



ISSUED BY:
Fauquier County Government & Public Schools
Procurement Division
 320 Hospital Drive, Suite 23
 Warrenton, VA 20186-3037



Telephone (540) 422-8352

Fax (540) 422-8355

IFB/RFP Number:	RFP 25-121-C
Title:	Transportation Planning, Engineering and Consulting Services
Date Issued:	February 18th, 2025
Pre-Bid/Proposal	N/A
Deadline For Questions:	March 4th, 2025 @ 5:00pm
Bid/Proposal Due Date:	March 20th, 2025 @ 2:30pm

To be considered, all Bidders/Offerors must respond by the due date and time listed above., Bids and Offers will be accepted either via our solicitation portal: <https://fauquiercounty.bonfirehub.com/opportunities/> or via mail or delivery as indicated in this solicitation package. Late responses will not be accepted.

To be considered responsive, all Bidders/Offerors shall complete Section I-VII below and provide this sheet signed with any submission.

I. Company Identification

Name:		Contact Name:	
Mailing Address:		Title:	
Remit Address:		Phone:	
FEIN #:		Fax:	
VA SCC ID#*:		Email:	

II. Company Classification

Principal place of business located in (state)		State of incorporation	
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III. Check one:

Sole Prop.		Limited Liability Corporation	
Partnership		Joint Venture	
Limited Partnership		Other	
Corporation			

IV. Check all that apply:

Small		Minority Owned	
Women Owned		Service-Disabled Veteran Owned	

V. Addenda Receipt Confirmation:

Addendum #:		Addendum #:		Addendum #:		Addendum #:		Addendum #:		Addendum #:	
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VI. Signature and Agreement

In accordance with this Bid or Proposal request and subject to all terms, conditions and attachments, the undersigned offers and agrees to furnish the goods, and/or services in accordance with the submitted signed Bid or Proposal or as mutually agreed upon by subsequent negotiations. The undersigned certifies that they have read and understand all standard, supplemental, and/or special terms and conditions provided herein.

Authorized Signature:		Date:	
Printed Name:		Title:	

Submission Checklist – The following documents and forms are required as part of your submission:

This Solicitation Response Form	✓	SCC ID Form	✓
Proposed Work Schedule		Copy of Virginia Contractor's License	
Insurance Checklist Form	✓	Copies of Fauquier County Business License	
Contractor Data Sheet with References	✓	Town of Warrenton Business License	
Other:		Other:	

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1.0 **GENERAL:**

This solicitation is issued by the Fauquier County Government and Public Schools Procurement Division, for the Finance Department on behalf of Fauquier County and the Fauquier County School Board, political subdivisions of the Commonwealth of Virginia, herein after referred to for convenience as “Owner” to obtain the services of a qualified firm(s) or consultant(s) to perform the full scope of work provided in the Statement of Needs (Attachment A to this RFP).

For ease of reference, each organization submitting a response to the Request for Proposal will hereinafter be referred to as an “Offeror”. An Offeror whose proposal would result in a formal agreement will hereinafter be referred to as “Auditor” or “Firm”.

The contents of the proposal submitted by the successful Offeror, this RFP and all modifications made thereof, will become part of any contract awarded as a result of this solicitation. The successful Firm will be required to sign a contract with the Owner.

2.0 **PRE-PROPOSAL CONFERENCE:**

A pre-proposal conference, if applicable to this RFP, will be held at the time and date indicated on the Cover page of this RFP. Any pre-proposal conference indicated as ‘Mandatory’ on the cover page will require attendance by a member of any potential Offeror in order to be considered for award.

If a pre-proposal conference is not indicated as mandatory, it is not required to attend, however the purpose of the conference is to give Offerors an opportunity to ask questions and obtain clarification about any aspect of this RFP.

If the cover page indicated ‘N/A’ for a pre-proposal conference date/time, none will be held.

