorized compensation and acceptance of gifts. Please be aware that any act by a Proposer that could cause a City employee to violate the policy is sufficient cause for the denial of the right of the Proposer to propose on any contract or sell any materials, supplies, equipment, or services to the City for a period of time that is determined by the City Manager.

11. REJECTION OF IRREGULAR PROPOSALS

A SOQ may be considered irregular and may be rejected if it is improperly executed, shows omissions, alterations of form, additions not called for, unauthorized conditions, or limitations, or unauthorized alternate Proposals, fails to include the proper Proposal Guaranty, Contract references, other certificates, affidavits, statements, or information required to be included with Proposals, including, but not limited to, the Proposer's prices, or contains other irregularities of any kind.

12. NOTICE OF INTENT TO AWARD CONTRACT

Unless all Proposals are rejected, a Notice of Intent to Award is anticipated to be provided within ninety (90) days from the opening of Proposals to the responsible and responsive Proposer submitting the Proposal deemed to be most advantageous to the City, price and other factors being considered. For all procurements, the City reserves the right to reject any or all Proposals and to cancel the procurement or to solicit new Proposals.

13. EXECUTION OF CONTRACT

13.1 The Proposer to whom the Notice of Intent to Award is given shall, within ten (10) business days of the date of the Notice of Intent to Award, execute and/or deliver the following to the City: the Contract, a copy of the Proposer's valid business or occupational license, and all other documents and information required by the Contract Documents. All of the above documents and information must be furnished and the Contract Documents executed by Proposer, and delivered to the City, before the Contract will be executed by the City.

13.2 A Proposer's failure to timely fulfill its obligations under this section shall be just cause for withdrawal of such Notice of Intent to Award. In such case, a Notice of Intent to Award may then be issued to the next ranked Proposer or all Proposals may be rejected and the Contract re-advertised. In such event, the City shall be entitled to receive its damages and costs, including, but not limited to, its attorneys' fees caused by or in connection with a Proposer's failure to fulfill its obligations under this paragraph. A Proposer's liability for failing to timely fulfill the obligations stated in this paragraph shall be the same as for withdrawing its Proposal (see Section 9).

13.3 The Contract shall not be binding upon the City until it has been executed by the City and a copy of such fully executed Contract is delivered to the Contractor. The City reserves the right to cancel the award without liability to any Proposer at any time before the Contract has been fully executed by the City and delivered to the Contractor. Accordingly, the Contractor is hereby warned that it should not commence performance or incur costs or expenses in connection with the Contract obligations until it has been delivered a final, fully executed copy of the Contract.

14. GEORGIA SALES TAX

The City is a governmental agency and a political subdivision under Georgia law. Purchases by the City under this Contract are exempt from sales tax: A City tax exempt number is not required for a municipality. No purchase made by any entity is qualified to be exempt other than those made directly by the City. The City's sales tax exemption does not apply to goods or services purchased or consumed by a Contractor for which the Contractor is deemed to be the ultimate consumer in connection with the fulfillment of its Contract obligations, and the City shall have no liability for such taxes.

15. SUBCONTRACTS

15.1 Nothing contained in these Contract Documents shall be construed as creating any contractual relationship between any subcontractor and the City.

15.2 The Contractor shall be fully responsible to the City for the acts and omissions of a subcontractor and of persons employed by said subcontractor to the same extent that the Contractor is liable to the City for acts and omissions of persons directly employed by it.

16. FAMILIARITY WITH LAWS

All Proposers and the Contractor are presumed to be familiar with and shall observe all Federal, State and local laws, ordinances, codes, rules and regulations, including, without limitation, the City's rules and regulations, that may in any way affect work herein specified. Ignorance on the part of the Contractor shall in no way relieve Contractor from any such responsibility or liability. Contractor's compliance with requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02, if applicable, will be attested.

17. SECURITY

The successful Proposer will be required to comply with all applicable standards of the City relating to security which may be in effect or changed from time to time.

18. INSURANCE

The Proposer to whom the Notice of Intent to Award is given shall provide a signed Certificate of Insurance. The Certificate of Insurance shall evidence the insurance coverage required by the City pursuant to Section 14.7 of the General Conditions and shall be filed with the City within ten (10) business days of the date of the Notice of Intent to Award. The Certificate of Insurance must contain a provision that the coverage provided under the policies will not be cancelled or modified or the limits thereunder decreased unless at least thirty (30) days prior written notice has been given to the City.

19. PUBLIC RECORDS/PUBLIC MEETINGS

Please be aware that all meetings of the City's Council are duly noticed public meetings and all documents submitted to the City as a part of or in connection with a Proposal may constitute public records under Georgia law regardless of any person's claim that proprietary or trade secret information is contained therein. By submission to the City, Proposers waive any declaration that their entire response to be proprietary information. Proposals and all related correspondence are subject to the Georgia Open Records Act and may be provided to anyone properly requesting same, after contract award. The City cannot protect proprietary data submitted in vendor proposals unless provided for under the open records law. In the event, the proposer deems certain information to be exempt from the disclosure requirements, the proposal must specify what content is considered exempt and site the applicable provision of the law to support that assessment. In the event such information is requested under the open records law, the proposer's assessment will be examined by the City Attorney who will make a determination. The decision to withhold or release the information will be at the City's sole discretion.

* * * * * * * END OF INSTRUCTIONS TO PROPOSERS * * * * * * *

_____

Name & Title, Typed
or Printed

APPENDIX A: Hourly Rate Schedule

COMPANY NAME:_____

Rate Schedule must be submitted and clearly labeled in a separate sealed envelope.
Failure to do so may result in disqualification.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Principal In Charge					
Project Manager					
Senior Engineer					
Mid Level Engineer					
Engineer					
Senior Planner					
Planner					
Senior Landscape Architect					
Landscape Architect					
Drafter					
2-Person Survey Crew					
3-Person Survey Crew					
Survey Manager					
SUE Crew					
Utility Coordinator					
Construction Inspector					
Construction PM / Administrator					
Field Technician					
NEPA Specialist					
Environmental Staff					
Lab Testing (Per Test, Add'l Price List Required, Separate Sheet)					
Administrative Assistant					
Other (Specify on Separate Sheet)					

Hourly rates must include all overhead, profit, and indirect/direct costs. No additional costs will be negotiated above and beyond the hours, with the exception of field tests and materials testing which is paid per test. All mileage, postage, reproduction, etc must be included in the hourly rates listed above. Rates are per job title, NOT per company. The rate of the prime and the rate of the sub will not differ for the same job title.

HOURLY RATE SHEET FOR TITLES NOT INCLUDED ABOVE. PLEASE INCLUDE YEARS 1-5 ALONG WITH TITLES AND RATES.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5

APPENDIX B: Sample Contract

SAMPLE

CONSULTANT CONTRACT
SOQ 22-01

This **CONTRACT** made and entered into this _____day of _____, 20_____by and between the City of Dunwoody, Georgia (Party of the First Part, hereinafter called the CITY), and

_____, (Party of the Second Part, hereinafter called the Consultant)

NOW THEREFORE, for and in consideration of the mutual promises and obligations contained herein and under the conditions hereinafter set forth, the parties do hereby agree as follows:

1. TERM:
This contract shall commence upon execution of contract.

2. ATTACHMENTS:
Copies of the Consultant's proposal, including all drawings, specifications, price lists, Instructions to Bidders, General Conditions, Special Provisions, and Detailed Specifications submitted to the City during the Proposal process (hereinafter collectively referred to as the "Bid Proposal") are attached hereto (Exhibit A) and are specifically incorporated herein by reference. In the event of a conflict between the City's contract documents and the Bid Proposal, the City's contract documents shall control.

3. PERFORMANCE:
Consultant agrees to furnish all skill and labor of every description necessary to carry out and complete in good, firm and substantial, workmanlike manner, the work specified, in strict conformity with the Proposal. The Consultant shall be responsible for the accuracy of the work and shall promptly correct errors and omissions in its plans and specifications without additional compensation. Acceptance of the work by the City will not relieve the Consultant of the responsibility for subsequent correction of any errors and the clarification of ambiguities.

4. PRICE:
As full compensation for the performance of this Contract, the City shall pay the Consultant for the actual quantity of work performed, which shall in no event exceed $ The fees for the work to be performed under this Contract shall be charged to the City in accordance with the rate schedule referenced in the Bid Proposal (Exhibit A). The City agrees to pay the Consultant following receipt by the City of a detailed invoice, reflecting the actual work performed by the Consultant.

This Contract represents the entire agreement between the parties in relation to the subject matter hereof and supersedes all prior agreements and understandings between such parties relating to such subject matter, and there are no contemporaneous written or oral agreements, terms or representations made by any party other than those contained herein. No verbal or written representations shall be relied upon outside the Contract terms and amendments. Without exception, all

deletions or additions to the scope of work will be set forth in a written amendment to this Contract. No amendment, modification, or waiver of this Contract, or any part thereof, shall be valid or effective unless in writing signed by the party or parties sought to be bound or charged therewith; and no waiver of any breach or condition of this Contract shall be deemed to be a waiver of any other subsequent breach or condition, whether of a like or different nature.

5. INDEMNIFICATION AND HOLD HARMLESS:

CONSULTANT agrees to protect, defend, indemnify, and hold harmless the CITY, its mayor, council members, officers, agents and employees from and against any and all liability, damages, claims, suits, liens, and judgments, for whatever nature, including claims for contribution and/or indemnification, for injuries to or death of any person or persons, or damage to the property or other rights of any person or persons to the extent arising out of and attributed to the negligent errors, acts, or omissions of the CONSULTANT. CONSULTANT's obligation to protect, defend, indemnify, and hold harmless, as set forth hereinabove shall include any matter arising out of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition disparagement of product or service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations.

CONSULTANT further agrees to protect, defend, indemnify, and hold harmless the CITY, its mayor, council members, officers, agents, and employees from and against any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of the CONSULTANT.

6. TERMINATION FOR CAUSE:

The CITY may terminate this Contract for cause upon ten (10) days prior written notice to the Consultant of the Consultant's default in the performance of any term of this Contract. Such termination shall be without prejudice to any of the CITY's rights or remedies provided by law. In such event, all finished or unfinished documents maps, data, studies, work papers and reports prepared by the Consultant under this Agreement shall become the property of the City.

7. TERMINATION FOR CONVENIENCE:

The CITY may terminate this Contract for its convenience at any time upon 30 days written notice to the Consultant. In the event of the CITY's termination of this Contract for convenience, the Consultant will be paid for those services actually performed. Partially completed performance of the Contract will be compensated based upon a signed statement of completion to be submitted by the Consultant, which shall itemize each element of performance.

8. CONTRACT NOT TO DISCRIMINATE:

During the performance of this Contract, the Consultant will not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, or disability, which does not preclude the applicant or employee from performing the essential functions of the position. The Consultant will also, in all solicitations or advertisements for employees placed by qualified applicants, consider the same without regard to race, creed, color, sex, national origin, age, or disability, which does not preclude the applicant from performing the essential functions of the job. The Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provision will be binding upon each subconsultant, providing that the foregoing provisions shall not apply to contracts or subconsultants for standard commercial supplies of raw materials.

9. ASSIGNMENT:
The Consultant shall not sublet, subcontract, assign, transfer, pledge, convey, sell or otherwise dispose of the whole or any part of this Contract or his right, title, or interest therein to any person, firm, or corporation without the previous consent of the City in writing.

The Consultant is an independent contractor and nothing contained herein shall be construed as making the Consultant, or its subcontractors, an employee, agent, partner or legal representative of the City for any purpose whatsoever. The Contractor acknowledges that it does not have any authority to incur any obligations or responsibilities on behalf of the City, and agrees not to hold itself out as having any such authority. Nothing contained in this Contract shall be construed to create a joint employer relationship between the City and the Contractor with respect to any employee of the Contractor or of its subcontractors.

10. WAIVER:
A waiver by either party of any breach of any provision, term, covenant, or condition of this Contract shall not be deemed a waiver of any subsequent breach of the same or any other provision, term, covenant, or condition.

11. SEVERABILITY:
The parties agree that each of the provisions included in this Contract is separate, distinct and severable from the other and remaining provisions of this Contract, and that the invalidity of any Contract provision shall not affect the validity of any other provision or provisions of this Contract.

12. GOVERNING LAW:
The parties agree that this Contract shall be governed and construed in accordance with the laws of the State of Georgia. This Contract has been signed in Dekalb County, Georgia.

13. MERGER CLAUSE:
The parties agree that the terms of this Contract include the entire Contract between the parties, and as such, shall exclusively bind the parties. No other representations, either oral or written, may be used to contradict the terms of this Contract.

14. TRAVEL COST REIMBURSEMENT
Consultant is subject to the City of Dunwoody travel policy for all requests made for travel cost reimbursement.

15. OWNERSHIP OF INTELLECTUAL PROPERTY
The City shall own all intellectual property produced under and for this contract. The City shall have the unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, maps, or other materials prepared under this Agreement without according credit of authorship.

The Contractor shall seek the City's prior written consent before using for any purpose other than the fulfillment of the Contractor's obligations hereunder, or before releasing, disclosing, or otherwise making such information available to any other person. The Contractor shall employ such practices and take such actions to protect the City's information from unauthorized use or disclosure as the Contractor employs and takes to protect its own information, but in no event shall the Contractor use less than reasonable efforts to protect the City's information.

The provisions of this Section shall survive the expiration or earlier termination of the Contract.

DUNWOODY, GEORGIA

IN WITNESS WHEREOF, the parties hereto, acting through their duly authorized agents, have caused this **CONTRACT** to be signed, sealed and delivered.

DUNWOODY, GEORGIA

By: _____

Lynn P. Deutsch
Mayor
City of Dunwoody, GA

ATTEST:

_____
Signature

_____
Print Name
City Clerk

APPROVED AS TO FORM:

_____
Signature
Dunwoody Staff Attorney

CONSULTANT: _____ BY:____
Signature

_____
Print Name

_____
Title
ATTEST: Signature

_____
Print Name Corporate Secretary (Seal)

_____

City of Dunwoody Georgia

4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338
dunwoodyga.gov | 678.382.6700

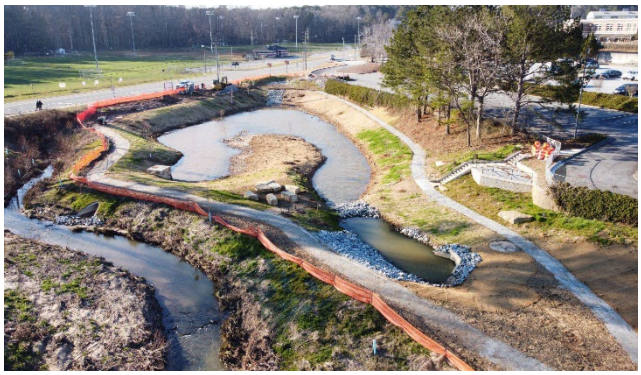
STATEMENT OF QUALIFICATIONS

City of Dunwoody Georgia

On Call – Stormwater Engineering and Design Services

City of Dunwoody

Statement of Qualifications SOQ 22-01



SOQ 22-01
April 12, 2022

Purchasing Department
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

TETRA TECH

TETRA TECH

April 12, 2022

Mr. John Gates
Purchasing Department
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

RE: Statement of Qualifications for On Call - Stormwater Engineering and Design Services

Dear Mr. Gates,

The City of Dunwoody's (the City) mission statement focuses on providing a high quality of life for those who live, work, or play in your community and fostering an environment where businesses can prosper. Supporting that mission with a growing population brings challenges – business and residential development means changes in how the City will meet and manage your current and future National Pollution Discharge Elimination System (NPDES) permits. The NPDES permit's key objective is to reduce pollutant loads, improving the water quality of the waters of the state. **As a Phase II community, the City of Dunwoody will meet those changing demands with a responsive team of engineers and professionals to deliver stormwater management and watershed improvement projects efficiently and effectively.** Tetra Tech, Inc. (Tetra Tech) is that team and is prepared to serve as a seamless extension of City staff.

The City cares deeply about the quality of life for its citizens and understands that a robust stormwater management program is an integral part of implementing environmentally sustainable policies and initiatives that allow modern communities to thrive as they continue to develop. The Tetra Tech Team offers support in permit compliance services and stormwater watershed improvement projects, monitoring and reporting tasks, as well as education and outreach.

Our Atlanta-based team has extensive experience working across the Metropolitan North Georgia Water Planning District (Metro Water District) and coordinating efforts with the Atlanta Regional Commission (ARC). **From front-end planning, site assessments, and monitoring to infrastructure design and construction support, our local team of project managers and technical experts has the proven ability to support the City with a full range of services.**

Supplementing Tetra Tech's in-house staff are our long-standing teaming partners: **Hawks Environmental, LLC (Hawks)**, offering grant assistance, watershed planning support, permit compliance, and stormwater program evaluation; **NOVA Engineering and Environmental, LLC (NEE),** addressing the geotechnical aspects of this contract; and **Rochester & Associates, Inc. (RAI)**, providing full survey services.

Our team's experience and passion align with the City's mission by delivering responsive, efficient, and effective engineering services and serving as an extension of City staff to meet permit compliance. We acknowledge one addendum (4/5/22). Our hourly rate schedule for this contract is provided in a separately sealed envelope. Please feel free to contact us with any questions you might have, either at rick.shmurak@tetratech.com or erin.lincoln@tetratech.com. We look forward to hearing from you!

Sincerely,
Tetra Tech, Inc.

Frederic (Rick) Shmurak, PE
Project Manager

Erin Lincoln, PH
Project Principal

1899 Powers Ferry Road Suite 400, Atlanta, GA 30339 USA
+1 (770) 738-6040 | tetratech.com

I. Title Page

Through efficient management and leadership, Tetra Tech's professionals have worked as an extension of our clients' staff, providing watershed management, flood modeling and management, stormwater infrastructure inspections and site evaluations, best management practice (BMP) evaluations and assessments, and stormwater and green infrastructure (GI) engineering and design for more than 50 clients in the southeast. Many clients are repeats, earned through Tetra Tech's responsive service and innovative solutions that are provided on time and within budget. Communities we support in Georgia include the Cities of Alpharetta, Atlanta, Clarkesville, Griffin, and Roswell, and Athens-Clarke, Fayette, and Gwinnett Counties.

Our project lead office in Atlanta, Georgia is abundantly staffed with scientists, engineers, and planners who have helped municipalities throughout Georgia evaluate and manage stormwater infrastructure, flood vulnerabilities, and water quality issues through comprehensive planning that has included building resiliency capacity through GI, low impact development (LID), and non-structural management solutions. They are supported by more than 21,000 worldwide staff, including national subject matter experts who have developed cutting-edge solutions that raise the standards for water management and keep the industry moving forward. In addition, our trusted teaming partners, **Hawks Environmental, LLC (Hawks), NOVA Engineering and Environmental, LLC (NEE)**, and **Rochester & Associates, Inc. (RAI)**, have worked with us on stormwater and GI projects throughout metro Atlanta by providing surveying and geotechnical engineer support.

We work closely with our clients to prepare practical and achievable strategies for stormwater management implementation and stream health improvement—strategies that are scientifically defensible and accurately evaluate the technical, economic, institutional, and regulatory feasibility for meeting management goals. After fully assessing watersheds and streams for flooding and water quality hotspots, we conduct monitoring and reporting to help our clients meet water quality and runoff reduction targets, flood control, total maximum daily load (TMDL) requirements, and municipal separate storm sewer system (MS4) and NPDES permit requirements. We provide full life cycle support, encompassing all aspects of stormwater treatment and stream restoration, from planning through design, construction, and post-construction evaluations/monitoring and maintenance guidance.

Tetra Tech is continuously recognized for our expertise in many scientific and technical areas, including watershed assessment and management, water quality and hydrologic and hydraulic modeling, and infrastructure design. Our leadership in watershed management comes from over 55 years of extensive work with local communities and utilities to assess and manage their watershed resources effectively.

Title Page Details:

Project Name	SOQ 22-01: On Call – Stormwater Engineering and Design Services
Firm Name	Tetra Tech, Inc.
Primary Contact	Frederic (Rick) Shmurak, PE
Address	1899 Powers Ferry Road Suite 400, Atlanta, GA 30339 USA
Telephone Name	+1 (770) 635-0996
Fax Number	+1 (770) 850-0950
Email	rick.shmurak@tetratech.com

II. Understanding and Approach

Tetra Tech understands that the City's Stormwater Management Division is seeking to retain engineering and design consultant services on an on-call basis to support the City throughout the 2022 to 2027 reporting period of the NPDES Stormwater Permit for Phase II communities. We also recognize that the City of Dunwoody cares deeply about the quality of life for its citizens, and that a robust stormwater management program is an integral part of implementing environmentally sustainable policies and initiatives that allow modern communities to thrive as they continue to develop. Tetra Tech has assembled a team of highly capable engineers and scientists with decades of combined experience and a comprehensive set of skills to provide services related to the NPDES permitting requirements and beyond.

In addition to our NPDES permitting expertise, Tetra Tech has a history of building collaborative relationships with local MS4 municipalities to implement programs and carry out stormwater and watershed improvement projects that align with their sustainable development goals. The Tetra Tech team in Atlanta has extensive experience working in the Metro Water District and employing principles of the Metro Water District's Water Resource Management Plan. From front-end planning, site assessments, and monitoring to infrastructure design and construction support, our Atlanta-based team of project managers and technical experts has the proven ability to support the City with a full range of services.

Tetra Tech understands that successful delivery of the services described in the Request for Qualifications (RFQ) is highly dependent on the team's ability to coordinate tasks with the City's Stormwater Management Division and work together as a collective whole. The Tetra Tech team therefore includes a project management structure designed to facilitate the necessary communication and coherence. Our organization chart, shown on page 13, demonstrates the wide array of services we can provide and the designated project managers and staff available for each service. Our project managers are trained and equipped to tightly control quality, cost, and schedule performance. That, combined with the fact that most of our staff have experience in multiple fields, enables our team to complete any task consistently and efficiently.

Tetra Tech will work with the City's Stormwater Management Division to clearly define task orders and engage our subject matter experts to provide solutions along local, state, and federal guidelines that meet the short- and long-term objectives of the City and the community. Our goal is to integrate our staff as quickly and as effectively as possible so that projects can progress from conception to implementation with a minimal amount of City resources involved in directing our work. Key team members will support the project in the main discipline areas to ensure all aspects of engineering and science needs are properly addressed and managed. The Tetra Tech team is prepared to perform services related to all categories in the SOQ and outlined in the following section.

Our stormwater BMP designs and strategies are functional and aesthetically pleasing. They incorporate the recommendations and requirements in the Georgia Stormwater Management Manual (GSMM), and many of our past designs and all our current designs meet the metro-Atlanta Runoff Reduction requirements.

II.i. Scope of Work Agreement

Given all the information presently known, Tetra Tech agrees with the Scope of Work as defined in the RFQ. Tetra Tech's project understanding and approach to executing work in the RFQ service categories is described in the subsections below.

Hydraulic and Hydrological (H&H) Studies

Resilient stormwater infrastructure is essential for the protection of life and property. Tetra Tech understands the ramifications of under sizing infrastructure as well as the need to balance risk with cost. Our modeling of watersheds and infrastructure is either calibrated to actual recorded data or compared to other sources to validate our results and provide the most accurate data available for the City to base infrastructure decisions upon.

Our modeling capabilities range from in-depth experience applying off-the-shelf models to the development of advanced modeling systems. We work with our clients to use models to answer a wide range of water resources management questions, customizing the application to the environmental and programmatic issues of concern. The Tetra Tech team in Atlanta has extensive experience in performing various H&H analyses in accordance with local and state standards as well as Federal Emergency Management Agency requirements.

Depending on City directives or identified needs within watersheds, Tetra Tech is prepared to provide modeling services using models such as the United States Army Corps of Engineers (USACE) Hydrologic Engineering Center's Hydrologic Modeling System (HEC-HMS), USACE

Hydrologic Engineering Center's River Analysis System (HEC-RAS), Tetra Tech's own System for Urban Stormwater Treatment Analysis (SUSTAIN) model, the U.S. Environmental Protection Agency (USEPA) Storm Water Management Model (SWMM), Autodesk's Storm and Sanitary Analysis (SSA) program, and/or other models, such as the Federal Highway Administration's HY-8 model.

Watershed Assessment/Prioritization

Tetra Tech has demonstrated its leadership in promoting and facilitating implementation of tailored watershed approaches at all scales to address flooding, water quality, and compliance with state and federal regulations. Our expertise across the watershed management continuum allows us to skillfully integrate science, technology, and policy to develop and implement solutions that are appropriate, cost-effective and supported by stakeholders.

We authored the premier national and state guidance on methods for effective watershed planning: the USEPA Handbook for Developing Watershed Plans to Restore and Protect Our Waters. We have also developed several innovative tools to support more effective watershed management, allowing planners to maximize the environmental benefit of their invested resources. Tetra Tech will work with the City to determine and prioritize their watershed and stormwater management needs. These management needs will take into consideration a variety of factors, including existing stormwater infrastructure, needed infrastructure repair or replacement, channel stability and morphology, hydrology, and water quality (metals, dissolved oxygen, nutrients, and bacteria). Key tasks that may be included in the assessment/prioritization are as follows:

- Review existing models and datasets (water quality, land use, environmentally sensitive areas, etc.) and identify additional data needs;
- Model and assess pollutant loading and determine environmental stressors and issues of concern;
- Summarize existing conditions and define watershed and/or management needs (e.g. runoff reduction, flood control, water quality, etc.); and
- Prioritize watershed management needs based on regulatory requirements and stakeholder input.

Project Identification and Scoping

Project identification is usually integrated into watershed management planning work but can also occur individually as needed. Tetra Tech typically employs a parcel screening process to identify ideal project locations and gathers additional data related to the potential benefits, risks, and costs with pursuing a project so that an informed decision can be made by public officials. In-depth project feasibility studies include an alternatives analysis and a scoping of activities potentially required, such as the preparation of H&H studies, additional data gathering, utility coordination, easement negotiations, and coordinating with regulatory agencies based on various permitting strategies. Key elements of Tetra Tech's project identification and scoping approach are listed below:

- Review existing projects and management measures, including the Minimum Control Measure BMPs identified in the City's current Stormwater Management Program;
- Identify structural and non-structural management opportunities based on watershed needs (see Watershed Assessment/Prioritization);
- Evaluate existing and potential watershed improvement projects and programs and Capital Improvement Projects through Geographic Information System (GIS) analysis and a field evaluation; GI and LID project and program opportunities will also be assessed;
- Evaluate BMP pollutant removal effectiveness and project cost effectiveness using a site evaluation tool; and
- Conduct a return on investment analysis and rank projects based on overall benefit, level of effort, and costs.

Tetra Tech will identify a variety of potential projects and policies that can be implemented within the City to improve stormwater infrastructure and watersheds, as well as provide the City with a project implementation schedule and estimated costs using contemporary cost models and estimation tools. This information will allow the City to select projects that maximize the success of their Stormwater Management Program and budget accordingly.

Project Concept Development

Our staff has years of experience developing non-structural management strategies as well as designing and permitting stormwater infrastructure improvements and civil site features. Tetra Tech is also fully familiar with design guidelines in the GSMM and the Georgia Department of Transportation's (GDOT) Plan Development Process and Plan Presentation Guidelines. Whether projects are assigned by the City or identified by Tetra Tech, our experts will work with the City to create concept designs based on solutions that balance City objectives, watershed management needs, public safety, and economical implementation.

Tetra Tech and our teaming partners will account for all aspects of project implementation to ensure that our concept designs are developed to the level necessary for City officials to make actionable decisions. We are fully prepared to support all types of projects the City may need, including but not limited to pipe rehabilitation/ replacements, culvert replacements, GI or LID design BMPs, and stream restorations. Typical tasks and deliverables that may be included in project concept development include:

- GIS analysis and a field evaluation;
- Surveying, utility, and/or geotechnical investigations;
- Environmental assessments (EAs) including wetland delineations;
- H&H modeling and analysis, including pollutant removal effectiveness;
- Drafting preliminary site layouts;
- Identifying permitting implications and tasks related to regulatory compliance; and
- Developing implementation cost and schedule estimates.

Watershed/BMP Monitoring/Reporting

Tetra Tech is proud to provide a full-service approach to watershed management, which includes supporting our clients in watershed and BMP monitoring and reporting efforts. We are experienced in developing and implementing Impaired Waters Monitoring Plans and Sampling and Quality Assurance Plans (SQAP) for MS4 communities to satisfy their NPDES permitting requirements. Tetra Tech also recently developed the comprehensive Monitoring Guidance and Equipment Evaluation document for Gwinnett County.

To Tetra Tech's knowledge, the Georgia Environmental Protection Division's (GAEPD) latest approved 305(b)/303(d) list includes two streams within the City of Dunwoody that are listed as not supporting their designated use. Tetra Tech will review the City's Impaired Waters Plan for the current reporting period and will work with the City to update the Plan for the reporting period ending in 2027. Tetra Tech can also assist in water quality sample collection at all identified sampling locations and preparation of annual reports for submittal to GAEPD.

Tetra Tech can also work with the City to develop a Long-term Monitoring Plan (LTMP) that will be developed in accordance with the Metro Water District Watershed Conditions Assessment protocols. This will include long-term ambient trend monitoring and habitat and biological monitoring at strategic locations throughout the watersheds to reduce monitoring costs. The LTMP will identify any coordinated monitoring arrangements between local jurisdictions and volunteer groups such as Adopt-a-Stream.

In addition to the City's short- and long-term water quality sampling needs, Tetra tech can offer the City of Dunwoody the following water quality services:

- Full-suite water quality and sediment monitoring
  - Bacteria source tracking (BST)
  - 303(d)/TMDL waters monitoring
  - BMP implementation effectiveness monitoring and reporting
- Biological monitoring
  - Fish and macroinvertebrate surveys
  - Habitat suitability indices
- Develop and implement GAEPD approved monitoring design plans
  - Geomorphic assessments and stream surveys
  - Identify and rank watershed erosion hot-spots
  - Documentation potential stream impairment sources
- Erosion-reduction and stability BMP planning
- Bathymetric surveys and dredging feasibility analyses
  - 3D bathymetric and storage volume model development
  - Sediment characterization and contaminant analysis
  - Capacity maintenance plans and sediment-reduction BMPs

Mitigation Bank Monitoring/Reporting

Tetra Tech's stream geomorphologists and biologists specializing in native vegetation, fish, and benthic macroinvertebrates will provide the City with annual mitigation bank monitoring. For existing banks, our data collection procedures will follow the Mitigation Banking Instrument requirements. Biological data will be collected through approved standard operating procedures, and include taxonomic identification of the vegetation, fish, and benthic macroinvertebrates. Water quality data will be collected as in situ and laboratory analytical parameters. Geomorphic data will be collected using both laser level survey equipment and Total Station digital equipment. Tetra Tech maintains rigorous quality control review of data collection and reporting. The results of annual monitoring will be compared to previous years, and trends are identified for adaptive management, as needed. Tetra Tech will compile the data in a summary report, and submit to the U.S. Army Corps of Engineers with an annual credit release request letter.

Water Quality/Source Assessments

Tetra Tech will work with the City to identify sources of point and non-point source pollution through activities described in the Watershed Assessment/Prioritization, Watershed/BMP Monitoring/Reporting, and Stormwater Infrastructure Inspections and Site Evaluations sections. Our team is experienced in providing and employing detailed planning level and field level assessment tools that can be used to identify and confirm pollutant sources. These tools include geospatial and qualitative desktop data analyses, watershed surveys, stream walks, and site-specific inspections and monitoring.

GI/LID Design

As a national leader in LID and GI, Tetra Tech has partnered with numerous clients throughout the United States to assess, plan, design, and implement innovative LID and GI practices. Our technical expertise combined with an in-depth practical understanding of the complex

challenges facing our clients and our national leadership role in developing innovative planning tools that drive cost-effective prioritization and planning allows us to provide full life cycle support, from planning through design and drafting to construction and evaluation. We will work closely with the City to prepare practical and achievable strategies for LID/GI implementation and accurately evaluate the technical, economic, institutional, and regulatory feasibility for meeting management and overall program goals.

The Tetra Tech team in Atlanta is highly adept at employing GI/LID design processes outlined in the GSMM. Additionally, we have developed stormwater models that include pipes, inlets, retention and detention facilities, control structures, and primary conveyance facilities such as canals, ditches, and swales. We pair our watershed and H&H models with BMP assessment models and tools to evaluate BMP effectiveness, ensuring our clients enjoy maximum return on investment from our design projects.

Tetra Tech has regularly incorporated GI/LID designs into public and park spaces, which helps our projects enjoy broad public support and wide-ranging appeal. We carefully evaluate all potential site beneficial usages and effectively blend hardscapes (site design and construction materials) and softscapes (plant selection and location) with nature throughout our planning, design, and installation process. In addition to flood resiliency and water quality benefits, these types of projects are ideal for the City's GI/LID program and sustainability efforts in that they increase greenspace for the community and provide public education and outreach benefits. For example, we have incorporated outdoor classrooms at schools, linear greenway features, and educational trails into our stormwater improvement designs for the City of Alpharetta, City of Griffin, and Gwinnett County.

Stormwater Infrastructure Inspections and Site Evaluations

Tetra Tech and its teaming partners are fully prepared to support the City's needs as they relate to stormwater infrastructure assessments for asset management purposes and/or NPDES inspection and reporting requirements. We have experience conducting inspections to identify maintenance needs, assess the structural integrity and functionality of a wide range of stormwater infrastructure, including dams, and have frequently used the inspection forms provided in the GSMM to do so. Tetra Tech will coordinate with the City to review the existing inspection schedule and corresponding documentation requirements and assist as needed.

As noted in previous subsections, we have extensive experience performing site evaluations through a variety of means, including desktop analyses using existing site data (survey, previous assessments, etc.), GIS datasets, and conducting field investigations, outfall inspections, and comprehensive NPDES annual compliance inspections. Tetra Tech and its teaming partners will work with the City to provide our site inspection and evaluation expertise in regulatory reporting, project identification and scoping efforts, concept design development, and any other capacity that the City may need.

Landscape Design

Tetra Tech's landscape architecture support includes comprehensive services for sustainable, engaging design, master planning to concept, permitting, and bidding/construction support services. Tetra Tech specializes in nature-based design for campuses, public parks, multi-use trails and boardwalks, natural areas, and ecologically sensitive sites. We focus on using native plants in designs that are tailored to client and stakeholder aesthetic preferences and maintenance considerations. Our team is experienced in GI/LID and streetscape design, stream restoration, wetland and ecosystem enhancements, and balanced visitor access to sensitive sites. Our outreach and engagement services are comprehensive, from virtual town hall meetings to in-person charrettes to public open houses. Stormwater management is integrated seamlessly into our design approach and every design incorporates current standards for Americans with Disabilities Act (ADA) access. We also have experience with Sustainable Sites Initiative certification to highlight client commitment to sustainable design.

Environmental Studies

The Tetra Tech team includes experienced scientists that are fully capable of performing environmental studies related to regulatory permitting and documentation requirements. We will follow procedures and prepare all required environmental studies in accordance with applicable laws and regulations, including but not limited to the National Environmental Policy Act, the Georgia Environmental Policy Act, and the Clean Water Act. We will work with the City to identify environmental assessment needs for each project and perform any required environmental impact analyses, ecological assessments, biological monitoring, and all other activities related to the protection of important natural and cultural resources.

Education and Outreach Program Assistance

Tetra Tech knows that an effective Education and Outreach Program is critical to watershed health and the success of any Stormwater Management Program. We also understand that community involvement can be instrumental to the success of individual projects. Our team has experience supporting clients in responding to public comments, attending public meetings, and preparing informational brochures and signage. Tetra Tech

will support the City as needed to identify Education and Outreach Program management opportunities or develop and implement public involvement initiatives.

Emergency Response Assistance – Field Assessment

The Tetra Tech team has provided emergency response assistance for clients throughout the southeast. Our team performed flood damage assessments along Federal Emergency Management Agency (FEMA) guidelines for Richland and Sumter Counties in South Carolina following Hurricane Joaquin, and infrastructure assessments for Fayette County, Georgia following severe rain events that eventually led to 11 emergency culvert replacement projects. Tetra Tech is prepared to coordinate with the City to form response teams, mobilize to affected sites, and perform detailed investigations. We are also prepared to support the City in compiling georeferenced databases, preparing damage assessment reports, and developing flood mitigation strategies and design projects, including H&H analyses and construction cost estimates.

Support Services

RAI is Tetra Tech's teaming partner that will provide surveying services. The firm will use the latest technology to support infrastructure and stormwater inventories, pipeline mapping, easement surveys, utility surveys, design, and as-builts. RAI and Tetra Tech have successfully teamed up on several on-call engineering services contracts and developed an efficient working relationship.

The Tetra Tech team will provide services related to bid document preparation and bid assistance. We have experience developing all documents needed throughout the bid process, including estimates of costs and quantities, bid schedule, and construction and material specifications. We will coordinate with the City to provide any necessary bid documents and can also support the City with responses to requests for information, attending bid meetings, and tabulating received bids.

Tetra Tech has worked on many types of projects throughout the region that require utility coordination, including stormwater infrastructure improvements/replacements. Our utility experience will help successfully work with utility entities to avoid existing conflicts, facilitate any required relocations, and address any other potential challenges from project implementation. Members of our team have successfully coordinated engineering services with utilities such as water and wastewater, power, and natural gas, as well as petroleum pipeline and telecommunications/cable companies.

NEE will provide geotechnical engineering and materials testing services. NEE's experience with the City of Dunwoody and their long history with Tetra Tech make them an ideal teaming partner. Their drilling crews, geologists, geotechnical technicians, laboratory technicians and engineers provide efficient quality field and laboratory services, as well as analysis of the project data are an integral part of the design process and an essential part of quality control on the built projects.

Tetra Tech has teamed with Hawks Environmental to provide federal and state grant program assistance. Our team will identify and assess financing opportunities and will work with the City to secure the funding. Governmental sources of funds (such as USEPA 319 grants) will be considered at the local, state, and federal levels. Sources of funding will be identified in the traditional environmental budgetary categories as well as in other areas such as health, safety and security, and infrastructure. Funding may be sought in the form of payments, loans, grants, or gifts.

Potential public-private partnerships may be considered to implement any specific measures that are identified. The overall objective of the financing alternatives strategy will be to provide a stable funding stream for the management, restoration, and improvement of the City's watersheds and stormwater infrastructure.

Other tasks as needed by the City

The work outlined in SOQ Service Areas will allow the City of Dunwoody to create and implement a strong infrastructure program through strategic planning backed by scientific data and analyses. However, additional work outside of these areas may arise, and Tetra Tech can provide the City with any additional services on an as-needed basis. Additional consulting services provided by Tetra Tech may include, but are not limited to:

- Program support;
- Staff augmentation;
- Plan reviews;
- Ordinance review;
- Agency coordination (State and Federal);
- Stream restoration design;
- Dredging feasibility studies;
- Dam design and rehabilitation;
- Emergency action plans; and
- General engineering needs.

II.ii. Project Assumptions

Tetra Tech's understanding of the services and approach were developed with the following assumptions:

- The City will provide Tetra Tech with all existing data and available studies needed to complete work.
- The City will review deliverables in a timely manner to help maintain the agreed project schedules.
- Tetra Tech will provide more specific assumptions based on the tasks assigned.

III. Similar Experience

Tetra Tech has provided on-call stormwater engineering and design services, watershed management, and water quality sampling and analysis to communities throughout Georgia. A summary of key projects and tasks orders completed or currently in progress with three of these clients – Athens-Clarke County, City of Alpharetta, and Gwinnett County – are provided in Section IV. Additional Materials.

Three case history projects recently completed for Gwinnett County under our Watershed Improvement Program and Stormwater On-Demand contract are highlighted in this section. Tetra Tech has supported the Gwinnett County Department of Water Resources (DWR) for over five years with their watershed and stormwater programs. Tetra Tech works as an extension of County staff on a wide range of projects to improve in-stream water quality and aquatic habitat through continuous monitoring, resource and pollutant assessments, habitat restoration design, new and retrofit stormwater designs, construction support, stakeholder engagement, and stormwater ordinance reviews and improvements. Tetra Tech has performed more than 50 task orders under our On-Demand contract.

Table III.1: The Tetra Tech team recently completed three projects for Gwinnett County under our On-Demand contract that incorporated a wide-range of service areas.

Scope of Work Area	Garner Creek Retrofit Stormwater BMP Design	Biological and Streambank Long-Term Trend Monitoring	Bacteria and Sediment Source Identification Program
Completed in Last 5 Years	●	●	●
Hydraulic and Hydrologic Studies	●		
Watershed Assessment/Prioritization		●	●
Project Identification and Scoping	●		●
Project Concept Development/BMP Monitoring/Reporting	●		
Mitigation Bank Monitoring/Reporting		●	
Water Quality/Source Assessments		●	●
Survey, Including Subsurface Utility Engineering (SUE)	●		
Bid Document Preparation and Bid Assistance	●		
Utility Coordination	●		
Green Infrastructure and Low-Impact Development (GI/LID) Design	●		
Stormwater Infrastructure Inspections and Site Evaluations	●	●	●
Landscape Design	●		
Geotechnical Engineering and Materials Testing	●		
Environmental Studies		●	●
Federal and State Grant Program Assistance†			
Education and Outreach Program Assistance	●		●
Emergency Response Assistance – Field Assessment†			

†Service provided by Tetra Tech but was not included in the three Gwinnett County example case history projects.

CLIENT NAME/LOCATION

Gwinnett County Department of Water Resources
Gwinnett County, GA

DATES OF SERVICE

07/2018 - 05/2021

SERVICES

- H&H Studies
- Watershed Assessment/Prioritization
- Project Identification/Scoping
- Concept Development/BMP Monitoring/Reporting
- Water Quality/Source Assessments
- Bid Document Preparation and Bid Assistance
- GI/LID Design
- Stormwater Site Evaluations
- Landscape Design
- Geotechnical Engineering
- Environmental Studies
- Education/Outreach Assistance

CONTRACT VALUE

$242,085 (design & construction support)

CLIENT CONTACT

Rachel Jones, PE, CFM
Watershed Improvement Program Manager
(678) 376-6764
rachel.jones@gwinnettcounty.com

"I am very pleased with [Tetra Tech's report]. … Please let the team know that we appreciate the hard work especially given the short timeframe and the budget constraints. Job well done!"

–Charles Crowell, PE
Stormwater Section Manager

Gwinnett County Watershed Improvement Program and Stormwater On-Demand – Garner Creek Retrofit Stormwater BMP Design

Set up as a stormwater treatment site with a series of bioretention cells and an engineered wetland, stormwater runoff from the Parkview High School campus and associated drainage area is cleaned and slowed before entering Garner Creek's main channel, with a goal for comprehensive watershed health. Key features of this project included full plan set design for innovative stormwater BMPs, coordination with Phase I stream restoration design, stakeholder engagement and educational illustrations, permitting support, and construction support services. **This project received the Project of Excellence Award in the Environmental category from the Georgia Section of the American Society of Civil Engineers.**

Tetra Tech designed and engineered a stormwater wetland and two bioretention basins to process substantial stormwater flows. These stormwater BMPs link to a Phase I stream design. Tetra Tech's BMPs were designed per Gwinnett County Stormwater Management Manual guidelines for water quality treatment, which incorporates all Georgia Stormwater Management Manual requirements.

To accomplish the goal, Tetra Tech assessed the geotechnical, utility, existing stormwater conveyance networks, and other pertinent GIS data early in the project life cycle to identify design constraints. Tetra Tech's data review led to an additional geotechnical investigation to better define groundwater elevations and infiltration potential of the proposed BMPs, as well as refining the BMP sizing and placement. The team performed a Hydrologic and Hydraulic (H&H) analysis using the EPA Storm Water Management Model (SWMM) to refine the dimensions of the BMP outlet structures.

Tetra Tech addressed the complex drainage situation by designing a tiered system of BMPs to optimize the use of available space and mitigate the impacts of riparian flooding. The design maximizes each BMP's resilience to flooding through careful placement of bioretention practices in upland areas and the engineered wetland on lower elevations.

Tetra Tech met with science club students, faculty, and administrators at Parkview High School to introduce the students to innovative stormwater practices and to listen to how students wish to engage with the engineered wetland, outdoor classroom areas, and restored stream channel. The students' preferences were incorporated into the site plan, resulting in varied educational settings.

Tetra Tech also provided construction support services on the site. Coordinating with the County, the contractor, and local utility, an electrical line was relocated underground to accommodate the placement of the wetland and pedestrian path. The Tetra Tech Team overcame an on-site challenge involving modifications to the decomposed granite pathway experiencing rilling and washouts from grading issues not in compliance with the design plans. Tetra Tech also developed a user-friendly Operations and Maintenance (O&M) manual.

CLIENT NAME/LOCATION

Gwinnett County Department of Water Resources
Gwinnett County, GA

DATES OF SERVICE

08/2019 - 12/2021

SERVICES

- Watershed Assessment/Prioritization
- Concept Development/BMP Monitoring/Reporting
- Water Quality/Source Assessments
- Stormwater Site Evaluations
- Environmental Studies
- Grant Program Assistance

CONTRACT VALUE

$717,195

CLIENT CONTACT

Heather Gacek, PE
Watershed Improvement Program
(678) 736-4296
heather.gacek@gwinnettcounty.com

"Of all of our past reports this one is by far the easiest to read and understand. Which I know is difficult because of the very nature of the subject matter. Please let the team know that we appreciate the hard work especially given the short timeframe and the budget constraints. Job well done!"

–Charles Crowell, PE
Stormwater Section Manager – Engineering and Construction
Gwinnett County Department of Water Resources

Gwinnett County Watershed Improvement Program and Stormwater On-Demand – Biological and Streambank Long-Term Trend Monitoring

The Gwinnett County DWR long-term trend monitoring program (LTTM) began in 2004 with a focus on quantitatively documenting the conditions of their stream ecological resources. The monitoring and assessment program, Biological and Streambank Erosion Monitoring, performs annual field sampling and data analysis at up to 40 fixed wadeable stream sites using benthic macroinvertebrates, fish, physical habitat quality, fluvial geomorphology, and selected field chemistry as indicators of ecological condition. Assessment results are used to help meet NPDES MS4 requirements.

Beginning in 2019, Tetra Tech has assessed 40 stream and river reaches distributed throughout Gwinnett County annually. The assessed streams represent portions of the Upper Chattahoochee River basin, the Upper Ocmulgee River Basin, and the Upper Oconee River Basin. Monitoring locations include mitigation banks and stormwater BMP sites. Fieldwork includes biological sampling of fish, benthic macroinvertebrates, and physical habitat, collection of water chemistry samples, and assessments of channel form and sediment/erosion.

Before commencing the fieldwork in 2019, Tetra Tech developed a Quality Assurance Project Plan (QAPP) within one week of receiving the notice-to-proceed (NTP). The QAPP outlined all sampling methodologies and quality assurance and quality control (QA/QC) measures to enhance sampling representativeness. Ten percent (10%) replication of sample reaches was used for calculation of field sampling precision measures, and all data QA/QC metrics have been successfully met or exceeded during the past three years of sampling.

Tetra Tech also developed a technical memorandum providing a review of all previously collected biological data from the LTTM program within one month of the NTP. As a continuation of the technical memorandum, Tetra Tech developed a comprehensive retrospective analysis on all previously collected LTTM program data to evaluate statistical trends and potential linkages to environmental stressors in Gwinnett County.

Tetra Tech has provided DWR with significant savings by organizing multiple field crews with staff who were proficient in multiple data collection activities. In addition, field crews work consecutive days to complete the work in a quick and timely manner. To analyze and process the data, Tetra Tech uses a system set up in an online R-platform. Once initial coding and testing were established, substantial labor costs associated with data management and data processing were reduced or eliminated.

The annual technical memorandum, sampling results, and executive summaries are provided to DWR as PDFs with internal links and bookmarks, ready for posting on the County's website and electronic distribution to meet the MS4 requirements.

Gwinnett County Watershed Improvement Program and Stormwater On-Demand – Bacteria and Sediment Source Identification Program

Tetra Tech authored a Source Identification (ID) Guidance Document that provides detailed planning level and field level assessment tools that can be used to identify and confirm pollutant sources. These tools include geospatial and qualitative desktop data analyses, watershed surveys, stream walks, and site-specific monitoring. Since the pilot study initiation, Tetra Tech has successfully conducted detailed pollutant source identification assessments on five streams. Tetra Tech has also applied abridged source identification protocols on three other streams.

In 2018, Tetra Tech authored a Source ID Guidance Document for Gwinnett County that detailed planning and field level assessment tools to identify and confirm anthropogenic pollutant sources, such as failing septic systems, and/or pet waste. These tools included geospatial and qualitative desktop data analyses, watershed surveys, stream walks, and site-specific fecal indicator bacteria, MST, and sediment monitoring.

The guidance document provides information for using the County's geospatial and water quality data for desktop assessments, collecting and assessing stream walk data for bacteria and sediment sources, and developing and implementing a water quality monitoring plan using the results of the desktop and stream walk assessment.