3.0 **QUESTIONS AND COMMUNICATIONS:**

All contact between Offerors and the County with respect to this solicitation will be formally held at scheduled meetings or in writing through the Purchasing Department. **Questions concerning this solicitation are due by the deadline for questions shown on the cover page. Questions submitted after the deadline will not be answered.** Misinterpretation of specifications shall not relieve the Contractor(s) of responsibility to perform. Substantive questions must be submitted in writing via mail, express mail, e-mail, fax, etc., to the County Purchasing Department, by the deadline on the cover page. All properly submitted substantive questions will be responded to in writing, in the form of an Addendum to the solicitation. Failure to submit questions or to otherwise seek clarification(s) by the deadline for submitting questions shall constitute a waiver of any potential claim by the Offeror/Contractor.

Communications between prospective Offerors, their agents and/or representatives and any member of the County other than as authorized herein, concerning this solicitation are prohibited. In any event and in all circumstances, unauthorized communications cannot be relied upon

Addenda to the RFP

The County reserves the right to amend this solicitation at any time prior to the deadline for submitting proposals. If it becomes necessary to revise any part of this solicitation, notice of the revision will be given in the form of a written Addendum that will be provided to all prospective Offerors who are on record with the Purchasing Department as having received this solicitation. Addenda will be distributed within a reasonable time to allow Offerors to consider them in preparing their proposals. If in the opinion of the Purchasing Manager, the deadline for receipt of proposals does not allow sufficient time; the deadline shall be extended. Acknowledge your receipt

and compliance with the Addenda by noting it in the space provided on the Solicitation Response Form (Attachment B). Failure to acknowledge receipt of an Addendum may result in rejection of the proposal.

4.0 BACKGROUND:

Fauquier County is located in the north-central Piedmont region of Virginia, approximately 40 miles southwest of Washington, D.C. and 95 miles northwest of Richmond, Virginia. The county encompasses a land area of approximately 660 square miles. Due to its proximity to Washington, D.C., the county has experienced consistent population growth rates over the past ten years. The estimated 2023 population is 75,165 residents. Despite population growth, the county remains primarily rural in nature.

5.0 STATEMENT OF NEEDS:

See Attachment A of this RFP providing the following sections if applicable:

- Background and Purpose
- Statement of Needs/Scope of Work
- Owner Responsibilities
- Specific Proposal Requirements
- Offeror Qualifications
- Evaluation and Award Criteria
- Contract Term
- Contract Administration
- Any special or supplemental terms and conditions

6.0 SUBMISSION OF PROPOSALS:

6.1 General Requirements:

Offerors may submit proposals electronically through Bonfire or by delivering/ mailing hard copy proposals to the Procurement Office. Whether electronic or hard copy, proposals must be received by the due date and time or the proposals shall not be accepted.

Offerors are cautioned to not submit both electronic and hard copy proposals. If both types of proposals are received, Procurement will open only the first proposal received and the second shall be deemed nonresponsive and will not be considered for award.

The following general information is provided and shall be carefully followed by all Offerors to ensure that proposals are properly prepared.

- A. Each Offeror must furnish all information required by the RFP. Proposals signed by an agent of the corporation must be accompanied by evidence of his or her authority to bind the corporation to the terms and conditions of this solicitation. In order to be considered for selection, Offerors must submit a complete response to this RFP. All proposals must be submitted via Bonfire to the Procurement Division by the date and time noted. The Offeror shall make no other distribution of the proposal.
- B. The County reserves the right to conduct discussions with qualified Offerors in any manner necessary to serve the best interest of the County.

6.2 Duration of Proposals

Proposals shall be valid for a minimum of 120 days following the deadline for submitting offers. If an award is not made during that period, all offers shall be automatically extended for another 120 days.

Offers will be automatically renewed until such time as either an award is made, or proper Notice is given to the County of Offeror's intent to withdraw its offer. Offers may only be canceled by submitting Notice at least 15 days before the expiration of the then current 120-day period.

6.3 Proposal Organization

Proposals should be organized in the order in which the requirements are presented. Those requirements are listed in Attachment A to this RFP. All pages of the proposal should be numbered. Each paragraph in the proposal should reference the paragraph number of the corresponding section of the RFP. It is also helpful to cite the paragraph number and repeat the text of the requirement as it appears in the RFP. If a response covers more than one page, the paragraph number should be repeated at the top of the next page. The proposal should contain a table of contents, which cross-references the RFP requirements. Information which the offeror desires to present that does not fall within any of the requirements of the RFP should be inserted at an appropriate place or be attached at the end of the proposal and designated as additional material. Proposals that are not organized in this manner risk elimination from consideration if the evaluators are unable to find where the RFP requirements are specifically addressed. The Offeror's proposal should provide all the information that it considers pertinent to its qualifications for the project, and which respond to the Statement of Needs described. *Failure to include any of the below listed Proposal elements may be considered grounds to deem the proposal non-responsive.*

6.4 Proposal Preparation

- 6.4.1 An authorized representative of the Offeror shall sign proposals. All information requested should be submitted. Failure to submit all information requested may result in the Owner requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the Owner. Mandatory requirements are those required by law or regulation or are such that they cannot be waived and are not subject to negotiation.
- 6.4.2 Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.
- 6.4.3 In order to be considered for selection, Offerors must submit a complete response to the RFP. One (1) original via the <https://fauquiercounty.bonfirehub.com/>.

HARD COPY SUBMISSION OF PROPOSALS:

- 6.5 Offerors must submit a complete response to the RFP. In order to be considered responsive, the required number of copies in the requested format (requirements provided as part of Attachment A) must be submitted, along with a flash drive containing the full original proposal and, if applicable, a full redacted version.

All hard copy Proposals shall be submitted in a sealed envelope or package with the following information on the outside of each such envelope or package:

From:

<hr/>		<i>Name of Offeror</i>	<i>Due Date</i>	<i>Time</i>
<hr/>		<i>Street or Box Number</i>	<i>RFP No.</i>	
<hr/>		<i>City, State, Zip Code</i>	<i>RFP Title</i>	

The envelope shall be labeled as directed above. If a Proposal submission is not contained in an envelope or package and labeled as indicated above, the Offeror takes the risk that the envelope or package may be inadvertently opened, and the information compromised which may cause the Proposal to be disqualified.

If Proposal is being forwarded by mail or another mail service, the above marking information shall be duplicated on the outside of the mailing envelope or package as well as the interior sealed envelope or package containing the Proposal.

Hard copy Proposals shall be either hand delivered, express mailed, or mailed to:

*Fauquier County Procurement Office
320 Hospital Drive
Suite 23
Warrenton, Virginia 20186*

Offerors should allow adequate time for mail or express mail delivery. Package tracking is recommended. Proposals not received by the due date and time shall not be considered and shall be returned unopened.

6.5.1 Proposals received after the specified due date and time will not be considered for contract award and will be returned to the Offeror.

6.5.2 Facsimile Proposals will not be accepted and will result in rejection of the Proposal.

6.5.2 All information required by the solicitation should be supplied to constitute a responsive Proposal. All information submitted including prices should be typed so as to insure legibility. However, the Offeror's signature should be handwritten in ink in order for the Proposal to be considered.

6.5.3 All questions pertaining to this solicitation must be received by the Deadline for Questions as shown on the cover page of this solicitation. All questions received by the Deadline for Questions will be answered via written addendum and will be posted on the Bonfire portal.

6.5.4 It is the responsibility of the Offeror to monitor for issued addenda and provide acknowledge of all addenda on the Solicitation Response Form, where noted.

6.5.5 Proposals by corporations must be executed in the corporate name by the president or vice-president (other corporate officers may be required to provide evidence of authority to sign) and the corporate seal must be affixed and attested by the secretary or assistant secretary. The corporate address and state of incorporation must be shown below the signature.

6.5.6 Proposals by partnerships must be executed in the partnership name and signed by a partner or other authorized person, whose title must appear under the signature and the official address of the partnership must be shown below the signature.

6.5.7 All names must be typed or printed above the signature.

ELECTRONIC SUBMISSION OF PROPOSALS

6.5.8 In lieu of hard copy submission, any Proposals may be received electronically through Fauquier County's online Procurement Portal at: <https://fauquiercounty.bonfirehub.com> on or before the

Submittal Deadline. Proposal submissions and registration are free of charge. Offerors can register for a free account at: <https://fauquiercounty.bonfirehub.com>, which will be required when submitting an electronic Proposal.