Tetra Tech conducted a Pilot Source ID Study in the Camp Creek Basin to identify potential sources of fecal coliform and sediment. The desktop assessment identified potential bacteria and sediment pollutant loading hot spots in the watershed. Several field-level assessments, including an upland and watershed survey, stream walk, and water quality sampling (fecal coliform, E. coli, MST, and sediment), were then used to confirm the results of the desktop assessment. Tetra Tech collected bacteria and MST data at five locations in Camp Creek during wet and dry weather. Targeted sampling for wet and dry weather conditions requires superior planning, preparation, and flexibility to meet the constraints of forecasted precipitation, previous precipitation depths, day light and work week hours, required hold times, and laboratory processing.

Camp Creek watershed bacteria concentrations were typically highest downstream of subwatersheds identified as potential hot spots in the desktop assessment. The MST data determined that dogs were likely the dominant source of bacteria in the stream, although human sources were present in wet weather samples.

Due to the success of the pilot project, Tetra Tech conducted Source ID assessments on Jacks Creek and Watsons Creek watersheds in 2019, and Sweetwater Creek and Lee Daniels Creek watersheds in 2021. Tetra Tech uses the assessment data to identify priority watersheds and subwatersheds for structural and non-structural stormwater improvements. In addition, Tetra Tech provides Gwinnett County with a list of recommended actions to implement to improve water quality, including targeted education and outreach components.

Tetra Tech continues to update the Source ID assessment methodology and guidance document using 'lessons learned' and feedback from Gwinnett County personnel from previous studies. This has resulted in Tetra Tech removing certain data used in the desktop assessments that were shown to be unreliable in predicting pollutant hot spots and adding new dependable data indicators, as well as developing more user-friendly reports.

CLIENT NAME/LOCATION

Gwinnett County Department of Water Resources
Gwinnett County, GA

DATES OF SERVICE

08/2018– 12/2021

SERVICES

- Watershed Assessment/Prioritization
- Project Identification/Scoping
- Concept Development/BMP Monitoring/Reporting
- Water Quality/Source Assessments
- Stormwater Site Evaluations
- Environmental Studies
- Education/Outreach Assistance

CONTRACT VALUE

$503,200

CLIENT CONTACT

Brigette Haram
Scientist
(678) 376-6928
brigette.haram@gwinnettcounty.com

IV. Project Personnel

Our Team features dedicated professionals with clearly defined management and task roles to ensure timely, high-quality, cost-effective performance under the on-call contract. **Mr. Frederic Shmurak, PE** will serve as the Project Manager and coordinate with the City, oversee program and task administration, and ensure that task orders and projects meet deadlines, budgets, and goals. Mr. Shmurak has 29 years' experience in civil and environmental engineering, including planning, design, and permitting of dams, stormwater systems, and site design projects. His extensive experience in stormwater management and land development supports our municipal clients in on-call engineering contracts. His specific duties will include:

- Communicating regularly to keep the City informed of project progress, challenges, and solutions to ensure client satisfaction with project deliverables and project milestones. Regular calls will be scheduled to discuss the technical and administrative status tasks. Potential meeting topics include work progress summaries, activities to be accomplished in the upcoming month, any problems/issues having the potential to affect work, and proposed solutions to resolve those problems/issues.
- Monitoring project progress and identifying any items that could potentially delay the schedule. Mr. Shmurak will notify the City as soon as issues are identified, eliminating project surprises.
- Tracking real-time contract performance by reviewing progress weekly through Tetra Tech's Project Management Portal, and initiating timely corrective action, such as redirection of work effort or reassigning staff if costs begin to exceed progress.
- Coordinating with the Task Leads to ensure that project objectives are seamlessly integrated to meet the overarching goals. Mr. Shmurak will direct the Task Leads towards fulfilling interim and final deliverables and keeping their teams on budget.

Mr. Shmurak will be supported by Deputy Project Manager, **Mr. Christian Helfrich, PE**. Mr. Helfrich has supported municipal and federal clients in site assessments and monitoring to meet regulatory requirements and has provided technical support in watershed analysis, stormwater management, and stormwater infrastructure design for over 10 years. Mr. Shmurak's strong project management style coupled with Mr. Helfrich's technical expertise will lead the Tetra Tech team to success on any task assigned by the City. Mr. Shmurak and Mr. Helfrich will assign identified task managers based on task order goals.

Ms. Erin Lincoln, PH will serve as Tetra Tech's Principal-in-Charge and lead environmental studies and assessments under this contract. Ms. Lincoln has led environmental and watershed assessment projects for municipalities and government agencies throughout the southeast. **Ms. Natalie Postel, PE** will offer subject matter expertise and support for design engineering and modeling under this contract. Ms. Postel has 22 years of water resources engineering experience including hydrology and hydraulic analysis, municipal stormwater management, and stormwater BMP design. **Ms. Madhu Akasapu-Smith, PE, CFM** will lead modeling tasks and efforts under this contract. Ms. Akasapu-Smith specializes in watershed modeling, receiving water modeling, and analysis, and results interpretation and presentation. **Ms. Élise Cormier, RLA** will support environmental studies and assessments, as well as lead landscape architecture efforts. Ms. Cormier's work includes the application of sustainable design practices and GI for innovative stormwater management. Ms. Laurie Hawks of **Hawks Environmental, LLC** will provide grant assistance under this contract. Ms. Hawks has 30 years of experience in grant and funding development, program management, and water quality and watershed management.

IV.i. Quality Assurance and Quality Control (QA/QC)

Tetra Tech strictly adheres to an internal QA/QC program to provide the highest quality, best service possible to our clients. This QA/QC program was developed to establish requirements that instill confidence that all work products and deliverables meet or exceed the expectations of our clients. Our internal series of standard operating procedures (SOPs) for science and administrative procedures allow us to maintain our excellent reputation for accurate and timely project execution through the following:

- Maintain quality and consistency across all aspects of technical and administrative work functions;
- Verify environmental measurements are adequately documented, complete, verifiable, and scientifically and legally defensible;
- Provide for an acceptable level of project work performance through quality assessment and review of product deliverables by senior management and the Quality Assurance Manager; and
- Ensure adherence to the latest industry standards and regulations.

Throughout the project, **Mr. Brian Watson, PE, PH, D.WRE**, will serve as the QA Manager and ensure that the Tetra Tech SOPs and project-specific QA/QC plans developed by Mr. Shmurak and the Task Leads are followed. He will review all products for verification of project criteria, key assumptions, and project protocols and work with the Task Leads to address all identified errors or misjudgments. Mr. Watson will ensure that the final technical reports are checked by a technical reviewer to verify that all corrections have been made before the documents and data are delivered to the City.

IV.ii. Organizational Chart

Our management approach for this contract is shown in the following organizational chart. In addition to our local Georgia personnel, our team is supported by national stormwater and watershed management experts throughout the country, whose specialty areas include stormwater utility management, stormwater ordinance reviews and evaluations, stream restoration design, and stormwater proprietary BMPs.

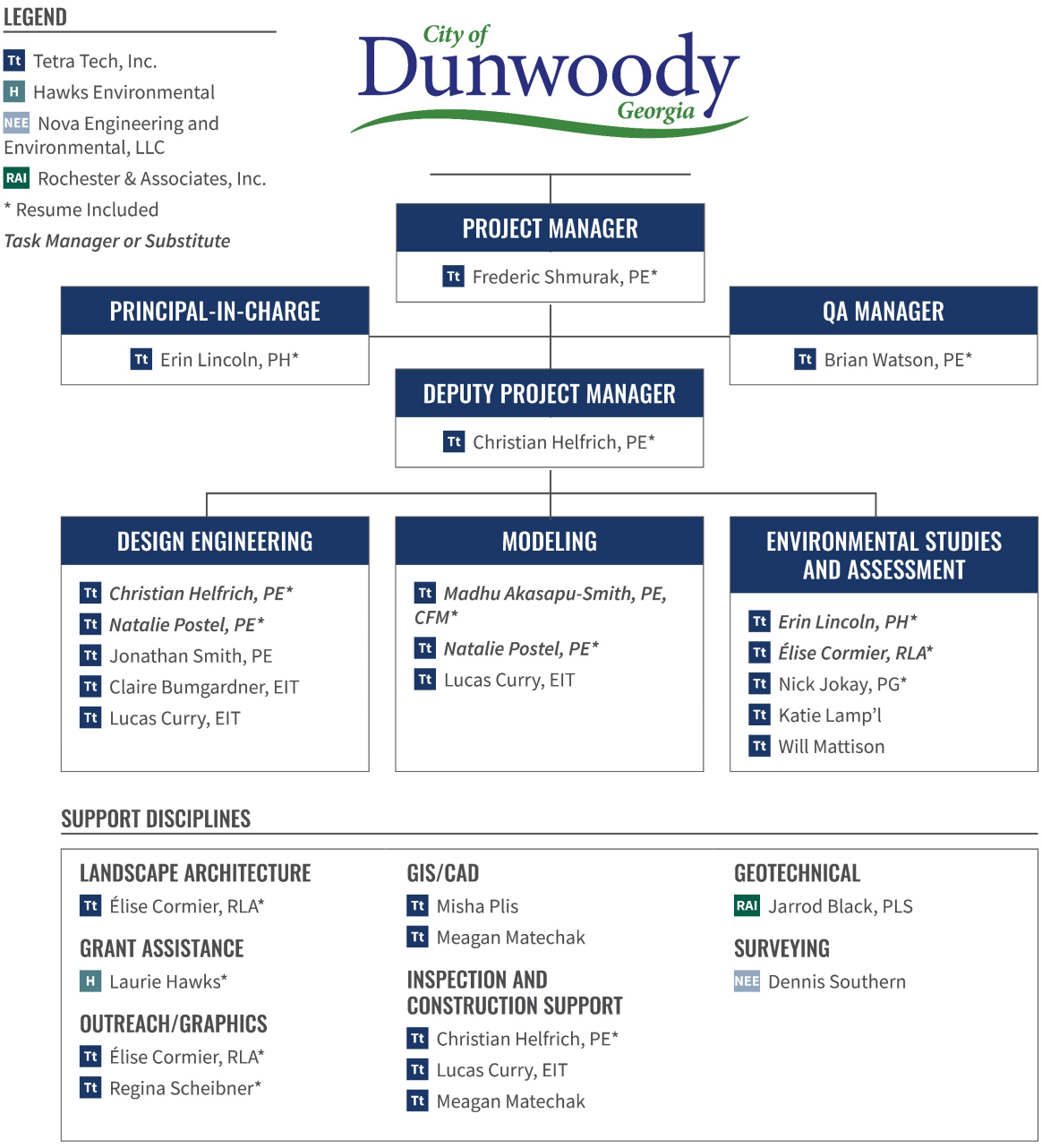


Figure IV.1: Multi-faceted Team. The Tetra Tech team is a suite of firms with the full range of skills to provide the City of Dunwoody exemplary services.

IV.iii. Qualifications and Summary of Experience

Qualifications of key personnel, including experience in the proposed project methodology and public sector and/or municipal experience is provided below.

Frederic Shmurak PE

Role: Project Manager

EDUCATION
MS, Civil Engineering, Georgia Institute of Technology, 1999
BS, Civil Engineering, The Citadel, 1988

REGISTRATION/CERTIFICATION
Professional Engineer: GA, No. PE023370
Georgia Safe Dams Engineer of Record
GA, Erosion & Sediment Control Level II Certification No. 0000081236

YEARS OF EXPERIENCE
30 Years | 5 Years at Tetra Tech

Mr. Frederic Shmurak, PE is a subject matter expert in several aspects of civil and environmental engineering including planning, gray and green stormwater systems, and design, and permitting of dams, and site design projects. His extensive experience in stormwater management and land development supports Tetra Tech's municipal clients in on-call engineering contracts. He has led on-call stormwater contracts with Fayette and Gwinnett Counties in Georgia, as well as projects for the Cities of Roswell and Alpharetta, Georgia. In these roles, he served as project manager as well as lead engineer overseeing a team of engineers, scientists, and subconsultants. Mr. Shmurak's experience includes H&H modeling; dam break modeling and flood inundation mapping; civil design; environmental and regulatory permitting; geotechnical investigations; and dam design, rehabilitation, and safety inspections.

Relevant Project Experience

- One Justice Square Smart Stormwater Retrofit Design; Gwinnett County DWR; Gwinnett County, GA (11/2018 – Present)
- River Club Detention Pond Assessment; Fieldstone Realty Co.; Alpharetta, GA (06/2018 – 12/2019)
- F. Wayne Hill Smart Stormwater Design; Gwinnett County DWR; Gwinnett County, GA (04/2018 – 12/2021)
- Meadowbrook Hills, City of Alpharetta, GA (08/2021 – Present)

Christian Helfrich PE

Role: Deputy Project Manager/Design Engineering Lead

EDUCATION
BS, Environmental Engineering, Georgia Institute of Technology, 2011
BS, General Studies (Pre-Engineering Dual Degree Program), Georgia College and State University, 2009

REGISTRATION/CERTIFICATION
Professional Engineer: GA, No. PE043961
GA, Erosion & Sediment Control Level II Certified Design Professional No. 0000088321
MS4 GI Technician Certification ID: GIT-00001-20-00024

YEARS OF EXPERIENCE
10 Years | 10 Years at Tetra Tech

Mr. Christian Helfrich has supported municipal and federal clients in site assessments and monitoring to meet regulatory requirements and has provided technical support in watershed analysis, stormwater management, and stormwater infrastructure design. Mr. Helfrich is also a project manager and frequently coordinates with government agencies to obtain environmental and regulatory permits. For Athens-Clarke County, he completed stream health assessments and stormwater infrastructure assessments, developed WMPs, and managed water quality sampling of impaired streams. In addition to the projects listed below, he has also supported lead engineers on stormwater design projects in metro Atlanta, including culvert replacement projects in Fayette County, Garner Creek Retrofit Stormwater BMPs, Ronald Reagan Park GI Design, and Big Creek Erosion Study and Culvert Design.

Relevant Project Experience

- Jones Bridge Park Stream Restoration, Gwinnett County DWR, Gwinnett County, GA (10/2020 – Present)
- Watershed Health Characterization and BMP Master Planning, Gwinnett County DWR, Gwinnett County, GA (05/2019 – 12/2019)
- Martin Heights Stormwater Structure Repairs, Gwinnett County DWR, Gwinnett County, GA (11/2018 – 12/2020)
- Watershed Management Plans, Athens-Clarke County, Athens-Clarke County, GA (07/2017 – 04/2018)

Erin Lincoln PH

Role: Principal-in-Charge/Environmental Studies and Assessment Lead

EDUCATION
MS, Forest Soils and Hydrology, Virginia Tech, 2008
BS, Forest Soils and Hydrology, University of Georgia, 2005

REGISTRATION/CERTIFICATION
Professional Hydrologist, 14-H-6006

YEARS OF EXPERIENCE
16 Years | 12 Years at Tetra Tech

Ms. Erin Lincoln is the Water Southeast Regional Operations Manager and has led environmental and watershed assessment projects for municipalities and government agencies throughout the southeast. She focuses on assessing water quality impacts through watershed and receiving water quality modeling using tools such as Hydrological Simulation Program – FORTRAN (HSPF), Loading Simulation Program in C++ (LSPC), and Environmental Fluid Dynamics Code (EFDC), and then developing WMPs that identify practical solutions to reduce pollutant loading. She has led multiple habitat and water quality WIPs, smart stormwater feasibility evaluations, and wetland conservation assessments and mitigation plans. Her experience also includes 303(d) delisting feasibility studies, TMDL development, water quality sampling and monitoring plans, environmental impact statements, water quality and quantity EAs, and agricultural water use and water quality studies.

Relevant Project Experience

- 2021 Source ID and Watershed Assessment, Gwinnett County DWR, Gwinnett County, GA (04/2021 – 12/2021)
- Coosa-North Georgia 303(d) Listed Streams Prioritization and Analysis., Northwest Georgia Regional Commission, Statewide, GA (11/2020 – Present)
- Watershed Characterization and BMP Master Planning, Gwinnett County DWR, Gwinnett County, GA (05/2019 – 12/2019)
- Foe Killer Creek WIP, City of Alpharetta, Alpharetta, GA (06/2015 – 01/2016)

Brian Watson PE, PH, D.WRE

Role: QA Manager

EDUCATION
ME, Civil Engineering, University of Florida, 1998
BE, Civil Engineering, University of Florida, 1996

REGISTRATION/CERTIFICATION
Professional Engineer: GA, No. PE028485
Professional Hydrologist, Surface-Water, 06-H-1669
Certified Design Professional, GA No. 52425
Diplomate, Water Resources Engineer

YEARS OF EXPERIENCE
24 Years | 22 Years at Tetra Tech

Mr. Brian Watson leads environmental engineering, water resources engineering, and stormwater management projects, including hydrodynamic and water quality modeling, TMDL development and implementation, smart stormwater management and design, and innovative water resources planning. Throughout his 24-year career, he has been committed to providing cost-effective, state-of-the-art engineering solutions with an emphasis on stakeholder involvement. He has successfully managed many on-call municipality, state, and federal contracts throughout the southeast and numerous individual projects of varying size and complexity, from a few hundred dollars to $5 million. He has managed the Kelsey Avenue Ecosystem Restoration Design and Permitting (City of Griffin), Garner Creek Watershed Improvement Project (Gwinnett County), and F. Wayne Hill Water Resources Center Smart Stormwater Design (Gwinnett County).

Relevant Project Experience

- Ronald Reagan Park GI Design, Gwinnett County DWR, Gwinnett County, GA (07/2017 – 08/2021)
- Garner Creek Retrofit Stormwater BMP Design, Gwinnett County DWR, Gwinnett County, GA (07/2018 – 09/2021)
- Big Creek Erosion Study and Stream Stabilization, City of Alpharetta, Alpharetta, GA (01/2018 – 12/2021)
- Foe Killer Creek WIP, City of Alpharetta, Alpharetta, GA (06/2015 – 01/2016)
- Collins Hill Park Bioretention Rehabilitation, Gwinnett County DWR, Gwinnett County, GA (07/2017 – 03/2018)

Natalie Postel PE

Role: Design Engineering Lead and Modeling Lead Substitute

EDUCATION
MS, Civil Engineering, University of Kansas, 2009
BS, Civil and Environmental Engineering, University of Wisconsin, 1998

REGISTRATION/CERTIFICATION
Professional Engineer: GA, No. PE039173

YEARS OF EXPERIENCE
22 Years | 2 Years at Tetra Tech

Ms. Natalie Postel's water resources engineering experience includes hydrology and hydraulic analysis; municipal stormwater management; stormwater BMP design, inspection, and maintenance; drainage structure asset management; TMDL implementation, and floodplain modeling and mapping. She has experience with wetland ecosystem restoration and mitigation site design, as well as experience using SWMM, HEC-RAS, HEC-HMS, Water Quality Analysis Simulation Program (WASP), and Watershed Management Model. She assisted with the implementation of GDOT's NPDES MS4 program by leading the development of seven annual reports documenting stormwater permit compliance activities.

Relevant Project Experience

- Meadowbrook Hills, City of Alpharetta, Alpharetta, GA (08/2021 – Present)
- Gwinnett County Stormwater Credit Manual Update, Gwinnett County DWR, Gwinnett County, GA (11/2019 – 12/2021)
- NPDES MS4 Permit Compliance, GDOT, Statewide, GA (02/2014 – 01/2020)
- Athens-Clarke County Impaired Waters Monitoring and Reporting, Athens-Clarke County, Athens-Clarke County, GA (02/2020 – 03/2022)
- 2021 Source ID and Watershed Assessment, Gwinnett County DWR, Gwinnett County, GA (04/2021 – 12/2021)

Madhu Akasapu-Smith PE, CFM

Role: Modeling Lead

EDUCATION
MS, Civil/Water Resources Engineering, University of Kentucky, 2010
BS, Civil Engineering, GITAM University, India, 2005

REGISTRATION/CERTIFICATION
Professional Engineer, GA: No. PE042830
Certified Floodplain Manager, No. US-19-10928

YEARS OF EXPERIENCE
12 Years | 10 Years at Tetra Tech

Ms. Madhu Akasapu-Smith is a Water Resources Engineer with over 12 years of professional experience specializing in watershed modeling, receiving water modeling, and analysis, and results interpretation and presentation. She has experience with numerous H&H and watershed hydrology and water quality models, including LSPC, surface water – groundwater modeling in Interconnected Channel and Pond Routing Model (ICPR4), hydrology and hydraulic modeling using HEC-RAS and HEC-HMS and in National Resource Conservation Services' SITES, and culvert hydraulics using the HY-8 Culvert Hydraulic Analysis Program. She also has experience in GIS-related programs such as ArcView and ArcGIS, database management programs such as Access, Excel, and Water Resources Database (WRDB), and results interpretation and visualization programs such as MOVEM, Tecplot, and WRDB Graph.

Relevant Project Experience

- Beaver Ruin Wetland Park Design, Gwinnett County DWR, Gwinnett County, GA (03/2020 – 04/2021)
- Conasauga Bend Mitigation Bank Groundwater Modeling, Conasauga Bend Mitigation, LLC, Whitfield-County, GA (10/2019 – 02/2020)
- Lake Louella Dam, Gwinnett County DWR, Gwinnett County, GA (10/2018 – 12/2021)
- Wetlands Reserve Plan of Operations, Natural Resources Conservation Service, Various Locations (09/2017 – 05/2020)
- Fayette County SPLOST Culvert Program, Fayette County, Fayette County, GA (08/2017 – 04/2018)

Élise Cormier RLA

Role: Environmental Studies and Assessment Lead Substitute/ Landscape Architecture

EDUCATION
MLA, Landscape Architecture, North Carolina State University, 2006
MNR, Natural Resources, North Carolina State University, 2006
BA, Geology, Smith College, 2000

REGISTRATION/CERTIFICATION
Registered Landscape Architect: GA, No. 1591, AL No. 794
Certified Charrette Facilitator, National Charrette Institute (NCI)
GA, Erosion & Sediment Control Level II Certified Design Professional No. 61848

YEARS OF EXPERIENCE
18 Years | 4 Years at Tetra Tech

Ms. Élise Cormier designs engaging, nature-based places in partnership with forward-thinking clients and engineering teams, specializing in a community-rooted approach and native ecosystem restoration. Ms. Cormier has developed designs for sites throughout the United States, with a focus on landscapes of the southeastern U.S. Ms. Cormier supports municipal, state, and federal clients as well as private and not-for-profit entities in defining practical project goals, navigating meaningful and effective public outreach, and arriving at comprehensive design solutions and built projects. As a Registered Landscape Architect and Natural Resources professional, Ms. Cormier is experienced in leading charrettes, planning stakeholder engagement, and applying community input to site analysis, master planning, and construction documents. Ms. Cormier's work includes the development of nature-based recreational sites and greenspaces, application of sustainable design practices for educational facilities, and GI for innovative stormwater management. She is knowledgeable in native plant communities and experienced with their use in sustainable design. Élise Cormier performed Phase II environmental investigations at former Naval Air Station Ellyson Field in Escambia County, Florida on behalf of the U.S. Army Corps of Engineers' Formerly Used Defense Sites (FUDS) program.

Relevant Project Experience

- Beaver Ruin Wetland Park Design, Gwinnett County DWR, Gwinnett County, GA (03/2020 – 04/2021)
- Bromolow Stream Mitigation Bank, Gwinnett County DWR, Gwinnett County, GA (06/2020 – 12/2021)
- DWR Central Campus Improvement Project, Gwinnett County DWR, Gwinnett County, GA (05/2019 – 08/2021)
- Biological and Streambank Erosion Monitoring Year 17 Gwinnett County DWR, Gwinnett County, GA (08/2021 – 12/2021)

Laurie Hawks

Role: Grant Assistance

EDUCATION
MS, Environmental Policy and Economics, University of Georgia, 1991
BS, Biochemistry, Virginia Tech, 1987

YEARS OF EXPERIENCE
29 Years | 2 Years at Hawks

Ms. Laurie Hawks has 30 years of experience in project management, program management, permitting, grant and funding development, and water quality and watershed management. She has worked with local governments and regional authorities in helping with water quality studies, technical RFP development, and managing modeling and site plan evaluations, among other duties. In addition, Ms. Hawks has worked on innovative policy development such as Nutrient Trading for a regional coalition of local governments in Northwest Georgia and developed an in-lieu fee program for a metro Atlanta city. Ms. Hawks has also managed design, permitting, bidding, and construction of stream restoration and stormwater BMPs projects including green infrastructure. She founded the Georgia Adopt-A-Stream program, a state-wide citizen monitoring program focused on evaluating the water quality of streams. Most recently she served as president of the Southeast Stormwater Association and as an expert consultant for the USEPA Stormwater Funding Task Force.

Relevant Project Experience

- Chattanooga Creek, Walker County, Walker County, GA
- Big Creek, City of Roswell, Roswell, GA
- Water Quality Evaluation of Flat Creek, City of Gainesville, Gainesville, GA

Nick Jokay PG

Role: Environmental Studies and Assessment

EDUCATION
MS, Geology, Purdue University, 2001
BS, Mechanical Engineering, Rose-Hulman Institute of Technology, 1986

REGISTRATION/CERTIFICATION
Professional Geologist: GA: License No. PG001958

YEARS OF EXPERIENCE
20 Years | 17 Years at Tetra Tech

Mr. Jokay is a geomorphologist with experience conducting field assessments of streams at the national, state, and local levels. His work spans 26 states and includes research on streambeds and stream banks as potential clean sediment pollutant sources for studies. Mr. Jokay has experience in the design and fabrication of installations for stream gaging, automatic water sampling, and sediment sampling equipment. Mr. Jokay developed a water quality and sediment sampling plan for Heads Creek Reservoir in Griffin, Georgia and developed a Wet Weather Monitoring Plan for Athens-Clarke County, Georgia. Mr. Jokay has also performed geomorphic assessments on streams throughout the country, including Cabin Creek, Shoal Creek, and Potato Creek in Griffin, Georgia, Goose and Crooked Creeks in Union County, North Carolina, and Hedionda Creek and its tributaries in Vista, California.

Relevant Project Experience

- Beaver Ruin Wetland Park Design, Gwinnett County DWR, Gwinnett County, GA (03/2020 – 04/2021)
- Bromolow Stream Mitigation Bank, Gwinnett County DWR, Gwinnett County, GA (06/2020 – 12/2021)
- Biological and Streambank Erosion Monitoring Year 17 Gwinnett County DWR, Gwinnett County, GA (08/2021 – 12/2021)
- Athens-Clarke County Impaired Waters Monitoring and Reporting, Athens-Clarke County, Athens-Clarke County, GA (02/2020 – 03/2022)

Regina Scheibner

Role: Outreach/Graphics

EDUCATION
BFA, Illustration, San Francisco Academy of Art College, 1989
Additional studies at: San Francisco State University (graphic reproduction technology)
Pennsylvania Academy of the Fine Arts (drawing, painting, printmaking)

YEARS OF EXPERIENCE
28 Years | 20 Years at Tetra Tech

Ms. Scheibner is a publication manager and graphic designer with more than 26 years of experience in designing unique, creative outreach and training materials such as brochures, newsletters, fact sheets, posters, logos, presentations, websites, and splash screens as well as attractive, user-friendly reports and manuals. She is adept at interpreting and visually communicating complex processes and concepts. Ms. Scheibner has formal training in a wide variety of commercial and fine art disciplines in both traditional and digital media and has the expertise and range of skills necessary to enhance document design with illustration, and customized information graphics and maps while tailoring publications to various audiences. Ms. Scheibner is proficient in the use of InDesign, Photoshop, Illustrator, Adobe Acrobat, Dreamweaver, HTML and CSS, After Effects, Articulate Storyline, Camtasia Studio, Microsoft Word, and PowerPoint. As publication manager and graphics lead at Tetra Tech, she has applied her knowledge of professional graphics software, digital file formats, and the preparation of electronic files for professional print production and for internet publication to guide projects successfully to completion on time and within budget.

Relevant Project Experience

- Stormwater BMP Public Signage, Gwinnett County DWR, Gwinnett County, GA (08/2021 – Ongoing)
- Homeowners Association Stormwater BMP Maintenance Guidance, Gwinnett County DWR, Gwinnett County, GA (077/2020 – 12/2020)
- Vegetated Stormwater Facilities and Stream Restoration, Inspection and Maintenance Field Guides, City of Griffin, Griffin, GA (01/2019–06/2019)

IV.iv. Supporting Documentation

The information provided within these 20 pages demonstrates our team's ability to successfully perform the work proposed under this contract. Supplemental information provided in Section VI further illustrates our capabilities with on-call contracts in Georgia.

IV.v. Subcontractors

Tetra Tech has hand-picked local, experienced subcontractors with whom we have excellent, long-standing, and current relationships. Our subcontractors understand the challenges facing the City of Dunwoody and will act as seamless extensions of Tetra Tech to successfully support any task order.

Hawks Environmental is focused on client success by bringing experience, quality, and commitment to every assignment. With 30 years in the stormwater/watershed industry, Hawks Environmental provides clients with grant assistance, watershed planning, permit compliance, stormwater program evaluation, policy development, and stormwater finance solutions.

Established in 1996, **Nova Engineering and Environmental, LLC (NEE)** employs 450+ personnel in 18 offices serving clients throughout the southeastern United States and beyond. NEE provides consulting services to both the private and public sectors. NEE's portfolio reflects retail centers, industrial/warehouse facilities, office buildings, roads, parks and trails, and bridges. The firm's geotechnical engineering services include preliminary and final explorations; site characterizations studies; slope stability and embankment analysis; evaluations, analysis and inspections; and plan review.

Rochester & Associates, Inc. (RAI), was established in 1966 by B. Keith Rochester, RLS, as a surveying firm serving the Southeastern United States. Since that time, RAI has grown to become a multifaceted land development consulting firm. It is a recognized provider of value-oriented services and is a leader in the use of advanced technology for data collection and design. Services provided by RAI include topographic surveys, global positioning system (GPS) surveying, airborne/static GPS photo control, infrastructure inventorying for GIS and stormwater, volume surveys, construction staking, and reservoir/shoreline surveys.

All four team members—Tetra Tech, Hawks, NEE, and RAI—can draw on our joint experiences to develop and execute task orders for the City in the most efficient manner. No contractual or technical issues will limit our collaboration—we all come with a common perspective. These strong working relationships among the Tetra Tech team members will greatly benefit the execution of work for the City of Dunwoody through our shared understanding of and commitment to the services we will provide.

IV.vi. Proposer's Assurance

We understand that each client and project is different, and we are committed to developing specialized solutions to meet the unique needs of the City of Dunwoody. Our portfolio includes hundreds of task orders for a variety of projects, including those similar to the proposed scope. Our Team is made up of a diverse group of local professionals with many years of experience in the field and an established working relationship as a team to solve our clients' most complex problems.

Tetra Tech completes quarterly Project Evaluation Estimates at Completion for our projects. These estimates track scope, schedule, budget, and personnel utilization. They allow project managers to focus on long-term goals for projects to ensure that our clients' needs are being met and projects are set to be completed on time and within budget. By identifying potential problems early on, corrective actions can be made to put projects back on track when necessary. These estimates are also used to track personnel utilization throughout the company. Based on these estimates of our current utilization and quarterly projections, our proposed project staff and replacement team members are available and will be increasingly available to serve the City during the project period, as shown in the graph below.

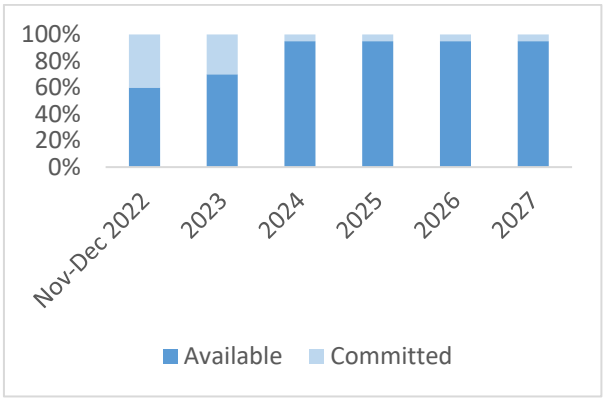


Figure IV.2. Project Team Availability. Our team members and replacements have ample availability to serve the City of Dunwoody.

Our key team members have all passed Tetra Tech's Project Management Level 1 and 2 trainings and are cross trained in multiple environmental and engineering disciplines. This means the City of Dunwoody can be assured that staff members in the organizational chart can replace others if needed. Listed below are substitutes for our key personnel.

- **Project Manager – Frederic Shmurak, PE:** Christian Helfrich, PE or Natalie Postel, PE
- **Design Engineering Lead – Christian Helfrich, PE:** Natalie Postel, PE or Frederic Shmurak, PE
- **Modeling Lead – Madhu Akasapu-Smith:** Natalie Postel, PE
- **Environmental Studies and Assessment Lead – Erin Lincoln, PH:** Élise Cormier, RLA
- **GIS/CAD – Misha Plis:** Meagan Matechak

V. References

Gwinnett County Watershed Improvement Program and Stormwater On-Demand

Client: Gwinnett County DWR

Contact: Rachel Jones, PE, CFM

Phone: (678) 376-6764

Email: Rachel.Jones@gwinnettcounty.com

Tetra Tech has supported the Gwinnett County DWR for over five years with their watershed and stormwater programs. Tetra Tech works as an extension of County staff on a wide range of projects to improve in-stream water quality and aquatic habitat through continuous monitoring, resource and pollutant assessments, habitat restoration design, new and retrofit stormwater designs, construction support, stakeholder engagement, and stormwater ordinance reviews and improvements. Tetra Tech has performed more than 50 task orders under our On-Demand contract.

City of Alpharetta Engineering On-Call Services

Client: City of Alpharetta Department of Public Works

Contact: Jill Bazinet, PE

Phone: (678) 297-6203

Email: JBazinet@alpharetta.ga.us

Tetra Tech provides the City of Alpharetta with engineering and design services for capital improvement projects through their On-Call Engineering Services and for individual projects. The City of Alpharetta no longer maintains an On-Call Engineering Services contract. Tetra Tech's multi-year support covers a wide range of services focused around three areas: transportation design, stormwater design, and environmental resources.

Athens-Clarke County Transportation and Public Works Department On-Call

Client: Athens-Clarke County Transportation and Public Works Department

Contact: Todd Stevenson

Phone: (706) 613-3440 ext. 6724

Email: Todd.Stevenson@accgov.com

Through Athens-Clarke County's On-Call contract, Tetra Tech (subconsultant to Arcadis) assisted with the development of a Watershed Management Program to proactively reduce nonpoint source pollution associated with urban runoff and improve the overall health of the community's watersheds. Tetra Tech developed WMPs for Athens-Clarke County and provides impaired waters monitoring and bacterial source tracking.

VI. Additional Materials

Relevant Project Matrix

Case History On-Call	Task Order	Completed in Last 5 Years	H&H Modeling	Watershed Assessment/Prioritization	Project Identification and Scoping	Project Concept Development Watershed/BMP Monitoring/ Reporting	Mitigation Bank Monitoring/ Reporting	Water Quality/Source Assessment	Survey, Subsurface Utility Engineering	Bid Document Preparation and Bid Assistance	Utility Coordination	GI/LID Design	Stormwater Infrastructure Inspections and Site Evaluations	Landscape Design	Geotechnical Engineering and Materials Testing	Environmental Study	Federal and State Grant Program Assistance	Education and Outreach Program Assistance	Emergency Response Assistance – Field Assessments	Other Tasks as Needed
Gwinnett County	Garner Creek Retrofit Stormwater BMP Design	●	●	●	●	●		●	●	●	●	●	●	●	●			●		
	Ronald Reagan Park GI Design	●	●	●	●	●			●	●	●	●	●	●	●			●		
	Biological & Streambank Long-Term Monitoring	●				●	●	●					●			●				
	Bromolow Stream Mitigation Bank Monitoring	●					●	●								●				
	Brookwood High School Stormwater Pond Retrofit	●	●			●			●			●								
	Collins Hill Park Bioretention Rehabilitation	●	●			●			●	●		●	●	●						
	Central Campus Stormwater Master Plan	●	●		●	●			●			●	●		●					
	Jones Bridge Park Stream Restoration	●	●		●	●			●	●	●	●	●	●	●	●		●		
	Bacteria and Sediment Source Identification	●		●				●								●				
	Beaver Ruin Wetland Park Design	●	●		●	●		●	●	●	●	●	●	●	●	●		●		
	Gwinnett County Monitoring Guidance	●				●		●					●							●
	Stormwater Credit Manual Update	●																		●
	F. Wayne Hill Smart Stormwater Design	●	●		●	●			●	●	●	●	●	●	●			●		
	Watershed Characterization and BMP Master Planning	●		●	●	●		●					●			●				
City of Alpharetta	Foe Killer Creek Watershed Improvement Plan		●	●	●	●		●					●			●	●			
	Wills Park Drainage Improvement Designs	●	●		●	●			●			●	●	●						
	Wills Park Equestrian Center Drainage Improvements	●	●		●	●			●			●		●						
	Bacteria Source Tracking	●				●		●								●				
	Mayfield Circle Culvert H&H Analysis		●						●	●	●				●					
	Big Creek Bank Stabilization Projects	●			●	●						●	●	●						
	Big Creek Erosion Study and Culvert Design	●	●		●	●			●				●			●				
	Meadowbrook Hills Drainage Improvements		●		●	●			●	●	●		●		●					
Athens-Clarke County	Watershed Management Plans	●	●	●	●	●		●				●	●			●	●	●		
	Impaired Waters Monitoring and Reporting	●				●		●								●				

Additional Relevant Projects

CLIENT NAME/LOCATION

Gwinnett County Department of Water Resources
Gwinnett County, GA

DATES OF SERVICE

1/1/2017 – Ongoing

DESCRIPTION

(right)

SERVICES

- H&H Studies
- Watershed Assessment/Prioritization
- Project Identification/Scoping
- Concept Development/BMP Monitoring/Reporting
- Mitigation Bank Monitoring
- Water Quality/Source Assessments
- Survey/Utility Coordination
- Bid Document Preparation and Bid Assistance
- GI/LID Design
- Stormwater Site Evaluations
- Landscape Design
- Geotechnical Engineering
- Environmental Studies
- Education/Outreach Assistance
- Emergency Response Assistance

CONTRACT VALUE

Varies by task

$7M (fee)

CLIENT CONTACT

Rachel Jones, PE, CFM
Watershed Improvement Program Manager
(678) 376-6764
rachel.jones@gwinnettcounty.com

Gwinnett County Watershed Improvement Program and Stormwater On-Demand

Tetra Tech has supported the Gwinnett County Department of Water Resources (DWR) for over five years with their watershed and stormwater programs. Tetra Tech works as an extension of County staff on a wide range of projects to improve in-stream water quality and aquatic habitat through continuous monitoring, resource and pollutant assessments, habitat restoration design, new and retrofit stormwater designs, construction support, stakeholder engagement, and stormwater ordinance reviews and improvements. Tetra Tech has performed more than 50 task orders under our On-Demand contract, including:

Garner Creek Retrofit Stormwater BMP Design: A stormwater treatment site with a series of bioretention cells and an engineered wetland. Stormwater runoff from a high school campus is cleaned and slowed before entering Garner Creek's main channel, with a goal of supporting comprehensive watershed health. Key features included construction drawing and design for innovative stormwater BMPs, coordination with Phase I stream restoration design, stakeholder engagement and educational illustrations, permitting support, and construction support services. **Client Project Manager:** Rachel Jones, PE, CFM, (678) 376-6764; Service Value: $242,000; **Project Status:** Design Completed 10/2019; Construction Completed 09/2021

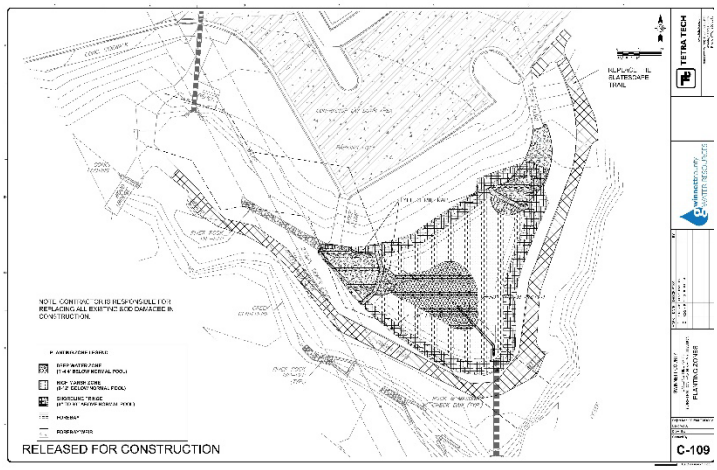
Ronald Reagan Park GI Design: Developed retrofit designs to improve function of stormwater detention basins within the public park. Created a SWMM model of the site to assess rehabilitation options, developed construction plans to create bioretention cells and pocket wetlands at detention basins, and designed a stormwater regenerative conveyance system to treat runoff from a parking lot and stop erosion and downcutting. Project design included landscaping and educational signs to help the visitor experience. **Client Project Manager:** Charles Crowell (formerly with Gwinnett County); Rachel Jones, PE, CFM, (678) 376-6764; **Service Value:** $244,000; **Project Status:** Design Completed 12/2018, Construction Completed 08/2021

Biological and Streambank Long-Term Trend Monitoring: Conducted Gwinnett County's annual assessment of 40 stream and river reaches from 2016 through 2021. Collected and evaluated biological, water quality, and geomorphic data, providing results for County use in watershed improvement planning and NPDES annual reporting to state regulators. Sampled and measured stream biology, habitat quality, fine sediments, erosion rates, channel form and stability, and selected water chemistry parameters. Annual project deliverables include a summary of sampling results, a comparison of results to previous years, and a project geodatabase for county use and transfer to state regulators. Tetra Tech is providing long-term monitoring again in 2022. **Client Project Manager:** Heather Gacek, PE, (678) 736-4296; **Service Value:** $717,195; **Project Status:** Completed 12/2021

Bromolow Stream Mitigation Bank Monitoring: Performed the 2020 and 2021 second and third rounds of annual monitoring of vegetation, benthic macroinvertebrate, geomorphology, and water chemistry for mitigation bank annual credit release. Teams collected parameters per Mitigation Banking Instrument to assess performance criteria for Year 4 of 7 years of monitoring. Coordinated quality control, data delivery, and reporting for a water quality report and annual USACE report with credit release letter. Coordinated with DWR and USACE on adaptive management and methodology for data collection and reporting, including working session with USACE and DWR in Winter 2022 to review data and reporting for Years 1 through 3. Tetra Tech is performing the fourth round of monitoring in 2022. **Client Project Manager:** Heather Gacek, PE; (678) 736-4296; **Service Value:** $133,900; **Project Status:** Completed 12/2021

Brookwood High School Stormwater Pond Retrofit: Prepared conceptual plants for a retrofit design of an existing stormwater detention pond at Brookwood High School (BHS). The existing pond was built prior to the implementation of the 2016 Georgia Stormwater Management Manual (GSMM) and therefore did not meet the requirements for water quality and channel protection. Tetra Tech evaluated the current condition of the existing BHS stormwater detention pond and the three conceptual retrofit designs using the hydrologic and hydraulic SWMM model. Three concept designs were provided to DWR, and they selected repairing the existing outlet control structure and dredging the pond as the preferred retrofit concept. **Client Project Manager:** Charles Crowell (formerly with Gwinnett County); Rachel Jones, PE, CFM, (678) 376-6764; **Service Value:** $31,390; **Project Status:** Design Completed 07/2017

Collins Hill Park Bioretention Rehabilitation: Developed conceptual and final designs to rehabilitate an existing bioretention basin at Collins Hill Park. The final design treated the Water Quality Volume with a site appropriate BMP in accordance the GSMM. Tetra Tech used SWMM to evaluate current conditions and the potential retrofits, and also performed hydrologic modeling following Soil Conservation Service Technical Release 55 procedures. Seven basic rehabilitation concepts were outlined, and Tetra Tech identified a pocket wetland as the preferred alternative. The pocket wetland was selected because it provides good nutrient removal, a natural wildlife habitat, relatively low maintenance costs, and moderate to high removal of many pollutants of concern. After approval, Tetra Tech finalized the design plans. **Client Project Manager:** Charles Crowell (formerly with Gwinnett County); Rachel Jones, PE, CFM, (678) 376-6764; **Service Value:** $69,748; **Project Status:** Design Completed 03/2018



Gwinnett County Central Campus Stormwater Master Plan: Collaborated with DWR on a series of concepts for its headquarters campus to introduce GI demonstration, public education, and employee health opportunities. Concept illustrations led to stakeholder support for further design exploration. The multi-disciplinary team developed a full campus master plan for water walk, outdoor workshop/meeting areas, employee health amenities, and curated selection of GI practices to capture and treat runoff on site. The master plan was accompanied by phased costs for multi-year implementation, special projects to highlight watershed health, and presentation-level renderings to communicate the vision to DWR leadership and funding partners. Tetra Tech collected drone footage to document the site to assist design development and to prepare schematic illustrations of proposed placement of retrofits. **Client Project Manager:** Rachel Jones, PE, CFM; (678) 376-6764; **Service Value:** $146,700; **Project Status:** Completed 08/2021

Jones Bridge Park Stream Restoration: Provided design services for stream restoration and riparian buffer establishment, with stormwater management through GI BMPs. The team integrated the park design with educational opportunities and provided permitting, bid, and construction support. Jones Bridge Park is a popular river-side greenspace in suburban Gwinnett County. The stream bordering the lawn exhibited entrenched banks and points of erosion from foot traffic and flashy stormwater flows. Developed alternate stream alignment concepts and supported DWR with stakeholder input from the County Parks Department to arrive at preferred concept. The proposed stream design manages flows from a culvert and from the parking lot with GI and realigns the stream with a natural channel design. The native planting plan restores the forested buffer with multi-layered vegetation to protect water quality, support healthy habitat for wildlife, and provide an inviting location for park visitors to explore. **Client Project Manager:** Rachel Jones, PE, CFM; (678) 376-6764; **Service Value:** $413,700; **Project Status:** Design Completed 12/2021

Bacteria and Sediment Source Identification Program: Authored a Source Identification Guidance Document providing detailed planning level and field level assessment tools that can be used to identify and confirm pollutant sources. These tools include geospatial and qualitative desktop data analyses, watershed surveys, stream walks, and site-specific water quality monitoring, including microbial source tracking. Implemented the program on five streams in Gwinnett County, identifying sources of sediment and bacteria, and providing the County with a list of action items to reduce the pollutant loading. Tetra Tech will evaluate a sixth stream in 2022. **Client Project Manager:** Brigette Haram, (678) 376-6928; **Service Value:** $503,200; **Project Status:** Completed 12/2021

Beaver Ruin Wetland Park Design: Developed a new approach to design-build projects which restores approximately 5,800 linear feet (LF) of stream channel with approximately 7,300 LF of stream channel buffer. Proposed natural channel design focused on use of stone and onsite wood to build grade control features, stream bank protection, and aquatic habitat . The channel design manages flashy flows from four urbanized tributaries and 16 stormwater discharge points. Tetra Tech performed comprehensive baseline monitoring, collecting physical, chemical, and biological parameters to document the ecology of the site. Worked with DWR to set restoration goals and prepared for post-restoration comparative monitoring. **Client Project Manager:** Rachel Jones, PE, CFM; (678) 376-6764; **Service Value:** $1,150,000; **Project Status:** Design Completed 3/2022; Construction Ongoing

Gwinnett County BMP Monitoring Guidance: Developed a comprehensive Monitoring Guidance and Equipment Evaluation document that includes every aspect of the monitoring process, including design guidance to ensure BMPs are constructed in a manner that equipment can be easily and properly installed, monitoring configuration to collect the type of data necessary to determine the performance of each BMP, and equipment required to collect the appropriate data in a manner that meets all standards and protocols. **Client Project Manager:** Rachel Jones, PE, CFM; (678) 376-6764; **Service Value:** $45,000; **Project Status:** Completed 12/2017

Stormwater Credit Manual Update: Changes to the Gwinnett County Stormwater Management Manual necessitated a complete Credit Manual update. Worked closely with Gwinnett staff to understand how the credit program was being implemented and potential challenges for the County in validating and approving credit applications under the new manual. **Client Project Manager:** Charles Crowell (formerly with Gwinnett County); Rachel Jones, PE, CFM, 678.376.6764; **Service Value:** $92,000; **Project Status:** Completed 12/2021

F. Wayne Hill Smart Stormwater Design: Designed a series of smart BMPs to treat stormwater at the F. Wayne Hill Water Resource Center, designed to be integrated into an educational tour of the Center. Some locations involved retrofitting existing stormwater management, while others involved new construction. Tetra Tech provided concept development, construction document preparation, permitting assistance, bid support, construction support, and operations and maintenance support for this project. **Client Project Manager:** Rachel Jones, PE, CFM; (678) 376-6764; **Service Value:** $140,000; **Project Status:** Design Completed 04/2019; Construction Completed 03/2022

Watershed Characterization and BMP Master Planning Tools: Created a GIS-based subwatershed screening tool to identify whether characteristics of a given subwatershed may be contributing to stream degradation or other watershed health issues. The screening target categories were preservation, flood control, stormwater runoff, and water quality (sediment, nutrients, and fecal coliform). A parcel screening tool was developed to evaluate opportunities to implement BMPs targeting those issues identified from the subwatershed screening tool. **Client Project Manager:** Heather Gacek; (678) 376-4296; **Service Value:** $100,000; **Project Status:** Completed 03/2019

CLIENT NAME/LOCATION

City of Alpharetta Department of Public Works
City of Alpharetta, GA

DATES OF SERVICE

08/2016 – Ongoing

DESCRIPTION

(*right*)

SERVICES

- H&H Studies
- Watershed Assessment/Prioritization
- Project Identification/Scoping
- Concept Development/BMP Monitoring/Reporting
- Water Quality/Source Assessments
- Survey/Utility Coordination
- Bid Document Preparation
- GI/LID Design
- Stormwater Site Evaluations
- Landscape Design
- Geotechnical Engineering
- Environmental Studies
- Grant Program Assistance

CONTRACT VALUE

Varies by task

$1.8M (fee)

CLIENT CONTACT

Jill Bazinet, PE
Stormwater Engineer – Development Services
(678) 297-6203
jbazinet@alpharetta.ga.us

Pete Sewczwicz, PE
Director of Public Works
(678) 297-6219
PSewczwicz@alpharetta.ga.us

City of Alpharetta Engineering On-Call Services

Tetra Tech provided the City of Alpharetta with engineering and design services for capital improvement projects through their On-Call Engineering Services and currently provides engineering services for individual projects. Tetra Tech's multi-year support covers a wide range of services focused around three areas: transportation design, stormwater design, and environmental resources. Example stormwater and environmental projects performed by Tetra Tech for the City of Alpharetta are provided below.