- 6.5.9 For any Offeror selecting to submit electronically, Proposal documents may be uploaded at any time during the open period. The official time used for receipt of electronic Proposals/modifications is the time stamp within the Bonfire portal. No other clocks, calendars or timepieces are recognized for electronic Proposals. Paper copy Proposal receipts and the Proposal opening order for paper and electronic copies will be governed by paragraph 5.1 For technical questions related to a submission contact Bonfire at Support@GoBonfire.com.
- 6.5.10 If, at the time of the scheduled Proposal closing Fauquier County Government and Schools are closed due to inclement weather or another unforeseeable event, the Proposal closing will be delayed until the second business day following the reopening of the County Government offices.
- 6.5.11 Technical Information: Uploading large documents may take time, depending on the size of the file(s) and your Internet connection speed. You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission. Minimum system requirements for the Bonfire portal - Internet Explorer 11, Microsoft Edge, Good Chrome, or Mozilla Firefox. JavaScript must be enabled. Browser cookies must be enabled.

RECEIPT AND OPENING OF PROPOSALS:

- 6.5.12 Proposals will be received at the time and place designated on the cover page of this RFP. Any Proposal received at the office designated in the solicitation after the exact time specified for receipt of the Proposal is considered a late Proposal and will not be accepted. The Owner is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Offeror to ensure their Proposal reaches the Procurement Division by the designated date and hour.
- The official time used in receipt of Proposals is the time on as listed on the Bonfire portal.
 - Late Proposals will be returned to the Offeror UNOPENED, if solicitation number, acceptance date and Offeror/Offeror's return address is shown on the container.
- 6.5.13 The Owner reserves the right to waive any informalities at Owner's discretion or to reject any or all Proposals.

7.0 INSURANCE:

By signing and submitting a proposal under this solicitation, the Offeror certifies that if awarded a contract, it will have the insurance coverage specified on the Insurance Checklist at the time the work commences. Additionally, it will maintain this coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission. During the period of the contract, the Owner reserves the right to require the Firm to furnish certificates of insurance for the coverage required with the Fauquier County Board of Supervisors and Fauquier County School Board endorsed as additional insured.

8.0 VIRGINIA STATE CORPORATION COMMISSION:

The Contractor shall maintain a valid certificate of authority or registration to transact business in Virginia with the Virginia State Corporation Commission as required by Title 13.1 or Title 50 of the Code of Virginia, during the term of the Contract or any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth to be revoked or cancelled at any time during the terms of the contract. If the Contractor fails to remain in compliance with the provisions of this section, the contract may be voided by the County

Attachment A – Scope/Specifications

IFB/RFP Number	Project Name
RFP 25-121-C	Transportation Planning, Engineering and Consulting Services

1. BACKGROUND AND PURPOSE

Fauquier County is located in the north-central Piedmont region of Virginia, approximately forty miles southwest of Washington, DC and ninety-five miles northwest of Richmond, Virginia. The County encompasses a land area of approximately 651 square miles. Due to its proximity to Washington, the County has experienced consistent population growth over the past 10-15 years. The 2020 population estimate from the Fauquier County Department of Community Development shows the County's resident count at about 72,972, with a 2030 forecasted population of 79,584. Despite population growth, the County remains primarily rural in nature. Fauquier County's major tenet of land use policy is directing growth into the County's designated service districts, thus avoiding a pattern of development that changes the visual and functional landscape away from the tradition of towns, settlements and rural areas. A significant focus continues to be on the development of service districts; ensuring that they are able to accommodate the planned growth and that the anticipated transportation improvements are identified.

The purpose and intent of this Request for Proposal (RFP) is to solicit sealed proposals from qualified firms to establish a term contract through competitive negotiations, to provide Transportation Planning, Engineering and Consulting Services on an as-needed basis. All services shall be provided in accordance with the specifications contained herein and attached hereto. This solicitation is issued by the Fauquier County Procurement Division on behalf of the Community Development Department for Fauquier County and the Fauquier County School Board, political subdivisions of the Commonwealth of Virginia, herein referred to collectively for convenience as "County" and/or "Owner".

2. STATEMENT OF NEEDS

The scope of services for projects assigned under a contract resulting from this RFP will vary according to department requirements. The issuing department will negotiate each project but the awarded Firm shall base their project request responses using the contract fees awarded as part of the contract resulting from this RFP. The successful Firm will be required to use terms and conditions and bidding instructions designated and/or prepared by the Owner for any documents prepared for purposes of bidding projects. Transportation Planning, Engineering and other Consulting Services may consist of, but are not limited to, the following:

- 2.1. Comprehensive Plan: Services related to a Comprehensive Plan, including interactive dialogue with the County on appropriate transportation concepts, completion of requested transportation studies, preparation of any Owner requested transportation plan updates for specific service districts or the Transportation Chapter of the Plan, and collaboration with Owner staff team. Preparation of such updates must proceed through three basic phases: (1) Technical draft and staff collaboration; (2) Planning Commission review and action; and (3) Board of Supervisors review and action. These tasks include public hearings and final document revisions subject to Owner, Planning Commission and Board of Supervisors directions. The Owner reserves the right to request the Firm's pricing on all phases noted but, only authorize work on Phases 2 and 3 at

the Owner's discretion, based on the specific project and their need for the Firm's assistance during those phases.

- 2.2. Land Development Application Review for Major Applications, including but may not be limited to:
 - 2.2.1. Establishing applicant study parameters, with VDOT and County staff, for Traffic Impact Analyses (TIAs) for major applications;
 - 2.2.2. Consultation and interactive dialogue with staff on transportation concepts, proposed roads, alternative scenarios and details of implementation;
 - 2.2.3. Review of the TIAs, concept development plan, and any conditions or proffer statements related to the application;
 - 2.2.4. Provision of analysis and recommendations in written report form to the Department of Community Development; and
 - 2.2.5. Verbal and/or written transportation advice to the Board of Supervisors and Planning Commission at scheduled work sessions and public hearings, as required for specific cases.
- 2.3. Assist County staff in the development and evaluation of general and specific transportation concepts and appropriate road design standards, as well as in the preparation of specific documentation as required for VDOT Smart Scale applications.
- 2.4. Assist staff, as needed, in the development of transportation impact fees pursuant to the requirements contained in Virginia Code § 15.2-2317 – 15.2-2327. If the Board of Supervisors authorizes this effort in the future, it could include a series of complex tasks; for example: (1) identification of essential road improvements and costs; (2) development of proposed transportation impact fees or proffers for Advisory Committee consideration and recommendations; and (3) technical assistance for subsequent Board public hearings and actions.
- 2.5. Additional services as may be required by the Owner including but not limited to land use, planning and development, outreach and civic engagement and process enhancement, but only to the extent related to Transportation Planning and Engineering, which is the key focus of this RFP.

3. PROCEDURES FOR ORDERING SERVICES

- 3.1. The Owner or authorized representative will request a lump sum fee or hourly rate proposal for each project. At its own expense, the Firm shall visit the site and prepare a detailed lump sum or hourly rate (as applicable) proposal outlining the essential tasks with pricing based on the Firm's contract rates, for accomplishing the work. Each proposal prepared by the Firm shall include an acceptable description of the nature, extent and character of the work required, as well as performance and delivery schedules.

Each Project Order will be reviewed and approved in writing by the Owner prior to Firm initiating any work. If any Project Order appears indefinite, unclear or contradictory, the Firm shall consult with the Owner's representative for interpretation and clarification prior to the Firm's commencement of work on that Project Order. The Firm shall be responsible for conveying the interpretation and/or clarification of any Project Order to its employees, agents or subcontractors or sub-consultants. The Firm shall be responsible for any work not expressly set

out in any Project Order but which may be reasonably implied for proper completion of the Project Order. If the Owner requires the Firm's attendance at multiple meetings on site, the Owner will convey this with their project order.

Following successful negotiations, the Owner will prepare a Purchase Order for the agreed scope of work and fee proposal, incorporating by reference the terms and conditions of the resulting contract and forward to the Procurement Division. Once the Procurement Division has processed the purchase order (and assigned a number) the Owner may authorize the Firm to proceed with the work. Firms are reminded that once awarded a contract under this solicitation, the Firm may not impose their standard boilerplate terms and conditions but must reference the awarded contract in all project orders they respond to for the Owner.