> *"The breadth of knowledge and services Tetra Tech offers has been instrumental in the successful completion of a number of projects over the past three years including: bacterial source tracking in Foe Killer Creek, watershed improvement planning in Foe Killer Creek, stormwater ordinance updates, a Big Creek erosion and project identification study, and design of green infrastructure / low impact design park projects."* **Jill Bazinet, PE,** Stormwater Engineer – Development Services

Foe Killer Creek Watershed Improvement Plan: Prepared a Watershed Improvement Plan (WIP) for the Foe Killer Creek Watershed for the City, which is impaired due to fecal coliform bacteria. To characterize existing conditions, Tetra Tech reviewed recent studies in the watershed and then conducted additional watershed assessments. The team conducted a stream assessment, evaluated upland areas for potential pollution sources and drainage issues, collected survey data on stormwater infrastructure, evaluated impervious coverage in the watershed, and developed a hydrodynamic model of the watershed using Personal Computer Storm Water Management Model (PCSWMM). The WIP evaluated potential watershed improvement measures and recommended specific capital improvement projects that can be undertaken by the City. The projects were prioritized, and concept plans and cost estimates were developed for recommended projects to facilitate project implementation. Potential structural improvement projects were incorporated into the hydrodynamic model to evaluate their effectiveness at improving hydrology. Tetra Tech prepared a draft Georgia Section 319(h) Nonpoint Source Implementation Grant application for implementation of two priority measures in Wills Park to help position the City for obtaining funding. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6200; **Service Value:** $240,000 **Project Status:** Completed 01/2016

Wills Park Equestrian Center Drainage Improvements: Designed a series of water quality improvement projects at the Wills Park Equestrian Center. The projects were identified in the Foe Killer Creek WIP as Measures #6, #14, and #14a. The intent of these projects was to remove some of the volume of water going to the stream to help reduce erosion and to also reduce the runoff of fecal coliform bacteria into the stream. To accomplish these objectives, cisterns will be installed at the covered horse arena to capture rainwater runoff for reuse in watering the fields and providing dust control to the rings. Proper waste receptacles will also be installed and a bioretention basin will be included to provide treatment of runoff before it enters the stream. Each of these projects will be phased to accommodate year-round activities and events. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6203; **Service Value:** $94,930, **Project Status:** Completed 06/2020

Wills Park Drainage Improvements Design: Designed a series of improvements identified in the Foe Killer Creek WIP. One of these improvements is located at the outfall of two stormwater pipes that convey stormwater from the large pool and ballfield parking lot in Wills Park. The intent of this project was to repair the pipes, mitigate severe erosion at the outfall of the pipes, and provide accommodations for the walking trail and Frisbee golf course which included a pedestrian bridge over the drainage channel. For this design, Tetra Tech recommended a Regenerative Stormwater Conveyance System as the optimal solution. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6200 **Service Value:** $34,760, **Project Status:** Completed 03/2017

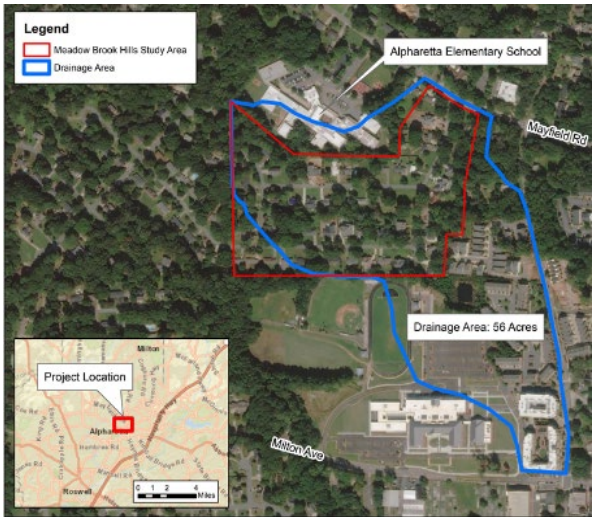
Bacteria Source Tracking: Conducted BST sampling and analysis throughout the Foe Killer Creek watershed and baseline water quality sampling and analysis in Wills Park. The BST sampling and analysis were used to help identify sources of fecal coliform bacteria in the watershed. The Wills Park water quality tests were performed to develop a baseline for comparison after water quality measures are implemented. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6203; **Service Value:** 61,500; **Project Status:** Completed 01/2016

Mayfield Circle Culvert Hydraulic and Hydrologic Analysis: Conducted a hydraulic study and evaluated a 66-inch corrugated metal pipe culvert. The culvert crosses beneath Mayfield Circle and carries an unnamed tributary to Foe Killer Creek. Repairs were needed to address the deteriorating condition of the pipe. Due to the need to ensure a no-rise condition both upstream and downstream of the culvert, the correct size of HDPE pipe needed to be determined. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6203; **Service Value:** $18,545; **Project Status:** Completed 06/2017

Big Creek Bank Stabilization Projects: Designed bank stabilization practices along the Big Creek Greenway. In 2018, completed an erosion study of Big Creek. This study identified areas of erosion that actively threaten or have the potential to impact the Big Creek Greenway path. Four areas out of thirteen were selected as high priority for bank stabilization. The design solutions included cribwalls with live cuttings grow over time and stabilize the soil and vegetated gabions. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6203; **Service Value:** $75,500; **Project Status:** Completed 09/2020

Big Creek Erosion Study and Culvert Design: Provided professional services to support efforts to protect valuable resources in Alpharetta and along the Big Creek Greenway. These efforts included an erosion study and culvert design. The erosion study identified several areas of Big Creek that have a high likelihood to undercut the Big Creek Greenway path. These areas were flagged as high priority areas for maintenance and/or bank stabilization measures. In addition, areas along the Greenway that have drainages that cross the path were flagged for potential mitigation measures. One of these is a culvert location where anecdotal evidence suggested regular overtopping that requires regular maintenance. Tetra Tech was asked by the City to design a new culvert at this location to improve stormwater conveyance and reduce the incidences of maintenance. Together, these efforts provide the City a long-term strategy for maintenance and resilience of Big Creek and the Big Creek Greenway. **Client Project Manager:** Jill Bazinet, PE; (678) 297-6203; **Service Value:** $144,160; **Project Status:** Completed 12/2021

Meadow Brook Hills: Provided project evaluation and developed conceptual designs for stormwater improvements to a redeveloping residential neighborhood experiencing flooding, partially due to increasing impervious areas. Tetra Tech completed an initial screening of stormwater best management practices (BMPs); conducted a resident survey to understand stakeholder flooding concerns and preferred solutions; visited the site to identify potential site opportunities and constraints; completed a utility survey to determine site constraints; developed three flood mitigation concept designs; and estimated construction and maintenance costs for each concept. Provided a flood mitigation concept report to the City and other stakeholders to evaluate each of the concept designs before selecting a preferred option for feasibility study and/or design. All three concepts presented in this report would require additional data collection, including but not limited to a detailed survey and geotechnical investigations, before detailed design could begin. **Client Project Manager:** Dennis Roland, CESSWI; (678) 297-6261 **Service Value:** $232,000; **Project Status:** Design Ongoing



The Meadow Brook Hills Flood Mitigation's drainage area map illustrates the areas impacted by the study.

CLIENT NAME/LOCATION

Athens-Clarke County Transportation and Public Works Department
Athens, GA

DATES OF SERVICE

01/2008 – Ongoing

DESCRIPTION

(*right*)

SERVICES

- H&H Studies
- Watershed Assessment/Prioritization
- Project Identification/Scoping
- Concept Development/BMP Monitoring/Reporting
- Mitigation Bank Monitoring
- Water Quality/Source Assessments
- Stormwater Site Evaluations
- Environmental Studies
- Education/Outreach Assistance
- Grant Assistance

CONTRACT VALUE

Varies by task

$1.3M (fee)

CLIENT CONTACT

Todd Stevenson
Stormwater Administrator
todd.stevenson@accgov.com
(706) 613-3440 ext. 6724

Athens-Clarke County Transportation and Public Works Department On-Call

Through Athens-Clarke County's On-Call contract, Tetra Tech (subconsultant to Arcadis) assisted with the development of a Watershed Management Program to proactively reduce nonpoint source pollution associated with urban runoff and improve the overall health of the community's watersheds. Tetra Tech developed watershed management plans (WMPs) for Athens-Clarke County and provides impaired waters monitoring and bacterial source tracking.

Watershed Management Plans: In 2018, Tetra Tech completed WMPs for all watersheds in Athens-Clarke County. The WMPs were developed according to USEPA guidelines, including; identification of sources contributing to non-point pollution, description of non-point source management measures, estimation of expected load reductions, and estimation of implementation cost. Tetra Tech developed a watershed model for the WMPs and calibrated it to existing hydrology and pollutant. The model was used to identify key environmental stressors and pollutant loading hot spots. Tetra Tech also performed stream walks and geomorphic inventories on the streams.

Tetra Tech has conducted over 80 miles of stream assessments for Athens-Clarke County to identify areas for restoration and recommend BMPs.

The pollutant loading model results and stream walk data were used to identify structural and non-structural BMPs in each watershed that would improve hydrology and water quality. Cost estimates were developed for each of the proposed measures. Tetra Tech used the BMP-Decision Support System Navigator site-scale model, linked to the watershed model, to simulate the effectiveness of proposed BMPs at reducing peak flows and pollutant loads for each of the management measures. The model was also used to optimize BMP dimensions and to prepare cost effectiveness curves for each management measure. The proposed measures were prioritized based on criteria that the Tetra Tech team developed in coordination with the county. An implementation plan was included as part of each WMP to facilitate the next steps in managing and improving the watersheds. **Client Project Manager:** Todd Stevenson; (706) 613-3440 ext. 6724; **Service Value:** $790,000; **Project Status:** Completed 03/2018

Impaired Waters Monitoring: Developed an Impaired Waters Monitoring Plan for Athens-Clarke County as required under their NPDES Permit. The monitoring plan identifies the impaired waters, defines the study area, sampling stations, sample parameters, and sampling schedule. The monitoring plan also identifies BMP that must be implemented to control or reduce the pollutants of concern. Tetra Tech developed a SQAP for the impaired waters monitoring which is necessary to submit the monitoring data to GAEPD to use for stream listing assessments. Performed fecal coliform, pH, and total suspended solids monitoring and data analysis in accordance with the SQAP from 2016 through 2021. In addition, Tetra Tech conducted a bacterial source assessment to determine the extent to which humans are a source of fecal bacteria in streams that are impaired due to fecal coliform bacteria. Tetra Tech continues to support the impaired waters sampling program, and is conducted 2022 sampling. **Client Project Manager:** Todd Stevenson; (706) 613-3440 ext. 6724; **Service Value:** $410,383; **Project Status:** Completed 03/2022

STATEMENT OF QUALIFICATIONS FORM

SOQ 22-01

STORMWATER ENGINEERING AND DESIGN SERVICES

The undersigned, as Proposer, hereby declares that this Statement of Qualifications (SOQ) is in all respects fair and submitted in good faith without collusion or fraud. Proposer represents and warrants to the City that: (i) except as may be disclosed in writing to the City with its SOQ, no officer, employee or agent of the City has any interest, either directly or indirectly, in the business of the Proposer, and that no such person shall have any such interest at any time during the term of the Contract should it be awarded the Contract; and (ii) no gift, gratuity, promise, favor or anything else of value has been given or will be given to any employee or official of the City in connection with the submission of this Proposal or the City's evaluation or consideration thereof.

The Proposer further represents that it has examined or investigated the site conditions if necessary, and informed itself fully in regard to all conditions pertaining to the place where the work is to be done; that it has examined the Contract Documents and has read all Addendum(s) furnished by the City prior to the opening of the SOQs, as acknowledged below, and that it has otherwise fully informed itself regarding the nature, extent, scope and details of the services to be furnished under the Contract.

The Proposer agrees, if this Proposal is accepted, to enter into the written Contract with the City in the form of Contract attached (properly completed in accordance with said Proposal Documents), and to furnish the prescribed evidence of a valid business license, insurance, and all other documents required by these Contract Documents. The Proposer further agrees to commence work and to perform the work specified herein within the time limits set forth in the Contract Documents, which time limits Proposer acknowledges are reasonable.

The undersigned further agrees that, in the case of failure or refusal on its part to execute the said contract, provide evidence of specified insurance, a copy of a valid business or occupational license and all other documents required by these Contract Documents within ten (10) business days after being provided with Notice of Intent to Award the contract (or such earlier time as may be stated elsewhere in these Proposal Documents), the Proposal award may be offered by the City to the next ranked Proposer, or the city may re-advertise for Proposals, and in either case the City shall have the right to recover from the Proposer the City's costs and damages including, without limitation, attorney's fees, to the same extent that the City could recover its costs and expenses from the Proposer under section 10 of the Instructions to Proposers if the Proposer withdrew or attempted to withdraw its Proposal.

The Proposer further agrees, if it fails to complete the work according to the Specification within the scheduled time or any authorized extension thereof, that damages may be deducted from the Contract price otherwise payable to the Proposer.

Acknowledgement is hereby made of the following Addendum(s) received since issuance of the Contract Documents (identified by number)

Addendum No.	Date	Addendum No.	Date	Addendum No.	Date
1	4/5/2022				

Company Name:

It shall be the responsibility of each Proposer to visit the City Purchasing Department's website to determine if addendum(s) were issued and, if so, to obtain such addendum(s). Failure to acknowledge an addendum above shall not relieve the Proposer from its obligation to comply with the provisions of the addendum(s) not acknowledged above.

Work is to commence on or about November 2022.

The City of Dunwoody requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for the City to declare bid non-responsive.

Termination for Cause: The City may terminate this agreement for cause upon ten days prior written notice to the Consultant of the Consultant's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

Termination for Convenience: The City may terminate this agreement for its convenience at any time upon 30 days written notice to the Consultant. In the event of the City's termination of this agreement for convenience, the Consultant will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the Consultant, which shall itemize each element of performance.

Termination for fund appropriation: The City may unilaterally terminate this Agreement due to a lack of funding at any time by written notice to the Consultant. In the event of the City's termination of this Agreement for fund appropriation, the Consultant will be paid for those services actually performed. Partially completed performance of the Agreement will be compensated based upon a signed statement of completion to be submitted by the Service Provider which shall itemize each element of performance.

The contractor agrees to provide all work to complete the project described in this document for the amount listed below.

Legal Business Name Tetra Tech, Inc. Federal Tax ID 95-4148514

Address 1899 Powers Ferry Road Suite 400, Atlanta, GA 30339

Does your company currently have a location within the City of Dunwoody? Yes___No__X__

Representative Signature 

Printed Name Frederic Shmurak, PE

Telephone Number 1 (770) 738-6040

Fax Number 1 (770) 850-0950 Email Address rick.shmurak@tetratech.com

INSTRUCTIONS TO OFFERERS

1. INTENT

It is the intent of these Instructions to establish guidelines for the proper completion of the Statement of Qualifications. These Instructions to Proposers provide guidance and explanation for subsequent Proposal Forms and Contract Documents. Please read all Instruction paragraphs.

2. GENERAL

2.1 The City's goal is that all the terms and conditions stated in the Proposal Documents will constitute the terms of the final Contract between the City and the successful Proposer, without significant or material change to such terms or conditions. Exceptions to any of the terms of the agreement to which a Proposer will not or does not agree must be presented by the proposer in writing as provided in this section and directed to: purchasing@dunwoodyga.gov. Such exceptions must be specific, and the Proposer must state a reason for each exception and propose alternative language, if appropriate. The purpose of the exception process is to permit the City to correct, prior to the opening of the proposals, any technical or contractual requirement, provision, ambiguity or conflict in the solicitation and related documents, which may be unlawful, improvident, unduly restrictive of competition or otherwise inappropriate. Any corrections will be made via an addendum issued prior to the submission deadline. Unless timely submitted as an exception and amended with an addendum, any such ambiguity, conflict or problem shall be resolved in favor of the City of Dunwoody. Proposers shall not substitute entire agreements or sets of terms and conditions but discuss separately each term or condition that they take exception to or desire to change.

2.2 If the successful Proposer intends to provide any services through another company, the successful Proposer must serve as the City's prime Contractor and shall have full responsibility to the City for all obligations under the Contract.

2.3 The Contract, if awarded, shall not be construed to create unto the Contractor any exclusive rights with respect to any of the City's requirements. The City may in its sole discretion award any additional or similar services to any third party, or if the Contract is for the provision of services, the City may elect to perform all or a portion of the services by its own employees.

3. ENVIRONMENTAL SUSTAINABILITY

The City of Dunwoody is committed to environmental sustainability. The City believes we have a unique opportunity to further expand our leadership in the area of environmentally preferable purchasing, and through our actions, elicit changes in the marketplace. By further incorporating environmental considerations into public purchasing, the City of Dunwoody will positively impact human health and the environment, remove unnecessary hazards from its operations, reduce costs and liabilities, and improve the environmental quality of the region. As such the City encourages the incorporation of environmental sustainability into proposals.

4. EXAMINATION OF PROPOSAL/CONTRACT DOCUMENTS

All prospective Proposers shall thoroughly examine and become familiar with the STATEMENT OF Qualifications and carefully note the items which must be submitted. (These Instructions to Proposers, the STATEMENT OF Proposal, the Proposal Forms, the Contract, the General Conditions, and the Specifications are referred to herein as the "Proposal Documents" or the "Contract Documents."). Submission of a Proposal shall constitute an acknowledgment that the Proposer has read and understands the Proposal Documents. The failure or neglect of a Proposer to receive or examine any Proposal Document shall in no way relieve it from any obligations under its Proposal or the Contract. No claim for additional compensation will be allowed which is based upon a lack of knowledge or understanding of any of the Contract Documents or the scope of work.

5. ADDENDUM(S)-CHANGES WHILE PROPOSING

Requests for interpretation, clarification or correction of Proposal Documents, forms or other material should be made in writing and delivered to the City by e-mail to purchasing@dunwoodyga.gov at least five (5) business days before the date and time announced for the Proposal opening. Any response by City to a request by a Proposer for clarification or correction will be made in the form of a written Addendum. All parties to whom the Proposal packages have been issued will be sent a notification of the issuance of an Addendum either by e-mail and/or by facsimile. The Addendum may be electronically downloaded by visiting the City web site at http://www.dunwoodyga.gov. However, prior to submitting its response, it shall be the responsibility of each Proposer to visit the City website to determine if addendum(s) were issued and, if so, to obtain such addendum(s).

6. PREPARATION OF PROPOSALS

6.1 Each proposer shall furnish all information required by the proposal form or document. Each proposer shall sign the proposal and print or type their name on the schedule. An authorized agent of the company must sign the proposal.

6.2 All SOQs shall be submitted in a sealed envelope, bearing on the outside the name of the Proposer, address, and the Purchasing SOQ Number. One original, two paper copies and one electronic copy (PDF) on a USB drive shall be included.

Proposals shall be submitted no later than 2:00 p.m. on Tuesday, April 12, 2022 to the following address:

City of Dunwoody Purchasing
4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338

6.3 If an award is made, the completed Proposal Forms shall constitute a part of the Contract Documents and will be incorporated in the final Contract between the City and the successful Proposer. All blank spaces in the Proposal Forms should be filled in legibly and correctly in ink or type.

6.4 All Proposals shall contain the name and business address of the individual, firm, corporation, or other business entity submitting the Proposal and shall be subscribed by either the individual, a general partner, a member of a member-managed LLC, a manager of a manager-managed LLC, or an authorized officer or agent of a Corporation or business entity, and should be properly witnessed or attested.

7. DELIVERY OF PROPOSALS

7.1 All SOQs shall be submitted pursuant to the terms outlined in these Instructions to Proposers. Any submittals received after the time and date specified in the solicitation document for the opening of the responses will not be considered, but will be returned unopened.

7.2 Each Proposer's response shall be at the sole cost and expense of the Proposer and such Proposer shall have no right or claim against the City for costs, damages, loss of profits, or to recover such costs, damages, or expenses in the event the City exercises its right to reject any or all Proposals or to cancel an award pursuant to a provision hereof for any reason.

8. COMMUNICATIONS REGARDING EVALUATION OF PROPOSALS

To ensure the proper and fair evaluation of SOQs, the City highly discourages any oral communication initiated by a Proposer or its agent to an employee of the City evaluating or considering the Proposal during the period of time following the issuance of the solicitation document, the opening of Proposals and prior to the time a decision has been made with respect to the Contract award. An appropriate Purchasing employee of the City may initiate communication with a Proposer in order to obtain information or clarification needed to develop a proper and accurate evaluation of the Proposal. Any communication initiated by Proposer during evaluation should be submitted in writing and delivered to the City of Dunwoody, Purchasing Office, 4800 Ashford Dunwoody Road, Dunwoody, Georgia 30338, or by e-mail to purchasing@dunwoodyga.gov. Unauthorized communication by the Proposer may disqualify the Proposer from consideration.

9. WITHDRAWAL OF PROPOSALS

No SOQ may be withdrawn after it is submitted unless the Proposer makes a request in writing and such request is confirmed as received prior to the time set for opening of Proposals. No SOQ may be withdrawn after the scheduled opening time for a period of sixty (60) days. Any Proposer withdrawing or attempting to withdraw its SOQ prior to the expiration of the sixty (60) day period shall be obligated to reimburse the City for all its costs incurred in connection with such withdrawal or attempted withdrawal including, without limitation, any increased costs for procuring the goods or services from another Proposer or all costs of advertising and re-procuring the goods or services, and all attorneys' fees, in addition to payment of City's other damages. Proposer's submission of a SOQ shall be deemed the Proposer's acknowledgment of and agreement to the provisions of this Section.

10. DISQUALIFICATION OF PROPOSERS

10.1 Any of the following causes may be considered as sufficient for the disqualification of a Proposer and the rejection of its Proposal:

10.1.1 Submission of more than one Proposal for the same work, or participation in more than one Proposal for the same work as a partner or principal of the Proposer, by an individual, firm, partnership or corporation, under the same or different names, or by Proposers which are affiliates, either at the time of submittal, or at the time of award. For purposes of this section, the term "affiliates" means firms, partnerships, corporations or other entities under common control;

10.1.2 Evidence of collusion between or among Proposers;

10.1.3 Evidence, in the opinion of the City, of Proposer(s) attempting to manipulate the Proposal pricing for its own benefit (e.g. pricing resulting in a failure of the City's ability to enforce the Contract or impose the remedies intended following breach by Contractor);

10.1.4 Being in arrears on any of its existing contracts with the City or in litigation with the City or having defaulted on a previous contract with the City;

10.1.5 Poor, defective or otherwise unsatisfactory performance of work for the City or any other party on prior projects which, in the City's judgment and sole discretion, raises doubts as to Proposer's ability to properly perform the work; or

10.1.6 Any other cause which, in the City's judgment and sole discretion, is sufficient to justify disqualification of Proposer or the rejection of its Proposal.

10.2 The City has adopted a policy which addresses, among other things, the obligations of the City's

employees with respect to interest in business entities, unauthorized compensation and acceptance of gifts. Please be aware that any act by a Proposer that could cause a City employee to violate the policy is sufficient cause for the denial of the right of the Proposer to propose on any contract or sell any materials, supplies, equipment, or services to the City for a period of time that is determined by the City Manager.

11. REJECTION OF IRREGULAR PROPOSALS

A SOQ may be considered irregular and may be rejected if it is improperly executed, shows omissions, alterations of form, additions not called for, unauthorized conditions, or limitations, or unauthorized alternate Proposals, fails to include the proper Proposal Guaranty, Contract references, other certificates, affidavits, statements, or information required to be included with Proposals, including, but not limited to, the Proposer's prices, or contains other irregularities of any kind.

12. NOTICE OF INTENT TO AWARD CONTRACT

Unless all Proposals are rejected, a Notice of Intent to Award is anticipated to be provided within ninety (90) days from the opening of Proposals to the responsible and responsive Proposer submitting the Proposal deemed to be most advantageous to the City, price and other factors being considered. For all procurements, the City reserves the right to reject any or all Proposals and to cancel the procurement or to solicit new Proposals.

13. EXECUTION OF CONTRACT

13.1 The Proposer to whom the Notice of Intent to Award is given shall, within ten (10) business days of the date of the Notice of Intent to Award, execute and/or deliver the following to the City: the Contract, a copy of the Proposer's valid business or occupational license, and all other documents and information required by the Contract Documents. All of the above documents and information must be furnished and the Contract Documents executed by Proposer, and delivered to the City, before the Contract will be executed by the City.

13.2 A Proposer's failure to timely fulfill its obligations under this section shall be just cause for withdrawal of such Notice of Intent to Award. In such case, a Notice of Intent to Award may then be issued to the next ranked Proposer or all Proposals may be rejected and the Contract re-advertised. In such event, the City shall be entitled to receive its damages and costs, including, but not limited to, its attorneys' fees caused by or in connection with a Proposer's failure to fulfill its obligations under this paragraph. A Proposer's liability for failing to timely fulfill the obligations stated in this paragraph shall be the same as for withdrawing its Proposal (see Section 9).

13.3 The Contract shall not be binding upon the City until it has been executed by the City and a copy of such fully executed Contract is delivered to the Contractor. The City reserves the right to cancel the award without liability to any Proposer at any time before the Contract has been fully executed by the City and delivered to the Contractor. Accordingly, the Contractor is hereby warned that it should not commence performance or incur costs or expenses in connection with the Contract obligations until it has been delivered a final, fully executed copy of the Contract.

14. GEORGIA SALES TAX

The City is a governmental agency and a political subdivision under Georgia law. Purchases by the City under this Contract are exempt from sales tax: A City tax exempt number is not required for a municipality. No purchase made by any entity is qualified to be exempt other than those made directly by the City. The City's sales tax exemption does not apply to goods or services purchased or consumed by a Contractor for which the Contractor is deemed to be the ultimate consumer in connection with the fulfillment of its Contract obligations, and the City shall have no liability for such taxes.

15. SUBCONTRACTS

15.1 Nothing contained in these Contract Documents shall be construed as creating any contractual relationship between any subcontractor and the City.

15.2 The Contractor shall be fully responsible to the City for the acts and omissions of a subcontractor and of persons employed by said subcontractor to the same extent that the Contractor is liable to the City for acts and omissions of persons directly employed by it.

16. FAMILIARITY WITH LAWS

All Proposers and the Contractor are presumed to be familiar with and shall observe all Federal, State and local laws, ordinances, codes, rules and regulations, including, without limitation, the City's rules and regulations, that may in any way affect work herein specified. Ignorance on the part of the Contractor shall in no way relieve Contractor from any such responsibility or liability. Contractor's compliance with requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02, if applicable, will be attested.

17. SECURITY

The successful Proposer will be required to comply with all applicable standards of the City relating to security which may be in effect or changed from time to time.

18. INSURANCE

The Proposer to whom the Notice of Intent to Award is given shall provide a signed Certificate of Insurance. The Certificate of Insurance shall evidence the insurance coverage required by the City pursuant to Section 14.7 of the General Conditions and shall be filed with the City within ten (10) business days of the date of the Notice of Intent to Award. The Certificate of Insurance must contain a provision that the coverage provided under the policies will not be cancelled or modified or the limits thereunder decreased unless at least thirty (30) days prior written notice has been given to the City.

19. PUBLIC RECORDS/PUBLIC MEETINGS

Please be aware that all meetings of the City's Council are duly noticed public meetings and all documents submitted to the City as a part of or in connection with a Proposal may constitute public records under Georgia law regardless of any person's claim that proprietary or trade secret information is contained therein. By submission to the City, Proposers waive any declaration that their entire response to be proprietary information. Proposals and all related correspondence are subject to the Georgia Open Records Act and may be provided to anyone properly requesting same, after contract award. The City cannot protect proprietary data submitted in vendor proposals unless provided for under the open records law. In the event, the proposer deems certain information to be exempt from the disclosure requirements, the proposal must specify what content is considered exempt and site the applicable provision of the law to support that assessment. In the event such information is requested under the open records law, the proposer's assessment will be examined by the City Attorney who will make a determination. The decision to withhold or release the information will be at the City's sole discretion.

* * * * * * * END OF INSTRUCTIONS TO PROPOSERS * * * * * * *

Name & Title, Typed or Printed

Frederic Shmurak, PE
Senior Project Manager

1899 Powers Ferry Road Suite 400, Atlanta, GA 30339

+1 (770) 738-6040 | tetratech.com

Tetra Tech is Leading with Science® to provide innovative, sustainable solutions that help our clients address their water, environment, infrastructure, resource management, energy, and international development challenges. We are proud to be home to leading technical experts in every sector and to use that expertise throughout the project life cycle. Our commitment to safety is ingrained in our culture and at the forefront of every project. We combine the resources of a global, multibillion-dollar company with local, client-focused delivery.

STATEMENT OF QUALIFICATIONS

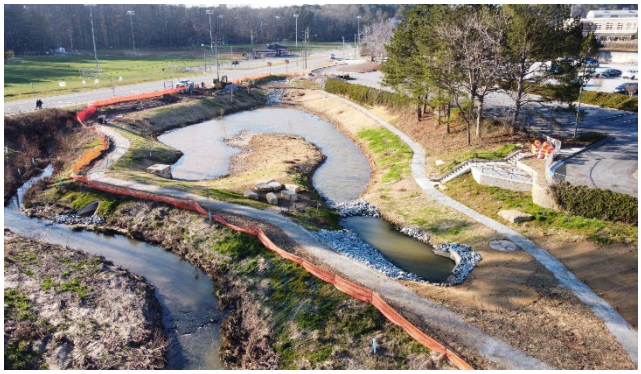
City of Dunwoody Georgia

On Call – Stormwater Engineering and Design Services

HOURLY RATE SHEET

City of Dunwoody

Statement of Qualifications SOQ 22-01



SOQ 22-01
April 12, 2022

TETRA TECH

Purchasing Department
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

City of Dunwoody RFQ 22-01
Stormwater Engineering and Design Services

APPENDIX A: Hourly Rate Schedule

COMPANY NAME: Tetra Tech, Inc.

Rate Schedule must be submitted and clearly labeled in a separate sealed envelope.
Failure to do so may result in disqualification.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Principal In Charge	$ 275.00	$ 283.25	$ 291.75	$ 300.50	$ 309.51
Project Manager	$ 220.00	$ 226.60	$ 233.40	$ 240.40	$ 247.61
Senior Engineer	$ 175.00	$ 180.25	$ 185.66	$ 191.23	$ 196.96
Mid Level Engineer	$ 135.00	$ 139.05	$ 143.22	$ 147.52	$ 151.94
Engineer	$ 115.00	$ 118.45	$ 122.00	$ 125.66	$ 129.43
Senior Planner	$ 200.00	$ 206.00	$ 212.18	$ 218.55	$ 225.10
Planner	$ 150.00	$ 154.50	$ 159.14	$ 163.91	$ 168.83
Senior Landscape Architect	$ 198.00	$ 203.94	$ 210.06	$ 216.36	$ 222.85
Landscape Architect	$ 152.00	$ 156.56	$ 161.26	$ 166.09	$ 171.08
Drafter	$ 115.00	$ 118.45	$ 122.00	$ 125.66	$ 129.43
2-Person Survey Crew	$ 170.00	$ 175.10	$ 180.35	$ 185.76	$ 191.34
3-Person Survey Crew	$ 200.00	$ 206.00	$ 212.18	$ 218.55	$ 225.10
Survey Manager	$ 175.00	$ 180.25	$ 185.66	$ 191.23	$ 196.96
SUE Crew	$ 125.00	$ 128.75	$ 132.61	$ 136.59	$ 140.69
Utility Coordinator	$ 127.00	$ 130.81	$ 134.73	$ 138.78	$ 142.94
Construction Inspector	$ 105.00	$ 108.15	$ 111.39	$ 114.74	$ 118.18
Construction PM / Administrator	$ 185.00	$ 190.55	$ 196.27	$ 202.15	$ 208.22
Field Technician	$ 100.00	$ 103.00	$ 106.09	$ 109.27	$ 112.55
NEPA Specialist	$ 180.00	$ 185.40	$ 190.96	$ 196.69	$ 202.59
Environmental Staff	$ 124.00	$ 127.72	$ 131.55	$ 135.50	$ 139.56
Lab Testing (Per Test, Add'l Price List Required, Separate Sheet)*		$ -	$ -	$ -	$ -
Administrative Assistant	$ 85.00	$ 87.55	$ 90.18	$ 92.88	$ 95.67
Other (Specify on Separate Sheet)					

Hourly rates must include all overhead, profit, and indirect/direct costs. No additional costs will be negotiated above and beyond the hours, with the exception of field tests and materials testing which is paid per test. All mileage, postage, reproduction, etc must be included in the hourly rates listed above. Rates are per job title, NOT per company. The rate of the prime and the rate of the sub will not differ for the same job title.

*Lab testing price quotes for frequently sampled water quality parameters are provided on additional pages. Prices are for 2022 only and are subject to increase annually. Microbial source tracking pricing is not provided because it varies based on number of samples and tests.

City of Dunwoody RFQ 22-01
Stormwater Engineering and Design Services

APPENDIX A: Hourly Rate Schedule; Other Rates

COMPANY NAME: Tetra Tech, Inc.					
HOURLY RATE SHEET FOR TITLES NOT INCLUDED ABOVE. PLEASE INCLUDE YEARS 1-5 ALONG WITH TITLES AND RATES.					
	HOURLY RATES				
Other Rates	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Scientist I	$ 98.00	$ 100.94	$ 103.97	$ 107.09	$ 110.30
Scientist II	$ 124.00	$ 127.72	$ 131.55	$ 135.50	$ 139.56
Scientist III	$ 145.00	$ 149.35	$ 153.83	$ 158.45	$ 163.20
Senior Scientist	$ 163.00	$ 167.89	$ 172.93	$ 178.11	$ 183.46
Principal Scientist	$ 186.00	$ 191.58	$ 197.33	$ 203.25	$ 209.34
Supervising Scientist	$ 204.00	$ 210.12	$ 216.42	$ 222.92	$ 229.60
Managing Scientist	$ 236.00	$ 243.08	$ 250.37	$ 257.88	$ 265.62
Principal Engineer	$ 200.00	$ 206.00	$ 212.18	$ 218.55	$ 225.10
Supervising Engineer	$ 220.00	$ 226.60	$ 233.40	$ 240.40	$ 247.61
GIS Specialist I	$ 125.00	$ 128.75	$ 132.61	$ 136.59	$ 140.69
GIS Specialist II	$ 150.00	$ 154.50	$ 159.14	$ 163.91	$ 168.83
Graphic Designer	$ 120.00	$ 123.60	$ 127.31	$ 131.13	$ 135.06
Communications/Public Outreach Mgr.	$ 230.00	$ 236.90	$ 244.01	$ 251.33	$ 258.87
Communications/Public Outreach Specialist/Technical Writer	$ 200.00	$ 206.00	$ 212.18	$ 218.55	$ 225.10
		$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -
YSI water quality meter (per day)	$ 200.00	$ 206.00	$ 212.18	$ 218.55	$ 225.10
Benthic macroinvertebrate laboratory analysis (per unit sample)	$ 300.00	$ 309.00	$ 318.27	$ 327.82	$ 337.65
Backpack electrofisher (per week)	$ 900.00	$ 927.00	$ 954.81	$ 983.45	$ 1,012.96
		$ -	$ -	$ -	$ -

Analytical Environmental Services, Inc.
3080 Presidential Drive
Atlanta, GA 30340-

TEL: *(770) 457-8177*
FAX: *(770) 457-8188*

14-Sep-21

QUOTATION for ANALYTICAL SERVICES

Company: Tetra Tech, Inc
Contact: Erin Lincoln
Address: 1899 Powers Ferry Rd SE
Suite 400
Atlanta, GA 30339
Phone: (770) 850-0949 Fax: (770) 850-0950

Submitted By:
Paris Masoudi

Quote ID:
Project:
TAT:
QC Level: LEVEL II

Expires: 12-Dec-21

TEST ID	Matrix	Test Name	Test	Remarks	Unit Price
EIF		Environmental Impact Fee		Per Invoice	$5.00
200.8_D	Aqueous	Dissolved Trace Elements by ICP/MS	E200.8	Field Blank	$40.00
200.8_D	Aqueous	Dissolved Trace Elements by ICP/MS	E200.8	Cd, Cu, Pb, Zn	$40.00
350.1_W	Aqueous	Nitrogen, Ammonia (as N)	E350.1		$16.00
353.2_W_NO2	Aqueous	Nitrogen, Nitrate-Nitrite (as N)	E353.2		$15.00
365.1_W TPH	Aqueous	Phosphorus , Total	E365.1		$18.00
365.1_W OPH	Aqueous	Phosphorus, ortho	E365.1		$18.00
SM2340B	Aqueous	Hardness	M2340 B		$15.00
SAMP_FILT	Aqueous	Sample Filtration	SAMP_FILT		$10.00
SAMP_FILT	Aqueous	Sample Filtration	SAMP_FILT		$10.00
ALKALINITY_		Alkalinity by SM2320B	SM2320B		$15.00
TSS	Aqueous	Residue, Suspended (TSS) by SM2540	SM2540D		$14.00
NITROGEN,T	Aqueous	NITROGEN, TOTAL	SM4500-N		$45.00
SM9222D	Aqueous	FECAL COLIFORM-MF	SM9222D		$34.00
SM9223	Aqueous	Total Coliform, E-coli	SM9223	Total, E.coli	$34.00

Comments: Our standard turnaround time is five business days. If expedited turnaround is required, please check with your Project Manager to see if the lab can meet the requested TAT. For expedited turnaround, samples received after 3:00PM are considered as received the next business day unless prior arrangements have been made. For same-day turnaround, samples must be received by 10:00AM. Due to the time required for preparation and/or analysis, expedited and same-day turnaround are not available for all analyses, and rush surcharges may vary.

Expedited turnaround surcharges for most analyses are as follows: same-day at 100%, next-day at 50%, 2 day at 25%, 3 day at 15%, and 4 day at 10%.

Samples received at the laboratory and not analyzed (either due to being received on hold or due to project cancellation) will incur a fee of $15.00 per sample.

III. Water Analyses

A. Basic, GA Expanded, and Other Analysis

Test No.	Description	Fee ($)	Lab
W1	**Basic Water Test** (Minimum Sample Amt.: 125mL) pH and Hardness, Aluminum (Al), Iron (Fe), Nickel (Ni) Phosphorus (P), Boron (B), Magnesium (Mg), Silica (SiO_2) Potassium (K), Chromium (Cr), Manganese (Mn), Sodium (Na) Calcium (Ca), Copper (Cu), Molybdenum (Mo), Zinc (Zn)	20.00	SPW
W2	**GA. Expanded Water Test** *(required for water treatment design)* (W1-Basic, W3-Anions, W11-Soluble Salts, & W18-Alkalinity) **Need 16 oz. (500 mL)**	60.00	SPW
For a **W1** and **W2**, a **first draw** water sample will be collected. To do this, take the sample between a 6 - 12 hour period during which time there was no water usage. The GA-EPD recommends that either early morning or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist. A kitchen or bathroom cold-water faucet is to be used for sampling. If the primary concern is the well pump, draw the water from as near the well head as possible. Place a quart container below the faucet and gently open the cold water tap. Completely fill. Transfer a portion to a 4 oz. (125 mL) sample bottle for W1 and a 16 oz. (500 mL) for W2, tightly cap and place in the mail.		
W3	**Anions (Ion chromatography)** (Minimum Sample Amt.: 125mL) Chloride (Cl), Nitrate-Nitrogen (NO_3-N), Sulfate (SO_4) Fluoride (F), Phosphate (PO_4)	40.00	SPW
W4	**Any single Anion (in W3)** (Minimum Sample Amt.: 125mL)	12.00	SPW
W5	**Any two Anions (in W3)** (Minimum Sample Amt.: 125mL)	22.00	SPW
W6	**Nitrate-N** (NO_3-N) (Cd reduction colorimetric) (Minimum Sample Amt.: 125mL)	12.00	SPW
W6A	**Nitrate-N** (NO_3-N) (Conductimetric) (Minimum Sample Amt.: 25mL)	12.00	FEW
W7	**Nitrite-N** (NO_2-N) (Colorimetric) (Minimum Sample Amt.: 125mL)	12.00	SPW
W8	**Ammonium-Nitrogen** (NH_4-N) (Minimum Sample Amt.: 125mL)	12.00	SPW
W8A	**Ammonium-Nitrogen** (NH_4-N) (Conductimetric) (Minimum Sample Amt.: 25mL)	12.00	FEW
W10	**pH only** (Minimum Sample Amt.: 125mL)	4.00	SPW
W11	**Soluble Salts** (Electrical Conductivity/Specific Conductance) (Minimum Sample Amt.: 125mL, Holding Time: 28 days)	13.00	FEW
W12	**Total Residual Chlorine** (Minimum Sample Amt.: 500 mL, Analyze Immediately)	8.00	FEW

W13	**Chlorophyll-A** (Chl*a*) (Minimum Sample Amt.: 500 mL, Filter Immediately Through 0.45 µm Filter, Keep the Filter Paper Refrigerated, Analyze Within 3 ½ Weeks)	40.00	FEW
W14	**Mercury** (Hg) (Minimum Sample Amt.: 125mL)	50.00	SPW
W16	**Total organic carbon** (TOC) (Minimum Sample Amt.: 125 mL, Holding Time: 28 days)	20.00	FEW
W16A	**Total inorganic carbon** (TIC) (Minimum Sample Amt.: 125 mL, Holding Time: 28 days)	20.00	FEW
W16B	**Dissolved organic carbon** (DOC) (Minimum Sample Amt.: 125 mL, Holding Time: 28 days)	25.00	FEW
W17	**Kjeldahl Nitrogen** (Minimum Sample Amt.: 500 mL, Holding Time: 28 days)	30.00	FEW
W18	**Alkalinity** (bicarbonate), **pH**, and **CO_2** (250 mL required) (Minimum Sample Amt.: 250 mL, Holding Time: 14 days)	16.00	FEW
W19	**Acidity** (Minimum Sample Amt.: 250 mL, Holding Time: 14 days)	23.00	FEW
W20	**Total Dissolved Solids** (TDS) (Minimum Sample Amt.: 250 mL, Holding Time: 7 days)	20.00	FEW
W21	**Total Suspended Solids** (TSS) (Minimum Sample Amt.: 1 Liter, Holding Time: 7 days)	20.00	FEW
W22	**Total Solids** (TS) (Minimum Sample Amt.: 125 mL, Holding Time: 7 days)	16.00	FEW
W23	**Total Volatile Solids** (TVS) and **Total Solids** (TS) (Minimum Sample Amt.: 125 mL, Holding Time: 7 days)	22.00	FEW
W24	**Biochemical Oxygen Demand** (BOD) CALL FOR SCHEDULING Wednesday & Thursday 8:00 AM - 5:00 PM Friday 8:00 AM - 12:00 PM (Minimum Sample Amt.: 1000mL, Holding Time: 48 hours) **Note:** *If you have more than one BOD sample and we are not aware of them, please bring them on Wednesday or Thursday. Additional tests are required.*	40.00	FEW
W24A	**Carbonaceous Biochemical Oxygen Demand** (CBOD) See above note in W24 for information	30.00	FEW
W25	**Chemical Oxygen Demand** (COD) Minimum Sample Amt.: 125 mL, Holding Time: 28 days)	23.00	FEW
W26	**Oil & Grease** non-petroleum (Submit a **1- Liter** sample in a dedicated glass container. Holding time: 28d if acidified to pH<2 and refrigerated. *If the sample cannot be preserved as stated, it should be delivered to the laboratory as soon as possible keeping chilled with ice shield in a cooler.*)	40.00	FEW
W27 Phosphorus (P)			
W27A	**Total Phosphorus** (Persulfate Digestion) Minimum Sample Amt.: 125mL, Holding Time: 28 days	28.00	FEW
W27B	**Dissolved Reactive Phosphorus** (filtered, undigested) Minimum Sample Amt.: 125mL, Holding Time: 48 hours	20.00	FEW

W27C	**Total Reactive Phosphorus** (unfiltered, undigested) Minimum Sample Amt.: 125mL, Holding Time: 48 hours	18.00	FEW
W30	**Color** - 48-h holding time, **ship overnight** or **drop off** (Minimum Sample Amt.: 125 mL)	19.00	FEW
W31	**Turbidity** - 48-h holding time, **ship overnight** or **drop off** (Minimum Sample Amt.: 125 mL)	17.00	FEW
W32	**Total Nitrate** (NO_3) + **Nitrite** (NO_2) as N	12.00	SPW
W33	**GA -Certification for Drinking Water Providers** (Small Distribution Systems) (W1, W3, W7, W11, W18, W20, W30, W31, W32) **1 Liter (quart)** in plastic container. (Samples accepted Monday-Thursday 8:00am - 4:00pm) (**Note: consider W35 test**)	130.00	SPW/ FEW
W33A	**Irrigation Water Chemistry** W1 (with calculated sodium adsorption ratio (SAR) and adjusted SAR), W18 (Alkalinity with bicarbonate concentration), W11 (EC), Total Dissolved Solids (W20), Chloride, Fluoride, and Nitrate **(Minimum Sample Amt.: 500mL)** (Note: If you are under GAP audit, consider W35 test using irrigation water form)	70.00	SPW/ FEW
W33B	**Home Loan Closing** W42 (Pb)+W6 (Nitrate)+W7 (Nitrite)+W35 (Total Coliform/*E. coli*) These four tests are commonly required for home closings. Ask your lending agency for specific details. Normal turnaround time is 5-10 business days; contact the AESL laboratory to inquire about expedited analysis (**706-542-5350**). Samples accepted Monday-Thursday 8:00am - 4:00pm	85.00 (+ **$55** rush fee, + **$10** overnight shipping label when applicable)	SPW/ FEW
W33C	**Dept. of Public Health: Private Well Chemical Test** W2, W32, W42 (Lead and Arsenic) **Need 16 oz. (500 mL)**	122.00	SPW/ FEW
W34C	**Fish pond general water quality (W1 + W18)** 125 mL, plastic/glass container	35.00	SPW
W34D	**Pond Water Quality (W1 + W18) and Algae Testing Kit** Each kit contains 3 plastic bottles with one bottle containing a Lugol solution.	110.00	SPW
W44	**Radon** By liquid scintillation *** Must contact county agent for sampling instruction.**	30.00 (+ **$10** overnight shipping label when applicable)	FEW

B. Microbiological Analysis

Test No.	Description	Fee ($)	Lab
W35	**Total Coliform / *E. coli*** (Colilert ®) (Requires sample in a ***special bottle***. Drinking Water, Irrigation Water, GAP Program - Please download appropriate forms at: http://aesl.ces.uga.edu/forms under Microbiological Forms. For EPD Compliance / Regulatory samples, contact the lab for the appropriate submission form.) (Samples accepted Monday-Thursday 8:00am - 4:00pm)	36.00 (+ **$10** overnight shipping label when applicable)	FEW
W37	**Fecal Coliform** (multiple tube fermentation / A1 Media) (Requires sample in a special bottle. Samples accepted Monday-Thursday 8:00am - 1:00pm; Please download the chain-of-custody form for sample submission at: http://aesl.ces.uga.edu/forms/)	36.00	FEW

W38	**Heterotrophic Plate Count** (Idexx SimPlate ®) (Requires sample in a special bottle. Samples accepted Monday-Wednesday 8:00am - 2:00pm; Please download the chain-of-custody form for sample submission at: http://aesl.ces.uga.edu/forms/)	36.00	FEW
W39	***E. coli* only** (recreational; swimming) (Requires sample in a special bottle. Samples accepted Monday-Thursday 8:00am - 4:00pm; Please download appropriate forms at: http://aesl.ces.uga.edu/forms)	36.00	FEW

C. Trace Level Analysis

For Lead (Pb) and copper (Cu), a **first draw** water sample will be collected after a minimum of 6 hours, but not more than 12 hours, period during which time there was no water usage prior to the sampling. The GA-EPD recommends that either early morning or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist.