- 3.2. The Firm shall not commence any work that has not been authorized by a written purchase order (or change order) executed by the Procurement Division and without a written Notice to Proceed from the Owner's representative. The Firm assumes all risk and financial liability for any services rendered without such proper authorization.
- 3.3. Should additional services be requested beyond the scope of any executed Project Order/Purchase Order, adjustments to the contract amounts shall be negotiated and a change order issued authorizing the additional work. The Firm's services shall be considered complete upon satisfactory completion and acceptance by the Owner's Representative of the services outlined in the Project Order.
- 3.4. Single, Contract Term Project and Contract Renewal Limits. No single project shall exceed \$1,500,000 under contracts awarded within Open-End A/E contracts, and the sum of all projects during the contract term shall not exceed \$6,000,000. Contracts awarded within Open-End A/E Professional Services shall not exceed one year plus three one-year renewals.

4. TERM OF CONTRACT

The contract term shall be for a period of one (1) year, beginning on or about July 1, 2025 through June 30, 2026. At the Owner's option, the contract may be extended for three (3) additional one (1) year periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration. The Fee Schedule may be adjusted at the end of the initial contract period (and at the end of each extension period, if applicable), upon mutual agreement of both parties. The adjustment to the fee schedule shall not exceed the percentage increase for the previous twelve (12) months in the Consumer Price Index, U.S. Cities average, all items, 1967 base, as adjusted, as published by the Bureau of Labor Statistics, U.S. Department of Labor. Should this index be superseded, the Owner reserves the right to select another appropriate index.

5. PROPOSAL PREPARATION AND SUBMISSION REQUIREMENTS

5.1. Specific Proposal Requirements:

Proposals should be as thorough and detailed as possible so that the Owner may properly evaluate the firms' capabilities to provide the required services. Offerors are required to submit the following items as a complete proposal:

- 5.1.1. Certification page and the return of this completed RFP and any addenda, acknowledgments, signed and filled out as required, including the Insurance Checklist and SCC form, as provided in this solicitation.
- 5.1.2. Expertise and experience of the firm relative to the statement of needs contained in this RFP. Include specific references to collaborative planning with the public sector, the use of innovative transportation approaches, projects focused towards sustainable communities and a traditional town form of development/transportation planning and other similar specialized experience and technical competence of the Offeror. The Offeror shall have familiarity and experience in the use of modeling software. This section should be a brief, but detailed, with an overview of the Offeror's expertise, qualifications and experience relative to this RFP's statement of needs.
- 5.1.3. Offeror shall include a minimum of three (3) references that can attest to their experience and qualifications, quality of work, timeliness, and responsiveness to client's needs. Provide names, addresses, phone numbers and e-mail addresses for references for those projects and/or contracts with jurisdictions so the Owner can, should it so desire, verify past performance. If letters of reference are available from these sources, include them with the proposal response. Provide examples of other projects/contracts of a similar or related nature (especially public sector experience) that testifies to Offeror's ability to meet deadlines and provide timely responses to inquiries.
- 5.1.4. Personnel and Staff:
- 5.1.4.1. Organization chart depicting key personnel proposed for the contract by assigned area(s) of responsibility, corporate affiliation and job title. If a joint venture, include the subcontractor(s) in the organization chart and key personnel proposed for this agreement (Principal in Charge and Project Manager).
- 5.1.4.2. Names, qualifications and experience of personnel to be assigned to the contract, including resumes of proposed personnel. Include education levels, range of project types and sizes, and years of experience, present and anticipated workload. Identify specific roles played by the proposed team members on these projects. If a joint venture, supply the same information for the other contractor(s). Include the length of time personnel have had with the contracting firm. Note: assigned personnel should have direct experience in innovative transportation approaches and traditional town development.
- 5.1.5. Geographic location of the firm relative to the County's location. The Offeror shall include the complete address of the office proposed to handle the work.
- 5.1.6. No Initial Fee/Cost Proposal: Offerors are reminded that this is a Professional Services A/E proposal process; do NOT include any fee or cost information for the Firm with the initial proposal response. The Owner will request non-binding fees in the form of the Firm's hourly rate schedule, only after ranking the Offerors, further into the evaluation process.
- 5.1.7. Exceptions to RFP: Per the Virginia Public Procurement Act, Section 2.2-4302.2(A)(3), the Owner will not instruct Offerors to provide their exceptions to the RFP, unless or until that

Offeror is selected for negotiations. At the time of selection, the Offeror shall provide full disclosure of any and all exceptions to the RFP. Offerors are expected to prepare all exceptions in advance, in order to be prepared to provide such exceptions promptly upon request of the Owner, to facilitate the negotiation process.