A kitchen or bathroom cold-water faucet is to be used for sampling. If the primary concern is the well pump, draw the water from as near the well head as possible. Place a quart container below the faucet and gently open the cold water tap. Completely fill. Transfer a portion to a 4 oz. (125 mL) sample bottle, tightly cap and place in the mail.

Test No.	Description	Fee ($)	Lab
W41	**Priority Pollutants** By ICP-AVOES Antimony (Sb), Arsenic (As), Beryllium (Be), Cadmium (Cd), Chromium (Cr), Copper (Cu), Lead (Pb), Nickel (Ni), Selenium (Se), Silver (Ag), Thallium (Tl), Zinc (Zn)	150.00 (+ **$10** any additional element in W42)	SPW
W42	Any **one** of Available **Metals** and/or **Non-Metals** By ICP-AVOES Aluminum (Al), Antimony (Sb), Arsenic (As), Barium (Ba), Beryllium (Be), Bismuth (Bi), Boron (B), Cadmium (Cd), Calcium (Ca), Chromium (Cr), Cobalt (Co), Copper (Cu), Gold (Au), Iron (Fe), Lead (Pb), Magnesium (Mg), Manganese (Mn), Molybdenum (Mo), Nickel (Ni), Palladium* (Pd), Phosphorus (P), Potassium (K), Selenium (Se), Silicon (Si), Silver (Ag), Sodium (Na), Strontium (Sr), Sulfur (S), Thallium (Tl), Tin (Sn), Titanium (Ti), Uranium (U), Vanadium (V), Zinc (Zn)	40.00 (+ **$10** any additional element) **OR** $10 per element when combined with W43	SPW
* Analyte not listed in EPA 200.7 or 200.5			
W43	**Arsenic**, low level	60.00	SPW

1899 Powers Ferry Road Suite 400, Atlanta, GA 30339

+1 (770) 738-6040 | tetratech.com

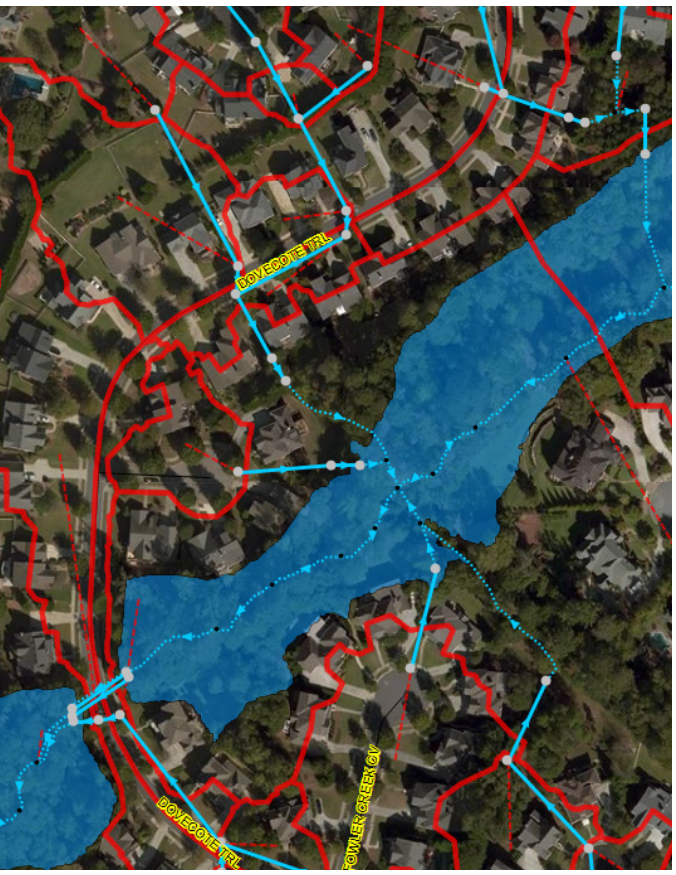
Tetra Tech is Leading with Science® to provide innovative, sustainable solutions that help our clients address their water, environment, infrastructure, resource management, energy, and international development challenges. We are proud to be home to leading technical experts in every sector and to use that expertise throughout the project life cycle. Our commitment to safety is ingrained in our culture and at the forefront of every project. We combine the resources of a global, multibillion-dollar company with local, client-focused delivery.

SOQ 22-01

ON-CALL STORMWATER ENGINEERING AND DESIGN SERVICES

City of Dunwoody

APRIL 12, 2022



Dewberry

COPY

SUBMITTED BY
Dewberry Engineers Inc.
2835 Brandywine Road, Suite 100
Atlanta, GA 30341
678.530.0022

SUBMITTED TO
Purchasing Department
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

SECTION I: TITLE

Dewberry

Dewberry Engineers Inc.
2835 Brandywine Road, Suite 100
Atlanta, GA 30341

678.530.0022
678.530.0044 fax
www.dewberry.com

SECTION I: TITLE

April 12, 2022

Purchasing Department
ATTN: John Gates
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

RE: Statement Of Qualifications SOQ 22-01 On Call - Stormwater Engineering and Design Services

Dear Mr. Gates,

Dewberry Engineers Inc. (Dewberry) is pleased to submit this statement of qualifications to the City of Dunwoody to provide professional services for stormwater engineering and design. We are passionate about providing innovative and cost-effective stormwater solutions that consider the impact, both positive and negative, of stormwater on the Dunwoody community. We strive to provide exceptional service, and in pursuit of that goal, Dewberry's Atlanta office has become the leading provider of hydrologic and hydraulic modeling, stormwater system assessments, and stormwater infrastructure design in Georgia. Across the state, we have developed over 26,000 miles of flood studies and 2,000 miles of hydrodynamic stormwater models including green infrastructure and stormwater best management practices (BMPs). Additionally, we have assisted in developing or modeling over 1,000 capital improvement projects throughout Georgia.

Our experience extends to our entire team which includes **Golder Associates Inc. (Golder)** and **TerraMark Land Surveying Inc. (TerraMark).** Golder is a local and leading expert on geotechnical engineering as well as material testing; while TerraMark provides exceptional survey and subsurface utility engineering services and has a wealth of local knowledge from past projects with Dunwoody. Dewberry has worked with Golder and TerraMark on multiple projects, and we have assembled this team because we are confident that, no matter the service request, we will be able to provide Dunwoody with the subject matter expertise required to address concerns and determine a solution while meeting schedule and budget needs.

The overall Dewberry project manager for this team will be **Emma Bones.** She brings extensive experience in all aspects of stormwater engineering and design from developing watershed improvement plans and water quality modeling to managing and designing large-scale stormwater BMP projects and providing construction oversight services for ongoing projects. Emma has been serving as the project manager for all of the Dunwoody stormwater engineering work completed to date by Dewberry, and she looks forward to the opportunity to continue to design high-quality and innovative stormwater solutions for Dunwoody. Emma is based in the Dewberry Atlanta office which is located in Chamblee, enabling Emma and any other team member to be anywhere in Dunwoody in less than twenty minutes. This close proximity allows us to provide speedy and accessible on-call services whenever Dunwoody desires.

From the entire Dewberry team, we thank you for your consideration of our statement of qualifications, and we are truly appreciative of the opportunity to continue to work side-by-side with Dunwoody to provide stormwater engineering and design services that can improve the resilience, safety, and education of the entire community. Should you have any questions regarding our submittal, please do not hesitate to contact us via telephone at 678.537.8649 or via email at ebones@dewberry.com.

Sincerely,

Emma Bones, PE
Project Manager
678.537.8649 | ebones@dewberry.com

Duncan Hastie, PE
Principal-in-Charge
678.537.8633 | dhastie@dewberry.com

SECTION II: UNDERSTANDING & APPROACH

SECTION II: UNDERSTANDING AND APPROACH

Project Understanding

Dewberry understands that this procurement for professional services includes a wide range of projects to support stormwater management, including localized drainage repair, stormwater management, infrastructure maintenance, watershed assessments, bid document preparation and assistance, and other related projects. Dewberry has developed a well-rounded team capable of providing Dunwoody a full suite of professional services to meet the requirements of this RFQ. For this professional services contract, we will be supported by **Golder Associates Inc.** providing geotechnical, material testing, and environmental permitting and assessment services. **TerraMark Land Surveying Inc.** will provide survey and subsurface utility engineering (SUE).

Dewberry has a long history of working collaboratively with Golder to support numerous clients, and TerraMark is Dewberry's preferred surveyor for work in Dunwoody given their extensive local knowledge of the City and its stormwater infrastructure.

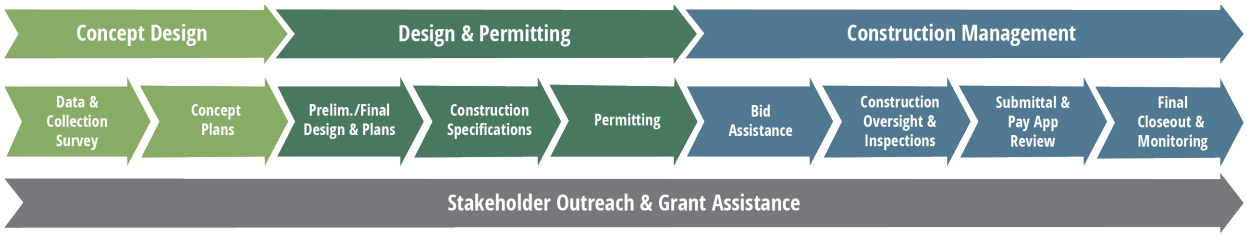
Management Approach

Emma Bones will be the overall project manager for Dunwoody and will oversee the resources and work as part of this contract. Emma has successfully completed numerous projects for Dunwoody which has helped her develop an understanding of the operating procedures and needs of Dunwoody, allowing her to provide innovative solutions that address critical concerns facing Dunwoody and its citizens. Emma is supported by an exceptional team of engineers and planners allowing her to simultaneously manage multiple projects and deliver each final product on time, through the use of management processes like forecasting project resource needs, comparing resources availability and developing augmentation plans as needed. Emma is actively engaged in her projects, completes staffing workload projections, and reviews project needs weekly to reallocate resources appropriately. Subconsultant staffing will be determined by work assignment, experience, and ability, and our team members will be directly managed by the lead for a particular work assignment.

Dewberry's goal for this professional services contract is to provide quality services and cost-effective solutions in both initial and life-cycle costs. We will be proactive for the duration of each work authorization to see that the project advances on or ahead of schedule and stays on budget. We will regularly report out to Dunwoody on project status and progress, including any required decision-making. Dewberry will work closely with Dunwoody to anticipate changes in project emphasis or needs and develop solutions to address any of these issues. We understand that change is inevitable, and it is our responsibility to be flexible and accommodate changes while maintaining quality.

Technical Approach

While the specific tasks may vary from project to project, the overall process for the development and implementation of solutions for each of the scope items outlined in the RFQ generally follows the same workflow (or a portion of the same workflow) as shown below starting from concept design, to design and permitting, through to construction management and final closeout. The process we use to develop construction documents for local projects in general follows the the GDOT Plan Development Process (PDP), and we also have multiple personnel within Dewberry's Atlanta office whom have completed the GDOT Plan Development Procedures course.



Data Collection and Survey

Data Collection is the first step of a new project. As needed for each project, the following data collection services can be initiated: field survey, SUE, geotechnical investigations, material testing, and/or environmental assessments, such as water quality testing, stream geomorphic assessments, BMP/mitigation bank monitoring, and site assessments. The field survey includes a topographic and right-of-way/parcel boundary survey and overhead/SUE by our surveying partner, TerraMark, and the topographic survey will meet all requirements set forth by Dunwoody. Geotechnical engineering, material testing, and environmental services for projects will also be conducted by Golder. Through proper data needs identification and collection at the start of a project, Dewberry can leverage the information provided in order to develop an appropriate and realistic solution(s) that addresses the needs and wants of Dunwoody.

In addition to the services provided above, Dewberry will collect any applicable H&H and GIS data. Given Dewberry's long history of supporting Dunwoody during the development of the City-wide floodplain studies, Dewberry already has all the hydrologic and hydraulic modeling for up to the 100-acre stream limit in-house and can leverage them for any design work on streams with drainage basins greater than 100-acres.

Concept Plans

After the Data Collection efforts, survey, and any field assessments are complete, concept plans will be developed to achieve the desired level of service or success metric specified by Dunwoody for each project. In addition to the requirements set forth by Dunwoody, Dewberry will also assess any concept solutions against the requirements of the Georgia Department of Transportation (GDOT) Drainage Manual and Georgia Stormwater Management Manual (GSMM). Given the variety projects and activities that can occur during the concept design phase, the workflow on the following page provides a further expansion of the concept design workflow.

DATA COLLECTION AND SURVEY	HYDROLOGIC MODELING	HYDRAULIC MODELING	OPTIONS AND DESIGN

• Collect toopographic survey
• Gather field data
  • Bank erosion hazard index
  • Geomorphological assessment
  • Water quality sampling
• Commence enve due diligence
  • Wetlands delineation
  • Habitat assessment
  • Historical and cultural resources assessment
• Review drainage complaints
	• Update the effective model to incorporate survey data for storage areas
	• Review or create subcatchment delineation and review/ assign hydrologic parameters
	• Validate/calibrate results to USGS Regression Equations, USGS Gage Data, or other flooding records/histories
		• Incorporate field survey data
		• Update flows from HEC- HMS (mapped floodplains only)
		• Review/assign hydraulic parameters
		• Determine existing Level of Service (LOS)
		• Incorporate water quality modeling (if needed)
			• Develop options in compliance with City and GDOT design standards
			• Achieve the desired LOS and/or water quality outcome with minimal negative impacts
			• Develop concept plans and cost estimates

For projects that are located on streams that have existing mapped floodplains, Dewberry will utilize the City's effective HEC-HMS and HEC-RAS models and develop concept plans. This approach will also be utilized for any bridge and culvert projects, stream restorations, and channel improvement studies.

For projects not located on mapped floodplains, Dewberry will develop a new PCSWMM model for the area draining to the project site. Dewberry recommends the PSCWMM software as it is the most accurate model to simulate flow in closed stormwater systems. PCSWMM is a GIS-based software that uses the EPA SWMM5 engine for hydrodynamic rainfall-runoff simulation.

The Dewberry team boasts extensive experience with PCSWMM modeling, and Dewberry has developed multiple custom tools for added functionality, accelerating the modeling processes that are not already available within PCSWMM. Further, over years of experience developing a Countywide stormwater model for Gwinnett County and a City-wide model for Albany, Georgia, the Dewberry team has

FIGURE 1: Dewberry created the Stormwater System Assessment Program for Gwinnett County, which is a watershed-wide H&H analysis that determines the existing pipe capacity level of service (LOS) of each County-maintained pipe throughout Gwinnett County. Dewberry has also developed a cost estimation and Capital Improvement Project management tool that interfaces with the stormwater database which assists the County with project and cost planning.

developed a stormwater modeling workflow that verifies a high-quality model is produced with QA/QC checkpoints provided at key milestones. Based on Dewberry's wide variety of project and modeling experience, we are well equipped to make a model selection and develop a design approach that will facilitate an improved design from concept level to closeout. While the models may vary, the overall workflow (or portions of it) will remain predominantly the same for many types of projects from WIPs to large-scale culvert replacments. Concept solutions will evaluate impacts to traffic and utilities as well as provide a cost estimate to assist Dunwoody in moving forward with the most optimal design solution. Concept plans, including plan and profile sheets, will be provided for all concept solutions.

In addition to standard gray stormwater concept designs, Dewberry is also experienced in the development of watershed improvement plans to address water quality concerns within a watershed as well as the integration of green infrastructure and low impact development (GI/LID) design approaches into traditional gray stormwater solutions. Dewberry's ability to integrate both water quality and quantity concerns into our modeling and design allows us to present holistic solutions to Dunwoody to address a variety of needs. Dewberry has found that a critical design component of GI that is often overlooked is the proper siting of the practice to maximize the GI practice's effectiveness. The issues most commonly noted are siting of the practice too close or within a floodplain or not performing a geotechnical investigation to determine the depth of the water table and the potential presence of bedrock. Due to these concerns, Dewberry recommends a thorough review of site conditions and high-quality geotechnical analysis to ensure the site is suitable for placement of GI practices. For this reason, Dewberry's close working relationship with Golder will be key for any GI design we complete for Dunwoody.

Stakeholder Outreach, Education, and Grant Assitance

Continued public engagement builds trust between the community, stakeholders, and the project owner, and early and continuous engagement with stakeholders is key to a successful project. Dewberry will coordinate with Dunwoody to develop outreach materials to inform and educate impacted residents regarding potential projects. Outreach material messaging will focus on providing information such as project overview, needs and benefits of the project, and construction schedule. This outreach will continue throughout the entire project lifecycle to keep the community informed of the project status. Dewberry will also be available to host public information open house meetings either virtually or in-person as we have done for numerous projects across metro Atlanta.

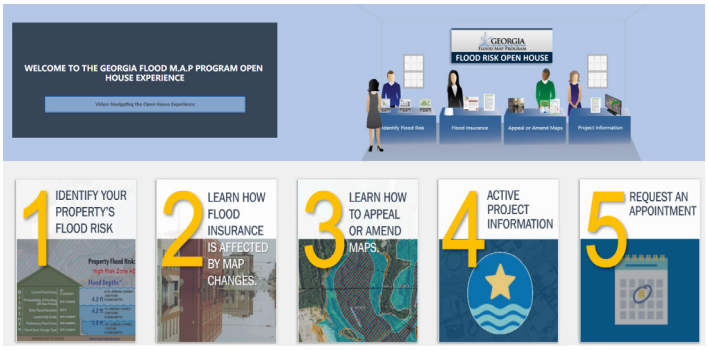


FIGURE 2: Dewberry has experience coordinating and leading over 600 community meetings throughout Georgia, including hosting several Virtual Open Houses over the past several years.

A further service offered by Dewberry is state and federal grant assistance. We have found that grant assistance starts during or before the development of a concept solution and is an integral part of the project throughout the entire project lifetime. Dewberry's Atlanta office has assisted clients in applying for numerous grants assist in project implementation, including FEMA's Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), and Flood Mitigation Assistance (FMA), and we are further supported by a national group within Dewberry whose sole focus is to assist us in securing grants and other funding opportunities with our clients. We are proud of our ability to offer this grants support team, and we are happy to support Dunwoody in identifying and seeking grants for critical projects.

Old Norcross Road Bridge Before Construction

Old Norcross Road Bridge After Construction

FIGURE 3: Dewberry developed the design, construction documents, and specifications, and provided permitting and bid assistance to replace the existing 19-foot span bridge on Old Norcross Road to address safety and hydraulic capacity deficiencies. Dewberry also provided construction management services, and construction was completed within budget.

Design and Permitting

Once a Concept Plan has been selected by Dunwoody, Dewberry will commence design which includes construction plans, construction specifications, opinion of probable cost estimates, and permitting. The formats for these deliverables will be developed in coordination with Dunwoody, and align with GDOT standards as needed. Final design begins with refining the hydrologic and hydraulic models. It is anticipated that construction plans will be submitted for review at the 60% (preliminary) and 90% (final) milestones for review and comment. At each milestone, plans will be developed that provide sufficient detail to establish an opinion of probable cost for construction and identify required right-of-way or easements for acquisition.

Additionally, 60% plans will be delivered to utility companies identified by TerraMark's SUE assessment for coordination of utility relocation if required by the proposed construction activities. This includes coordination with DeKalb for any designs that impact their water and sanitary sewer infrastructure. Dewberry has extensive experience working with DeKalb and will leverage this knowledge to assist with the coordination of any projects that require consultation with DeKalb. Any proposed modifications to the existing water and sanitary sewers will follow the current DWM Design & Construction Standards Manual.

Upon completion of Dunwoody's initial 60% review, a preliminary field plan review (PFPR) will be scheduled to discuss the County's comments and review the plans in the field to resolve any final issues regarding the proposed construction. Ninety percent plans will serve as the set that will be submitted for local, state, and federal permitting. This will also include a drainage report to summarize the modeling approach and results as well as to verify that there are no adverse impacts to properties resulting from the selected alternative.

If environmental permitting is deemed necessary for a project, our environmental subconsultant, Golder, will review the proposed plans and develop necessary documentation to file for compliance with the U.S. Army Corps of Engineers Nationwide Permitting. In addition, Golder will determine if a Stream Buffer Variance from the Georgia Environmental Protection Division is required and will prepare the necessary documentation. If the proposed project has been identified to cause an increase in water surface elevation in a FEMA floodplain, Dewberry will develop all materials required to obtain a Conditional Letter of Map Revision (CLOMR) from FEMA.

Once all permits are received a final set of construction plans will be issued along with a final estimate of probable cost. Specifications will be developed for the final plan that is selected to move forward to construction. It is anticipated that construction plans could include but are not limited to the following drawings:

- Cover sheet
- Index
- Revision summary
- General notes
- Typical sections
- Summary of quantities
- Construction plans
- Roadway and driveway profiles
- Construction staging and traffic control plans
- Drainage area map
- Drainage profiles
- Cross-sections
- Utility and DeKalb County coordination
- Property owner and construction plan conflict resolution
- Final construction punch list
- Outreach support
- Attendance at stakeholder meetings
- Utility plans
- Construction details
- Erosion, sedimentation, and pollution control
- Plans
- Right-of-way plans
- Easement exhibits (see below)

Properties in the survey limits will be researched, current deeds and plats will be obtained, and properties will be resolved under the supervision of a Georgia Registered Land Surveyor. TerraMark will develop exhibits and legal descriptions for any properties that require temporary construction, permanent, or fee simple acquisition easements.

Construction Management

The final stage of the Dewberry workflow is construction management. Dewberry will provide bid assistance and construction management services for projects as needed. Bid assistance services include attending the pre-bid meetings and assisting the County in addendum preparation. Construction Management by Dewberry will include an engineer on the project site throughout the duration of construction to manage contractor progress and facilitate solutions to unexpected issues that may arise as well as assisting with:

FIGURE 4: Dewberry conducted the construction management for Old Norcross Road Bridge Replacement Project in Gwinnett County, Georgia

- Inspections and reporting with staff on-site daily to inspect, review, and document work activities
- Preparation of agenda, attend, and distribute minutes for progress meetings
- Coordination of required field material testing during construction
- Review of and response to pay applications, shop drawings, submittals, and requests for information
- Post construction monitoring of BMPS, mitigation banks, and long-term water quality and stream health indicators

Emergency Response Assistance

While emergency response activities may not fit in the traditional workflow presented previously, it is a critical service and one that Dewberry is pleased to provide. From long-term deployments, high-water mark collections, and emergency stormwater repairs, the Atlanta office of Dewberry has supported numerous emergency response activities. We understand that during an emergency is when our clients need us the most, and we will assist Dunwoody should an emergency occur. Below are some activities we have completed in support of clients during and immediately after emergencies:

- Emergency diagnosis and repair of sinkholes
- High water mark (HWM) collections
- Substantial damage estimates
- Technical Assistance Contractor (TAC) for FEMA Public Assistance program

1.2.2.1 Agreement with Scope of Work

Dewberry understands that this procurement for professional services includes a wide range of projects to support stormwater management, and we agree that the scope of work is holistic of the needs of a stormwater management program. Therefore, Dewberry, with the support of Golder and TerraMark, is prepared to provide all the services listed in the scope of work. Additionally, based on our experience from previous stormwater projects, we also recognize the following services to be critical to the success of a stormwater management program, and we are prepared to offer the following services at Dunwoody's request:

1. Stormwater master modeling;
2. Dam repair/rehabilitation;
3. Dam breach modeling & Emergency Action Plan (EAP) development;
4. Structural engineering; and,
5. Construction Oversight/Management.

1.2.2.2 Assumptions

Dewberry will coordinate with Dunwoody to obtain all necessary project information including existing drainage inventory, land use information, wetland maps, City road and right-of-way information, tax parcel information, any available planimetric GIS data, and existing plans and as-built information. Having led the development of Dunwoody's and DeKalb County's hydrologic and hydraulic modeling, Dewberry already has these models in-house, which will be readily available for use.

Dewberry will verify the accuracy of all data provided by the City before use. If it is required for Dewberry to enter private property to conduct field reconnaissance, Dewberry will coordinate with and receive approval from Dunwoody prior to notifying property owners of the intent to enter. Dunwoody will be informed of any denied entries.

SECTION III: SIMILAR EXPERIENCE

SECTION III: SIMILAR EXPERIENCE

Dewberry has a wide array of stormwater and watershed service experience across metro Atlanta, and we have extensive experience in Dunwoody. Our experience dates back prior to the formation of Dunwoody as we were providing floodplain modeling and mapping to DeKalb County when Dunwoody formed as a City. Dewberry was able to pivot quickly when this occurred and begin coordination with Dunwoody to ensure the resulting floodplain maps would meet the needs of the newly formed City. Dewberry then began providing stormwater modeling and design services to Dunwoody shortly after its incorporation, and the number and scope of these projects have increased in recent years as we continue to provide high-quality and feasible stormwater solutions to address the concerns of Dunwoody and its citizens. To further bolster our local knowledge, we partnered with TerraMark which has been completing the MS4 stormwater inspections for Dunwoody since 2014.

Dewberry has been assisting many clients across metro Atlanta to address their stormwater needs for many years, and one common concern we have found across all of our clients is their aging stormwater infrastructure. We have assisted clients in all aspects of addressing their aging infrastructure from identifying critical pipes to developing a plan for how to systematically upgrade aging pipes to designing upgrades and overseeing the construction of the upgrades. Oftentimes, this aging infrastructure is located in highly developed areas that require a high degree of innovation, experience, and sometimes unconventional approaches to upgrade while minimizing impacts to the surrounding areas and citizens. Dewberry takes pride in the ingenuity it brings to solving each problem, and we are experienced in the design of trenchless construction and rehabilitation options such as cast-in-place pipe (CIPP), centrifugally-cast-concrete pipe (CCCP/CCP), and pipe jacking and boring. By leveraging these trenchless options, Dewberry is able to minimize impacts on the surrounding community while also improving the resilience of the existing stormwater system.

On the next page is a list of some of the projects we would like to highlight that showcase our range and experience of services, and the following pages display three of our featured projects.

FIGURE 5: Application of CCCP for a design project completed by Dewberry for Gwinnett County. CCCP was selected to extend the useful lifespan of the existing CMP and increase the resilience of the stormwater system.

		Golder Associates Inc.	TerraMark Land Surveying, Inc.	Hdyraulic and Hydrologic Studies	Watershed Assesment/Prioritization	Project Identification and Scoping	Project Concept Development	Watershed/BMP Monitoring/Reporting	Mitigation Bank Monitoring/Reporting	Water Quality/Source Assessments	Survey/SUE	Bid Document Preparation and Bid Assistance	Utility Coordination	GI/LID Design	Stormwater Infrastructure Inspections and Site Evaulations	Landscape Design	Geotechnical Engineering and M/T	Environmental Studies	Grant Program Assistance	Education and Outreach	Emergency Response Assistance	Structural Design	Stormwater Master Modeling
FEATURED	Old Norcross Road Bridge Replacements | Gwinnett County, GA	●		●			●		●		●	●	●				●	●		●		●	
	Redfield Drive 5330 Stormwater Model and Design | Dunwoody, GA		●	●							●				●							●	
	Warren Drive County Infrastructure Improvements | Gwinnett County, GA	●		●			●				●	●	●		●		●	●		●		●	
ADDITIONAL	Briarcliff Road Drainage Improvement Project | DeKalb County, GA	●		●			●				●		●				●	●	●	●			
	Gwinnett Place Stormwater Management Improvements | Gwinnett County, GA	●		●		●	●				●	●	●	●	●	●	●	●		●		●	●
	Seven Oaks Dam Rehabilitation | City of Johns Creek, GA	●		●							●	●	●				●	●		●		●	
	Dunwoody Nature Center Stormwater Design | City of Dunwoody, GA		●	●			●				●			●						●			
	Tilly Mill Drainage Study | City of Dunwoody, GA			●			●																
	1805 Shackleford Ct Junction Box Emergency Replacement | Gwinnett County, GA										●						●			●	●	●	
SUBS	**TerraMark** | Stormwater Inventory and Inspection | City of Dunwoody, GA										●				●								●
	Golder | Conasauga River Mitigation Bank | Dalton-Whitfield Regional Solid Waste Management Authority (DWRSWMA)				●			●	●	●	●							●		●			

Old Norcross Road Bridge Replacement
GWINNETT COUNTY, GA

Dewberry developed the design, construction documents, and specifications, and provided permitting and bid assistance for a CIP to replace the existing 19-foot span bridge on Old Norcross Road to address safety and hydraulic capacity deficiencies. The existing bridge overtopped in the five-year storm event, had no shoulders or guardrail, and an exposed vertical abutment due to stream incision.

Methods, Approach, and Controls Used

The substandard bridge was designed to be replaced with a six-barrel 10'x6' reinforced concrete box (RCB) culvert, and the roadway profile was raised approximately two feet to meet a 100-year LOS while meeting a No Rise condition. Dewberry developed a vertical alignment for the existing roadway profile and designed a new vertical alignment for approximately 800 LF along Old Norcross Road which tied into the existing alignment on each end and raised the profile approximately two feet at the sag. In order to expedite construction and allow local traffic access to driveways, the roadway design called for full pavement section construction through the RCB culvert installation area only, and the roadway profile was raised by asphalt leveling for the approaches on each side. In addition, the roadway typical section was improved to provide adequate shoulders and guardrail for traffic safety.

Old Norcross Road was required to be closed during construction. Dewberry designed a traffic control plan which included a planned detour route around the area for through traffic and maintenance of local traffic on each end of the road closure.

Additionally, Dewberry designed a robust erosion and sediment control plan to protect a stream mitigation bank that is owned by Gwinnett County directly downstream of the culvert. During the design phase of the project, Dewberry ensured that the velocities exiting the proposed culvert would be non-erosive in order to protect the mitigation bank.

The roadway profile was raised approximately 2 feet to meet the 100-year LOS and improved to provide adequate shoulders and guardrail for traffic safety.

REFERENCE:
Gwinnett County
Mark Lawrence, PE, CFM
Engineer V
684 Winder Hwy, Lawrenceville, GA 30045
678.376.6950
mark.lawrence@gwinnettcounty.com

DATES OF SERVICE:
April 2017 - **Sept.** 2019

SERVICES PROVIDED
- Hydraulic and Hydrologic Studies
- Mitigation Bank Monitoring/ Reporting
- Survey/SUE
- Bid Document Preparation and Bid Assistance
- Utility Coordination
- Geotechnical Engineering and M/T
- Environmental Studies
- Education and Outreach
- Structural Design

CONTRACT VALUE
Design: $1,039,170
Construction: $1,039,170 (Bid)

KEY INDIVIDUALS:
Emma Bones
Sam Fleming
Assey Belay
Tony Miller
Golder (Geotechnical & Environmental Permitting)

Redfield Drive 5330 Stormwater Model and Design

CITY OF DUNWOODY, GA

The City of Dunwoody retained Dewberry to provide expert professional services and stormwater modeling and design consulting services with regard to an existing retention pond and breached weir wall located between the properties at 5330 Redfield Drive and 5270 Redfield Road in the City of Dunwoody. The retention pond and weir wall are located upstream of homeowners within the City of Sandy Springs who have complained of increased runoff on their properties. Based on historical images of the retention pond, the original weir wall was breeched sometime between 2012 and 2019 when a large tree that was located adjacent to the wall fell and destroyed most of the structure.

Methods, Approach, and Controls Used

In order to assess the impact of the breached weir wall on the downstream flows, Dewberry developed a PCSWMM model of the entire system draining into the retention pond and continued the model to the outfall of the Sandy Springs stormwater system. Dewberry created two versions of this model – Existing Conditions and Pre-Breach Conditions. The Existing Conditions model omits the weir wall from the model while the Pre-Breach Conditions model includes the weir wall in the model. Dewberry elected to create a PCSWMM model as it is the most accurate representation of stormwater runoff and flow during an actual storm event and considers hydrograph timing and flow routing which can have large impacts on the magnitude and peak of the flow. Ultimately, Dewberry determined that reconstructing the weir wall will reduce flows in the downstream stormwater system. However, Dewberry was also able to determine through modeling that increases in impervious area, reductions in the tree canopy, and an undersized downstream stormwater system have all increased the stormwater runoff in the basin.

To address the runoff concerns from the retention pond, Dewberry developed construction plans with a section view of the proposed weir wall to assist in the reconstruction of the retention pond. Dewberry also completed a construction cost estimate to rebuild the weir wall based on the City of Dunwoody Annual Contractor Price List. This information along will construction considerations and recommended wall materials based on site limitations were provided to the City of Dunwoody to assist them in their understanding of the projects and its impacts.

REFERENCE

City of Dunwoody
Public Works Carl B. Thomas Sr., CSM, CFM
Stormwater Utility Manager
4800 Ashford Dunwoody Road
Dunwoody, GA 30338
678.382.6864
Carl.Thomas@dunwoodyga.gov

DATES OF SERVICE

Feb. 2021 - Dec. 2021

SERVICES PROVIDED

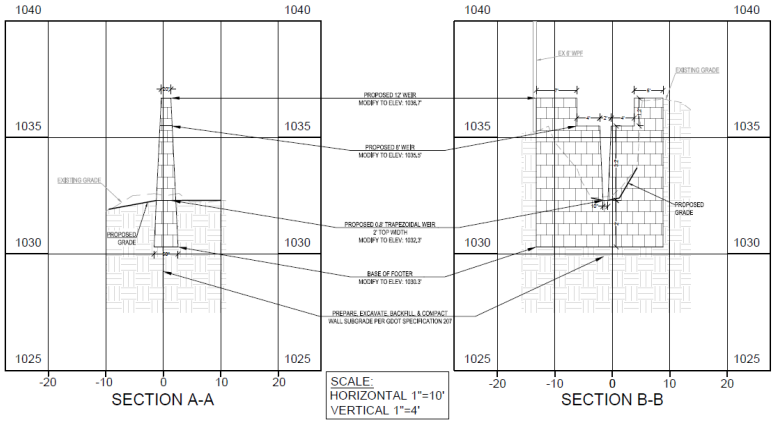
- Stormwater Infrastructure Inspections and Site Evaluations
- Hydraulic and Hydrologic Studies
- Survey/SUE
- Structural Design

CONTRACT VALUE:

Design: $20,000

STAFF EXPERIENCE

Emma Bones
Sam Fleming
Haley Mahaffey
Tony Miller
TerraMark (Surveying)



To address runoff concerns from the retention pond, Dewberry developed construction plans with a section view of the proposed weir wall to assist in the reconstruction of the retention pond.

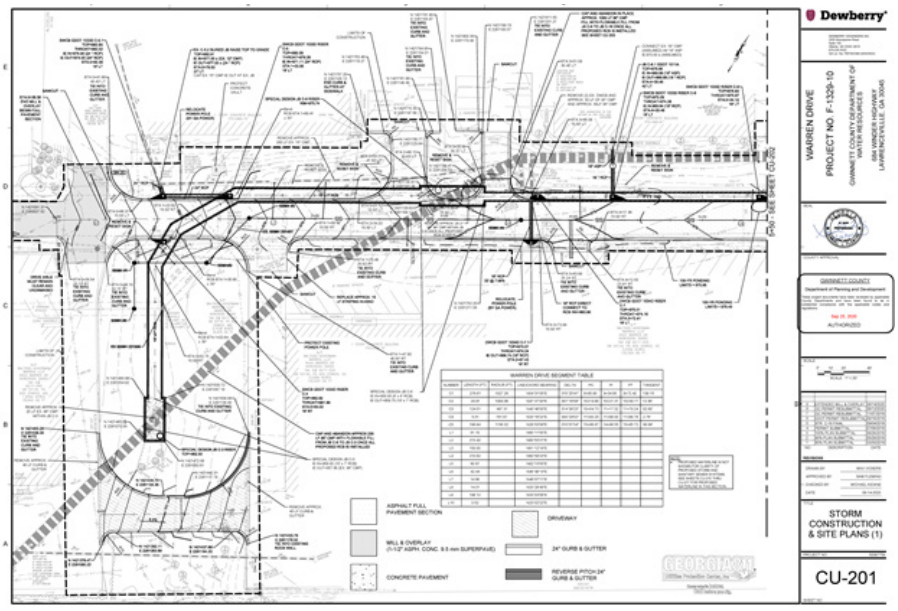
Warren Drive County Infrastructure Improvements

GWINNETT COUNTY, GA

The existing 1,500 LF 96-inch corrugated metal pipe (CMP) system that conveys stormwater along Warren Drive has deteriorated and is in need of replacement. Dewberry, with Golder as environmental and geotechnical subconsultant, developed the design, construction documents and specification, and provided permitting and bid assistance for the replacement of the existing 96-inch CMP with 1,151LF of 6'x6' reinforced concrete box (RCB) and 332 LF of 10'x7' RCB on new alignment along Warren Drive. The main focus of the project also includes installation of approximately 350 LF appurtenant storm drainage systems and 1,300 LF gravity sanitary sewer upgrades. In addition, the project design includes 5,500 LF water main upgrades along Warren Drive, Warren Place, Enterprise Drive, and Interstate Court within the industrial complex.

The project is located in an industrial area with active businesses that receive both passenger car and truck traffic associated with business operations. The design includes a 17 Phase Staging, Access, and Traffic Control Plan which has been designed to maintain access with minimal interruptions to the businesses. The plans include three special design junction boxes ranging in length from 20' to 50' at the beginning, middle, and end of the RCB system that tie the proposed RCB system to the existing 96-inch CMP. This approach allows for control of water through the existing 96-inch CMP while the RCB system is being installed. The existing 96-inch CMP will be abandoned in place with flowable fill once the RCB system is installed.

Construction bagan in July 2021 and is scheduled to be completed by April 2023. Dewberry will provide Engineer of Record oversight services during construction.



REFERENCE
Gwinnett County
Mark Lawrence, PE, CFM
Engineer V
684 Winder Hwy, Lawrenceville, GA 30045
678.376.6950
mark.lawrence@gwinnettcounty.com

DATES OF SERVICE
Design: 2018 - 2020
Construction: April 2021 - April 2023

SERVICES PROVIDED
- Hydraulic and Hydrologic Studies
- Survey/SUE
- Bid Document Preparation and Bid Assistance
- Utility Coordination
- Geotechnical Engineering and M/T
- Environmental Studies
- Education and Outreach
- Structural Design

CONTRACT VALUE
Design/EOR: $504,000
Construction: $6,455,405 (Bid)

STAFF EXPERIENCE
Emma Bones
Sam Fleming
Haley Mahaffey
Megan Hanifan
Tony Miller
Golder (Geotechnical & Environmental Permitting)

SECTION IV: PROJECT PERSONNEL

DEWBERRY FAST FACTS

26,000+
MILES OF
Flood Studies in GA

1,000+
BRIDGE/CULVERT
Capital Improvement Projects in Metro Atlanta

2,000+
MILES OF
Hydrodynamic Storm Drainage Models in GA

Team Overview

Dewberry will serve as the lead consultant on this demand services contract, providing overall contract management, quality assurance/quality control, project management, and design for Stormwater Design and Engineering projects. We will be supported by two trusted partners **TerraMark Land Surveying, Inc.** and **Golder Associates Inc.**

Dewberry Engineers Inc. (Dewberry)

ROLE: PRIME CONSULTANT

Dewberry is one of the leading, largest engineering firms in the Southeast with a proven history of providing professional services to a wide variety of public- and private-sector clients. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, we are dedicated to solving clients' most complex challenges and transforming their communities. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with more than 60 locations and over 2,300 professionals nationwide.

Dewberry is a family-owned, professional services firm with a 65-year history of providing comprehensive transportation planning and design services. The firm has maintained a Georgia presence for over 20 years and currently employs 35 design professsionals and 46 total employees. Over the last year, we have expanded our service offerings in Georgia to include transportation planning and design services, with the new addition of our roadway, traffic, and drainage experts all of whom are familiar with GDOT's PDP process.

TerraMark Land Surveying, Inc. (TerraMark)

ROLE: SURVEY/SUE

TerraMark Land Surveying, Inc. is an employee-owned Small Business Firm, based in Marietta, Georgia, specializing in surveying, mapping, and geographic information systems (GIS) services.

TerraMark has been supporting the City of Dunwoody (Public Works Department) with MS4 inspections since 2010 to locate and inspect the existing Stormwater System. Throughout its history and tenure of working with the City of Dunwoody, TerraMark has a voluminous amount of data and knowledge of the City of Dunwoody's infrastructure, including but not limited to its Stormwater Systems.

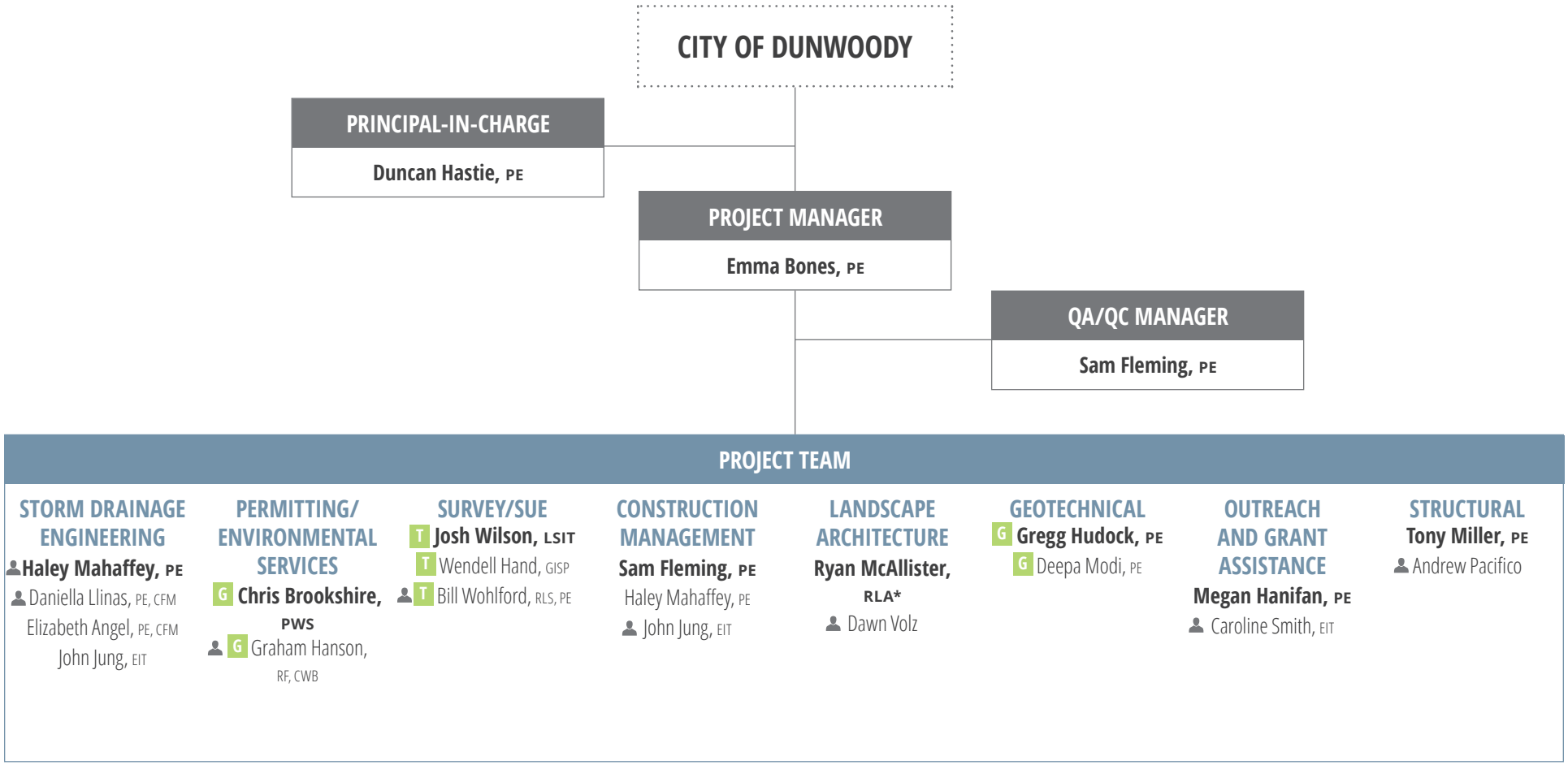
Golder Associates Inc. (Golder)

ROLE: GEOTECHNICAL AND ENVIRONMENTAL SERVICES

Renowned for technical excellence, Golder, a member of WSP, is a leading global specialized engineering and consulting organization with over 60 years of successful service to its clients. By joining forces with WSP in 2021, Golder is now part of a 14,000-person strong earth and environment practice, providing engineering, remediation, regulatory and compliance, design, and environmental services on projects that span all seven continents. Their professionals are driven by a passion to deliver results, offering unique specialized skills to meet their client's needs.

The following page shows the organizational chart and how Dewberry, Golder, and TerraMark will work together to provide high-quality engineering and design services for Dunwoody that meets or exceeds the requirements of the RFQ.

Dewberry



G Golder T TerraMark

Bold indicates key personnel

replacement for key role

* indicates Georgia licensure pending approval

PROJECT PERSONNEL	
STAFF	**RELEVANT EXPERIENCE ON SIMILAR PROJECTS**
Emma Bones, PE Project Manager Certified Design Professional, Level II Dewberry: 7 Total: 9	• Redfield Drive 5330 Stormwater Model and Design, Dunwoody, Feb 2021 - April 2021 • Tilly Mill Drainage Study, Dunwoody, April 2021 - Feb 2022 • Lake Carlton OCS and Headwall Replacement, Gwinnett County, February 2021 - Present
Sam Fleming, PE QA/QC; Construction Management (Lead) Certified Design Professional, Level II Georgia Safe Dams Engineer of Record Dewberry: 13 Total: 27	• Warren Drive Culvert Replacement, Gwinnett County, March 2018 - Present • Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, March 2021 - Present • Old Norcross Road Bridge Replacement, Gwinnett County, April 2017 - September 2019
Duncan Hastie, PE Principal-in-Charge Dewberry: 24 Total: 28	• Dekalb County Flood Study Program, DeKalb County, Sept 2012 - Dec 2017 • Drew Valley Flood Mitigation Project, DeKalb County, 2006 - 2008 • Murphey Candler Dam Services, Brookhaven, Aug 2017 - Present
Haley Mahaffey, PE Storm Drainage (Lead); Project Manager (Secondary) Dewberry: 5 Total: 5	• Redfield Drive 5330 Stormwater Model and Design, Dunwoody, Feb 2021 - April 2021 • Tilly Mill Drainage Study, Dunwoody, April 2021 - Feb 2022 • Stormwater System Analysis Program, Gwinnett County, 2011 - Present
Tony Miller, PE, LEED AP Structural (Lead) LEED AP FEMA/USACE US&R Structures Specialist Dewberry: 9 Total: 16	• Lake Carlton OCS and Headwall Replacement, Gwinnett County, Feb 2021 - Present • 1805 Shackleford CT Junction Box Emergency Replacement, Gwinnett County, March 2019 - June 2019 • Warren Drive Culvert Replacement, Gwinnett County, March 2018 - Present
Megan Hanifan, PE Outreach and Grant Assistance (Lead) Certified Design Professional, Level II Dewberry: 8 Total: 8	• Briarcliff Road Drainage Improvement Project, DeKalb County, Sept 2018-Present • Orion Drive Culvert Improvement Project, DeKalb County, August 2018-Dec 2020 • FY21 Grant Application Assistance, DeKalb County, Nov 2021 - Present

STAFF	RELEVANT EXPERIENCE ON SIMILAR PROJECTS
Ryan McAlister, RLA* *RLA: GA (pending) Landscape Architecture Dewberry: 7 Total: 16	• Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, March 2021 - Present • Winslow Park, Atlanta, Walton Global Investments, LLC, 2015 - 2016 • Greenbelt Station, Prince George's County, NVR MS Cavalier Greenbelt, LLC, 2012 - 2021
Daniella Llinas, PE, CFM PE: TX Storm Drainage (Secondary) Dewberry: 1 Total: 6	• Gwinnett Place Stormwater Management Improvements, Gwinnett County, March 2021 - Present • Murphey Candler Dam Services, Brookhaven, Aug 2017 - Present
Elizabeth Angel, PE, CFM Storm Drainage Dewberry: 3 Total: 5	• Stormwater System Analysis Program, Gwinnett County, 2011 - Present • Karlman Lane Culvert Replacement Design, USACE, Nov 2021 - Feb 2022 • Fayette County Floodplain Study Update, Fayette County, Jan 2020 - June 2020
John Jung, EIT Storm Drainage Dewberry: 2 Total: 6	• Dunwoody Nature Center Drainage Improvements, Dunwoody, Nov 2021 - Present • Seven Oaks Dam Rehabilitation and Replacement, Johns Creek, Nov 2018 - Present • Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, March 2021 - Present
Caroline Smith, EIT, CFM Outreach and Grant Assitance (Secondary) Dewberry: 1 Total: 9	• Stormwater Inventory Database Update, Johns Creek, July 2021 - Sept 2021 • Stormwater System Analysis Program, Gwinnett County, 2011 - Present
Andrew Pacifico Structural (Secondary) Dewberry: 2 Total: 2	• Lake Carlton OCS and Headwall Replacement, Gwinnett County, Feb 2021 - Present • Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, March 2021 - Present
Dawn Volz Landscape Architecture (Secondary) Dewberry: 10 Total: 16	• Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, March 2021 - Present • Greenbelt Station, Prince George's County, NVR MS Cavalier Greenbelt, LLC, 2012 - 2021 • Parkside, Westphalia Town Center, MD, SHF Project Owner, LLC, 2011 - Present

STAFF	RELEVANT EXPERIENCE ON SIMILAR PROJECTS
Chris Brookshire, PWS Permitting/Environmental Services FWCC Authorized Gopher Tortoise Agent Golder: 14 Total: 22	• Categorical Exclusions for Culvert and Road Emergency Maintenance Projects, Gwinnett County, Oct 2009 - Dec 2009 • Hambidge Center Stream Mitigation Bank, Hambidge Center for the Arts and Science, 2004 - 2018 • Spanish Moss Lane Stream Repair, Gwinnett County, 2014 - 2016
Graham Hanson, RF, CWB Permitting/Environmental Services (Secondary) Golder: 5 Total: 12	• Conasauga River Mitigation Bank, Dalton-Whitfield Regional Solid Waste Management Authority, 2001-2021 • Hambidge Center Stream Mitigation Bank, Hambidge Center for the Arts and Science, 2004 - 2018
Josh Wilson, LSIT Survey/SUE TerraMark: 16 Total: 16	• Redfield Drive Drainage Topographic Survey, Dunwoody, Feb 2021 - April 2021 • Dunwoody Nature Center Topographic Survey, Dunwoody, Nov 2021 - Present • County-Wide Stormwater Rehabilitation Program, Gwinnett County, July 2019 - Present
Bill Wohlford, RLS, PE Survey/SUE (Secondary) TerraMark: 19 Total: 39	• Briarwood Park Downstream Drainage Survey, Brookhaven, 2021 • Martin Road Culvert Replacement, Roswell, 2020 • Sexton Drive Drainage Analysis & Design, Stone Mountain, 2020
Wendell Hand, GIS Survey/SUE TerraMark: 7 Total: 22	• MS4 Stormwater Inventory and Inspection, Dunwoody, 2014 - Present • MS4 Stormwater Inventory and Inspection, Brookhaven, 2014 - Present
Gregg Hudock, PE Geotechnical Golder: 25 Total: 25	• Warren Drive Culvert Replacement, Gwinnett County, March 2018 - Present • Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, March 2021 - Present • Spanish Moss Lane Stream Repair, Gwinnett County, 2014 - 2016
Deepa Modi, PE Geotechnical (Secondary) Golder: 4 Total: 12	• Seven Oaks Dam Rehabilitation and Replacement, Johns Creek, Nov 2018 - Present • Lake Carlton OCS and Headwall Replacement, Gwinnett County, Feb 2021 - Present

SECTION V: REFERENCES

SECTION V. REFERENCES

PERSONAL REFERENCES			
CLIENT NAME / TITLE	**CLIENT COMPANY**	**CONTACT INFORMATION**	**RELEVANT PROJECTS**
Mark Lawrence, PE, CFM Engineer V	Gwinett County Department of Water Resources	• 678.376.6950 • mark.lawrence@gwinnetcounty.com	• Warren Drive Culvert Replacement • Storm Drainage Design Services On-Call (2017-present)
Tom Roberts, PE Stormwater Manager	City of Brookhaven	• 404-906-2747 • Tom.Roberts@brookhavenga.gov	• Murphey Candler Dam Services
Chris Haggard, PE Public Works Director	City of Johns Creek	• 678.512.3253 • chris.haggard@johnscreekga.gov	• Seven Oaks Dam Rehabilitation and Replacement

SECTION VI: ADDITIONAL MATERIALS

Emma Bones, PE

PROJECT MANAGER

Emma is a water resources engineer with a focus in stormwater modeling and design. She has developed a reputation for developing innovative and cost-effective solutions for challenging stormwater designs that address stormwater management concerns while minimizing impacts to communities. Emma has a wide variety of experience in hydrologic and hydraulic studies from site-specific to watershed-wide projects. She is an advanced modeler in HEC-HMS, HEC-RAS (1-D and 2-D), and PCSWMM, and she has led several training modules of those programs. Additionally, she has aided numerous local governments in their capital improvement projects, including assessing the flooding risk of bridges and stormwater systems as well as developing stormwater and culvert designs.

- **EDUCATION**
  MS • Civil Engineering • Georgia Institute of Technology

  BS • Environmental Engineering • Georgia Institute of Technology

- **REGISTRATIONS**
  PE • GA

  Certified Deisgn Professional, Level II

- **YEARS OF EXPERIENCE**
  Dewberry • 7

  Total • 9

Tilly Mill Drainage Study, Dunwoody, GA, Project Engineer.

Emma completed an existing and proposed stormwater model in PCSWMM for proposed roadway and drainage upgrades along Tilly Mill Road. There is a history of flooding in the area, and to confirm that any roadway improvements did not exacerbate existing flooding issues, Emma developed three concept solutions to capture, redirect, and attenuate stormwater runoff. In order to facilitate Dunwoody's selection of their preferred option, Emma provided detailed hydraulic information, a qualitative comparison, and an estimated construction cost for each option. Further, in order to assist the Public Works Department with their presentation of the options to the City Council, Emma developed concept layouts in GIS of each option and provided a PowerPoint the described each option and compared the benefits and challenges for each.

Lake Carlton OCS and Headwall Replacement, Gwinnett County, GA, Project Manager.

Emma oversaw the modeling and development of design plans to upgrade the 54"x42" arch CMP culvert crossing under Lake Carlton Road which controls flow exiting the impoundment directly upstream of Lake Carlton Road on Brushy Fork Creek. The project included replacement of the existing outlet control structure, extension and rehabilitation of the principal arch CMP, and capping and abandoning in place three auxiliary pipes. The culvert and upstream impoundment are located along a detailed study floodplain (Zone AE with Floodway). Therefore, Emma ocnfirmed that the proposed design met FEMA no-rise conditions. Upon completion of the design, Emma provided bid assistance services by developing bid documents and specification for the project.

Redfield Drive 5330 Stormwater Model and Design, Dunwoody, GA, Project Engineer.

Emma provided stormwater modeling, design, and consulting services for an existing retention pond with a breached weir wall located between the properties at 5330 Redfield Drive and 5270 Redfield Road. In order to assess the impact of the breached weir wall on the downstream flows, Emma developed a PCSWMM model of the entire system. Two versions of this model were created – Existing Conditions and Pre-Breach Conditions to compare the impact on flows before and after the breach the weir wall. Based on the detailed modeling, Emma determined that reconstructing the weir wall would reduce flows in the downstream stormwater system. However, the modeling was also able to determine that increases in impervious area, reductions in the tree canopy, and an undersized downstream stormwater system have all increased the stormwater runoff in the basin. To address the runoff concerns from the retention pond, Emma produced construction plans with a section view of the proposed weir wall to assist in the reconstruction of the retention pond as well as a construction cost estimate.

Sam Fleming, PE

QA/QC / CONSTRUCTION MANAGEMENT LEAD

Sam has over 27 years of experience in civil engineering in both the public and private sectors in areas of water resources, transportation, and civil site engineering, with his primary area of expertise being stormwater infrastructure planning and design. Prior to joining Dewberry, Sam served nine years with Gwinnett County working on stormwater management projects where he served as chief engineer. He is a Subject Matter Expert in the design, replacement, and rehabilitation of aging stormwater infrastructure including cured in place pipe rehabilitation and open trench replacements.

- **EDUCATION**
  MS • Civil Engineering • University of Alabama
  BS • Civil Engineering • University of Alabama
- **REGISTRATIONS**
  PE • GA
  Certified Design Professional, Level II
  GASDP Engineer of Record
- **YEARS OF EXPERIENCE**
  Dewberry • 13
  Total • 27

Old Norcross Road Bridge Replacement, Gwinnett County, GA, Project Manager.
Responsible for the design and development of construction documents to replace an existing 19-foot span bridge that overtopped in the five-year storm event had no shoulders or guardrail, and an exposed vertical abutment. The substandard bridge was designed to be replaced with a six-barrel 10'x6' RCB culvert, and the roadway profile was raised approximately two feet to meet a 100-year level of service while meeting a No Rise condition.

Gwinnett Place Stormwater Management Improvements and Trail Design, Gwinnett County, GA, Chief Engineer.
Dewberry is tasked with upgrading the Gwinnett Place ponds, constructed in 1982 prior to the opening of the Gwinnett Place Mall, to meet current stormwater management regulations for Channel Protection Volume (CPV), Overbank Flood Protection, and Extreme Flood Protection for the original stormwater management area. A 1-mile trail system, incorporated into the parcels, will include multiple routes and connection points to promote a more walkable community.

Warren Drive Culvert Replacement, Gwinnett County, GA, Project Manager.
Sam led the design and development of construction plans, specifications, and bid documents for the replacement of approximately 1,500 LF of existing 96-inch corrugated metal pipe drainage system with a reinforced concrete box culvert drainage system on new alignment. The proposed design stages construction to abandon, with flowable fill, the 96- inch corrugated metal pipe in place as the reinforced concrete box culvert drainage system is installed. The project includes a multi-stage approach to maintain access for businesses in the industrial area. The project also includes installation of approximately 450 LF appurtenant storm drainage systems, 5,500 LF water main, and 1,600 LF gravity sanitary sewer. Services also include utility coordination, permitting, property owner outreach, bid assistance, and engineer of record services during construction.

Duncan Hastie, PE

PRINCIPAL-IN-CHARGE

- **EDUCATION**
  BS • Civil Engineering • University of Maryland
- **REGISTRATIONS**
  PE • GA
- **YEARS OF EXPERIENCE**
  Dewberry • 24
  Total • 28

Duncan is the principal for Dewberry's Atlanta office and has garnered a reputation in the Atlanta area for expertise in floodplain and stormwater management related issues. He is a Subject Matter Expert at providing community assistance with Federal Hazard Mitigation Grant Programs. Duncan has also successfully conducted numerous public meetings, County Commissioner briefings, and workshops to build stakeholder understanding and consensus for the work he has managed including the Drew Valley Flood Detention Facility in the City of Brookhaven where he earned the trust of the local residents and successfully delivered this award-winning project to improve stormwater conditions.

Murphey Candler Dam Services, City of Brookhaven, GA, Principal-in-Charge.

Dewberry has been providing turn-key dam safety services for Murphey Candler Park Dam within the City of Brookhaven since 2017. Dewberry has developed plans and specifications for the rehabilitation of the primary spillway pipe using cured in place pipe techniques in addition performing quarterly inspections, developing emergency action plans, and operations and maintenance plans.

Dekalb County Flood Study Program, DeKalb County, GA, Project Manager.

Duncan served as principal and project manager for the development of existing and future landuse conditions floodplains for all of DeKalb County including all creeks within the City of Brookhaven. This included the assessment of transportation infrastructure within portions of the City of Brookhaven to assess the level of service provided. He also supported the identification and mitigation of multiple flood hazards which included improved drainage infrastructure and structure acquisition.

Drew Valley Flood Mitigation Project, DeKalb County (now the City of Brookhaven), GA, Project Manager.

Duncan led a team of design professionals from Dewberry and Golder Associates in designing a new regional detention facility constructed within an older residential subdivision. The facility was designed to conform within a variety of tight site constraints due to the pre-existing homes and infrastructure surrounding the site. Assisted in securing a Federal Pre-Disaster Mitigation grant for $10 million applied toward construction cost along with a Hazard Mitigation Grant for home buyouts. The project was successfully constructed and was featured on the homepage of FEMA.gov. During the major flood of 2009, the local residents celebrated as record rainfall fell while their previously flood prone homes remained dry as a result of the facility.

GA DNR FEMA Flood Map Updates, DeKalb County and Incorporated Areas, GA, Principal-in-Charge.

Duncan served as principal-in-charge for for the development of Flood Insurance Rate Maps for DeKalb County, including areas now incorporated as the City of Brookhaven. This included adopting detailed flood studies developed through Dewberry's floodplain mapping contract into the maps and working with all local municipalities and stakeholders.

Haley Mahaffey, PE

STORM DRAINAGE ENGINEERING LEAD

Haley is a water resources engineer and has a wide variety of experience in hydrologic and hydraulic studies ranging from site-specific to watershed-wide projects for riverine studies as well as stormwater infrastructure analysis and design. She is an experienced user of HEC-HMS, HEC-RAS, PCSWMM, ArcGIS, and AutoCAD Civil 3D to support stormwater infrastructure assessments, design projects, and flood risk analyses throughout Georgia.

- **EDUCATION**
  BS • Environmental Engineering • University of Georgia
- **REGISTRATIONS**
  PE • GA
- **YEARS OF EXPERIENCE**
  Dewberry • 5
  Total • 5

Tilly Mill Drainage Study, Dunwoody, GA, Staff Engineer.
Haley assisted in completing an existing and proposed stormwater model in PCSWMM for proposed roadway and drainage upgrades along Tilly Mill Road. There is a history of flooding in the area, and to ensure that any roadway improvements did not exacerbate existing flooding issues, Haley helped to develop three concept solutions to capture, redirect, and attenuate stormwater runoff. In order to facilitate Dunwoody's selection of their preferred option, Haley provided detailed hydraulic information, a qualitative comparison, and an estimated construction cost for each option.

Redfield Drive 5330 Stormwater Model and Design, Dunwoody, GA, Staff Engineer.
Haley provided stormwater modeling, design, and consulting services for an existing retention pond with a breached weir wall located between the properties at 5330 Redfield Drive and 5270 Redfield Road. In order to assess the impact of the breached weir wall on the downstream flows, Haley developed a PCSWMM model of the entire system. Two versions of this model were created – Existing Conditions and Pre-Breach Conditions to compare the impact on flows before and after the breach the weir wall. Based on the detailed modeling, it was determined that reconstructing the weir wall would reduce flows in the downstream stormwater system. However, the modeling was also able to determine that increases in impervious area, reductions in the tree canopy, and an undersized downstream stormwater system have all increased the stormwater runoff in the basin. Haley also assisted in developing construction plans and a construction cost estimate for the pond.

Stormwater System Analysis Program, Gwinnett County, GA, Project Manager.
Haley has worked on four comprehensive watershed-wide stormwater system assessment programs (SSAPs) that include enhancing the existing stormwater inventory database to identify critical infrastructure, using system-wide PCSWMM hydrodynamic modeling to determine each pipe's existing capacity level of service, and determining necessary upgrades to meet the desired level of service and reduce flooding. The studies include developing PCSWMM modeling for approximately 170 total miles of stormwater infrastructure and open channels and the development of a cost estimation decision support tool for daily operational decisions involving stormwater pipe rehabilitation and replacement. Haley has also overseen updates for seven SSAPs, which included QA/QC efforts.

Tony Miller, PE, LEED AP

STRUCTURAL LEAD

Tony is a Project Manager in Dewberry's Charlotte office. He has 15 years of extensive experience in the design of structural systems for commercial, educational, institutional, and industrial buildings, as well as utility structures, site structures, structural evaluations and third-party structural inspections. He performs structure damage assessments, construction administration, and construction inspections. Tony has managed multi-discipline projects over the last seven years of his career.

- **EDUCATION**
  MS • Civil Engineering • North Carolina State University

  BS • Civil Engineering • Virginia Military Institute

- **REGISTRATIONS**
  PE • GA

- **YEARS OF EXPERIENCE**
  Dewberry • 9

  Total • 16

Warren Drive Culvert Replacement, Gwinnett County, GA, Structural Engineer.
Led the structural design and development of construction plans, specifications, and bid documents for the replacement of approximately 1,500 LF of existing 96-inch CMP drainage system with an RCB culvert drainage system on new alignment. The project includes a multi-stage approach to maintain access for businesses in the industrial area. Three below-grade custom concrete junction boxes were designed to accommodate new and existing conditions.

Lake Carlton OCS and Headwall Replacement, Gwinnett County, GA, Structural Engineer.
Performed structural design services for the replacement of a small lake outlet control structure (OCS) and outfall headwall structure. The existing CMP arch conduit is being coated with a concrete liner and a 10-foot extension of the CMP on the downstream side to extend the headwall location. The new outlet control structure consists of a new concrete box. The outfall structure foundation is being extended below the depth of the splash pool in order to minimize potential scour changes due to the splash pool affects.

Brownlee Road Headwall, Gwinnett County, GA, Structural Engineer.
Performing the structural design for the rehabilitation of an existing 84-inch diameter corrugated pipe culvert. The existing pipe length is being extended three feet and a new headwall added on each end of the culvert. Two custom headwalls, one at either end of the 84-inch culvert are being provided. The headwalls are being extended approximately 3 feet above the top of the 84-inch culvert.

1805 Shackleford CT Junction Box Emergency Replacement, Gwinnett County, GA, Structural Engineer.
Performed an emergency replacement for a failed 96-inch CMP stormwater junction box where a sinkhole was forming near a building. Worked with the contractor to prepare construction drawings at the same time the new cast-in-place junction box was constructed. Our team and the contractor traded phone calls and sketches daily.

Ryan McAlister, RLA

LANDSCAPE ARCHITECTURE LEAD

Ryan is responsible for zoning document preparation and preliminary design for a variety of mixed-use and residential developments and has worked though out the north and south eastern United States. Specific tasks Ryan manages include preparing and coordinating feasibility studies, basic plans, annexation and re-zoning requests, comprehensive design plans, conceptual site plans, preliminary plans of subdivision, specific design plans, tree conservation plans and detailed site plans. Preliminary sit layout design, feasibility, and schematic design of roadways, utility, storm drainage and storm water management facilities are typically essential components of projects which Ryan designs and oversees.

- **EDUCATION**
  MPA • Urban & Regional Planning, Policy, and Management • University of North Carolina

  BSLA • Landscape Architecture with a Minor in GIS • West Virginia University

- **REGISTRATIONS**
  RLA • (approval pending in GA), MD, NC, SC

- **YEARS OF EXPERIENCE**
  Dewberry • 7

  Total • 16

Canter Creek Park, Prince George's County, MD, Project Manager.
Responsible for managing surveying, layout, final engineering, and construction phase services. This includes site, landscape, paving, hardscape, tree conservation plans, final engineering, stormwater management, erosion control, natural resource inventory update, cost estimating, and bidding coordination. The 25-acre public park is located in the Canter Creek Subdivision which contains 410 dwelling units and is currently in construction.

Greenbelt Station, Prince George's County, MD, Project Planner.
Responsible for providing land planning and engineering services for the larger mixed-use project including 2,200 residential units, 1.1 million SF of retail space, and 1.2 million SF of commercial space. The park, trail, and recreational amenities provide ample recreational opportunities to the 4,000+ residents with a central green space for active play, amphitheater, active and passive seating, lighting, planting, and trail connections to the smaller pocket parks and trail connections for bikes and pedestrians in the development.

Winslow Park, Atlanta, GA, Senior Landscape Architect.
Responsible for providing due diligence, planning and zoning, architectural and development pattern books to the client prior to purchase. Provided all documents required for rezoning, including preliminary site plan, tree management plan, design guidelines, and project report. Open space layout, recreational facility design, park and trail design, landscape architecture, conceptual landscape, paving, and site furnishings for the development.

Megan Hanifan, PE

OUTREACH AND GRANT ASSISTANCE LEAD

- **EDUCATION**
  MS • Civil Engineering • Georgia Institute of Technology

  BS • Civil Engineering • University of Maryland

- **REGISTRATIONS**
  PE • GA

  GSWCC Level II Design Professional

- **YEARS OF EXPERIENCE**
  Dewberry • 8

  Total • 8

Megan has a wide variety of experience in conducting public outreach and providing grant assistance for flood mitigation and stormwater infrastructure projects, including experience with FEMA's Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), and Flood Mitigation Assistance (FMA). She is an advanced modeler in HEC-HMS, HEC-RAS, and PCSWMM to support stormwater infrastructure assessments and design projects, flood risk analyses throughout Georgia, and dam safety initiatives. She also has project management experience in developing construction documents and specifications, cost estimates, utility coordination, and complying with local, state, and federal permitting requirements.

Briarcliff Road Drainage Improvement Project, DeKalb County, GA, Project Engineer.
Megan developed the design, construction documents, and grant funding application for a flood control detention basin reconstruction project in order to address frequent flooding and overtopping of Briarcliff Road in DeKalb County. She was responsible for the hydrologic and hydraulic modeling for the detailed design and the development of construction plans, in coordination with DeKalb County, FEMA, and USACE permitting requirements. Megan also led the development of grant application materials for FEMA's Hazard Mitigation Grant Program (HMGP) and supported DeKalb County from application development through pending final grant award, as well as led several public meetings regarding the proposed project.

Orion Drive Culvert Improvement Project, DeKalb County, GA, Project Engineer.
Megan was responsible for the design and development of construction plans and grant funding application for a culvert replacement project in DeKalb County to help reduce the frequency of flooding of several homes adjacent to the culvert. She conducted the detailed hydrologic and hydraulic modeling for the design and managed the development of the construction plans. In addition to the detailed design, Megan was responsible for grant application materials for FEMA's Hazard Mitigation Grant Program (HMGP) and supported DeKalb County from application development through pending final grant award including coordination with FEMA and GEMA. She also participated in public outreach meetings to inform impacted residents about the project as well as gather information regarding the neighborhood's history of flooding.

FY21 Grant Application Assistance, DeKalb County, GA. Project Manager.
Megan developed grant application for Flood Mitigation Assistance (FMA) and Hazard Mitigation Assistance (HMGP) for 25 residential property acquisitions at risk of frequent flooding. As part of this application, Megan evaluated proposed project costs for the acquisition and demolition of each structure, coordinated with DeKalb County, as well as property owners, to obtain the additional required information for the pre-subapplication, and compiled data collected for assessment of any environmental/historic preservation impacts, which included coordination with the US Fish and Wildlife Service. She coordinated with DeKalb County to finalize applications within FEMA GO platform.

- **EDUCATION**
  BS • Plant and Soil Science/Agriculture • University of Tennessee
- **REGISTRATIONS**
  Professional Wetland Scientist

  FWCC Authorized Gopher Tortoise Agent
- **YEARS OF EXPERIENCE**
  Golder • 14

  Total • 22

Chris Brookshire, PWS

PERMITTING/ENVIRONMENTAL SERVICES LEAD (GOLDER)

Chris is a senior ecologist with over 22 years of experience in the environmental consulting industry. His natural resource experience includes wetland delineations, wetlands and stream assessments, Section 404 permitting, and endangered species habitat studies.

Categorical Exclusions for Four Culvert and Road Emergency Maintenance Projects, Gwinnett County, GA, Environmental Lead.
Performed field review for Categorical Exclusions under NEPA review of four culvert and road emergency repair projects to qualify for federal matching funds after severe flood damage in September 2009. Coordinated and reviewed air, noise, cultural, and ecological resource studies to process review, including response to GDOT review.

Permitting for 13 Culvert Replacements, Gwinnett County, GA, Environmental Lead.
Performed field survey and reviewed designs for 13 proposed county road culvert replacements to evaluate and document compliance with the State of Georgia, U.S. Fish and Wildlife Service, and USACE Nationwide Permit regulations and regional conditions specific to culvert replacement projects. Coordinated with the design team to develop alternative designs to comply with permit conditions to improve stream morphology with consideration of site constraints. Work performed in support of GCDWR.

Southern Ionics Mission Mines – Listed Species Surveys and Assessments, Brantley & Charlton Counties, GA, Environmental Lead.
Conducted threatened and endangered species survey on 4,000 acres of pine plantation known as Mission Mine. Pedestrian transects were utilized to identify, and determine the extent of, environmentally sensitive habitats that may be utilized by threatened and endangered flora and fauna. The presence or potential for several federally listed and/or candidate species was assessed. Assisted in preparation and submittal of a protected species survey report describing initial survey efforts.

Jackson County Proposed Reservoir Sites, GA, Environmental Lead.
Performed wetland delineation and Protected Species Survey on three proposed reservoir sites (810, 140, 240-acre sites). Four plants, one amphibian, one bird, and one fish were species of concern in reservoir site vicinities. Costs to mitigate impacts to waters of the U.S. were estimated for the proposed reservoirs. Information was used to determine which reservoirs best-suited the client's future water demand needs.

Josh Wilson, LSIT

SURVEY/SUE LEAD (TERRAMARK)

Josh has over 16 years of experience in the field of land surveying. This experience spans across the establishment of permanent control boundary line retracement, deed research, topographic surveys, utility surveys, ALTA/NSPS surveys, volume computations, and computations for construction site layout. Throughout his tenure, his responsibilities have included management in all aforementioned fields as Survey Crew Chief, Jr. Project Manager, CAD Technician, CAD Manager, and Vice President.

- **EDUCATION**
  BS • Marketing • Anderson University
- **REGISTRATIONS**
  LSIT • GA
- **YEARS OF EXPERIENCE**
  TerraMark • 16
  Total • 16

Dunwoody Nature Center, City of Dunwoody, GA, Survey.
Josh managed the completion of Property, Topographic, Tree and Utility Surveys for approximately 2.25 acres of property and eight adjacent properties, to be used to design stormwater and drainages improvements at the Dunwoody Nature Center located in the City of Dunwoody. The work was prepared directly for the City of Dunwoody Public Works Department.

Redfield Drive Drainage Area, City of Dunwoody, GA, Survey.
Josh managed the completion of Property, Topographic, Tree and Utility Surveys for approximately 1.5 acres of property and ten adjacent properties, to be used to design stormwater and drainage improvements along Redfield Drive and Redfield Road. The work was prepared under a sub-contract with Dewberry.

County Wide Stormwater Rehabilitation Program, Gwinnett County Department of Water Resources, Gwinnett County, GA, Survey.
Josh managed the preparation of Property, Topographic, Tree and Utility Surveys for over 50 project sites to dated located throughout Gwinnett County, Georgia. The surveys will be used for upgrades to failed stormwater drainage systems and to support the design of new drainage facilities. The work includes the preparation of easement plats and metes and bounds descriptions for required drainage easements. The work is prepared under a sub-contract with W.K. Dickson & Company, who is working under a demand services contract with Gwinnett County, Georgia.

Dell Street and College Street Stormwater Drainage Survey, Jackson County, GA, Survey.
Josh managed the completion of Property, Topographic, Tree and Utility Surveys for approximately 3 acres of property and 17 adjacent properties, to be used to design drainage improvements along Dell Street and College Street in the City of Jefferson. The work also included the preparation of four easement plats and metes and bounds descriptions for new drainage easements. The work was prepared under a sub-contract with Clark Patterson Lee.

Gregg Hudock, PE

GEOTECHNICAL LEAD (GOLDER)

Gregg specializes in the integration of water resources and geotechnical engineering into geo-environmental projects. As both a geotechnical engineer and water resources engineer, he serves the critical roles of liaison for both disciplines during large design projects. His area of expertise is in the field of hydraulic structures and he has been the lead designer for dams, spillways, culverts, and other stormwater management structures for over two decades. Gregg's clients know him as bringing innovative and cost-effective solutions to every project. His passion is finding that unique solution that addresses all the project needs and ultimately resulting in a project that better serves the community. His clients respect his capabilities and permit Gregg to function in a wide range of roles on all projects, including project manager, technical reviewer, and field, design, resident engineer allowing Gregg to continue to hone his technical skills.

EDUCATION

MS • Civil Engineering • Georgia Institute of Technology

BS • Civil Engineering • Georgia Institute of Technology

REGISTRATIONS

PE • GA

Georgia Safe Dams Engineer of Record

GSWCC Level II Design Professional

YEARS OF EXPERIENCE

Golder • 29

Total • 29

Russell Creek Reservoir, Dawsonville, GA, Project Manager and Lead Design Engineer.

Project manager and lead design engineer for a 110-foot tall earthen dam that will impound approximately 1.4 billion gallons of water. The structure will be a water supply reservoir for the Etowah Water and Sewer Authority and will be a pump storage structure relying on the Etowah River and the reservoir storage to prior 17 million gallons per day. The project will involve removal of the existing NRCS Etowah River Dam No. 13 watershed structure and replacement with the Russell Creek Reservoir Dam. Additional work involves permit modification through the USACE and an Environmental Assessment to obtain funding through the NRCS.

Georgia Soil & Water Conservation Commission Dam Rehabilitation Program, Statewide, GA, Project Manager and Design Engineer.

Project manager and design engineer for dam rehabilitation studies and designs for USDA NRCS flood-control dams maintained by the State of Georgia. Project leader since 2010 for the following projects:

- Sandy Creek Dam No. 15: Design/construction of a 180-foot wide labyrinth weir and concrete chute spillway
- Ellijay River Dam No. 1: Design/construction of dam modifications including spillway widening and wavewall on dam crest
- Soque River Dam No. 34: Design/construction of a 250-foot wide roller-compacted concrete spillway overtopping the dam
- Palmetto Creek Dam No. 1: Dam assessment, Plan EE, design, and construction oversight for 100-foot wide labyrinth weir concrete chute with a concrete cutoff wall in the earthen auxiliary spillway

STATEMENT OF QUALIFICATIONS FORM

SOQ 22-01

STORMWATER ENGINEERING AND DESIGN SERVICES

The undersigned, as Proposer, hereby declares that this Statement of Qualifications (SOQ) is in all respects fair and submitted in good faith without collusion or fraud. Proposer represents and warrants to the City that: (i) except as may be disclosed in writing to the City with its SOQ, no officer, employee or agent of the City has any interest, either directly or indirectly, in the business of the Proposer, and that no such person shall have any such interest at any time during the term of the Contract should it be awarded the Contract; and (ii) no gift, gratuity, promise, favor or anything else of value has been given or will be given to any employee or official of the City in connection with the submission of this Proposal or the City's evaluation or consideration thereof.

The Proposer further represents that it has examined or investigated the site conditions if necessary, and informed itself fully in regard to all conditions pertaining to the place where the work is to be done; that it has examined the Contract Documents and has read all Addendum(s) furnished by the City prior to the opening of the SOQs, as acknowledged below, and that it has otherwise fully informed itself regarding the nature, extent, scope and details of the services to be furnished under the Contract.

The Proposer agrees, if this Proposal is accepted, to enter into the written Contract with the City in the form of Contract attached (properly completed in accordance with said Proposal Documents), and to furnish the prescribed evidence of a valid business license, insurance, and all other documents required by these Contract Documents. The Proposer further agrees to commence work and to perform the work specified herein within the time limits set forth in the Contract Documents, which time limits Proposer acknowledges are reasonable.

The undersigned further agrees that, in the case of failure or refusal on its part to execute the said contract, provide evidence of specified insurance, a copy of a valid business or occupational license and all other documents required by these Contract Documents within ten (10) business days after being provided with Notice of Intent to Award the contract (or such earlier time as may be stated elsewhere in these Proposal Documents), the Proposal award may be offered by the City to the next ranked Proposer, or the city may re-advertise for Proposals, and in either case the City shall have the right to recover from the Proposer the City's costs and damages including, without limitation, attorney's fees, to the same extent that the City could recover its costs and expenses from the Proposer under section 10 of the Instructions to Proposers if the Proposer withdrew or attempted to withdraw its Proposal.

The Proposer further agrees, if it fails to complete the work according to the Specification within the scheduled time or any authorized extension thereof, that damages may be deducted from the Contract price otherwise payable to the Proposer.

Acknowledgement is hereby made of the following Addendum(s) received since issuance of the Contract Documents (identified by number)

Addendum No.	Date	Addendum No.	Date	Addendum No.	Date
Addendum 1	04.05.22				

Company Name: Dewberry Engineers Inc.

It shall be the responsibility of each Proposer to visit the City Purchasing Department's website to determine if addendum(s) were issued and, if so, to obtain such addendum(s). Failure to acknowledge an addendum above shall not relieve the Proposer from its obligation to comply with the provisions of the addendum(s) not acknowledged above.

Work is to commence on or about November 2022.

The City of Dunwoody requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for the City to declare bid non-responsive.

Termination for Cause: The City may terminate this agreement for cause upon ten days prior written notice to the Consultant of the Consultant's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

Termination for Convenience: The City may terminate this agreement for its convenience at any time upon 30 days written notice to the Consultant. In the event of the City's termination of this agreement for convenience, the Consultant will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the Consultant, which shall itemize each element of performance.

Termination for fund appropriation: The City may unilaterally terminate this Agreement due to a lack of funding at any time by written notice to the Consultant. In the event of the City's termination of this Agreement for fund appropriation, the Consultant will be paid for those services actually performed. Partially completed performance of the Agreement will be compensated based upon a signed statement of completion to be submitted by the Service Provider which shall itemize each element of performance.

The contractor agrees to provide all work to complete the project described in this document for the amount listed below.

Legal Business Name Dewberry Engineers Inc. Federal Tax ID 13-0746510

Address 2835 Brandywine Road, Suite 100, Atlanta, GA 30341-5536

Does your company currently have a location within the City of Dunwoody? Yes___No__X__

Representative Signature Duncan Hastie

Printed Name Duncan Hastie, PE

Telephone Number 678.537.8633

Fax Number 678.530.0044 Email Address dhastie@dewberry.com

INSTRUCTIONS TO OFFERERS

1. INTENT

It is the intent of these Instructions to establish guidelines for the proper completion of the Statement of Qualifications. These Instructions to Proposers provide guidance and explanation for subsequent Proposal Forms and Contract Documents. Please read all Instruction paragraphs.

2. GENERAL

2.1 The City's goal is that all the terms and conditions stated in the Proposal Documents will constitute the terms of the final Contract between the City and the successful Proposer, without significant or material change to such terms or conditions. Exceptions to any of the terms of the agreement to which a Proposer will not or does not agree must be presented by the proposer in writing as provided in this section and directed to: purchasing@dunwoodyga.gov. Such exceptions must be specific, and the Proposer must state a reason for each exception and propose alternative language, if appropriate. The purpose of the exception process is to permit the City to correct, prior to the opening of the proposals, any technical or contractual requirement, provision, ambiguity or conflict in the solicitation and related documents, which may be unlawful, improvident, unduly restrictive of competition or otherwise inappropriate. Any corrections will be made via an addendum issued prior to the submission deadline. Unless timely submitted as an exception and amended with an addendum, any such ambiguity, conflict or problem shall be resolved in favor of the City of Dunwoody. Proposers shall not substitute entire agreements or sets of terms and conditions but discuss separately each term or condition that they take exception to or desire to change.

2.2 If the successful Proposer intends to provide any services through another company, the successful Proposer must serve as the City's prime Contractor and shall have full responsibility to the City for all obligations under the Contract.

2.3 The Contract, if awarded, shall not be construed to create unto the Contractor any exclusive rights with respect to any of the City's requirements. The City may in its sole discretion award any additional or similar services to any third party, or if the Contract is for the provision of services, the City may elect to perform all or a portion of the services by its own employees.

3. ENVIRONMENTAL SUSTAINABILITY

The City of Dunwoody is committed to environmental sustainability. The City believes we have a unique opportunity to further expand our leadership in the area of environmentally preferable purchasing, and through our actions, elicit changes in the marketplace. By further incorporating environmental considerations into public purchasing, the City of Dunwoody will positively impact human health and the environment, remove unnecessary hazards from its operations, reduce costs and liabilities, and improve the environmental quality of the region. As such the City encourages the incorporation of environmental sustainability into proposals.

4. EXAMINATION OF PROPOSAL/CONTRACT DOCUMENTS

All prospective Proposers shall thoroughly examine and become familiar with the STATEMENT OF Qualifications and carefully note the items which must be submitted. (These Instructions to Proposers, the STATEMENT OF Proposal, the Proposal Forms, the Contract, the General Conditions, and the Specifications are referred to herein as the "Proposal Documents" or the "Contract Documents."). Submission of a Proposal shall constitute an acknowledgment that the Proposer has read and understands the Proposal Documents. The failure or neglect of a Proposer to receive or examine any Proposal Document shall in no way relieve it from any obligations under its Proposal or the Contract. No claim for additional compensation will be allowed which is based upon a lack of knowledge or understanding of any of the Contract Documents or the scope of work.

5. ADDENDUM(S)-CHANGES WHILE PROPOSING

Requests for interpretation, clarification or correction of Proposal Documents, forms or other material should be made in writing and delivered to the City by e-mail to purchasing@dunwoodyga.gov at least five (5) business days before the date and time announced for the Proposal opening. Any response by City to a request by a Proposer for clarification or correction will be made in the form of a written Addendum. All parties to whom the Proposal packages have been issued will be sent a notification of the issuance of an Addendum either by e-mail and/or by facsimile. The Addendum may be electronically downloaded by visiting the City web site at http://www.dunwoodyga.gov. However, prior to submitting its response, it shall be the responsibility of each Proposer to visit the City website to determine if addendum(s) were issued and, if so, to obtain such addendum(s).

6. PREPARATION OF PROPOSALS

6.1 Each proposer shall furnish all information required by the proposal form or document. Each proposer shall sign the proposal and print or type their name on the schedule. An authorized agent of the company must sign the proposal.

6.2 All SOQs shall be submitted in a sealed envelope, bearing on the outside the name of the Proposer, address, and the Purchasing SOQ Number. One original, two paper copies and one electronic copy (PDF) on a USB drive shall be included.

Proposals shall be submitted no later than 2:00 p.m. on Tuesday, April 12, 2022 to the following address:

City of Dunwoody Purchasing
4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338

6.3 If an award is made, the completed Proposal Forms shall constitute a part of the Contract Documents and will be incorporated in the final Contract between the City and the successful Proposer. All blank spaces in the Proposal Forms should be filled in legibly and correctly in ink or type.

6.4 All Proposals shall contain the name and business address of the individual, firm, corporation, or other business entity submitting the Proposal and shall be subscribed by either the individual, a general partner, a member of a member-managed LLC, a manager of a manager-managed LLC, or an authorized officer or agent of a Corporation or business entity, and should be properly witnessed or attested.

7. DELIVERY OF PROPOSALS

7.1 All SOQs shall be submitted pursuant to the terms outlined in these Instructions to Proposers. Any submittals received after the time and date specified in the solicitation document for the opening of the responses will not be considered, but will be returned unopened.

7.2 Each Proposer's response shall be at the sole cost and expense of the Proposer and such Proposer shall have no right or claim against the City for costs, damages, loss of profits, or to recover such costs, damages, or expenses in the event the City exercises its right to reject any or all Proposals or to cancel an award pursuant to a provision hereof for any reason.

8. COMMUNICATIONS REGARDING EVALUATION OF PROPOSALS

To ensure the proper and fair evaluation of SOQs, the City highly discourages any oral communication initiated by a Proposer or its agent to an employee of the City evaluating or considering the Proposal during the period of time following the issuance of the solicitation document, the opening of Proposals and prior to the time a decision has been made with respect to the Contract award. An appropriate Purchasing employee of the City may initiate communication with a Proposer in order to obtain information or clarification needed to develop a proper and accurate evaluation of the Proposal. Any communication initiated by Proposer during evaluation should be submitted in writing and delivered to the City of Dunwoody, Purchasing Office, 4800 Ashford Dunwoody Road, Dunwoody, Georgia 30338, or by e-mail to purchasing@dunwoodyga.gov. Unauthorized communication by the Proposer may disqualify the Proposer from consideration.

9. WITHDRAWAL OF PROPOSALS

No SOQ may be withdrawn after it is submitted unless the Proposer makes a request in writing and such request is confirmed as received prior to the time set for opening of Proposals. No SOQ may be withdrawn after the scheduled opening time for a period of sixty (60) days. Any Proposer withdrawing or attempting to withdraw its SOQ prior to the expiration of the sixty (60) day period shall be obligated to reimburse the City for all its costs incurred in connection with such withdrawal or attempted withdrawal including, without limitation, any increased costs for procuring the goods or services from another Proposer or all costs of advertising and re-procuring the goods or services, and all attorneys' fees, in addition to payment of City's other damages. Proposer's submission of a SOQ shall be deemed the Proposer's acknowledgment of and agreement to the provisions of this Section.

10. DISQUALIFICATION OF PROPOSERS

10.1 Any of the following causes may be considered as sufficient for the disqualification of a Proposer and the rejection of its Proposal:

10.1.1 Submission of more than one Proposal for the same work, or participation in more than one Proposal for the same work as a partner or principal of the Proposer, by an individual, firm, partnership or corporation, under the same or different names, or by Proposers which are affiliates, either at the time of submittal, or at the time of award. For purposes of this section, the term "affiliates" means firms, partnerships, corporations or other entities under common control;

10.1.2 Evidence of collusion between or among Proposers;

10.1.3 Evidence, in the opinion of the City, of Proposer(s) attempting to manipulate the Proposal pricing for its own benefit (e.g. pricing resulting in a failure of the City's ability to enforce the Contract or impose the remedies intended following breach by Contractor);

10.1.4 Being in arrears on any of its existing contracts with the City or in litigation with the City or having defaulted on a previous contract with the City;

10.1.5 Poor, defective or otherwise unsatisfactory performance of work for the City or any other party on prior projects which, in the City's judgment and sole discretion, raises doubts as to Proposer's ability to properly perform the work; or

10.1.6 Any other cause which, in the City's judgment and sole discretion, is sufficient to justify disqualification of Proposer or the rejection of its Proposal.

10.2 The City has adopted a policy which addresses, among other things, the obligations of the City's

employees with respect to interest in business entities, unauthorized compensation and acceptance of gifts. Please be aware that any act by a Proposer that could cause a City employee to violate the policy is sufficient cause for the denial of the right of the Proposer to propose on any contract or sell any materials, supplies, equipment, or services to the City for a period of time that is determined by the City Manager.

11. REJECTION OF IRREGULAR PROPOSALS

A SOQ may be considered irregular and may be rejected if it is improperly executed, shows omissions, alterations of form, additions not called for, unauthorized conditions, or limitations, or unauthorized alternate Proposals, fails to include the proper Proposal Guaranty, Contract references, other certificates, affidavits, statements, or information required to be included with Proposals, including, but not limited to, the Proposer's prices, or contains other irregularities of any kind.

12. NOTICE OF INTENT TO AWARD CONTRACT

Unless all Proposals are rejected, a Notice of Intent to Award is anticipated to be provided within ninety (90) days from the opening of Proposals to the responsible and responsive Proposer submitting the Proposal deemed to be most advantageous to the City, price and other factors being considered. For all procurements, the City reserves the right to reject any or all Proposals and to cancel the procurement or to solicit new Proposals.

13. EXECUTION OF CONTRACT

13.1 The Proposer to whom the Notice of Intent to Award is given shall, within ten (10) business days of the date of the Notice of Intent to Award, execute and/or deliver the following to the City: the Contract, a copy of the Proposer's valid business or occupational license, and all other documents and information required by the Contract Documents. All of the above documents and information must be furnished and the Contract Documents executed by Proposer, and delivered to the City, before the Contract will be executed by the City.

13.2 A Proposer's failure to timely fulfill its obligations under this section shall be just cause for withdrawal of such Notice of Intent to Award. In such case, a Notice of Intent to Award may then be issued to the next ranked Proposer or all Proposals may be rejected and the Contract re-advertised. In such event, the City shall be entitled to receive its damages and costs, including, but not limited to, its attorneys' fees caused by or in connection with a Proposer's failure to fulfill its obligations under this paragraph. A Proposer's liability for failing to timely fulfill the obligations stated in this paragraph shall be the same as for withdrawing its Proposal (see Section 9).

13.3 The Contract shall not be binding upon the City until it has been executed by the City and a copy of such fully executed Contract is delivered to the Contractor. The City reserves the right to cancel the award without liability to any Proposer at any time before the Contract has been fully executed by the City and delivered to the Contractor. Accordingly, the Contractor is hereby warned that it should not commence performance or incur costs or expenses in connection with the Contract obligations until it has been delivered a final, fully executed copy of the Contract.

14. GEORGIA SALES TAX

The City is a governmental agency and a political subdivision under Georgia law. Purchases by the City under this Contract are exempt from sales tax: A City tax exempt number is not required for a municipality. No purchase made by any entity is qualified to be exempt other than those made directly by the City. The City's sales tax exemption does not apply to goods or services purchased or consumed by a Contractor for which the Contractor is deemed to be the ultimate consumer in connection with the fulfillment of its Contract obligations, and the City shall have no liability for such taxes.

15. SUBCONTRACTS

15.1 Nothing contained in these Contract Documents shall be construed as creating any contractual relationship between any subcontractor and the City.

15.2 The Contractor shall be fully responsible to the City for the acts and omissions of a subcontractor and of persons employed by said subcontractor to the same extent that the Contractor is liable to the City for acts and omissions of persons directly employed by it.

16. FAMILIARITY WITH LAWS

All Proposers and the Contractor are presumed to be familiar with and shall observe all Federal, State and local laws, ordinances, codes, rules and regulations, including, without limitation, the City's rules and regulations, that may in any way affect work herein specified. Ignorance on the part of the Contractor shall in no way relieve Contractor from any such responsibility or liability. Contractor's compliance with requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02, if applicable, will be attested.

17. SECURITY

The successful Proposer will be required to comply with all applicable standards of the City relating to security which may be in effect or changed from time to time.

18. INSURANCE

The Proposer to whom the Notice of Intent to Award is given shall provide a signed Certificate of Insurance. The Certificate of Insurance shall evidence the insurance coverage required by the City pursuant to Section 14.7 of the General Conditions and shall be filed with the City within ten (10) business days of the date of the Notice of Intent to Award. The Certificate of Insurance must contain a provision that the coverage provided under the policies will not be cancelled or modified or the limits thereunder decreased unless at least thirty (30) days prior written notice has been given to the City.

19. PUBLIC RECORDS/PUBLIC MEETINGS

Please be aware that all meetings of the City's Council are duly noticed public meetings and all documents submitted to the City as a part of or in connection with a Proposal may constitute public records under Georgia law regardless of any person's claim that proprietary or trade secret information is contained therein. By submission to the City, Proposers waive any declaration that their entire response to be proprietary information. Proposals and all related correspondence are subject to the Georgia Open Records Act and may be provided to anyone properly requesting same, after contract award. The City cannot protect proprietary data submitted in vendor proposals unless provided for under the open records law. In the event, the proposer deems certain information to be exempt from the disclosure requirements, the proposal must specify what content is considered exempt and site the applicable provision of the law to support that assessment. In the event such information is requested under the open records law, the proposer's assessment will be examined by the City Attorney who will make a determination. The decision to withhold or release the information will be at the City's sole discretion.

* * * * * * * END OF INSTRUCTIONS TO PROPOSERS * * * * * * *

Duncan Hastie, PE; Senior Vice President

Name & Title, Typed
or Printed

APPENDIX A: Hourly Rate Schedule

COMPANY NAME: Dewberry Engineers Inc.

Rate Schedule must be submitted and clearly labeled in a separate sealed envelope.
Failure to do so may result in disqualification.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Principal In Charge	$230	$239	$249	$259	$269
Project Manager	$165	$172	$178	$186	$193
Senior Engineer	$150	$156	$162	$169	$175
Mid Level Engineer	$130	$135	$141	$146	$152
Engineer	$105	$109	$114	$118	$123
Senior Planner	$175	$182	$189	$197	$205
Planner	$145	$151	$157	$163	$170
Senior Landscape Architect	$165	$172	$178	$186	$193
Landscape Architect	$130	$135	$141	$146	$152
Drafter	$90	$94	$97	$101	$105
2-Person Survey Crew	$145	$150	$155	$160	$165
3-Person Survey Crew	$175	$181	$187	$193	$199
Survey Manager	$135	$140	$145	$150	$155
SUE Crew	$160	$166	$173	$180	$187
Utility Coordinator	$120	$125	$130	$135	$140
Construction Inspector	$105	$109	$114	$118	$123
Construction PM / Administrator	$130	$135	$141	$146	$152
Field Technician	$90	$94	$97	$101	$105
NEPA Specialist	$200	$208	$216	$225	$234
Environmental Staff	$130	$135	$141	$146	$152
Lab Testing (Per Test, Add'l Price List Required, Separate Sheet)	$70	$73	$76	$79	$82
Administrative Assistant	$80	$83	$87	$90	$94
Other (Specify on Separate Sheet)					

Hourly rates must include all overhead, profit, and indirect/direct costs. No additional costs will be negotiated above and beyond the hours, with the exception of field tests and materials testing which is paid per test. All mileage, postage, reproduction, etc must be included in the hourly rates listed above. Rates are per job title, NOT per company. The rate of the prime and the rate of the sub will not differ for the same job title.

HOURLY RATE SHEET FOR TITLES NOT INCLUDED ABOVE. PLEASE INCLUDE YEARS 1-5 ALONG WITH TITLES AND RATES.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Managing Engineer	$210	$218	$227	$236	$246
Supervising Engineer	$190	$198	$206	$214	$222
Principal Engineer	$170	$177	$184	$191	$199
GIS Manager	$160	$166	$173	$180	$187
GIS Specialist 1	$100	$104	$108	$112	$117
GIS Specialist 2	$135	$140	$146	$152	$158
Senior Survey Technician	$98	$102	$106	$110	$115
Survey Crew (Bldg Layout)	$155	$161	$168	$174	$181
GIS Data Collector	$70	$73	$76	$79	$82
GPS/Robotic Crew (1 Person)	$90	$94	$97	$101	$105
Crew Chief (Proj. Oversight)	$75	$78	$81	$84	$88

SECTION I: TITLE PAGE

Statement of Qualifications

CITY OF DUNWOODY

SOQ 22-01: On Call – Stormwater Engineering and Design Services

April 12, 2022

Submitted by: Freese and Nichols, Inc.
360 Interstate North Parkway, Suite 250 / Atlanta, GA 30339
404–334–4310 phone / 817-735-7492 fax

Point-of-Contact: Charles Crowell, PE, CFM, CPSWQ, CPESC / Program Manager
678-593-0637 / charles.crowell@freese.com

FREESE AND NICHOLS
Innovative approaches
Practical results
Outstanding service
360 Interstate North Parkway, Suite 250 • Atlanta, Georgia 30339 • 404–334–4310
www.freese.com

April 12, 2022

Mr. John Gates
Purchasing Manager
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338

RE: SOQ 22-01: On Call – Stormwater Engineering and Design Services

Dear Mr. Gates:

Freese and Nichols, Inc. (FNI) is pleased to submit our Statement of Qualifications to the City of Dunwoody to provide On-Call Stormwater Engineering and Design Services. FNI was founded in 1894, and we have since grown into a multistate, regional firm whose employees are all dedicated to the same vision: ***Be the firm of choice for clients and employees.*** Our team offers the following advantages to the City's on-call projects:

One-Stop Shop – FNI has carefully selected our project team to be capable of providing almost any service that might arise under the City's on-call services agreement. Our team of knowledgeable, experienced professionals has built-in redundancy for quality control and simultaneous project execution. By having all these services and potential multiple project teams under one contract, the City will have access to comprehensive services with consistent project management and leadership, along with standardized processes and deliverables across our entire team. ***You can trust that your stormwater watershed improvement projects will be completed on-schedule and within budget, and with trusted quality and expertise.***

Local Government Focus – Since our founding 128 years ago, FNI has developed a specialization in serving local governments with a range of expertise and innovative solutions that solve critical infrastructure issues. We understand that the needs and issues of a municipality like Dunwoody demand responsiveness and flexibility. Additionally, FNI does not work for developers, and we regularly turn away work that will conflict with the long-standing and positive relationships with our local government clients. ***Our focus on serving local governments is instilled in our firm's culture, meaning we are dedicated to serving the City.***

Responsive Team – Charles Crowell, PE, CFM, CPSWQ, CPESC will serve as the City's single point-of-contact and Program Manager to provide effective communication. Upon receipt of an assignment, he will quickly assign the appropriate Task Leader to meet the City's needs and expectations. FNI's team is supported by 33 Georgia-based employees, who provide full-service project management, planning, design and construction management services. FNI also maintains access to the resources of more than 950 professionals firmwide to meet project demands, as needed. Additionally, we make decisions at a local level, allowing efficient and adaptable project execution. ***Our team members are available to meet with City staff on short notice to provide highly responsive service.***

We are excited about continuing to work with the City of Dunwoody on this important contract. Please feel free to contact me directly if you have any questions regarding this proposal.

Sincerely,

Mike Wayts, PE, CFM
Vice President/Principal
919-582-5860
mike.wayts@freese.com

Award-Winning Stormwater Design
FNI led the stormwater design for the City of Atlanta's Rodney Cook Sr. Park (description on page 9). The project recently topped the Water Resource category, received the Grand Prize and was voted the People's Choice through online balloting for the ACEC Georgia Engineering Excellence Awards. In May, Cook Park will receive a 2022 ACEC National Engineering Excellence Grand Award as one of the top 16 projects in the United States. The park also has received an ENR Southeast Best Projects of 2021 Award of Merit and an ASCE 2022 Innovation in Sustainable Engineering Award.

SECTION II: UNDERSTANDING AND APPROACH

PROJECT UNDERSTANDING AND FIRM CAPABILITIES

FNI plans, designs and manages infrastructure projects with a focus on innovative and sustainable solutions. Since its founding in 1894, FNI has put relationships first, fostering long-term, mutually beneficial associations with clients, teaming partners and staff. FNI maintains 29 offices across seven states, including three in Georgia. ***We know and serve our clients well by living and working in the communities in which we serve.***

Our multidiscipline teams are integrally connected to provide seamless, professional consulting services. FNI's 950+ employees work together to help clients through all stages of the project life cycle and are known for exceeding client expectations through innovative concepts and high-performing designs. ***We approach stewardship of resources with resiliency and balance in mind.***

Our operating philosophy involves combining a strong commitment to client service with technical excellence to deliver quality outcomes. The core belief of integrating design excellence with client needs is based on a philosophy that creates environments that go beyond pure function to enhance the quality of life for those who live and work in them. ***Each FNI project is approached individually, without preconceptions, and designed to serve each client's best interests.***

FNI's demonstration of consistent quality through the years has led to the firm often being sought out as a ***trusted advisor*** *by numerous clients. The length of many of these long-term relationships is measured in decades.*

FNI ***agrees with the scope of work*** *as stated in the RFQ, and our team offers comprehensive capabilities to address your watershed improvement projects.*

FNI is strategic, innovative, responsive and collaborative. We will work to minimize organizational barriers and utilize the resources of both FNI and City of Dunwoody to keep on-call projects on schedule and under budget.

Range of Services, Capabilities and Strengths

We understand that this on-call contract is to provide support for various watershed improvement projects for the 2022-2027 NPDES permit duration. However, many urban stormwater projects involve opportunities and constraints related to many civil and planning disciplines. As a multidiscipline firm, FNI offers a broad range of services through every stage of the project life cycle: planning, design, program management, funding procurement, regulatory compliance, construction management, and operations and maintenance. We feel that the ability to cover any aspect that may arise for stormwater projects is a great "fit" for on-call services to the City. Our technical services include:

- Stormwater Infrastructure
- Ecological Restoration/Stabilization
- Site Prioritization/Cost Benefit Analysis
- Project Identification and Scoping
- Stormwater culvert and SCM design
- Geomorphic Assessments
- Flood studies/Modeling
- Stormwater Inventory/Assessments
- GIS Analysis
- Public Education and Outreach
- USACE Permitting Support
- FEMA Coordination
- Design Services and Construction Support

At FNI, our LEADS values define what we stand for and how we live and conduct business.

Number of Employees to Support an On-Call Contract

FNI has 33 Georgia-based, full-time employees to provide local support to the City of Dunwoody. An additional 44 full-time employees based outside of Georgia are identified on the Service Category organizational chart to provide primary support for this contract. These employees are available to support the on-call contract immediately upon notice to proceed. Additionally, FNI also has access to more than 950 employees firmwide to provide secondary support of the contract, as needed.

FNI is committed to being available and responsive to the City's needs. Our firm's size and multidiscipline organizational structure enhances our flexibility to balance workload, even on short notice. While many consulting firms have a consistent struggle with "silos", the FNI culture and team structure has eliminated these challenges. We are committed to having the right people in the right role for each and every tasks assignment from the City of Dunwoody.

FNI BY THE NUMBERS

46 Georgia Professional Engineers

55 Certified Floodplain Managers

44 Envision Sustainability Professionals

32 LEED Accredited Professionals

6 Certified Professionals in Erosion and Sediment Control

Reasons for and Benefits of Choosing the FNI Team

FNI delivers a local team with the stormwater infrastructure and construction management experience with a commitment to service that carries throughout our organization. Our stormwater experience ranges from "bread and butter" stormwater projects to challenging, one-off projects that respond to specific needs and constraints for challenging sites.

FNI offers the City a "best-practices approach" to meeting project goals and optimizing budgets. FNI also seeks to promote the transfer of progressive ecosystem-based solutions to City by including industry leaders in ecosystem, stream, wetland and innovative stormwater design.

Established Expertise in Stormwater infrastructure – Not only is our team comprised of stormwater infrastructure experts, but we also have expertise in hydraulic and hydrologic (H&H) analysis, HEC-HMS and HEC- RAS modeling software, designing stormwater control measures (SCMs) and in-place pipe and culvert replacement. Our team includes expert cost estimators and construction management personnel who are experienced in overseeing all phases of construction related to stormwater infrastructure and SCMs to support alignment with intended designs.

Permitting and Coordination with Firms Offering Specialized Services – FNI has the experience and hands-on understanding of permitting requirements to keep the client's project moving forward with minimal permitting delays. FNI has experience managing and leading this task, including Federal Emergency Management Agency (FEMA) regulations concerning changes to infrastructure within the floodway, U.S. Army Corps of Engineers (USACE) permits, permitting through National Park Service land and state DOT permits.

Institute for Sustainable Infrastructure Rating Criteria – As a charter member of the Institute for Sustainable Infrastructure (ISI) — the developers of the Envision Rating System — FNI is an industry leader in sustainability applications. With more than 50 credentialed employees, three on national committees and one certified trainer, FNI has helped lead the application of the Envision Rating System on a variety of civil infrastructure projects.

Full Set of Tools Available Under One Firm – As a multidiscipline firm, FNI has quick access to a comprehensive menu of multidiscipline services, including those most related to stormwater services as detailed on the previous page. The ability of our in-house staff to anticipate and provide other value-added services, when needed, can help to expedite projects, and save the City against taking unnecessary risks and money when additional resources and technical expertise are needed to resolve complex project challenges.

Working History with Subconsultants

FNI established its Atlanta office under the leadership and direction of relocated firm Principals/Vice Presidents who are invested in the success of FNI and its clients. We have cultivated relationships with each of our subconsultants through past projects, professional organizations and conferences. We will utilize our network of highly respected subconsultant firms to bring the right team members to each project under the on-call contract.

PROJECT APPROACH

Organizational Management: How FNI Will Manage the Contract

FNI fully understands the importance of timely, responsive service, often put to the test in emergency situations.

Our selected Program Manager, Charles Crowell, will be the main point-of-contact for task order assignments. As shown in the organization chart, Charles has access to a deep pool of professional resources. He will quickly assess the City's needs and identify the Project Manager with the availability and scope-specific expertise to successfully deliver the task order. Charles will remain in close communication with the Principal-in-Charge, Mike Wayts, providing regular status updates and notifying him should additional resources become necessary.

Once chosen, the Project Manager will serve as the primary contact for the task order. They will plan, execute and close the project. Their role involves day-to-day management, setting deadlines, assigning responsibilities, monitoring, and summarizing project progress, accomplishing project goals, leading project meetings, coordinating the collection and dissemination of information, and managing all aspects of the project, including the subconsultants.

Interacting With The City

Each team member must accept personal responsibility for reaching project objectives and making contributions to meet project goals while respecting others' assignments. In the spirit of personal accountability and responsibility, you can expect our team to:

Listen to you and act on your requests – Our primary job is to understand your needs and act on your requests as completely and timely as possible. Our approach places the priority and responsibility of communication and client service on the Principal-in-Charge and Program Manager. They will listen closely to the City's needs and lead the entire team to act on those needs. As a primary responsibility, you should expect us to be responsive to you in all aspects of the project.

Collaborate and partner with you on decisions – As we listen, there may be several paths that we can take to arrive at solutions. We will collaborate with you and arrive at decisions that benefit the project and the City as a whole. We will help the City document all critical project decisions, and you should expect us to work together with City Staff to arrive at impactful solutions.

Be available to you when you need us, both now and when the project is over – We understand your business is not always weekdays 8 a.m. to 5 p.m. and that issues can arise needing immediate response. FNI's goal is to have a long-term mutually beneficial relationship with the City. You can expect us to be available when you need us, regardless of time or day, to help you resolve issues quickly.

Solve critical issues with the City's best interests as our first priority – Even in the best-managed project, issues may arise that must be dealt with quickly and effectively to reduce the impact on cost and schedule. The aim is to deal with issues as soon as practical with a focus on finding solutions and not assigning blame. We will encourage each team member to ask, "What can I do to help find the best solution?" and openly work through the issues with the other team members.

Schedule Management

FNI has a long history of compliance with client schedules and budgets, and we understand that maintaining both are critical to project success. The right balance must be maintained so that work can be completed as soon as practical without accelerating the work to the point of diminishing quality or increasing cost without a commensurate increase in value.

Cost Control

Construction cost estimating can be challenging, especially with the recent price fluctuations we have seen related to construction. We employ several methods to develop our construction cost estimates:

- At the project's start, FNI creates an initial (baseline) estimate based on historical cost information from past projects. Unit costs are adjusted based on current pricing trends and inflation. For items that will have a significant impact on the overall project cost, we gather conceptual-level price quotes to perform the work and incorporate the prices into the estimate.
- After design has started, we will provide an estimate based on the level of design completed. Estimates are based on a cost database, RS Means CostWorks, and current market conditions.
- In some cases, we will include multiple cost options for a particular portion of the design to assist the City in its evaluation of potential design alternatives and in making project decisions based on cost vs. benefit.
- If we see fluctuations in costs that present significant challenges to overcome, we will proactively notify the City's project manager to discuss the options available, such as changing materials of construction and/or reducing/increasing scope.

Scope Management

The first priority upon notice to proceed is a project kickoff that involves project and organizational leaders from FNI, key subconsultants the City. The agenda will involve clarifying the scope, schedule, and budget for each project; establishing clear lines of communication; understanding the City's preferred method of communication; and specifically defining the roles and expectations of all team members, including FNI staff, subconsultants and City staff.

As the project moves forward, the Project Manager will maintain regular communication with City staff to monitor the scope, forecast potential issues and manage any changes in scope.

Communications

While email and the collaboration tools are important, they cannot replace the human side of communications. Face-to-face meetings and conversations are imperative in building and maintaining trusting relationships and in helping solve problems.

Project Work Sessions

FNI's staff will meet with City staff on a regular basis. These meetings will not be dedicated to project updates but will be Project Work Sessions where design details are refined, and City input is incorporated. The project work sessions will be used to verify that:

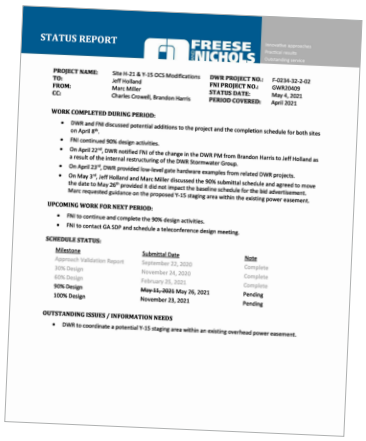
The City has an understanding of critical design decisions requiring City input.

- The project is on schedule.
- Coordination on planning, design and shutdowns with customer cities.
- Opinions of Probable Construction Costs (OPCCs) are still within the budget.
- Needs and objectives of City staff (management and operations) are identified, discussed and properly addressed.
- Issues that may result in schedule or budget excursions are identified and corrective actions set.

Monthly project work sessions will be preceded by a meeting of the FNI team to pre-review project information and issues to pre-identify who needs to be present at the City work sessions, plan work sessions to be time efficient and set task/topic priorities for design discussion.

Status Reports

The Project Manager will regularly submit status reports to the City and the project team members. These reports can be submitted monthly, bi-weekly, or weekly depending on the desire of the City. This report will provide summary information for each project on the progress to report this period, pending issues, action-item resolution, decisions needed from the City, issues impacting budget or schedule and progress anticipated next period.


STATUS REPORT

FREESE NICHOLS

PROJECT NAME: Site H-21 & Y-15 DCS Modifications
TO: Jeff Holland
FROM: Marc Miller
CC: Charles Crowell; Brandon Harris
DWR PROJECT NO.: F-0234-32-2-02
FNI PROJECT NO.: GWR30409
STATUS DATE: May 4, 2021
PERIOD COVERED: April 2021

WORK COMPLETED DURING PERIOD:
- DWR and FNI discussed potential additions to the project and the completion schedule for both sites on April 8th.
- FNI continued 90% design activities.
- On April 23rd, DWR notified FNI of the change in the DWR PM from Brandon Harris to Jeff Holland as a result of the internal restructuring of the DWR Stormwater Group.
- On April 23rd, DWR provided low-level gate hardware examples from related DWR projects.
- On May 3rd, Jeff Holland and Marc Miller discussed the 90% submittal schedule and agreed to move the date to May 26th provided it did not impact the baseline schedule for the bid advertisement. Marc requested guidance on the proposed Y-15 staging area within the existing power easement.

UPCOMING WORK FOR NEXT PERIOD:
- FNI to continue and complete the 90% design activities.
- FNI to contact GA SDP and schedule a teleconference design meeting.

SCHEDULE STATUS:

Milestone	Submittal Date	Note
Approach Validation Report	September 22, 2020	Complete
30% Design	November 24, 2020	Complete
60% Design	February 26, 2021	Complete
90% Design	~~May 11, 2021~~ May 26, 2021	Pending
100% Design	November 23, 2021	Pending

OUTSTANDING ISSUES / INFORMATION NEEDS
- DWR to coordinate a potential Y-15 staging area within an existing overhead power easement.

Inter-Office Communications

Our team members are located in Georgia, North Carolina, Florida and Texas. Our in-house Business Technology Group has developed a networked system that allows efficient file sharing, as well video-conferencing and MicroSoft Teams capabilities that facilitate project team communications across offices.

Facilitating Quality, Accuracy and Integrity

Quality

FNI has a proven Quality Control/Quality Assurance (QC/QA) program in place that involves the firm's senior management staff and its most experienced technical staff in front-line client service. Client service is a top priority at FNI, and the QA/QC process is critical step in delivering best-in-class service to our clients.

Accuracy

Our team uses a series of QC checklists to facilitate complete and consistent QC reviews for every project prior to any level of deliverable to our clients. The description of our QC process, as follows, further describes steps taken to facilitate accuracy of design elements.

In addition to the formal checklists, our QA/QC process is rooted in meticulous analysis and design, and construction excellence to help produce quality deliverables and service for City of Dunwoody.

Integrity

"Act with Integrity" is one of FNI's five LEADS values, which define what we stand for and how we live and conduct business. Acting with integrity involves adherence to ethics, honesty, good character and earning trust. We honor our word and take ownership of our mistakes. Doing the right thing has served FNI and its clients well for more than 128 years, and will serve us well into the future.

Constructability Reviews – At each level of deliverable, experienced construction services personnel will conduct a constructability review to verify that design elements will facilitate cost-efficient, on-schedule and efficiently phased construction. They offer best-value recommendations that could support more-efficient operations, practical and easy-access maintenance, as well as potential elements to reinforce long-term sustainability. Their review focuses on adequacy of details for construction; potential conflicts during construction; construction feasibility; construction phasing, staging and/or sequencing; and legal requirements for contractor and/or equipment procurement.

The constructability review also considers appropriate allocation of construction risks; coordination of drawings, technical specifications and general conditions; facilities for initial startup and performance testing; and details associated with future maintenance, accessibility and operations of new facilities.

Quality Assurance vs. Quality Control

QA: Corporate-Level Leadership – Corporate-level leadership complete these reviews. Mike Wayts will manage the QA process. He will verify the completion of QC reviews and examine the project from a wider perspective. The QA review addresses such topics as project schedule, availability of adequate resources and staffing, clearly defined deliverables and client reviews.

QC: Regional Leadership and Senior- Level Technical Experts – Bryan Dick will manage the overall QC review process working with each task order project manager to select the most available and applicable senior-level technical experts for technical and constructability reviews. These reviews are completed for all client deliverables, including plans, specifications, cost estimates, studies and reports. The goal of the review is to check for sound technical principles and accuracy.

Equipment, Software, Tools and Technology

Our commitment to stay at the forefront of technological innovation benefits the City through our delivery of high-quality results. At FNI, we continually improve our capabilities by leveraging the latest software features to model projects, automate tasks and adapt to project changes, as well as to deliver downstream data for construction.

Program Management Software – FNI's in-house project management software, FNiManager, helps facilitate communications, Owner reviews and mark-ups, schedule and resources management, budget maintenance, and reporting. Our team members have worked with many other project management software packages, as preferred by our clients, and we will work closely with the City staff to select the most-efficient software that meets its project goals, if needed, or will adapt our processes to work with the City's previously selected software.

RS Means CostWorks – FNI uses RS Means CostWorks, an online cost database to help manage cost estimating.

Capabilities with CAD Systems – We understand the City's preferred CAD format is Civil 3D – FNI has the software and staff expertise to deliver all your projects in this format. In addition, our personnel use workstations with a variety of software packages, including the latest versions of ESRI® ArcGIS, ArcInfo and ArcView, Bentley® MicroStation V8, Bentley® GEOPAK, Bentley® Culvertmaster, Bentley® Flowmaster, Bentley® StormCAD and Bentley® WaterCAD, Autodesk® AutoCAD, AutoCAD Civil 3D, Revit, Navisworks, InfraWorks, and Autodesk® 3ds Max, and various other engineering tools and specifications programs.

Office Management Software – Microsoft® Office Professional (Microsoft® Access, Excel, PowerPoint, and Word) plus Microsoft® Project and Microsoft® Visio.

ESRI GIS – FNI uses ESRI GIS to visualize and share information in new ways for insightful and informed decision-making. ESRI also can be used for spatial analysis, managing assets and as the foundation for hydraulic model updates.

Hydraulic Modeling – FNI's modeling software includes packages from Innovyze Software, such as InfoWater, InfoWorks ICSM, InfoSWMM, InfoSEWER, InfoAsset Planner and InfoSurge, as well as packages from Bentley Software: WaterGEMs, SewerGEMs and Water HAMMER. In addition, we use open source software packages, such as EPANET and EPA SWMM and BioWin.

FNiManager Dashboard for Fulton-Cobb, GA Diversion Pipeline.

Streamlining the Flow of Information

FNiManager, FNI's in-house documentation management system, streamlines the flow of information and stores project data for convenient access. System benefits and features include:

- Field personnel can upload daily reports and photos from tablets or smart phones.
- Instant access to plans, specifications and project documentation expedites the construction process.
- Communications can be directed toward specific team groups through use of customizable permissions.
- Intuitive interface reduces time spent navigating and clicking.

SECTION III: SIMILAR EXPERIENCE

Bend Creek Sediment Study | City of Dunwoody

FNI performed a third-party review of potential sources of sediment into the lake and an estimation of the quantity of sediment transported into the lake from the sources of two City projects. FNI also performed an assessment that includes a desktop data analysis, stream geomorphic assessment, assessment of sediment sources from hillslope processes, dendrogeomorphic assessment (the study of exposed tree roots along streambanks to estimate the erosion rate) and an assessment of the depositional area at the mouth of the lake.

Location
Dunwoody, Georgia

Dates of Service
July 2020 – December 2020

Contract Value
$23,601

Reference
Greg Wilson
Senior Stormwater Engineer
City of Dunwoody
678-382-6858
greg.wilson@dunwoodyga.gov

Jones Mill Road Drainage Study | City of Dunwoody

FNI performed a drainage study to assess the frequency and magnitude of the reported drainage issues that have been reported by residents at Jones Mill Road and Winter Chapel Road. Homeowners reported that severe flooding had consistently occurred in frequent rain events both from a backyard ditch and from roadway runoff. Part of the neighborhood falls within another municipality's jurisdiction and that City had recently installed a grate and curb inlet to mitigate the flooding issues. FNI performed a site visit to document the existing conditions within the drainage area, reviewed available GIS and plat information, developed a rain-on-mesh hydraulics model to assess the flow direction and identify the most severe problem areas and provided a report documenting the approach and potential solutions.

Location
Dunwoody, Georgia

Dates of Service
March 2020 – August 2020

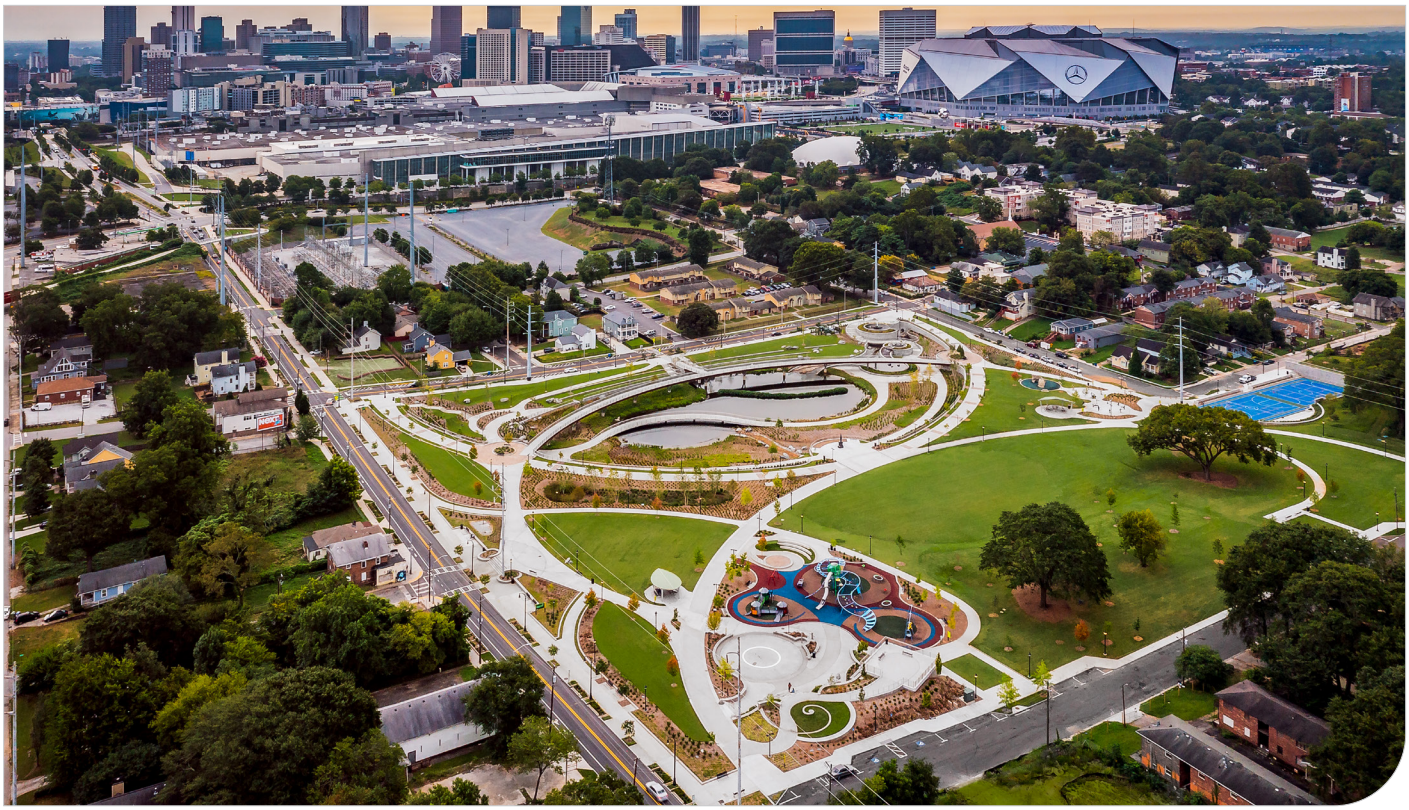
Contract Value
$12,746

Reference
Greg Wilson
Senior Stormwater Engineer
City of Dunwoody
678-382-6858
greg.wilson@dunwoodyga.gov

On-Call Professional Services

FNI has recently completed or is currently engaged on **more than 175 on-call or task-order-related projects**. In the Southeast Region (GA, FL, NC) alone, we are providing on-call services for:

- DeKalb County, GA
- City of Atlanta, GA
- Gwinnett County, GA
- Forsyth County, GA
- Jackson County Water and Sewerage Authority, GA
- Columbus Water Works, GA
- City of Clayton, GA
- Cherokee County Water and Sewerage Authority, GA
- Cobb County Water System, GA
- Douglasville-Douglas County Water and Sewer Authority, GA
- City of Tampa, FL
- Pasco County, FL
- City of Raleigh Water, NC
- Town of Cary, NC
- Chatham County, NC
- Town of Clayton, NC
- City of Durham, NC
- City of Fayetteville, NC
- Town of Fuquay-Varina, NC
- Greensboro Water Resources, NC
- City of High Point, NC
- Town of Holly Springs, NC
- City of Jacksonville, NC



Rodney Cook Sr. Park | City of Atlanta, GA

FNI was hired through a Joint Venture team to develop a comprehensive design that would meet the needs of the community in regard to flooding, stormwater management and water quality enhancements. HDR was hired by Trust for Public Land and worked in conjunction with FNI and various departments at the City of Atlanta to design the park. HDR's work focused on the recreational elements. Before designing the central detention pond and surrounding features, FNI developed a stormwater master plan for the 150-acre watershed, including a phased approach for implementation.

Located in the historic Vine City area near downtown Atlanta, the dynamic 16-acre neighborhood park provides much-needed public space and flood relief to Atlanta's westside neighborhoods. The design includes green infrastructure features that collect stormwater and reduce flooding that plagued the area during rain events. The park was designed through a collaborative effort between the City of Atlanta Department of Watershed Management and the Parks Department, Trust for Public Land, National Monuments Foundation, and the Vine City community.

Location

Atlanta, Georgia

Dates of Service

November 2017 – June 2018

Contract Value

FNI Design: $860,852
Construction: $24 million

Reference

Todd Hill
Watershed Director
City of Atlanta
404-546-1355
thill@atlantaga.gov

As a dual-purpose park and watershed management project, Cook Park seamlessly integrates functional engineering features within the programmed park and includes public education components that illustrate how the green infrastructure elements help reduce flood risk and improve water quality. The project elements were modeled in detail using hydrologic, hydraulic and water quality modeling software (Innovyze ICM and EPA-SWMM).

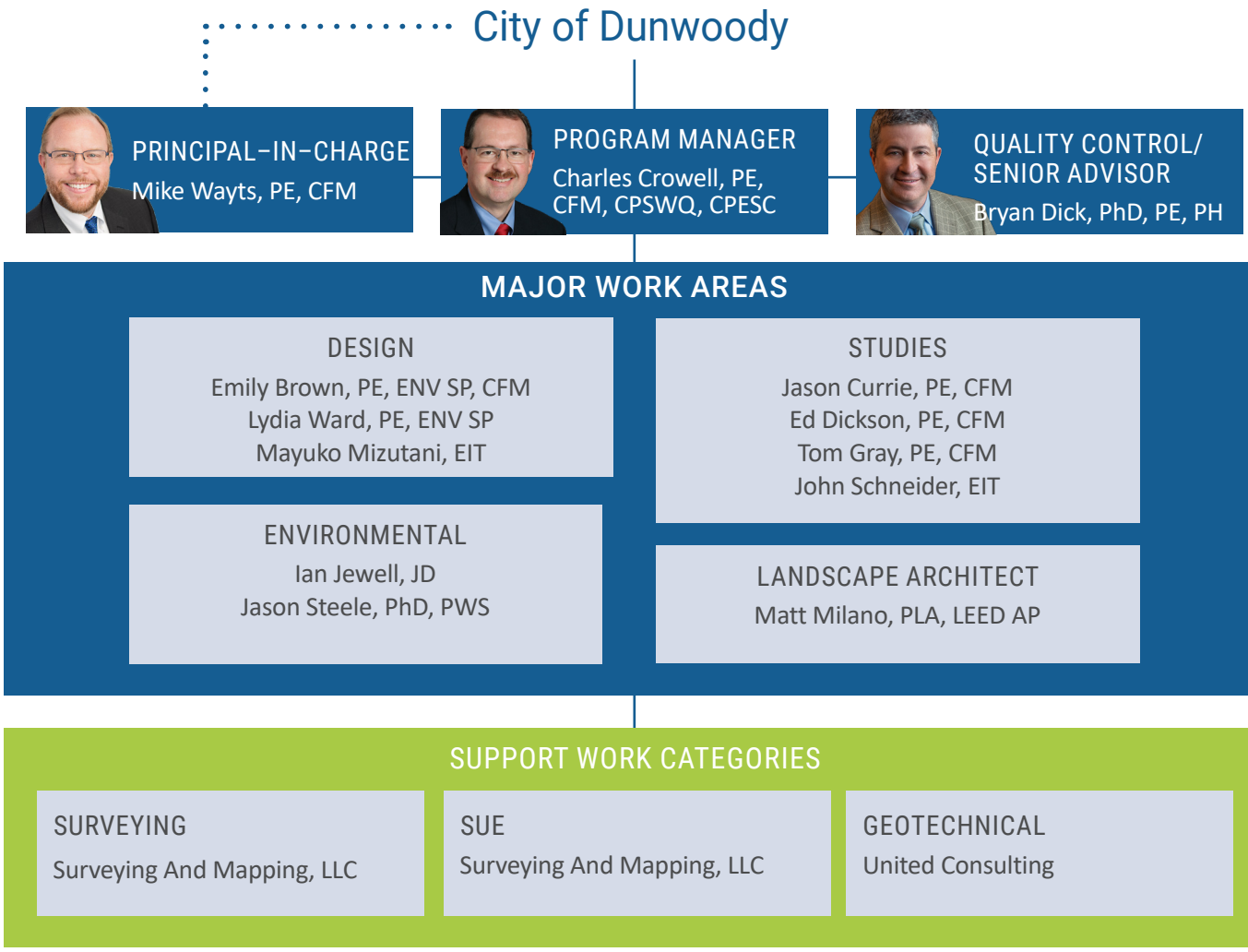
The project recently topped the Water Resource category, received the Grand Prize and was voted the People's Choice through online balloting for the ***ACEC Georgia Engineering Excellence Awards.*** In May, Cook Park will receive a ***2022 ACEC National Engineering Excellence Grand Award*** as one of the top 16 projects in the United States. The park also has received an ***ENR Southeast Best Projects of 2021 Award of Merit*** and an ***ASCE 2022 Innovation in Sustainable Engineering Award.***

Experience Relevant to the Scope of Work

Project/Client	On-Call	H&H Studies	Watershed Assessment/Prioritization	Project Identification and Scoping	Watershed/BMP Monitoring/Reporting	Mitigation Bank Monitoring/Reporting	Water Quality/Source Assessment	Survey, Including SUE	Bid Document Prep/Assistance	Utility Coordination	Green Infrastructure/LID Design	SW Infrastructure Inspections/Site Eval	Landscape Design	Geotechnical Eng/Materials Testing	Environmental Studies	Federal/State Grant Program Assistance	Education/Outreach Program Assistance	Emergency Response/Field Assessment
Bend Creek Sedimentation Study/ City of Dunwoody		●	●				●					●			●			
Jones Mill Road Drainage Study/City of Dunwoody		●										●						
Rodney Cook Sr. Park Master Planning and Design/ City of Atlanta		●	●	●			●	●	●	●	●	●	●	●	●	●	●	
Bottlebrush Drive Drainage Improvements/ Douglasville-Douglas County Water Sewer Authority		●						●	●			●			●		●	
Cox Arboretum/Cherokee County		●	●	●				●			●	●			●			
Phased Dendrogeomorphology Study/ Gwinnett County		●	●	●			●								●			
Pounds Lake Management Plan/Gwinnett County		●		●			●	●	●		●	●			●			
WIP/Dams Annual Lawn Maintenance/ Gwinnett County				●					●		●							
EOS Expansion Study/Gwinnett County					●						●	●						
Future Conditions Floodplain Modeling/ City of Palmetto		●	●														●	●
Hurricane Matthew & Florence Program Assistance/ City of Fayetteville, North Carolina	●	●		●				●	●	●		●		●	●	●	●	●
Cow Branch Stream and Wetland Mitigation/ North Carolina Division of Mitigation Services		●	●	●	●	●	●	●	●		●	●	●	●	●	●		
Asset Management and CIP Development Assistance/ Town of Holly Springs, North Carolina	●	●	●	●			●	●		●		●				●		
Watershed Master Plan Program Management/ City of Fayetteville, North Carolina	●	●	●	●			●	●		●		●			●		●	
Hurricane Florence Emergency Planning Assistance/ South Carolina Department of Natural Resources		●																●
Inventory and Assessment of Stormwater Assets/ City of Lenoir, North Carolina			●	●			●	●				●						
CIP Development and Ranking and BMP Inspections/ Town of Morrisville, North Carolina			●	●	●		●					●						
Middendorf Springs Mitigation Project/ North Carolina Division of Mitigation Services		●	●	●	●	●	●	●	●		●	●	●	●	●	●		

SECTION IV: PROJECT PERSONNEL

STAFFING PLAN



FNI has established relationships with multiple specialty subconsultants in the metro-Atlanta area. We will either work with the City's preferred subconsultants or will select the best consultant per project dependent upon qualifications and scheduling.

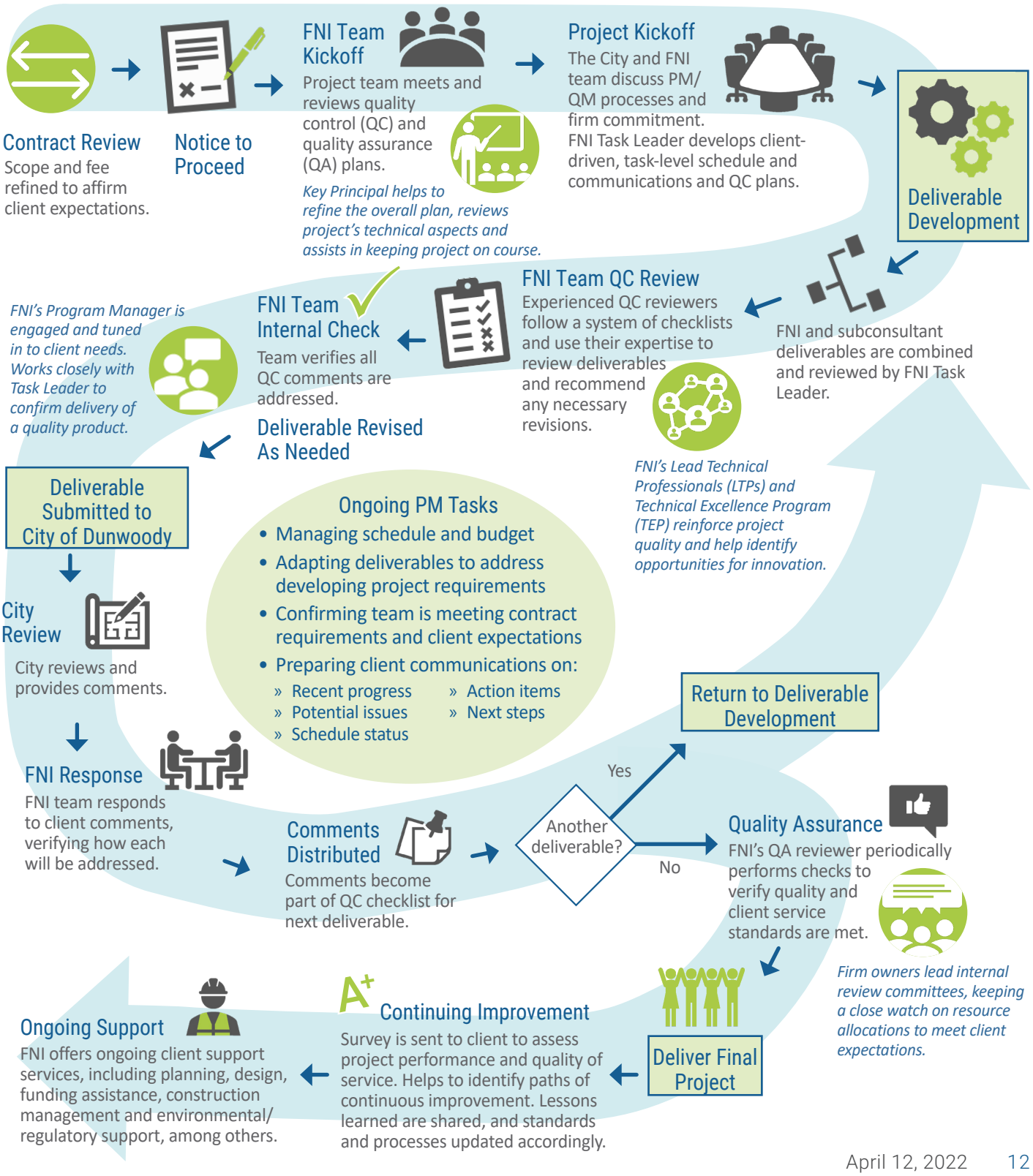
Availability and Commitment

The proposed team was selected based on its relevant experience and dedication to this project. Each team member selected for a task order will be available to begin the project immediately upon notification and remain committed through the duration of the project.

FNI has a low employee turnover rate, and we do not anticipate the loss of a key team member; however, because of our past similar experience, effective communication tools and project management plans, we have the ability to overcome any issues related to the departure of a key team member. FNI's Charles Crowell will manage the on-call contract from our Atlanta office, and will maintain access to our 33 local staff members and the resources of more than 950 professionals firmwide.

Approach to Managing and Staffing On-Call Projects

Multiple components work together to foster a culture of excellence and elevate our overall quality of service. This focus extends beyond a specific project and reinforces our efforts to build trusted-advisor relationships with the City. Our approach to managing/staffing projects under this on-call will generally follow the path shown below.



Charles Crowell, PE, CFM, CPSWQ, CPESC | Program Manager

Charles Crowell has 28 years of professional experience with a diverse background in civil engineering, stormwater engineering and stormwater management. Charles takes a client focused team approach to delivering programs and projects to meet the unique needs of each client. His nearly six years in local government gives him an owner's perspective that he brings to each project.

Relevant Project Experience

Stormwater Pipe and Culvert Capital Program Delivery* | Gwinnett County Department of Water Resources | Section Manager | Completed Annually from 2016–2021

Watershed Improvement Capital Program Delivery* | Gwinnett County Department of Water Resources | Section Manager | Completed Annually from 2016–2021

Beaver Ruin Wetland Park* | Gwinnett County Department of Water Resources | Project Manager | Completed 2022

GDOT MS4 Permit Compliance Program* | Georgia Department of Transportation | Project Manager and Technical Lead | Completed 2016

GDOT Drainage Manual Update* | Georgia Department of Transportation | Deputy Project Manager and Technical Lead | Completed 2014

Georgia Stormwater Management Manual Update* | Atlanta Regional Commission | Project Manager and Technical Lead | Completed 2016

Future Conditions Floodplain Mapping* | Henry County, Georgia | Senior Civil Engineer | Completed 2009

**Experience prior to FNI*

Experience
28 years
<1 year with FNI

Education
BS, Civil Engineering

Registration
Professional Engineer, Georgia #PE027793

Certified Floodplain Manager #US-08-03551

Post Construction BMP Inspector, #BMP00333

Professional in Erosion and Sediment Control, #00003472

Professional in Stormwater Quality, #00000533

Mike Wayts, PE, CFM | Principal-in-Charge

Mike Wayts is an FNI Vice President/Principal and the firm's Division Manager for the Southeastern U.S. Mike specializes in the management of multidiscipline teams for municipal infrastructure projects, especially related to stormwater utilities. His client-service background includes the full range of engineering services, from master planning and capital-improvement-plan development to sustainable design and client representation during construction. Mike is an effective presenter at public involvement meetings, where he has a unique ability to clearly communicate complex issues to diverse stakeholders. He also is skilled in facilitating regional collaborations and in developing Low-Impact Development solutions that help accomplish his clients' goals.

Relevant Project Experience

Hurricane Matthew Stormwater Project Management | City of Fayetteville, NC | Program Manager | Completed 2022

Stormwater Assessment Program | City of Lenoir, NC | Principal-in-Charge | Completed 2019

Program Management for Watershed Studies | City of Fayetteville, NC | Senior Advisor | Ongoing

Stormwater On-Call Services | City of Raleigh, NC | Principal-in-Charge | Completed 2018

Experience
26 years
26 years with FNI

Education
BS, Civil Engineering

Registration
Professional Engineer, North Carolina #039905

Certified Floodplain Manager #NC-12-0487

Bryan Dick, PhD, PE, PH | Quality Control/Senior Advisor

Bryan Dick is an FNI Associate, Ecological Engineering/Geomorphology Practice Lead and Hydrologist. He has managed a variety of water resources related projects, including watershed studies/assessments, H&H design and analysis, stormwater management and permitting, stream restoration, and BMP/remediation design. He has worked as a riverbank stabilization/restoration Technical Lead and Engineer-of-Record on some of the larger contaminated river sites in the U.S., and has completed 500,000+ feet of stream restoration and bank stabilization design and construction. Bryan also served as the Project Manager or Technical Lead for several thousand miles of watershed/stream geomorphic assessments.

Experience
26 years
5 years with FNI

Education
PhD, Fluvial Geomorphology

MS, Fluid Mechanics and Hydrology

BS, Civil Engineering,

BS, Forest Resource Management

Registration
Professional Engineer, Georgia #PE039898

Professional Hydrologist

Relevant Project Experience

Bend Creek Sediment Study | City of Dunwoody | Senior Advisor | Completed 2020

North Fork Nancy Creek Stream Restoration | City of Brookhaven | Senior Advisor | Completed 2022

On-Call Stormwater Services | City of Raleigh, NC | Project Manager | Completed 2018

On-Call Stormwater Services | Roanoke County, VA | Project Manager | Completed 2019

On-Call Engineering Services | Town of Oak Ridge, NC | Project Manager | Ongoing

On-Call Engineering Services | Town of Summerfield, NC | Project Engineer | Ongoing

Restoration of Glade Creek at Vinyard Park Phase I | Roanoke County, VA | Project Manager | Completed 2016

Emily Brown, PE, ENV SP, CFM | Design

Emily Brown is an FNI Project Manager who specializes in stream restoration, streambank stabilization and geomorphic assessments. She is experienced in environmental assessments, soil and water quality testing, fluid mechanics, and the development and use of GIS models. Emily is currently pursuing a PhD in Biological Engineering (Riverine Systems/Sediment Transport) at North Carolina State University.

Experience
9 years
9 years with FNI

Education
BS, Biological Engineering

Registration
Professional Engineer, North Carolina #048934

Envision Sustainability Professional

Certified Floodplain Manager #NC-15-0621

Relevant Project Experience

Bend Creek Sediment Study | City of Dunwoody | Design Engineer | Completed 2020

North Fork Nancy Creek Stream Restoration | City of Brookhaven | Design Engineer | Completed 2022

Stormwater Assessment Program | City of Lenoir, NC | Project Engineer | Completed 2019

SW Ordinance Benchmarking Study | City of Greensboro, NC | Assistant Project Manager | Completed 2022

Odessey Court Drainage Improvements | Town of Hope Mills, NC | Project Engineer | Completed 2018

Woodfield Way Culvert Replacement and Stream Restoration | Town of Wilkesboro, NC | Assistant Project Manager | Ongoing

Stormwater Plan Review | Chatham County, NC | Project Manager | Completed 2022

Watershed Management Plan | Town of Holly Springs, NC | Assistant Project Manager | Completed 2019

Lydia Ward, PE, ENV SP | Design

Lydia Ward is an FNI Project Engineer who specializes in closed system design and hydraulic modeling for municipal stormwater projects, as well as stream restoration and bank stabilization design. She is proficient in HEC-RAS (steady, unsteady flow and 2-D), HEC-HMS, AutoCAD and GIS.

Experience
7 years
7 years with FNI

Education
Master of Business Administration

BS, Environmental Engineering,

BS, Environmental Science

Registration
Professional Engineer, North Carolina #051107

Relevant Project Experience

Bend Creek Sediment Study | City of Dunwoody | Design Engineer | Completed 2020

On-Call Stormwater Services | Roanoke County, VA | Engineering Support | Completed 2019

North Fork Nancy Creek Stream Restoration | City of Brookhaven | Design Engineer/Hydraulic Modeling | Completed 2022

NC DMS Middendorf Springs | North Carolina Division of Mitigation Services | Design Engineer/Hydraulic Modeling | Ongoing

Hamilton-Montlieu Drainage Improvements | City of High Point, NC | Project Engineer | Completed 2020

Woodfield Way Culvert Replacement and Stream Restoration | Town of Wilkesboro, NC | Project Engineer | Ongoing

Stormwater Assessment Program | City of Lenoir, NC | Project Engineer | Completed 2019

Stormwater Plan Review | Chatham County, NC | Assistant Project Manager | Completed 2022

Mayuko Mizutani, EIT | Design

Mayuko Mizutani is a Project Engineer-in-Training in FNI's Metro Atlanta office. She has a background in stormwater, transmission and utilities and master planning. She is proficient in ArcGIS and HEC-HMS. Mayuko also interned with FNI in spring 2019. She is passionate about diversity and equity, and wrote an article about the subject in the Georgia Operator, a publication of the Georgia Association of Water Professionals (GAWP).

Experience
5 years
2 years with FNI

Education
BS, Environmental Engineering Sciences

Registration
Engineer-in-Training, Georgia #EIT028628

Relevant Project Experience

Bend Creek Sediment Study | City of Dunwoody | Engineering Support | Completed 2020

Stormwater Maintenance Extent of Services Study | Gwinnett County Department of Water Resources | Engineering Support | Completed 2022

WIP/Dams Annual Landscape Maintenance Contract Development | Gwinnett County Department of Water Resources | Engineering Support | Ongoing

On-Call Engineering Services | City of Clayton | Engineering Support | Completed 2020

Cow Branch Mitigation | North Carolina Department of Mitigation Services | Engineering Support | Ongoing

Stormwater Plan Review | Chatham County, NC | Engineering Support | Completed Completed 2022

Louisiana Watershed Initiative Modeling | Louisiana Department of Transportation and Development | Engineering Support | Ongoing

Jason Currie, PE, CFM | Studies

Jason Currie is an FNI Project Manager who specializes in watershed-based H&H analyses. His modeling expertise has contributed to a variety of flood risk identification activities across the U.S. His H&H modeling abilities include both HEC-HMS and HEC-RAS. His experience in HEC-RAS extends to both 1-D AND 2-D flow scenarios. Applications and uses of these have ranged from real-time flood inundation forecasting to large-scale, watershed-wide flood mitigation strategy development, as well as regulatory product generation for FEMA flood hazard mapping efforts. Jason has performed and overseen a broad array of modeling and inundation mapping activities, regionally and nationally.

Experience
16 years
3 years with FNI

Education
BS, Civil Engineering

Registration
Professional Engineer, North Carolina #037380

Certified Floodplain Manager #NC-08-0268

Relevant Project Experience

Program Management for Watershed Studies | City of Fayetteville, NC | H&H Engineer | Ongoing

2-D Modeling Pilot Study | Charlotte-Mecklenburg Storm Water Services | Assistant Project Manager | Completed 2020

Carbonton Road Drainage Study | City of Sanford, NC | Project Engineer | Completed 2021

Hydraulic Engineering Support | North Carolina Department of Transportation | Project Manager | Completed 2019

Floodplain Management and Engineering Services | City of Columbia, SC | Project Manager | Ongoing

Louisiana Watershed Initiative Modeling | Louisiana Department of Transportation and Development | H&H Engineer | Ongoing

Ed Dickson, PE, CFM | Studies

Ed Dickson is an FNI Associate and Senior Project Manager who specializes in watershed-based H&H analysis, mapping and reviews for FEMA flood studies across the U.S. Ed has 13 years of experience working on FEMA Region IV programs and projects. He provided support for on-call requests from state and local clients, congressional inquiries, technical assistance investigations, and overall FEMA Cooperating Technical Partners (CTP) Risk MAP program support. In addition, Ed has extensive experience in the utilization of USACE's HEC-HMS and HEC-RAS computer programs for H&H analyses.

Experience
24 years
3 years with FNI

Education
MS, Engineering (Water Resources)

BS, Biology

Registration
Professional Engineer, NC #033147

Certified Floodplain Manager #NC-31723

Relevant Project Experience

2-D Modeling Pilot Study | Charlotte-Mecklenburg Storm Water Services | Project Manager | Completed 2020

Program Management for Watershed Studies | City of Fayetteville, NC | Project Manager | Ongoing

Tywood Street Drainage Study | City of Lenoir, NC | Project Manager | Completed 2021

Carbonton Road Drainage Study | City of Sanford, NC | Project Manager | Completed 2021

Stormwater Assessment Program | City of Lenoir, NC | Project Manager | Completed 2019

Hurricane Florence Response | South Carolina Disaster Recovery Office | Project Manager | Completed 2018

Tom Gray, PE, CFM | Studies

Tom Gray is an FNI Senior Project Manager with a specialization in the use of geospatial, hydrologic, and hydraulic modeling software for watershed planning, stormwater and floodplain management, FEMA coordination, dam breach analysis, scour assessment and the design of bridge, culvert, stormwater systems and stormwater control measures. Tom is proficient in the use of a diverse set of H&H modeling software. Tom specializes in balancing technical modeling theory with practical and effective stormwater design solutions for federal, state and municipal clients.

Experience
20 years
1 year with FNI

Education
BS, Civil Engineering

Registration
Professional Engineer, Georgia #PE045758

Certified Floodplain Manager #NC-06-0202

Relevant Project Experience

Program Management Watershed Studies | City of Fayetteville, NC | Project Engineer | Ongoing

On-Call Engineering Services | City of Clayton | Project Engineer | Completed 2020

Woodfield Way Culvert Replacement and Stream Restoration | Town of Wilkesboro, NC | Project Engineer | Ongoing

Regional Watershed Study | Jefferson County Drainage District No. 6 | Project Engineer | Ongoing

Louisiana Watershed Initiative Modeling | Louisiana Department of Transportation and Development | Project Engineer | Ongoing

John Schneider, EIT | Studies

John Schneider is a Project Engineer-in-Training in FNI's Atlanta Metro office. He has a background in stormwater, transmission and utilities, and wastewater treatment engineering services. John has been involved in stormwater system rehab and improvements, transmission and utilities design, and wastewater process improvements design. His software specialties include ArcGIS and HEC-RAS. John is also an active member in Georgia Association of Water Professionals.

Experience
4 years
4 years with FNI

Education
BS, Civil Engineering

Registration
Engineer-in-Training, Georgia #EIT027729

Relevant Project Experience

Jones Mill Road Drainage Study | City of Dunwoody | Project Manager | Completed 2020

Annual Consultant Demand Services | Gwinnett County Department of Water Resources | Engineering Support | Ongoing

North Fork Nancy Creek Stream Restoration | City of Brookhaven | Engineering Support | Completed 2022

Program Management for Watershed Studies | City of Fayetteville, NC | Project Engineer | Ongoing

Palmetto Future Floodplain Mapping | City of Palmetto, GA | Project Engineer | Ongoing

70 Seville Chase Storm System Restoration Design Project | City of Sandy Springs | Project Engineer | Completed 2022

Bottlebrush Drive Stormwater Improvement | Douglasville - Douglas County Water and Sewer Authority | Engineering Support | Completed 2019

Dendrogeomorphology Study | Gwinnett County Department of Water Resources | Engineering Support | Completed 2020

Ian Jewell, JD | Environmental

Ian Jewell is an FNI Associate, Technical Expert and Project Manager. Ian specializes in stormwater compliance, permitting and assessments, as well as a variety of open-channel and natural resources projects. He has assisted with the design of 500,000+ feet of stream restoration, dozens of stormwater BMPs and thousands of feet of riverbank stabilization across dozens of states. Ian is a Licensed Attorney and frequently uses his training and knowledge of the law to assist with projects requiring responses to regulatory agency violation notices, statutory interpretation, municipal code revisions or the handling of complex regulatory issues.

Experience
18 years
5 years with FNI

Education
Juris Doctor, Law

BS, Environmental Sciences

Registration
Licensed Attorney, North Carolina #41345

Relevant Project Experience

Bend Creek Sediment Study | City of Dunwoody | Project Scientist | Completed 2020

North Fork Nancy Creek Stream Restoration | City of Brookhaven | Design Engineer/Hydraulic Modeling | Completed 2022

Stormwater Ordinance Benchmarking Study | City of Greensboro, NC | Project Manager | Completed 2022

Hamilton-Montlieu Drainage Improvements | City of High Point, NC | Project Scientist | Completed 2020

Woodfield Way Culvert Replacement and Stream Restoration | Town of Wilkesboro, NC | Project Scientist | Ongoing

Watershed Management Plan | Town of Holly Springs, NC | Project Manager | Completed 2019

Salem Creek Short-Term Streambank Repair | Winston-Salem/Forsyth County Utilities Commission | Project Scientist | Completed 2021

Jason Steele, PhD, PWS | Environmental

Jason Steele is a Senior Environmental Scientist with extensive experience in water resource planning, regulatory permitting and permit compliance monitoring. He has extensive experience in permitting for water and wastewater infrastructure projects, biota inventories and NEPA constraints analyses. He has managed permitting, NEPA and mitigation projects for larger federal and state clients and provided comprehensive support to private and municipal clients across the Southeastern U.S. Jason also is a certified Professional Wetlands Scientist.

Experience
15 years
2 years with FNI

Education
PhD, Forestry (Ecosystem Restoration)

MS, Forestry (Dendroclimatology)

BS, Biology

Registration
Professional Wetland Scientist #2357

Relevant Project Experience

Stormwater Ordinance Benchmarking Study | City of Greensboro, NC | Project Scientist | Completed 2022

Hamilton-Montlieu Drainage Improvements | City of High Point, NC | Project Scientist | Completed 2020

Program Management for Watershed Studies | City of Fayetteville, NC | Project Scientist | Ongoing

McDeeds Creek Streambank and Sewer Line Stabilization | Town of Southern Pines | Project Scientist | Completed 2021

Stormwater Asset Management | Town of Holly Springs, NC | Assistant Project Manager | Completed 2019

Woodfield Way Culvert Replacement and Stream Restoration | Town of Wilkesboro | Project Scientist | Ongoing

Experience
15 years
13 years with FNI

Education
Bachelor of Landscape Architecture

Registration
Licensed Landscape Architect, North Carolina #2149

LEED Accredited Professional

Matt Milano, PLA, LEED AP | Landscape Architecture

Matt Milano is a LEED-Accredited Landscape Architect and Project Manager whose expertise includes the design and management of parks and recreation planning/design for a variety of parks and trails projects. Matt has developed extensive knowledge of regional culture and natural systems through his years of experience working on recreation-based design projects. His design philosophy is rooted in context sensitive design and he seeks to incorporate regional, cultural and natural aspects into his work while implementing basic placemaking design principles. He also utilizes a collaborative design process in assisting his clients to communicate their project vision, goals and programming requirements. Matt is experienced in the production of deliverables in all phases of planning and design ranging from visioning documents, character sketches and concept diagrams to final construction drawings and specifications.

Relevant Project Experience

Rodney Cook Sr. Park | City of Atlanta | Landscape Architect | Completed 2021

Program Management for Bonded Projects | City of Hickory, NC | Landscape Architect | Completed 2017

Alliance Park Master Plan | City of Fort Worth, TX | Project Manager | Completed 2017

Lake Worth Trail | City of Fort Worth, TX | Project Manager | Completed 2021

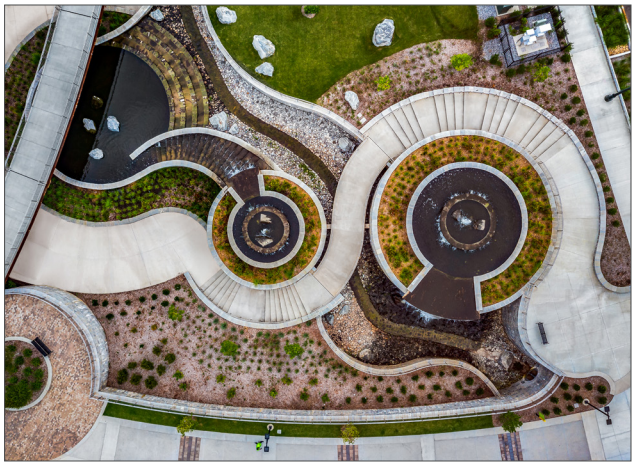
Valley Ridge Trail | City of Lewisville, TX | Project Manager | Completed 2021

SECTION V: REFERENCES

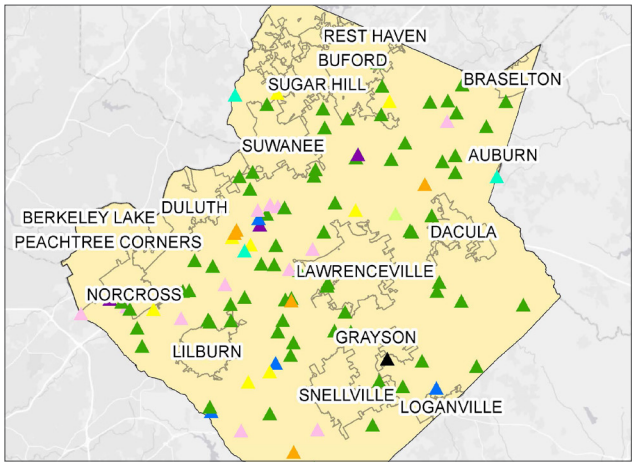
Todd Hill
Watershed Director
City of Atlanta
404-546-1355
thill@atlantaga.gov

Katherine (Kat) Gurd, PE, CFM
Division Director – Stormwater Services
Gwinnett County Department of Water Resources
678-376-6767
katherine.gurd@gwinnettcounty.com

Greg Wilson
Senior Stormwater Engineer
City of Dunwoody
678-382-6858
greg.wilson@dunwoodyga.gov



City of Atlanta - Rodney Cook Sr. Park



Gwinnett County Department of Water Resources – Stormwater Maintenance Extent of Service Study

City of Dunwoody – Bend Creek Sediment Study

STATEMENT OF QUALIFICATIONS FORM

SOQ 22-01

STORMWATER ENGINEERING AND DESIGN SERVICES

The undersigned, as Proposer, hereby declares that this Statement of Qualifications (SOQ) is in all respects fair and submitted in good faith without collusion or fraud. Proposer represents and warrants to the City that: (i) except as may be disclosed in writing to the City with its SOQ, no officer, employee or agent of the City has any interest, either directly or indirectly, in the business of the Proposer, and that no such person shall have any such interest at any time during the term of the Contract should it be awarded the Contract; and (ii) no gift, gratuity, promise, favor or anything else of value has been given or will be given to any employee or official of the City in connection with the submission of this Proposal or the City's evaluation or consideration thereof.

The Proposer further represents that it has examined or investigated the site conditions if necessary, and informed itself fully in regard to all conditions pertaining to the place where the work is to be done; that it has examined the Contract Documents and has read all Addendum(s) furnished by the City prior to the opening of the SOQs, as acknowledged below, and that it has otherwise fully informed itself regarding the nature, extent, scope and details of the services to be furnished under the Contract.

The Proposer agrees, if this Proposal is accepted, to enter into the written Contract with the City in the form of Contract attached (properly completed in accordance with said Proposal Documents), and to furnish the prescribed evidence of a valid business license, insurance, and all other documents required by these Contract Documents. The Proposer further agrees to commence work and to perform the work specified herein within the time limits set forth in the Contract Documents, which time limits Proposer acknowledges are reasonable.

The undersigned further agrees that, in the case of failure or refusal on its part to execute the said contract, provide evidence of specified insurance, a copy of a valid business or occupational license and all other documents required by these Contract Documents within ten (10) business days after being provided with Notice of Intent to Award the contract (or such earlier time as may be stated elsewhere in these Proposal Documents), the Proposal award may be offered by the City to the next ranked Proposer, or the city may re-advertise for Proposals, and in either case the City shall have the right to recover from the Proposer the City's costs and damages including, without limitation, attorney's fees, to the same extent that the City could recover its costs and expenses from the Proposer under section 10 of the Instructions to Proposers if the Proposer withdrew or attempted to withdraw its Proposal.

The Proposer further agrees, if it fails to complete the work according to the Specification within the scheduled time or any authorized extension thereof, that damages may be deducted from the Contract price otherwise payable to the Proposer.

Acknowledgement is hereby made of the following Addendum(s) received since issuance of the Contract Documents (identified by number)

Addendum No.	Date	Addendum No.	Date	Addendum No.	Date
1	No date provided in addendum				

Company Name: Freese and Nichols, Inc.

It shall be the responsibility of each Proposer to visit the City Purchasing Department's website to determine if addendum(s) were issued and, if so, to obtain such addendum(s). Failure to acknowledge an addendum above shall not relieve the Proposer from its obligation to comply with the provisions of the addendum(s) not acknowledged above.

Work is to commence on or about November 2022.

The City of Dunwoody requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for the City to declare bid non-responsive.

Termination for Cause: The City may terminate this agreement for cause upon ten days prior written notice to the Consultant of the Consultant's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

Termination for Convenience: The City may terminate this agreement for its convenience at any time upon 30 days written notice to the Consultant. In the event of the City's termination of this agreement for convenience, the Consultant will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the Consultant, which shall itemize each element of performance.

Termination for fund appropriation: The City may unilaterally terminate this Agreement due to a lack of funding at any time by written notice to the Consultant. In the event of the City's termination of this Agreement for fund appropriation, the Consultant will be paid for those services actually performed. Partially completed performance of the Agreement will be compensated based upon a signed statement of completion to be submitted by the Service Provider which shall itemize each element of performance.

The contractor agrees to provide all work to complete the project described in this document for the amount listed below.

Legal Business Name Freese and Nichols, Inc. Federal Tax ID 75-1531935

Address 360 Interstate North Parkway, Suite 250, Atlanta, Georgia 30339

Does your company currently have a location within the City of Dunwoody? Yes___No_X___

Representative Signature MJ Wayts

Printed Name Mike Wayts, PE, CFM

Telephone Number 919-582-5860

Fax Number 817-735-7491 Email Address mike.wayts@freese.com

Mission

Innovative approaches ...
Practical results ...
Outstanding service

Vision

Be the firm of choice for clients and employees

Values

FREESE AND NICHOLS

LEADS

- L — LEARN CONTINUOUSLY
- E — ENGAGE AS FAMILY
- A — ACT WITH INTEGRITY
- D — DELIVER QUALITY
- S — SERVE ALWAYS

FREESE AND NICHOLS
360 Interstate North Parkway, Suite 250
Atlanta, GA 30339
404–334–4310
www.freese.com

APPENDIX A: Hourly Rate Schedule

COMPANY NAME: Freese and Nichols, Inc.

Rate Schedule must be submitted and clearly labeled in a separate sealed envelope.
Failure to do so may result in disqualification.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Principal In Charge	$210	$218	$227	$236	$246
Project Manager	$195	$203	$211	$219	$228
Senior Engineer	$185	$192	$200	$208	$216
Mid Level Engineer	$165	$172	$178	$186	$193
Engineer	$120	$125	$130	$135	$140
Senior Planner	$147	$153	$159	$165	$172
Planner	$114	$119	$123	$128	$133
Senior Landscape Architect	$162	$168	$175	$182	$190
Landscape Architect	$141	$147	$153	$159	$165
Drafter	$97	$101	$105	$109	$113
2-Person Survey Crew	$170	$177	$184	$191	$199
3-Person Survey Crew	$225	$234	$243	$253	$263
Survey Manager	$120	$125	$130	$135	$140
SUE Crew (3 person crew)	$255	$265	$275	$286	$297
Utility Coordinator	$165	$172	$179	$186	$193
Construction Inspector	$123	$128	$133	$138	$144
Construction PM / Administrator	$138	$144	$149	$155	$161
Field Technician	$92	$96	$100	$103	$108
NEPA Specialist	$173	$180	$187	$195	$202
Environmental Staff	$87	$90	$94	$98	$102
Lab Testing (Per Test, Add'l Price List Required, Separate Sheet)	See attached price sheet				
Administrative Assistant	$87	$90	$94	$98	$102
Other (Specify on Separate Sheet)					

Hourly rates must include all overhead, profit, and indirect/direct costs. No additional costs will be negotiated above and beyond the hours, with the exception of field tests and materials testing which is paid per test. All mileage, postage, reproduction, etc must be included in the hourly rates listed above. Rates are per job title, NOT per company. The rate of the prime and the rate of the sub will not differ for the same job title.

HOURLY RATE SHEET FOR TITLES NOT INCLUDED ABOVE. PLEASE INCLUDE YEARS 1-5 ALONG WITH TITLES AND RATES.

	HOURLY RATES				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
CAD Designer	$142	$148	$154	$160	$166
Environmental Staff (ESII)	$114	$119	$123	$128	$133
Intern	$74	$77	$80	$83	$87

Equipment

Valve Crew Vehicle (hour)	$75
Pressure Data Logger (each)	$100
Water Quality Meter (per day)	$100
Microscope (each)	$150
Pressure Recorder (per day)	$200
Ultrasonic Thickness Guage (per day)	$275
Coating Inspection Kit (per day)	$275
Flushing / Cfactor (each)	$500
Backpack Electrofisher (each)	$1,000

	Survey Grade	Standard
Drone (per day)	$200	$100
GPS (per day)	$150	$50

UNITED CONSULTING

STANDARD FEE SCHEDULE – 2022

Rates for specific services will generally be:

Laboratory Testing – Soil

Standard Proctor ASTM D-698	**$150.00/each**
Modified Proctor ASTM D-1557	**$170.00/each**
Difficult Sample Preparation	**$100.00/each**
Natural Moisture Content(s)	**$45.00/each**
In-Situ Density/Void Ratio	**$150.00/each**
In-Situ Density	**$100.00/each**
Atterberg Limits	**$100.00/each**
Dry Sample Sieve Analysis	**$117.00/each**
Wash Sieve Analysis	**$155.00/each**
Particle Size with Hydrometer Analysis	**$180.00/each**

UNITED CONSULTING

USCS Test	$380.00/each
Falling Head Permeability Test	$860.00/each
Constant Head Permeability Test	$860.00/each
California Bearing Ratio Test (CBR)	$680.00/each
California Bearing Ratio Test 1 Point (CBR)	$190.00/each
Consolidation Test(s) W/Load Vs. Strain Plot	$680.00/each
Consolidation Test(s) W/Load Vs. Strain Plot Long Term	$1,500.00/each
Shrink Swell Test	$400.00/each
Volume Change	$256.00/each
Specific Gravity	$160.00/each
Unconfined Compression Test(s) Rock	$178.00/each
Triaxial Shear Test(s)-UU	$340.00/each
Triaxial Shear Test(s)-CU	$1,200.00/each
Triaxial Shear Test(s)-CD	$1,310.00/each
Remolded Sample(s)	$113.00/each
Organic Content Test	$100.00/each
Corrosivity Series, pH and Resistivity	$210.00/each
810.2 Series Testing	$890.00/each
Resistivity Testing-Soils	$170.00/each
pH Testing-Soils or GW	$40.00/each

Laboratory Testing – Concrete

Compressive Strength testing of Grout Prisms	$24.00/each
Compressive Strength testing of Concrete Test Cylinders	$18.00/each
Compressive Strength testing of 2x2-inch Mortar/Grout Cubes	$20.00/each
Compressive Strength Concrete Cores	$54.00/each
Flexural Strength Testing	$47.00/each

Laboratory Testing – Asphalt

Density Testing of Cored Specimen	$90.00/each
Extraction/Gradation	$226.00/each

Laboratory Testing – Asbestos/Lead-Based Paint

Asbestos-Polarized Light Microscopy (PLM)	$16.00/each
Asbestos-Phase Contrast Microscopy (PCM)	$16.00/each
Asbestos-Point Counts	$33.00/each
Asbestos-Transmission Electron Micro. (TEM), Bulk	$72.00/each
Asbestos-TEM, Air	$113.00/each
Lead Based Paint Sample	$24.00/each

Laboratory Testing Services – Other Environmental

Mold, Air-O-Cell tests	$107.00/each
Lead, Method 239.2	$34.00/each
Hexavalent Chromium, Cr6+	$47.00/each

UNITED CONSULTING

Trivalent Chromium Cr3+	**$60.00/each**
Total Petroleum Hydrocarbons (TPH), Method 1664	**$65.00/each**
TPH-Diesel Range Organics (DRO), Method 8015	**$72.00/each**
TPH-Gasoline Range Organics (GRO), Method 8015	**$54.00/each**
BTEX, Method 8260	**$60.00/each**
Volatile Organics, Method 624/8260	**$125.00/each**
Polynuclear Aromatic Hydrocarbons (PAH), Method 625/8270	**$113.00/each**
Semi-volatile Organics, Method 625/8270	**$233.00/each**
PCBs, Method 846/8082	**$78.00/each**
Pesticides, Method 8081	**$113.00/each**
TCLP – Lead only; Method 1311/6010	**$83.00/each**
TCLP - Metals; Method 6010/7470	**$321.00/each**
TCLP - All parameters, Methods 8240/8270/6010/7470/8080	**$774.00/each**
Total RCRA Metals	**$107.00/each**
Priority Pollutant Metals (13)	**$155.00/each**
pH, (corrosivity) Method 9045	**$36.00/each**
Specific Conductance (water), Method 120.1	**$30.00/each**
Ignitability, Method 1010	**$54.00/each**
Reactivity, Method SW-846/7.3.3	**$119.00/each**

Drilling

Direct Push Drilling	**$2,900.00/day**
Mobilization of Truck Mounted Drill Rig	**$700.00/each**
Mobilization of ATV Mounted Drill Rig	**$800.00/each**
Mobilization in Excess of 50 miles-add	**$6.00/mile**
Driller Per Diem	**$360.00/day**
Standard Test Boring (0'-50')	**$16.00/l.f.**
Standard Test Boring (50'-100')	**$17.00/l.f.**
Standard Test Boring (100'+ or >50 bpf)	**$19.00/l.f.**
Additional Split Spoon Samples (0-50')	**$47.00/each**
Additional Split Spoon Samples (50-100')	**$60.00/each**
Wash Boring W/Std. Pene. (0'-50')	**$17.00/l.f.**
Wash Boring W/Std. Pene. (50'-100')	**$20.00/l.f.**
Auger Boring (0'-100')	**$13.00/l.f.**
Auger Boring (100' +)	**$15.00/l.f.**
Rock Coring (0'-50')	**$101.00/l.f.**
Rock Coring (50'-75')	**$113.00/l.f.**
Rock Coring (75'-100')	**$125.00/l.f.**
Rock Core Casing	**$18.00/l.f.**
Rock Core Set-Up Charge	**$417.00/each**
Undisturbed Sample (0-50')	**$155.00/each**
Undisturbed Sample (50-100')	**$161.00/each**
Bulk Sample	**$83.00/each**
Difficult Moving and/or Standby Time	**$298.00/hour**
Water Supply	**$298.00/hour**
Setting Wells/Grouting/Casing/Concrete Cutting	**$298.00/hour**
Steam Clean of Drill Rig Prior to Mobilization	**$357.00/each**

UNITED CONSULTING

Bailers (Teflon)	**$26.00/each**
Tubing (Teflon)	**$8.00/l.f.**
55 Gallon Drum (for cuttings)	**$238.00/each**
OVA/OVM	**$191.00/day**
Gas Monitor	**$226.00/day**
Temporary Monitoring Well, 1" PVC	**$42.00/foot**
Temporary Monitoring Well, 2" PVC	**$65.00/foot**
Concrete Coring	**$453.00/each**
Asphalt Patches	**$119.00/each**
Monitoring Well Covers	**$238.00/each**

Geophysical Services

Ground Penetrating Radar	**$3,100.00/day**
Ground Penetrating Radar	**$400.00/hour**
Seismic Refraction Survey	**$7.00/l.f.**
Shear Wave (V_s) Survey	**$1,600.00/line**
Site-Specific Response Spectra Analysis	**$4,500.00/site**
Vacuum Excavation Test Holes	**$400.00/hour**
Blast Monitoring (16 County Atlanta Metro Area)	**$950.00/shot**

(Report and Data Analysis are at hourly rates)

The hourly rates listed in this document are for portal-to-portal time. Overtime (any work performed in excess of a standard 8-hour day) and work performed on weekends or holidays will be charged at the regular rate multiplied by 1.50. Overtime rates will also apply if United Consulting services are to be performed after 4:30 p.m. Analytical testing rates are based on standard turnaround of 5 to 7 business days. Rush charges apply to expedited analysis.

Subcontractors

If United Consulting must use a subcontractor in order to complete the work, the services of the subcontractor will be charged at a rate of cost plus 15%.

625 Holcomb Bridge Road, Norcross, GA 30071 • 770-209-0029 • unitedconsulting.com

City of Dunwoody Georgia

On-Call Stormwater Engineering and Design Services

City of Dunwoody

SOQ 22- 01 // APRIL 12, 2022

POND

Section I
Title Page

POND

3500 Parkway Lane, Suite 500
Peachtree Corners, Georgia 30092

T: 678.336.7740 | F: 678.336.7744
www.pondco.com

April 12, 2022

Purchasing Department
City of Dunwoody
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

RE: On Call - Stormwater Engineering and Design Services | SOQ 22- 01

Dear Members of the Selection Committee:

We are pleased to submit our qualifications to the City of Dunwoody for Stormwater Engineering and Design Services. Our specialized experience provides the City a professional engineering firm with a proven track record and over 56 years of municipal on-call experience. This contract will be led by David Morgan, PE, who brings an unparalleled understanding of successfully managing similar projects. We present a comprehensive team to help the City achieve the goals of the National Pollution Discharge Elimination System (NPDES) permit while looking for ways to save and minimize project, maintenance and regulatory costs. We will partner with the City to implement critical water resources projects to reduce flooding frequency and improve water quality within the community.

Our team members are located in Pond's headquarters office in nearby Peachtree Corners, within minutes of any Dunwoody project. Our team consists of water resource, civil, environmental scientists, and transportation engineers who are demonstrated experts in their disciplines. We excel at long term, trusted partnerships with our local government clients that are proven by our length of service to many Georgia communities. At Pond, our vision is to be your trusted advisor for this contract. To achieve this level of satisfaction and trust, we pledge the following:

In-house Expertise: Our robust team of in-house professionals includes nearly all the disciplines required to complete the requested services to the City, including stormwater engineers, environmental engineers, traffic engineers, multi-use path designers, roadway and bridge engineers, hydrology and hydraulics experts, certified floodplain managers, stormwater inventory and GIS experts, construction inspectors, public involvement specialists, and construction cost estimators. This diversity of experience and bandwidth will allow us to tackle any related project listed in the RFQ for the City and provide many other services should the City need additional support.

On-Call and Task Order Execution Expertise: Since our inception in 1965, Pond has established and successfully managed hundreds of on-call contracts for local and state governments. We are very accustomed to managing multiple task orders simultaneously by dedicating significant resources and being able to draw from a team of 550+ industry-leading experts. This depth of expertise allows us to handle any type of task or combination of tasks efficiently.

Comprehensive Regulatory Relationships: Our team's relationships and permitting experience with the GDOT, Local Governments, Georgia EPD, FEMA, USACE, EPA, USFWS, and others is unparalleled in Georgia. We have excellent rapport with the regulators that would directly review and approve City projects. These relationships have led to successful permitting for every project that Pond has designed and will lead to enhanced relationships and successful permitting of tasks under the on-call contract

Name of Firm: Pond & Company
Primary Contact: David Morgan, PE | **T:** 678.459.2491 | **F:** 678.336.7744 | **E:** MorganD@pondco.com
Address: 3500 Parkway Lane, Suite 500, Peachtree Corners, GA 30092

We are committed to enter into a contract and perform the work assigned as a result of this RFQ. Please feel free to reach out to us if you have any questions regarding the content of this proposal or about Pond. Thank you in advance for your consideration.

Sincerely,
Pond

David Morgan, PE
Senior Project Manager

Stephen Bailey, PWS
Principal | Associate Vice President

Architects
Engineers
Planners
Constructors

Section II
Understanding + Approach

UNDERSTANDING OF SERVICES REQUIRED

Pond understands that the City of Dunwoody requires a true partner to execute a multitude of water resource engineering and related projects in support of Dunwoody's National Pollution Discharge Elimination System (NPDES) Programs. Dunwoody's NPDES programs and projects represent a holistic approach of diverse public good projects that demonstrate Dunwoody's commitment to reducing flood frequency and improving the overall level of service as well as the desire to reduce pollutant loading from City-owned and operated stormwater facilities. David Morgan, PE will serve as overall Project Manager. David is a seasoned civil engineer with a wealth of municipal and county experience, both as a consultant serving many Georgia communities and as a Public Works Division Manager/ Stormwater Program Lead during his tenure at the City of Roswell. David, along with our staff and teammates, presents a complete management and delivery team available to be a trusted go-to resource that will execute any task order and provide Dunwoody with comprehensive support under this contract.

The professionals included on our Team are committed to seeing Dunwoody achieve their water resources goals. David Morgan, PE will serve as the Project Manager, supported by a team of carefully chosen individuals.

We present a Georgia-based team with a vast amount of experience serving Georgia communities. Pond's team includes long term teaming partners: GeoSurvey for survey and related; KCI for construction engineering inspections and additional survey support; Geo-Hydro for geotechnical, related, and materials testing; and T2 Engineering (T2ue) for SUE, Utility Coordination, and related services. This team will fluidly complete any Task Order request, provide expert guidance, and assign the most appropriate resources to complete the job at hand. Our goal is to be responsive and make certain that the right people are positioned to perform the work to provide the best value and quality to Dunwoody. Communication on task orders will be frequent both internally and externally with clear expectations of all team members and their scopes and mutual acknowledgment and understanding of project goals, budget, and schedule.

We understand that the work to be completed under this contract will be related to watershed management and planning, green infrastructure and low-impact development design, water quality assessment and monitoring, survey, SUE, and utilities coordination tasks. Pond has a highly integrated approach to the implementation of stormwater management programs that is unique among the metro-Atlanta engineering industry due to our diversity and depth of local professionals and services. Our firm is the largest, locally headquartered firm in the state of Georgia, which gives us many advantages. Pond is invested in the communities of Georgia like no other engineering firm. This is our home and solving its infrastructure challenges is paramount. Pond offers full design and construction-related solutions to address any water resources engineering or related need that Dunwoody may have.

In addition to civil and water resources engineers, our in-house environmental scientists and engineers design and permit stream and wetland restoration and mitigation projects, manage environmental restoration/remediation sites, perform jurisdictional determinations, watershed monitoring and planning, water quality sampling and analysis, and environmental permitting. Our in-house site/civil engineers and landscape architects are accomplished in multi-use path design, park design, facilities and public infrastructure design, and erosion and sediment control design. Our GIS team routinely and efficiently performs stormwater infrastructure inventories and assessments. Our geospatial capabilities include aerial imagery acquisition, enterprise geospatial solutions, database and server development, field surveying, land use and parcel data development, and training and support services. Our Energy group along with our teammate T2ue have strong relationships with all Georgia utility providers and can help facilitate utility communication and coordination. Our in-house construction estimating team provides cost estimates using recent market factors on any type of stormwater or other infrastructure project.

ABILITY TO RESPOND QUICKLY TO DUNWOODY REQUESTS

At Pond, most of our work comes from contracts with various county and city governments, state and federal agencies, and other public entities. We bring to this contract our organizational flexibility, effective, and reliable management, as well as a proven project delivery method for local governments. Responsiveness to your requests is a priority at Pond. We will endeavor to answer incoming calls immediately and promptly respond to your requests with appropriate action to meet your goals. Our responsiveness will also extend to emergency response assistance. Our location and responsiveness will allow Pond to rapidly mobilize and conduct field assessments for both environmental and engineering support.

At the beginning of the contract, David Morgan, your Project Manager for the overall contract and our core project team, will meet with Dunwoody to discuss the contract and develop a Dunwoody program specific work-flow plan that will be used for each project and tailored as appropriate. This baseline program work-flow plan will take into consideration how Dunwoody executes projects from review and approval to construction close-out and will include the following along with direct input from Dunwoody leadership and stakeholders:

- **Project Stakeholders:** Identification of stakeholders, issues, and establishment of communication channels
- **Priority Projects and Tasks:** Prioritize tasks and projects that Pond will complete; inform overall Dunwoody delivery schedule
- **Meetings and Communications Plan:** Work with Dunwoody for best meeting frequencies per project; plan program meetings as directed by Dunwoody
- **Project Criteria**: Facility size, program, construction cost, etc.
- **Location Criteria:** Environmental constraints, permitting issues, code requirements, user standards, site utility information, etc.
- **Customer Criteria:** Critical success factors (i.e. budget, schedule, goals)
- **Project Plan:** To achieve success (who/what/when)

To manage multiple tasks and ensure that we are providing the best service possible, David will select the appropriate Task Lead for each Dunwoody project based on the nature of the work, project needs, and the skill set of the manager. The selected manager will then direct the technical aspects of each project. Task Managers are responsible for coordination and all technical issues with our in-house team and subconsultants on each project. The following are elements of this process as it relates to subconsultants:

- Coordinate the scope and development of the price proposal with team and subconsultant
- Monitor all schedules and budgets of team and subconsultants
- Communicate with the team and subconsultants regarding work expectations
- Coordinate QA/QC requirements/checklists/lessons learned with team and subconsultants
- Hold subconsultants to the same high level of quality provided by and expected of Pond
- Encourage subconsultant participation in all project team meetings/conference calls
- Ensure subconsultants will follow our procedures for completing and checking documents
- Review all subconsultants work to ensure compliance with Pond and Dunwoody standards and criteria

Our team uses person-to-person meetings, video conferencing, online meetings, and our Project Management software, Newforma, to collaborate and communicate concepts visually and in real-time. Compliance with the review objectives will be the responsibility of our contract manager and will be assured by our quality control manager.

TYPICAL TASK ORDER PROCESS

We understand that each task order may require a different project approach depending on the project type. For example, a watershed planning project would generally include data collection, model development, results interpretation, conceptual design, and report preparation. However, each task order will begin with the project plan development tasks outlined below. For this submittal, we have presented a detailed project approach to successfully complete a green infrastructure or stormwater infrastructure improvement project.

Project Plan Development

Scope of Work and Fee Development: Upon notification from Dunwoody of a potential task order, Pond will start developing a scope of services and corresponding fee. Pond understands that our professional experience may be relied upon to help develop scopes of work for a successful project or problem completion. The development of a scope of services can include project research, a site visit to observe conditions, and/or meetings or conversations with city staff to ensure that all aspects of the project are fully understood. Based on this understanding, a written scope of work will be prepared that describes the proposed project and the steps that must be taken for successful completion. This scope of work can be provided to Dunwoody for review and discussion. Using this scope of work, a fee proposal will be developed utilizing the approved hourly rates within the contract. Prior to submitting the scope of work and fee proposal to Dunwoody, David will review the document for accuracy and completion. It is our intent to include complete scopes of work and fees to minimize change orders.

Pond's extensive experience with on-call contracts allows us to know what is needed for a project ahead of time. Whether it is coordination with FHWA, GDOT, or other state and federal agencies, or unique design/plan requirements due to a specific project's funding source, Pond's knowledge allows us to develop the correct scope of work and fee the first time.

Scheduling and Design Team Formation: When an approved task order is received, the Task Manager will assemble the team that will complete the work based on the needed technical requirements and workloads. In addition to a team member's ability to provide the required level of expertise, the TM takes into consideration that a selected team member can meet the required schedule and is not over-committed.

The development of the final project schedules will be a collaborative process between Pond, Dunwoody, and the design team. Pond believes that careful due diligence and a straightforward approach to schedule management is most effective. We anticipate working together to develop a sensible schedule that will deliver the project within key milestones, while navigating around potential issues that may impact the schedule.

Kickoff and Preliminary Investigations: The first step of this design development for all projects will be a kickoff meeting between Dunwoody leads and the Pond project team. In this kickoff meeting, the project team will be introduced and project objectives, schedule, scope, etc. will be discussed. The intent of this meeting is to ensure that all project stakeholders fully understand the project's parameters, including contacts, scope, and schedule.

Pond will then complete a period of research, where the team will examine provided information on the possible project site(s) and further research the site(s) through publicly available information and through field investigations. Pond will also complete needed field survey and geotechnical exploration during this phase. This research will give Pond all the needed information on which to base a design.

GI and Stormwater Infrastructure Design and Permitting

The design approach will be tailored to each individual project, based upon the project's scope and schedule. It is anticipated that each design project will track a path similar to the following milestones:

Schematic Design (35%): In the schematic design phase, Pond will combine the project's scope with the information gathered during the investigations phase into a preliminary design. This preliminary design will be shown on schematic documents, and can include (based upon the individual project): Site Layout Plan, Grading and Drainage Plan, Site Utility Plan, Floor Plans, Elevations, Landscape Plan, etc. In addition, a written narrative can be included, as well as a preliminary opinion of probable construction cost with an appropriate contingency so that construction budgets can be set. Pond will provide the schematic design documents to Dunwoody for review and can then meet with the client team to discuss the design and any comments.

Design Development (65%): In the design development phase, Pond will revise and refine the proposed design based upon Dunwoody's feedback. In addition, the design will be advanced to approximately the 65% level. This higher level of design will include additional plans and details to better exhibit the proposed project. Written specifications can be included at this phase, as well as an updated version of the project narrative and the updated

opinion of probable cost. Pond will provide the design development documents to Dunwoody for review and can then meet to discuss the design and any comments.

Final Design (95%): In the final design phase, Pond will continue to revise and refine the proposed design based upon Dunwoody's feedback. In this phase, the design will basically be completed. The plans and specifications will be submitted to Dunwoody for a final review and will also be subject to Pond's internal technical quality control (TQC) and constructability review (CR) processes. As before, an updated opinion of probable construction cost will also be provided to the city, and the Pond team can meet with the Dunwoody team to discuss the design and any comments.

Permitting: Pond will take the final design documents and submit them for permits as required by the project's scope. Revisions to the plans and any related reports will be made per review comments that fit within the scope as described in the project's proposal. Any permitting review comment, which may have a cost or scope impact to the project, will be discussed with Dunwoody before the comment is addressed. In addition to permitting through Dunwoody's processes, we will also permit through state and federal agencies such as GDOT, EPD, USACE, and FEMA. Pond has experience with all of these jurisdictions throughout Georgia.

Construction Documents (100%): After permitting is complete, Pond will prepare a conformed set of construction documents that is ready for bidding and/or construction. This set of documents will incorporate all permitting review comments, as well as any final design comments from the city. The construction documents will include both plans and written specifications and will include bidding and procurement documents (front-end specifications, bid forms, invitations to bid, etc.), final opinions of probable cost, and/or final renderings or exhibits.

Construction Management: As your advocate, Pond will help Dunwoody ensure quality throughout the construction phase. Through regular OAC meetings, periodic observations, and proper documentation, we will monitor the project for compliance with the Contract Documents and will hold the Contractor responsible for deviations. For the CM portion of the project, the Pond team will complete the following:

- Prepare Master Schedule for all project phases.
- Complete constructability and design reviews.
- Provide design and detailed records management.
- Provide construction cost estimates as needed.
- Attend and provide documentation for OAC meetings: We will cite the points of discussion, describe issues, and provide technical information and design solutions.
- Review and respond to Requests for Information (RFIs): Our team will carefully read and track all RFIs. We will inform stakeholders of any potential inconsistencies or issues that could impact schedule, budget, or quality.
- Monitor progress and review pay requests: We will review the contractor's pay requests to ensure the client is receiving the best value for their investment.
- Provide Construction Engineering and Inspection.
- Provide Public engagement and communication with property owners.
- Develop and complete Punch List: We will carefully review and document any issues with the finish and quality of the final product, and continually work with the contractor to ensure the punch list is complete.

QUALITY ASSURANCE

At Pond, we have a robust quality control program and believe that quality control is a very important aspect of design and successful project completion. Pond's Quality Control program has dedicated staff from the highest levels of the company leadership, and the procedures trickle down to every project team member. Our QA/QC program is built upon a foundation of minimum requirements from the development of a project plan at the beginning of the project, through Technical Quality Control (TQC) plan and specification reviews at each milestone submittal, to the final team oriented Constructability Review (CR), all of which lead to increased quality, constructability, and reduced opportunity for errors and omissions, meaning far less opportunity for contractor change requests during construction.

Our QA/QC process for all of Dunwoody projects will follow these procedures. An independent senior professional will provide TQC review at each milestone for each discipline. This means that they will not actively work on the project in order to have a fresh set of eyes to critically review the design, details, and specifications for technical quality and accuracy. They will document her review comments and review recommendations with our assigned design team and production staff, who will in turn make the proper revisions and document that they have been completed.

The senior professional will then back check to ensure compliance. Just before the completion of final 100% plans and specifications, our team will complete an independent constructability review in which all key disciplines are represented and actively engage in review and coordination of all aspects of the project design and engineering. Instead of relying on one person to provide a comprehensive review, we are committed to a team process that is active and thorough in making sure plans are coordinated and constructible.

SPECIFIC TASKS AND SERVICES QUALIFICATIONS

Stormwater and Watershed

This team thrives on the challenges of managing stormwater, watersheds, and water quality while stewarding natural resources and helping the public understand the need and value of water management and compliance related public projects. We understand that managing water resources involves assessment across public and private property and that water is a shared resource in a very dynamic system. We will take a holistic approach to helping Dunwoody with its water and watershed management understanding that water quality, regulatory requirements, stormwater, and changes related to land use and development do not stop at the level of service boundary. We will help Dunwoody maximize dollars dedicated to water resources management and will look for ways to deliver resilient, best practice solutions. We will also work with the City to educate the public of the need, value, and investment in Dunwoody's repair, maintenance, and management of its watersheds and stormwater.

CHALLENGES FOR EXECUTION OF STORMWATER TASK ORDERS

Challenge	Utility Coordination
Mitigation	Stormwater culvert projects often cross numerous utilities in the right-of-way. Pond has developed a strategy to begin the utility coordination efforts at 35% design by notifying the appropriate utilities of the project. Then at 65% design, Pond will send the plans to the Utility companies for review and comments. Pond will also submit plans at 95% to the Utility companies that incorporate their comments.

Challenge	Environmental Permitting and Coordination
Mitigation	Environmental permitting requirements can add lengthy delays to a project schedule. Pond's in-house environmental experts will visit each project site to delineate waters, wetlands, and state-regulated buffers located within the vicinity of the project area prior to completing 35% plans. Pond will also identify any environmental permitting necessary to complete the project so that Dunwoody can anticipate the project schedule accordingly.

Challenge	Project Communication and Schedule Management
Mitigation	Poor communication on projects can lead to change orders and project delays. Pond believes in frequent communication on projects during the design and during construction. Pond will have a minimum of bi-weekly meetings with the Dunwoody staff to discuss all task orders in progress. These meetings create opportunities for questions to be raised, problems to be solved, decisions to be made, accountability to be held, and team alignment to be maintained.

Section III
Similar Experience

A TEAM BUILT SPECIFICALLY FOR DUNWOODY

Our in- house water resources team includes all of the experience professional required to provide complete services to Dunwoody including stormwater engineers, hydrology and hydraulics experts, certified floodplain managers, stormwater inventory and GIS experts, environmental engineers, modeling professionals, water quality experts and watershed and stream restoration engineers. This diversity of experience and bandwidth will allow us to tackle any stormwater or watershed project for Dunwoody. Our experts are fluent in HEC-RAS, HEC-HMS, Modflow, Civil 3D Storm and Sanitary Analysis (SSA), WaterCad, SWMM, and other water modeling software.

Pond's water resources and environmental services group consists of seasoned professionals with years of experience supporting local governments with water resources and environmental planning, studies, permitting, and compliance needs. Our team's relationships and permitting experience are unparalleled in Georgia. We have excellent rapport with the regulators that would directly review and approve Dunwoody projects. These relationships have led to successful permitting for every project that Pond has designed and will lead to enhanced relationships and successful permitting of tasks under the On-Call contract.

City and Local Government On-Call Management Experience

Serving local and national government agencies through program management and on-call contracts is the cornerstone of Pond's 57-year success. A selection of our clients include

- Aerotropolis Atlanta Community Improvement District
- Air Force Civil Engineer Center
- Atlanta BeltLine
- City of Acworth
- City of Alpharetta
- City of Atlanta
- City of Augusta
- City of Chamblee
- City of Duluth
- City of Flowery Branch
- City of Milton
- City of Newnan
- City of Norcross
- City of Peachtree City
- City of Roswell
- City of Sandy Springs
- City of Sugar Hill
- Cobb County DOT
- Cumberland Community Improvement District
- DeKalb County DOT
- DeKalb County (Park Planning & Development)
- DeKalb County (Planning & Sustainability)
- FAA Southern Region
- Fayette County
- Federal Bureau of Prisons
- Fulton County Schools
- Gateway 85 Community Improvement District
- Georgia Department of Natural Resources
- Georgia Department of Transportation (GDOT)
- Georgia State Finance & Investment Commission
- Gwinnett County
- Hall County
- Hartsfield-Jackson Atlanta International Airport
- MARTA
- Naval Facilities Engineering Command (NAVFAC)
- U.S. Fish & Wildlife Service
- U.S. National Parks Service
- United States Army Corps of Engineers (USACE)
- USDA Forest Service
- White County Facilities Management

City of Augusta, Watershed Projects

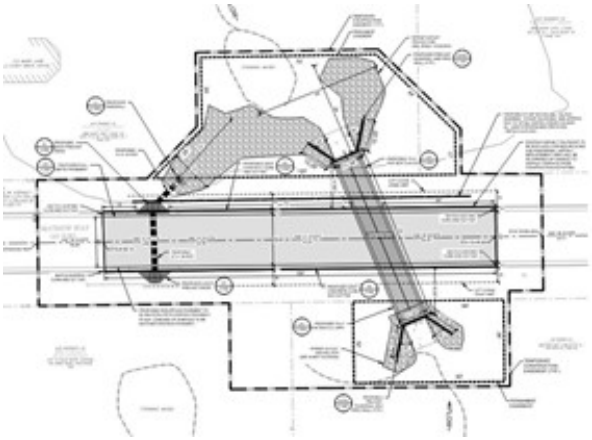
The City of Augusta's area-wide streambank stabilization program focuses on identifying existing streambank failures, predicting future trouble spots, and designing and implementing cost-effective solutions to best serve the interests of the City and their citizenry. Pond is currently involved in the evaluation of two perennial streams which pose risks to adjacent properties and are a source of concern and complaints for community members. Through this program, Pond is also supporting stream habitat improvement projects funded through USEPA's 319 grant program.

Fayette County, Stormwater and Transportation On-Call Engineering

Pond is proud to serve Fayette County as the Engineer of Record for Public Works projects and was renewed in 2022 with the addition of transportation, trail design, landscape architecture, additional construction support and other professional services. Through this contract, Pond is performing investigation, design, permitting and construction services for multiple stormwater, public infrastructure, and transportation related projects. Projects include culvert or bridge replacements, roadway, intersection, trails and sidewalk design and related services, storm conveyance replacements, stream channel stabilization, environmental permitting, water quality sampling and aquatic environmental assessments, right-of-way acquisition support, MS-4 permit and inventory requirements support, FEMA flood studies, and construction services. Throughout our service to Fayette County, our main goal is to understand the County's infrastructure needs and to provide the most economical and resilient solution for each project while meeting the needs of the public, regulatory requirements, and providing safety and public value-added enhancements wherever possible.

Representative projects from our on-call include the following:

- 100 Pleasant Hill Storm Conveyance Improvement
- Shoal Creek Culvert Replacement
- Stream Assessments, Monitoring and Water Quality Sampling
- Inman Road Culvert Replacement – See below
- Mark Lane Culvert Replacement
- Ridge Way Road Culvert Replacement
- Matthew Way Culvert Replacement
- Cedar Trail Culvert Replacement



Pond is currently working on seven culvert replacements for our 2021 Task Orders at the following locations:

- Angela Drive
- 110 Branchwood Court
- 110 Cross Creek Trail
- 116 Downing Court
- 160 Heritage Way South
- 165 North Bend Court
- 125 Ridge Brook Court

Client Name: Fayette County | **Dates of Services:** 2017 — Present

Services Provided: Civil engineering, investigation, design, and construction oversight services, environmental assessments, and flood studies

Contract Value: Varies by Task Order

City of Chamblee, Stormwater Support Services

Pond is currently providing stormwater support services for the City of Chamblee to assist the City in meeting their permit requirements as a Phase 1 Large MS4 community. Pond is working directly with the Assistant Director of Public Works. Initially, Pond was the selected consultant for the City's Stormwater Location and Assessment project. Through that contract, Pond has extended the services to include assistance with MS4 compliance and assistance with compiling information for Metropolitan North Georgia Water Planning District Water Resource Management Plan Audit. Representative projects under this contract include:

- **Stormwater System Infrastructure Locate and Assessment Project:** Pond is currently providing stormwater asset location and assessment services utilizing in-house GIS experts, field data collection personnel, and engineers. The stormwater asset location aspect involves field locating the City-owned stormwater assets in accordance with the City's Extent of Service (EOS), evaluating existing data provided by the City, and mapping the system using sub-foot global position units (GPS), obtaining ownership records and plats, and photographing each structure and conveyance. The assessment portion of the project includes reviewing and evaluating each stormwater asset including a visual and photographic condition assessment and report to the City. The stormwater infrastructure data is collected using Collector for ArcGIS application for incorporation into the City GIS database. The assessments will be used to update and prioritize the City's maintenance program and capital improvement project list. The updated information in the City's GIS system will be used to support MS4 permit compliance documentation.
- **Metropolitan North Georgia Water Planning District Water Resource Management Plan Audit Support:** Pond is assisting the City with compiling and reviewing stormwater documentation to be included with the MNGWPD Water Resource Management Plan Audit. Pond's support includes providing a stormwater management expert to the City on a part-time basis. The services provided include supporting the Assistant Public Works Director, reviewing stormwater related MS4 permit documentation, and compiling the information for submittal to MNGWPD to comply with the audit.

Client Name: City of Chamblee | **Dates of Services:** 2021 — Present

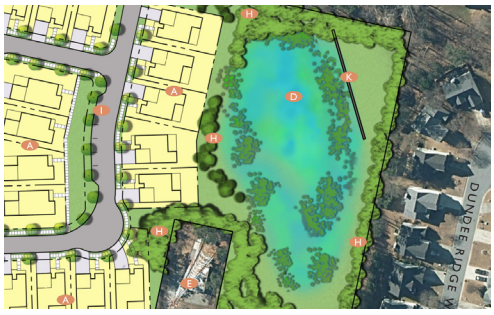
Services Provided: Civil engineering, investigation, design, and construction oversight services, environmental assessments, and flood studies

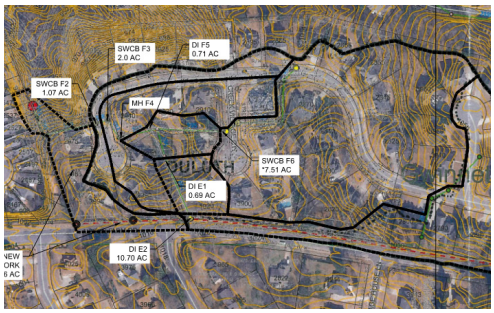
Contract Value: $177,000

City of Duluth, On-Call Civil/Site Engineering and Design Services

Pond provides city engineer services for the City of Duluth in the form of a full-time City Engineer and a parttime assistant City Engineer. Through this contract, Pond employees write RFPs for design and on demand services, manage all transportation projects on a day-to-day basis from the office and in the field (for those under construction), process invoices and pay applications, and coordinate with staff throughout the City on a daily basis, including public works, public safety, parks, economic development, marketing and events, planning, GIS, and code enforcement. Pond presents to the Mayor and City Council on a regular basis, and is accountable for all capital and stormwater project scopes, schedules, and budgets. Pond reviews all consultant submittals prior to submitting to partner agencies. Pond coordinates regularly with Gwinnett County Department of Water Resources (DWR), Norfolk Southern Railroad (NS), and all utility owners affected by projects within the City. Pond manages the City's ROW registration process for utilities doing their own work within City ROW. In addition, Pond set up and maintains a document control system for all capital projects that did not exist prior to their arrival. Pond streamlined and standardized the process to be consistent and reliable. Pond also reviews contracts for all capital projects to ensure they are consistent with the City's goals for risk management.

- **Downtown Stormwater Detention Master Plan:** Pond provided hydrologic analysis of 52 acres located within the downtown area; identified stormwater management goals for the City; developed stormwater management models of the historical, existing, and future conditions; assessed the existing downstream conveyance systems; developed a master stormwater management plan that included consideration for stormwater peak flow reduction, water quality treatment, and stream channel protection.
- **MS4 Detention Pond and Highly Visible Pollutant Source Inspections:** Pond assisted with their MS4 inspections, which consisted of inspecting 78 detention areas and 33 highly visible pollutant sources (HVPS) following MS4 requirements. Within the detention areas, Pond visually inspected pond forebays, banks, low-flow channels, outlet structures, trash racks, energy dissipation structures, spillways, and dams for evidence of trash/debris, settling, scouring, cracking, sloughing, sediment accumulation, vegetation issues, animal activity, and general damage/deterioration.





Client Name: City of Duluth | **Dates of Services:** 2016 — Present

Services Provided: Planning, landscape architecture, civil engineering, permit, bid, construction phase support services, concept through construction documents design and engineering

Contract Value: MS4 Detention Pond & Inspections - $31,750 | Downtown Master Detention - $250,000

Section IV
Project Personnel

As a full-service firm, Pond can bring together the mixture of skills that are necessary and unique to make each project successful. As a result, Pond has a history of producing award-winning, context-sensitive, and innovative projects to serve our clients' needs. Full-service capabilities benefit our clients by delivering greater value in the following areas: teamwork, responsiveness, communication, quality control, and project coordination. Pond's multidisciplinary team will provide the best combination of transportation, stormwater, GIS, asset management and water resources expertise combined with our extensive history and experience in maximizing value for publicly funded work. This diversity of experience and bandwidth will give the City a complete team to help with prioritizing and engineering projects.

Firm Capacity & Resources

Pond has over 500 experienced professionals on staff (including over 40 dedicated water resource professionals in our headquarters office). Pond has the capacity and management procedures to ensure the project will be completed on time. This depth will ensure adequate attention and time will be allocated to the City throughout the schedule.

Overview of Pond's Statement of Qualifications

As you review the qualifications of our lead staff and contemplate our past project experience, we believe you will come to the conclusion that our team is qualified and enthusiastic for this important contract. We are excited for another opportunity to partner with the City of Dunwoody and work together to address the needs and desires of your community. Reinforcing our experience and qualifications, we believe there are three main advantages to our team summarized below and expanded throughout our proposal:

1. We bring In-House Expertise to this contract with multiple disciplines all provided under one roof.
2. Our team understands the nuts and bolts of what goes into On-Call and Task Order Execution contracts.
3. Pond's Comprehensive Regulatory Relationships will provide for a smooth and successful permitting process.

Availability of Replacement Team Members

Our Staffing Plan on the following page outlines additional staff for the designated service groups. In the event that our Project Manager becomes unavailable, we have designated **Danelle Murray, PE** to take his place on the contract.

SUBCONSULTANT INFORMATION

We have carefully chosen a team of subconsultants to supplement Pond's team in categories that the City identified in the Scope of Services. These consultants will be utilized on an as-needed basis determined by each Task Order scope of services. Pond has strong relationships with each of these teams.

Geo-Hydro Engineers, Inc. | *Geotechnical Engineering + Materials Testing*

Geo-Hydro provides environmental engineering, geotechnical engineering, and construction testing services. Their staff of experienced professionals and technicians is thoroughly familiar with Georgia and its unique geotechnical challenges.

T2 Utility Engineers (T2ue) | *Utility Coordination*

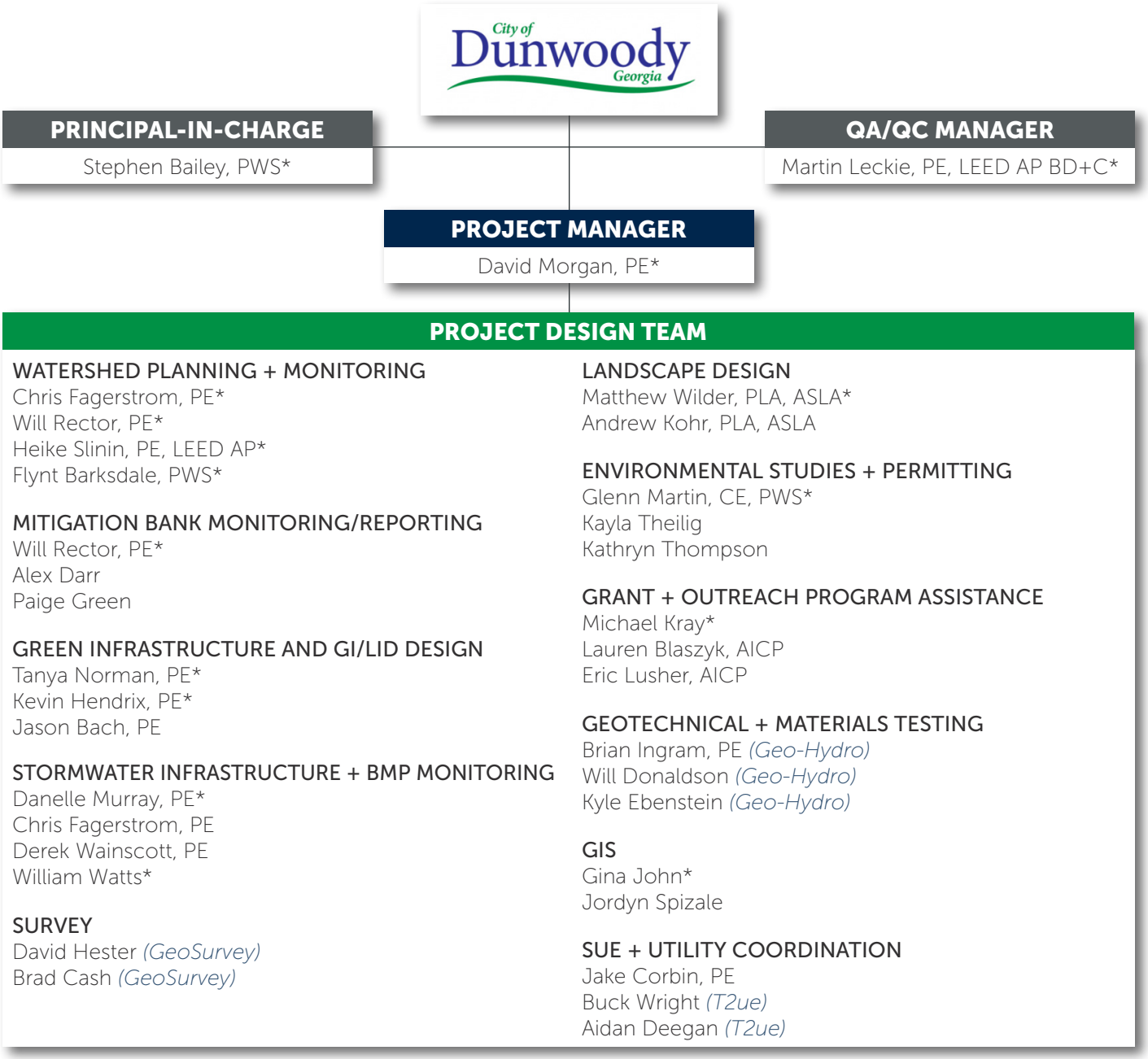
T2ue provides a full range of utility engineering services, including surveying and mapping, subsurface utility engineering (SUE), advanced geophysics, and utility coordination to support infrastructure projects.

GeoSurvey, Ltd. | *Surveying/SUE*

GeoSurvey is a regional land surveying services firm located in Marietta, GA specializing in providing quality, cost effective land surveying for municipalities and other entities. Their crews are equipped with the latest available technologically-advanced equipment to easily tackle any land surveying project.

Our project team for this contract has been carefully assembled to deliver the design services Dunwoody will need in order to complete any project that arises. Our Project Manager, **David Morgan, PE** is responsible for coordination and will be the primary point of contact for the City. David will monitor all schedules and QA/QC implementation. Further, David will frequently communicate with the City to facilitate clear expectations for both parties.

The Pond Team includes in-house professionals that will support the City according to the scope of services laid out in the RFQ. These professionals are committed to Dunwoody and will and remain on the contract, to the best of their ability, until its completion. In the event that a team member is unavailable, Pond has an extensive bench of additional support staff that can assist on task orders if needed. **In addition to the organizational chart below, we have provided a table showing the number of additional support staff in the event that proposed team members become unavailable.**



ADDITIONAL SUPPORT STAFF					
Water Resource Engineers	6	GIS Analysts	10	Environmental Scientists	12
Stormwater/Civil Engineers	21	Landscape Designers	11	Surveyors	6

David Morgan, PE | PROJECT MANAGER | POND

David has 27 years of experience in the civil engineering design of public and private projects throughout the state of Georgia. Additionally, he has worked for a municipal government public works department with a stormwater utility that was responsible for operating and maintaining the city's stormwater infrastructure in compliance with MS4 requirements. This gives David a unique understanding of the permit requirements for MS4 communities. David has extensive experience with stormwater management design and stormwater master planning.

Specialties include hydrologic and hydraulic modelling, water quality best management practice design, detention and retention design, grading and erosion control design, plan and report production, and public process coordination.

Having served as Pond's Project Manager on similar stormwater on-call projects for Georgia municipalities, David will be a vital resource and project task facilitator for the City's Public Works projects.

Project Experience

Fayette County, Stormwater On-Call Services
Project Manager *(Ongoing)*

City of Chamblee, Stormwater Services
Project Manager *(Ongoing)*

City of Roswell, Stormwater Utility Master Plan*
Project Manager *(2018)*

City of Roswell, City Hall Detention Pond Improvements*
Project Manager *(2019)*

City of Roswell, Norcross Street Culvert Replacement Project*
Support Services *(2019)*

City of Roswell, City Hall Water Quality Concept Plans*
Support Services *(2019)*

City of Roswell, Kent Road Culvert and Drainage Upgrade Project*
Support Services *(2018)*

Creech Air Force Base, Stormwater Infrastructure Capacity Analysis
Stormwater Engineer *(2021)*

Tripler Army Medical Center, Water Infrastructure Capacity Analysis*
Support Services *(2020)*

**denotes work experience prior to joining Pond*

Years Experience: 27
Years with Firm: 2

MBA, Finance, Georgia State University, 2002

BS, Environmental Engineering, University of Florida, 1995

Professional Engineer, GA #27428

GSWCC – Level II Certified Design Professional #0000011643

City of Chamblee, Stormwater Services

Fayette County, Stormwater Services

Fayette County, Stormwater Services

Stephen Bailey, PWS | PRINCIPAL-IN-CHARGE | POND

Stephen specializes in delivering quality environmental project/program management, water resources and dams engineering, stream, wetland, terrestrial and coastal restoration, documentation and permitting, and construction management. Stephen has managed key projects and programs for water, energy, transportation, restoration, enforcement/litigation, and environmental remediation. His career includes experience with environmental policy, project management, environmental permitting, Clean Water Act permitting, state coastal permitting, Endangered Species Act permitting, NEPA documentation, mitigation planning, erosion and sedimentation control, and biological and watershed studies. Stephen maintains active relationships with federal and state agencies allowing him to proactively facilitate regulatory communications, create consensus, and deliver positive project results.

Years Experience: 18
Years with Firm: 6

BS, Forest Resources & Wildlife Biology, University of Georgia, 2004

Professional Wetland Scientist #2108

Project Experience

Fayette County, Stormwater On-Call Services | PIC *(Ongoing)*

City of Chamblee, Stormwater Services | PIC *(Ongoing)*

City of Augusta, Watershed Management Program | PIC *(Ongoing)*

GA Dept of Natural Resources, On-Call Engineering Services | PIC *(Ongoing)*

Atlanta Regional Commission, Upper Flint Green Infrastructure Preliminary Design Services | PIC *(2019)*

Heike Slinin, PE, LEED AP | WATERSHED PLANNING + MONITORING | POND

Heike has over 20 years of experience providing a wide range of civil engineering and site services from municipal and commercial project to heavy industrial and military projects. She heads the engineering services for several of our local government on-call services for civil review and City Engineer role. She has a strong background in project management; grading, hydraulic and hydrological design and erosion control measures; developing civil construction plans consisting of site, grading, drainage and underground utilities; and permitting through many regulatory agencies.

Years Experience: 25
Years with Firm: 17

BS, Civil Engineering, Clemson University, 1997

Professional Engineer, GA #029236

Level II Certified Design Professional, Georgia Soil & Water Conservation Commission #3002

Project Experience

City of Chamblee, Environmental Standards Update | Stormwater Engineer *(Ongoing)*

City of Decatur, United Development Ordinance | Stormwater Engineer *(Ongoing)*

City of Duluth, On-Call Civil/Site Engineering and Design Services | Stormwater Engineer *(Ongoing)*

City of Chamblee, Stormwater Services | Stormwater Engineer *(Ongoing)*

Danelle Murray, PE | STORMWATER INFRASTRUCTURE + BMP MONITORING | POND

Danelle brings years of water resources and civil engineering experience as a consultant and as a municipal engineer. Her passion is green infrastructure design and implementation, and she is an advocate for excellent stormwater design. After spending 15 years of her career doing water resource work in the private sector, Danelle then gained over 10 years of experience working as an engineer for the City of Roswell where she handled very similar services contracts that influenced the community at large.

Years Experience: 29
Years with Firm: 1

BS, Geological Engineering, Colorado School of Mines, 1993

Professional Engineer, Georgia #32150

Certified Floodplain Manager

GSWCC Level II, # 4531

Project Experience

City of Chamblee, Stormwater Services Senior Engineer | Project Engineer *(Ongoing)*

City of Roswell, Stormwater Utility Master Plan* | Project Engineer *(2018)*

City of Roswell, Culvert Replacement | Engineer of Record *(Ongoing)*

Fayette County, Stormwater On-Call Services | Senior Engineer *(Ongoing)*

City of Roswell, Water Distribution Model* | Senior Engineer *(2018)*

City of Roswell, Water Treatment Plant* | Senior Engineer *(2019)*

Jacksonville Aviation Authority, New Boeing Maintenance, Repair, & Overhaul Hangar | Engineer of Record *(2021)*

**denotes work experience prior to joining Pond*

Chris Fagerstrom, PE | WATERSHED PLANNING + MONITORING, STORMWATER + BMP | POND

Chris is a driven Senior Water Resources Engineer with over 20 years of progressively responsible consulting experience. His experience has included subject matter expert technical support, project and staff management, client relations/satisfaction, and business development. Throughout his career Chris has conducted a wide array of project types from watershed management plans, civil engineering, regional stormwater treatment facilities, municipal, industrial, and renewable site development, hydrologic/hydraulic modeling, water quality modeling and assessments, and environmental permitting. One of Chris' specialties is his ability to navigate local, state, and federal permitting to achieve desirable outcomes for his clients.

Years Experience: 23
Years with Firm: 1

BS, Environmental Engineering, University of Florida, 1999

Professional Engineer, Florida #63045; MD #40847; ME #15114; DE #23005; KS #18767

FDEP Qualified Stormwater Management Inspector #6338

Project Experience

DeSoto, Solar Farm Environmental Services | Water Resources Engineer *(Ongoing)*

TECO Peoples Gas, Panama City Pipeline Environmental Services | Water Resources Engineer *(Ongoing)*

Brightwork Real Estate, Oviedo Environmental Permitting | Water Resources Engineer *(Ongoing)*

City of Gainesville, Depot Park Regional Stormwater Management System* | Project Manager *(2020)*

City of Titusville, Draa Field Stormwater Park* | Project Manager *(2017)*

**denotes work experience prior to joining Pond*

Glenn Martin, CE, PWS | ENVIRONMENTAL STUDIES + PERMITTING | POND

Leading our environmental efforts, Glenn has relevant experience. His expertise includes project management, stream and wetland delineation and assessment, Section 401/404/10 permitting, coastal permitting, Endangered Species Act studies and coordination, NEPA analysis and documentation, state and local stream buffer identification and permitting, botanical and zoological surveys, forest inventory and management, and GIS/GPS applications. Glenn has delineated and permitted hundreds of miles of corridor studies and thousands of acres of site work for recreation, energy, industrial, and development projects. Glenn maintains solid relationships with the U.S. Fish & Wildlife Service (USFWS), U.S. Army Corps of Engineers (USACE), and state agencies, which allow him to be an effective client advocate and advisor on projects of any size and complexity.

Years Experience: 15
Years with Firm: 6

MS, Forest Resources, University of Georgia, 2010

BS, Forest Resources, University of Georgia, 2008

Professional Wetland Scientist #2740

Certified Ecologist

GSWCC Level 1a

OSHA 40 Hour HAZWOPER

Project Experience

Fayette County Stormwater Management | Permits Director *(Ongoing)*

Cherokee County, Ecological Restoration | Environmental Lead *(2020)*

US Fish & Wildlife Service, Wassaw Bulkhead | Environmental Lead *(2021)*

GADNR, On-Call Engineering Services | Environmental Lead *(Ongoing)*

GADNR, Magnolia Springs Environmental Permitting | Environmental Services *(2018)*

Flynt Barksdale, PWS | WATERSHED PLANNING + MONITORING | POND

Flynt is a Project Scientist and Ecologist with expertise including project/task management and coordinating special studies including: stream and wetland delineation and assessment, Section 401/404/10 permitting, coastal permitting, Endangered Species Act studies and coordination, state and local stream buffer identification and permitting, botanical and zoological surveys, forest inventory and management, and GIS/GPS applications. Flynt has extensively delineated and permitted corridor studies for linear infrastructure and specific site work for energy, industrial, and development projects.

Years Experience: 10
Years with Firm: 5

MS, Forestry, Auburn University, 2012

BS, Forestry, Auburn University, 2008

Professional Wetland Scientist, Georgia #2929

GSWCC Level II Certified Design Professional #0000074324

Project Experience

Fayette County, Stormwater Engineering Services | Scientist *(Ongoing)*

City of Augusta, Morningside & Sandpiper Streambank Stabilization Full Design | Scientist *(2021)*

Cherokee County, Stream Project | Scientist *(2020)*

Peachtree City, Innovation District Multi-Use Trail Scoping Study | Scientist *(2018)*

City of Duluth, Riverbrooke Stormwater Assessment | Scientist *(2020)*

Gwinnett Co DOT, The Loop Trail | Scientist *(2020)*

Kevin Hendrix, PE, LEED AP | GREEN INFRASTRUCTURE AND LOW-IMPACT DESIGN | POND

Kevin has experience in the civil site design of projects throughout the southeastern US. In addition to education and general site development familiarity, Kevin has extensive experience with stormwater analysis and stormwater management design. His specialties include hydrologic and hydraulic modelling, water quality best management practice design, detention and retention design, grading and erosion control design, plan and report production, and project coordination. Current responsibilities include project management, oversight of design, construction administration, and client relations. Kevin also has extensive experience permitting with local, state, and federal jurisdictions.

Years Experience: 15
Years with Firm: 9

BS, Construction Engineering, Southern Polytechnic State University, 2010

BS, Civil Engineering, Southern Polytechnic State University, 2008

Professional Engineer, GA #038968

GSWCC – Level II Certified Design Professional

LEED Accredited Professional

Project Experience

City of Duluth, On-Call Civil/Site Engineering | Civil Engineer *(Ongoing)*

Atlanta Regional Commission, Upper Flint Green Infrastructure | Civil Engineer *(2021)*

Fayette County, Stormwater Engineering Services | Civil Engineer *(Ongoing)*

City of Alpharetta, On-Call Design Services | Civil Engineer *(Ongoing)*

DeKalb County, On-Call Design Services | Civil Engineer *(Ongoing)*

City of Sandy Springs, On-Call Design Services | Civil Engineer *(Ongoing)*

Matthew Wilder, PLA, ASLA | LANDSCAPE ARCHITECTURE LEAD | POND

Matthew Wilder, PLA, ASLA has worked with local communities for two decades — in that time planning and building great places for people to gather, socialize, and exercise. He is an avid cyclist and traveler, and enjoys bringing experiences and ideas from his rides and travels to make communities as connected and accessible as possible. His passion for working with communities to increase mobility through better connectivity and access to greenspace for all, will assure that each project is imbued with these values he shares with the County.

Years Experience: 25
Years with Firm: 12

MLA, Landscape Architecture, University of Georgia, 2001

Graduate Certificate, Historic Preservation, University of Georgia, 2001

BS, Botany, Miami University, 1997

Registered Landscape Architect, GA #001386

GSWCC – Level II Certified Design Professional

Project Experience

Athens-Clarke County, North Oconee East Campus Greenway Connector | Design Director *(2021)*

City of Atlanta, Green Infrastructure Implementation | Principal Landscape Architect *(2021)*

City of Alpharetta, Big Creek Greenway Extension | Principal Landscape Architect *(2021)*

City of Clarkston, Pedestrian Enhancements | Design Director *(2021)*

City of Peachtree Corners, PTC Circle Multi-Use Trail | Landscape Architect *(2018)*

Lindsay Street Park | Principal Landscape Architect *(2015)*

Will Rector, PE | MITIGATION BANK MONITORING/REPORTING | POND

Will has over 16 years of practice in a broad range of water-related disciplines and a focus on stream and wetland mitigation. Will's experience includes stormwater BMP design & retrofit analysis, EP&SC plan development, stream and wetland mitigation design & implementation, FEMA flood analysis, initial field data collection, stormwater infrastructure inventory, complete model parameter data collection, hydrologic and hydraulic (H&H) model setup & application alternative bioengineering design, and section 404/401 permitting for Nation Wide and Individual Permits. Will routinely parlays his technical, project management, and communication skills to successfully implement multi-disciplined projects.

Years Experience: 16
Years with Firm: 1

BS, Biosystems Engineering (Natural Resources focus), Clemson University, 2005

Professional Engineer SC #29606

Project Experience

West Stone 123, Roberts Swamp Mitigation Bank | Project Manager *(Ongoing)*

Wood, Eagle House Mitigation Construction Phase Services | Project Manager *(Ongoing)*

Tennessee DOT, Mitigation Services* | Task Manager and Lead Engineer *(2021)*

Lexington County, MS4 Phase II Support Services* | Lead Engineer *(2021)*

West Columbia, Riverwalk Riverbank Stabilization* | Lead Engineer *(2017)*

Greenville County, MS4 Phase I Support Services* | Lead Engineer *(2006)*

**denotes work experience prior to joining Pond*

Michael Kray | GRANT + OUTREACH PROGRAM ASSISTANCE | POND

Michael is an experienced project manager with a history of successfully working with MPOs and regional agencies to deliver Multimodal Transportation Plans. Michael uses his broad knowledge of funding opportunities, including grant opportunities, programmatic goal alignment, partnership building, and an overall understanding of the state and federal funding process to help MPOs, cities, and counties implement their capital programs. Most recently, Michael has led an in-depth analysis of the Infrastructure Investment and Jobs Act (also known as the Bipartisan Infrastructure Law) for Gwinnett County which will help Gwinnett DOT identify new funding opportunities to implement transportation projects.

Years Experience: 15
Years with Firm: 2

MPA, Georgia State University, 2007

BA, History, University of Iowa, 2000

American Planning Association

Project Experience

Gwinnett County, Infrastructure Investment and Jobs Act (IIJA) Legislative Review | Project Manager *(2022)*

City of Atlanta, Department of Public Works Capital Improvement Plan* | Project Manager *(2020)*

Barrow County, Comprehensive Transportation Plan Update* | Financial Analysis Task Lead *(2015)*

Atlanta BeltLine West EA* | Economic Impact Analysis Lead *(2015)*

**denotes work experience prior to joining Pond*

Tanya Norman, PE | GREEN INFRASTRUCTURE AND GI/LID DESIGN | POND

Tanya has extensive experience in civil engineering including storm drainage design, grading plan preparation, stormwater management and water quality BMP design, hydrologic and hydraulic studies, sanitary sewer design, floodplain studies, and erosion and sediment control design. In addition, she also has experience with Stream Buffer Variance approval from the Georgia EPD, engineering design of stormwater pumps, septic system design, pavement design, preparing project specifications, site inspections, and coordination with project teams, clients, and contractors. Tanya has expertise in AutoCAD Civil 3D, XP Storm, Hydraflow Hydrographs, Hydraflow Storm Sewers and PCASE.

Years Experience: 18
Years with Firm: 16

BS, Civil Engineering Technology, Southern Polytechnic State University, 2004

Professional Engineer GA #038055

GSWCC – Level II Certified Design Professional

GSWCC Level IB #58386

Project Experience

City of Duluth, Stormwater Water Detention Facility | Civil Engineer *(2016)*

DeKalb County, On-Call Engineering Services | Civil Engineer *(Ongoing)*

City of Atlanta, Green Infrastructure Maintenance | Civil Engineer *(2021)*

City of Duluth, Downtown Duluth Master Detention Study | Civil Engineer *(2015)*

City of Sugar Hill, East Regional Amenity Pond | Civil Engineer *(2010)*

City of Stockbridge, Public Works Facility Renovation & New Maintenance Building | Civil Engineer *(2018)*

Gina John | GIS ANALYST | POND

Gina has 16 years of experience in GIS applications, Emergency Response systems using IAP software, UAV technology, mobile and GIS web apps, and field data collection workflows. Throughout her career she has led agile in cross functional teams in the planning and delivery of successful project outcomes and applied digital technology coordinating global business units.

Years Experience: 16
Years with Firm: 2

BS, Geography and GIS & Spatial Analysis, University of Wisconsin - Stevens Point, 2005

Certified Leading SAFE, Certified Scrum Master, and Certified Product Owner/Product Management

Project Experience

City of Chamblee, Stormwater Services | GIS Manager *(Ongoing)*

Louisiana Military Department, Statewide Installation Energy and Water Plan | GIS Manager *(2021)*

USACE, GIS Planning Services | Project/GIS Manager *(Ongoing)*

Texas Military Department, Energy/Water Security Plan | GIS Manager *(2020)*

Joint Base Louis McChord, Stormwater Inspections | GIS Program Manager *(2021)*

US Army Sustainment Command, Master Planning Services | GIS Manager *(2021)*

Creech Air Force Base, Stormwater Infrastructure Capacity Analysis | GIS Analyst/Coordinator *(2021)*

Chevron, Downstream Fuel* | GIS Analyst/Coordinator *(2016)*

**denotes work experience prior to joining Pond*

Section V
References

Pond's core business is government services through on-call contracts. Within our EWR team (Environmental, Water Resources) and PLACE team (Planning, Landscape Architecture, and Civil Engineering) at Pond, we currently have 19 standing task order contracts with cities and counties in Georgia. We know how they work and how to manage them. The references below are just three from the examples we've selected that best represent our experience executing similar contracts with Georgia municipalities.

City of Duluth	
Address	3167 Main Street, Duluth, GA 30096
Contact	Bill Aiken, Planning & Development Director
Phone | Email	770.476.1790 | baiken@duluthga.net
Projects Completed	On-Call Civil/Site Engineering and Design Services
Fayette County	
Address	240 Glynn Street South, Fayetteville, GA 30214
Contact	Courtney Hassenzahl, Assistant Director, Environmental Management
Phone | Email	770.305.5420 | chassenzahl@fayettecountyga.gov
Projects Completed	Stormwater On-Call Engineering
City of Chamblee	
Address	5468 Peachtree Road, Chamblee, GA 30341
Contact	Courtney Frisch, Environmental Division Manager
Phone | Email	470.395.2369 | cfrisch@chambleega.gov
Projects Completed	Stormwater Support Services

"Pond's performance and professionalism in the execution of environmental services, project management, structure, processes, and personnel in support of the City have been exceptional... I would highly recommend Pond to other municipalities."

- Hameed Malik, Ph.D., PE | City of Augusta

Section VI
Additional Materials

UNIQUE CAPABILITIES

Pond's unique capabilities come from our extensive experience and breadth of services offered.

Extensive Experience

An added benefit to our diverse group of professionals is that we are well-versed and knowledgeable on the local and regional conditions, as well as, local, state, and federal regulations. Our main office is located in Peachtree Corners, just north of Atlanta and many of our employees live in the surrounding cities. We all understand the current climate and changing needs of the area. Variety of our on-call contracts is also a testament to our knowledge of regulations both local, regional, and federal. We currently hold more than 37 different on-call and Indefinite Delivery-Indefinite Quantity (IDIQ) contracts from a variety of clients, including cities, counties, DOTs, and federal agencies.

Pond's experience with existing on-call contracts demonstrates our breadth and depth of experience to meet the challenges of any project. We understand the nature of on-call contracts and that our clients all have unique needs and procedures. The value we bring to this contract is our organizational flexibility, effective and reliable management, and a track record of work-flow management. Additionally, our team brings a wide range of experience with various agencies, each with different organizational structures. We pride ourselves on the ability to bring the comprehensive services traditionally found with large firms but with the attention and flexibility of smaller firms.

Geographic Information Systems (GIS)/Asset Management

This in-house group includes GIS specialists who work on a daily basis on similar task order projects for local municipalities. Our geospatial group is an integral part of watershed management planning and hydrologic/hydraulic modeling. The data collection process and spatial analysis serves as a base line for developing an accurate and reliable model of the City's stormwater infrastructure.

Stakeholder and Public Engagement

Pond has successfully developed and managed community outreach plans on a broad range of planning and design projects throughout Georgia. We believe that a successful outreach plan connects with stakeholders throughout the development process and provides options for a variety of levels of participation. Coordinating committees and stakeholder interviews provide in-depth and ongoing feedback; public meetings and workshops, open houses, fact sheets, and newsletters engage the community at pivotal junctures in the planning process. Paying visits to community groups through an organized speaker's bureau further solidifies public involvement without significant additional investment. We have successfully utilized a proactive community outreach approach for local government projects throughout the region.

In addition to in-person public involvement techniques, we incorporate non-traditional public involvement strategies aimed at reaching a larger audience and providing opportunity for more in depth input. Pond uses an online engagement platform called Social Pinpoint to facilitate input and communication throughout the plan development process. In the planning and concept development phase, the community can take a survey on the project and can zoom into a map of the project area to make comments, illustrating problems and potential solutions. Other users can view the comments and up or down vote the comments, while adding their own input. This provides a geographically indexed set of comments that relate directly to the project and provides a wealth of input. In addition, if several similar projects are being examined at the same time, they can be shown on the same interactive map. In the design phase of the project, the concept design can be overlaid onto the aerial mapping to allow for interactive comments by the community and the survey can be updated to ask specific questions related to the design.

Environmental Studies, Documentation, and Permitting

Pond's environmental services group consists of seasoned professionals with years of experience supporting local governments with environmental planning, studies, permitting, and environmental compliance needs. In addition, our environmental staff provide construction-side environmental support to our clients. We are no strangers to construction, and we understand the unique needs and challenges of the construction phase which must be balanced with the appropriate environmental due diligence and regulatory clearances.

GDOT Familiarity

Pond has broad experience with GDOT specifications as well as an extensive portfolio in municipal transportation projects. Many of Pond's projects are follow all GDOT design standards and criteria, as well as AASHTO/FHWA policies. Our team members are highly capable of designing these projects to exceed Dunwoody expectations.

Our proposed key team members have decades of experience with the GDOT PDP and with design and traffic engineering standards, including GDOT guidance documentation such as the Design Policy Manual, the Plan Development Process (PDP), GDOT Policy on IJR and IMRs (Policy 3140-1), Regulations for Driveway and Encroachment Control (Driveway Manual), the GDOT Roundabout Analysis Tool, and the Intersection Control Evaluation (ICE) process.

Bicycle/Pedestrian/Golf Cart Planning and Design

The Pond Team is experienced in the planning and design of bicycle, pedestrian, and golf cart facilities. Additionally, we can assist the City with the identification of gaps within the existing multi-modal network, assessing future trends for bicycle, pedestrian, and golf cart use, and projecting travel trends to serve as the basis to identify bicycle, pedestrian, and golf projects throughout the City. Pond has worked with GDOT and Peachtree City to examine state route Golf Cart crossings. Pond prepared the traffic engineering study for a Golf Cart crossing at SR 54 at Lexington Circle/Broken Bow Drive, which was one of the first approved in Georgia under the new GDOT guidance. As Dunwoody continues to grow, there is a need to enhance the infrastructure to include safe, enjoyable bicycle, pedestrian, and golf cart facilities for transportation and recreation.

Construction Division

Pond's in-house construction division provides consultation on construction access, coordination, and means and methods questions on construction feasibility. Our construction estimators have relationships with many local subcontractors and knowledge of current market conditions that provide our clients with more accurate construction cost estimating services across all types of infrastructure projects.

JEKYLL ISLAND AUTHORITY

February 8, 2021

Facilities & Operations
St. Johns County School District
3740 International Golf Pkwy, Ste. 200
St. Augustine, FL 32092

St. John's County School District,

Pond's Environment & Water Resources group has provided a high level of service in support of Jekyll Island Authority projects including environmental services for the Jekyll Island Golf Course Master Plan. Pond provided field reconnaissance, desktop evaluations, environmental permitting support, feasibility studies and public outreach assistance to evaluate conservation and restoration opportunities within wetlands and waters on portions of our existing golf courses.

Pond's involvement as the environmental consultants on this project was indispensable to achieving our goals for the effort. I highly encourage you to consider the expertise, attention to detail, professionalism, and personal commitment they can deliver for environmental delineations, due diligence, permitting, and agency support on your projects.

Thank you,

Ben Carswell
Director of Conservation
The Jekyll Island Authority
912.635.9384
bcarswell@jekyllisland.com

office: 912-635-2236 | 100 James Road, Jekyll Island, G

"I highly encourage you to consider the expertise, attention to detail, professionalism, and personal commitment they can deliver..."

City of Duluth
Office of the City Manager
James Riker

3167 Main Street
Duluth, GA 30096
Phone (770) 497-5321
Fax (770) 623-2765

June 14, 2018

Subject: Letter of Reference for Pond & Company

To Whom It May Concern:

I have had the pleasure of working with Pond & Company in my previous position as the Planning and Community Development Manager for the City of Flowery Branch, GA and now as City Manager for the City of Duluth, GA. In both instances, Pond has consistently provided a high-level of municipal engineering expertise and guidance. They raised the level of professionalism and spearheaded efforts to ensure we provide a consistent, high level of service to our residents. Most importantly, Pond's people are of solid integrity, easy to work with, and excellent ambassadors in representing our interests.

The Pond team has assisted the City in multiple roles across all types of projects. Services included, in-house engineering staffing that is overseeing the City's capital improvement projects, management of the MS4 requirements, including field inspections and regulatory documentation, plan reviews, facility assessments, drainage improvement projects, park and recreation design, and numerous professional assistance on a variety of tasks that are unique to a city.

Having worked with the Pond staff for the last 12 years, they have consistently delivered a superior product and customer service to the City. They work as an extension of our staff and work to find creative solutions that fit within our budget.

I am pleased to recommend Pond and should you wish to discuss any of the project experiences mentioned above, please contact me at (770) 497-5321.

Sincerely,

James Riker, AICP
City Manager
City of Duluth, Georgia

"They raised the level of professionalism and spearheaded efforts to ensure we provide a consistent, high level of service to our residents."

"They have consistently delivered a superior product and customer service."

Appendix

Acknowledgement is hereby made of the following Addendum(s) received since issuance of the Contract Documents (identified by number)

Addendum No.	Date	Addendum No.	Date	Addendum No.	Date
1 - Not provided					

Company Name: **Pond & Company**

It shall be the responsibility of each Proposer to visit the City Purchasing Department's website to determine if addendum(s) were issued and, if so, to obtain such addendum(s). Failure to acknowledge an addendum above shall not relieve the Proposer from its obligation to comply with the provisions of the addendum(s) not acknowledged above.

Work is to commence on or about November 2022.

The City of Dunwoody requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for the City to declare bid non-responsive.

Termination for Cause: The City may terminate this agreement for cause upon ten days prior written notice to the Consultant of the Consultant's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the City's rights or remedies by law.

Termination for Convenience: The City may terminate this agreement for its convenience at any time upon 30 days written notice to the Consultant. In the event of the City's termination of this agreement for convenience, the Consultant will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the Consultant, which shall itemize each element of performance.

Termination for fund appropriation: The City may unilaterally terminate this Agreement due to a lack of funding at any time by written notice to the Consultant. In the event of the City's termination of this Agreement for fund appropriation, the Consultant will be paid for those services actually performed. Partially completed performance of the Agreement will be compensated based upon a signed statement of completion to be submitted by the Service Provider which shall itemize each element of performance.

The contractor agrees to provide all work to complete the project described in this document for the amount listed below.

Legal Business Name **Pond & Company** Federal Tax ID **58-1639128**

Address **3500 Parkway Lane, Suite 500, Peachtree Corners, GA 30092**

Does your company currently have a location within the City of Dunwoody? Yes___No_**X**___

Representative Signature Stephen M. Bailey

Printed Name **Stephen Bailey, PWS**

Telephone Number **678.292.1115**

Fax Number **678.336.7744** Email Address **BaileyS@pondco.com**

3500 Parkway Lane, Suite 500
Peachtree Corners, GA 30092
678.336.7740 | Pondco.com

APPENDIX A: Hourly Rate Schedule

COMPANY NAME: Pond & Company

Rate Schedule must be submitted and clearly labeled in a separate sealed envelope.
Failure to do so may result in disqualification.

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Principal In Charge	$220	$227	$233	$240	$248
Project Manager	$165	$170	$175	$180	$186
Senior Engineer	$155	$160	$164	$169	$174
Mid Level Engineer	$135	$139	$143	$148	$152
Engineer	$115	$118	$122	$126	$129
Senior Planner	$150	$155	$159	$164	$169
Planner	$125	$129	$133	$137	$141
Senior Landscape Architect	$135	$139	$143	$148	$152
Landscape Architect	$115	$118	$122	$126	$129
Drafter	$95	$98	$101	$104	$107
2-Person Survey Crew	$160	$165	$170	$175	$180
3-Person Survey Crew	$260	$268	$276	$284	$293
Survey Manager	$127	$131	$135	$139	$143
SUE Crew *(2-Person)*	$220	$227	$234	$241	$248
Utility Coordinator	$191	$200	$209	$218	$227
Construction Inspector	$95	$98	$101	$104	$107
Construction PM / Administrator	$115	$118	$122	$126	$129
Field Technician	$95	$98	$101	$104	$107
NEPA Specialist	$145	$149	$154	$158	$163
Environmental Staff	$125	$129	$133	$137	$141
Lab Testing (Per Test, Add'l Price List Required, Separate Sheet)					
Administrative Assistant	$75	$77	$80	$82	$84
Other (Specify on Separate Sheet)					

Hourly rates must include all overhead, profit, and indirect/direct costs. No additional costs will be negotiated above and beyond the hours, with the exception of field tests and materials testing which is paid per test. All mileage, postage, reproduction, etc must be included in the hourly rates listed above. Rates are per job title, NOT per company. The rate of the prime and the rate of the sub will not differ for the same job title.

APPENDIX A: Hourly Rate Schedule (cont'd)

COMPANY NAME: Pond & Company

Rate Schedule must be submitted and clearly labeled in a separate sealed envelope.
Failure to do so may result in disqualification.

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
SR Geotechnical Engineer	$154	$159	$163	$168	$173
Geotechnical Engineer	$132	$136	$140	$144	$148
Geotechnical Staff Professional	$94	$97	$100	$103	$106
Geotechnical Technician	$60	$62	$64	$66	$68

APPENDIX A: Hourly Rate Schedule (cont'd)

	SERVICE	UNIT PRICE	UNIT OF MEASURE
GEOTECHNICAL SUBSURFACE EXPLORATION SERVICES			
	Mobilization & Transportation of Drilling Equipment	770.00	ea
	Mobilization between Sites	275.00	ea
	Soil Test Boring (N < than 50)	12.10	ft
	Soil Test Boring (N > than 50)	14.30	ft
	Rock Coring (NX or NQ)	71.50	ft
	Set-up for Rock Coring	275.00	hole
	Casing, set and remove for coring rock	11.00	ft
	Auger Boring	11.00	ft
	Grouting Boreholes ($50 minimum per hole)	11.00	ft
	2-inch Diameter Monitoring Well Installation	35.20	ft
	Concrete Pad for Monitoring Well and Flush-Mounted Cover	220.00	ea
	Obtaining Bulk Samples	82.50	ea
	Difficult Moving/Standby Time/Tree Cutting	275.00	hr
	Hourly Drilling Charge	275.00	hr
	Hauling Water to Drill Hole	275.00	hr
	Backhoe or Bulldozer Rental to provide access to boring location	Cost + 15%	
FIELD TESTING SERVICES			
	Steel Testing		
	Skidmore-Wilhelm Bolt Tension Calibrator	82.50	day
	Ultrasonic Flaw Detector	132.00	day
	Coring - Pavement or Concrete		
	Equipment Rental (generator & coring machine)	110.00	day
	Diamond Bit Usage, per inch diameter	1.65	lineal inch
	Special Field Test Equipment		
	Floor Flatness Test Equipment	275.00	day
	Windsor Probe	38.50	shot
	Nuclear Density Gauge	44.00	day
	Pavement Quality Indicator (PQI) Non-Nuclear Density Gauge	44.00	day
	StructureScan Mini all-in-one high-resolution GPR	330.00	day
	Thermal Imaging Camera	275.00	day
	NOTE: Above special field test equipment requires an operator billed at the appropriate hourly rate.		

APPENDIX A: Hourly Rate Schedule (cont'd)

	SERVICE	UNIT PRICE	UNIT OF MEASURE
NPDES SERVICES			
	NPDES Inspection	137.50	trip
	Monthly Monitoring Report	126.50	ea
	Automatic Storm Water Sampler	165.00	month
	Turbidity Analysis	22.00	ea
LABORATORY TESTING SERVICES			
	Soil-Cement/Cement Treated Base Mix Design Testing		
	Mix Design with up to Three Cement Amendment rates	1,650.00	ea
	Proctor Compaction Tests (ASTM D558)	165.00	ea
	Soil-Cement Specimens, Compressive Strength	16.50	speciman
	Soil & Graded Aggregate Base Material		
	Proctor Compaction Tests		
	Standard (ASTM D-698)	137.50	ea
	Modified (ASTM D-1557)	165.00	ea
	Atterberg Limits (ASTM D-4318)	93.50	ea
	Soil Particle Size Analysis with Hydrometer (ASTM D-422)	137.50	ea
	Particle Size Analysis of Coarse Aggregate (ASTM C-136)	137.50	ea
	Concrete, Grout, Mortar, and Masonry		
	Cylinders, Compressive Strength (ASTM C-39)	16.50	cylinder
	Beams, Flexural Strength (ASTM C-78)	27.50	ea
	Concrete Cores, Lab Preparation and Compressive Strength Testing, (ASTM C-42)	66.00	ea
	Cube Specimens (2" x 2"), Lab Preparation and Compressive Strength Testing (ASTM C-109)	16.50	ea
	Masonry Grout Compressive Strength, Lab Preparation and Compressive Strength Testing, (ASTM C-1019)	16.50	ea
	Masonry Prisms, Lab Preparation and Compressive Strength Testing, (ASTM C 1314)	165.00	ea
	Concrete Masonry Unit (CMU) Lab Preparation and Compressive Strength Testing, (ASTM C 140)	154.00	ea
	Bituminous Materials		
	Bitumen Content & Gradation (ASTM D-2172; GDT-83)	302.50	ea
	Core Density and Thickness Determination	38.50	ea
	For cores which require splitting add	11.00	ea
	Theoretical Voidless Density Determination (AASHTO T-209)	192.50	ea
MISCELLANEOUS			
	Hourly rates are portal to portal. All prices are quoted for services performed during a normal 8:00 a.m. to 5:00 p.m. work day (Monday through Friday). For services required outside of these hours (or on Saturday, Sundays and holidays), multiply unit rates by 1.5. A minimum charge of 4 hours will apply to all necessary weekend or holiday work		
	Expert witness testimony will be billed at a multiplier of 2.0 times the appropriate unit rate for all time spent in preparation, depositions, court appearances, etc.		