6. EVALUATION AND AWARD CRITERIA

6.1. Evaluation:

An Evaluation Committee will evaluate the proposals using the following data.

- 6.1.1. Expertise, qualifications, and experience of the Offeror relative to the statement of needs, particularly with transportation planning and development review (20 points);
- 6.1.2. Demonstrated experience in traditional town form, innovative approaches to transportation problems and solutions, and with modeling software (20 points);
- 6.1.3. Qualifications and specific experience of proposed personnel (20 points);
- 6.1.4. Demonstrated project experience working in Fauquier County and/or VDOT's Culpeper District (10 points);
- 6.1.5. Ability to communicate technical transportation information in everyday language in a public, group setting (10 points);
- 6.1.6. Past performance on contracts of similar size and scope, including feedback from references (10 points);
- 6.1.7. Geographic location of the Offeror relative to Fauquier County, Virginia (10 points).

6.2. Award of contract: The Owner shall engage in individual discussions with two or more Offerors deemed fully qualified, responsible and suitable on the basis of initial responses and with emphasis on professional competence, to provide the required services. Repetitive informal interviews shall be permissible, if the Owner chooses to interview. Such Offerors shall be encouraged to elaborate on their qualifications and performance data or staff expertise pertinent to the proposed variety of projects, as well as alternative concepts. At the discussion stage the Owner may discuss non-binding estimates of total project costs, including, but not limited to, life cycle costing, and, where appropriate, non-binding estimates of price for services. Proprietary information from competing Offerors shall not be disclosed to the public or to competitors.

At the conclusion of the informal interviews, on the basis of evaluation factors published in the Request for Proposals and all information developed in the selection process to this point, the Owner shall select, in the order of preference, two or more Offerors whose professional qualifications and proposed services are deemed most meritorious. Negotiations shall then be conducted, beginning with the Offeror ranked first, with a request for non-binding fees and exceptions, if any, to the RFP. If a contract satisfactory and advantageous to the Owner can be negotiated at a price considered fair and reasonable, the award shall be made to that Offeror. Otherwise, negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the Offeror ranked second, and so on, until such a contract can be negotiated at a fair and reasonable price.

Should the Owner determine in writing and in its sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that Offeror. The Owner reserves the

right to cancel or reject any or all proposals, to waive any informalities in any proposal received and to negotiate and award a contract deemed to be in the Owner's best interest.

7. SPECIAL TERMS AND CONDITIONS

- 7.1. **Contingent Fee Warranty:** The Firm warrants that it has not employed or retained any person or persons not generally associated with Firm for the purpose of soliciting or securing this agreement. The Firm further warrants that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift or any other consideration contingent upon the award or making of this agreement. For breach of one or both of the foregoing warranties, the Owner shall have the right to terminate this agreement without liability, or in its discretion, to deduct from the agreed fee, payment or consideration, or otherwise recover, the full amount of said prohibited fee, commission, percentage, brokerage fee, gift or contingent fee.
- 7.2. **Authority to bind Firm in contract:** Proposals must give full name and address of Offeror. Failure to manually sign proposal may disqualify it. The person signing the proposal should show title or authority to bind the Firm in the contract. Firm full, legal name and authorized signature must appear on the proposal in the space provided.
- 7.3. **Severability:** In the event any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.
- 7.4. **Performance: Unacceptable Performance –** The Owner reserves the right to inspect all operations and to withhold payment for any work not performed to or performed not in accordance with specifications/contract documents. Payments withheld for unsatisfactory performance may be released upon receipt of satisfactory evidence that the work has been corrected to the Owner's satisfaction. These corrections shall be at no cost to the Owner. The Firm shall correct deficiencies within twenty-four (24) hours of notice by telephone or in writing. Failure to do so shall be cause for withholding of payment for the service and may result in default action.



DEPARTMENT OF FINANCE

Procurement Division

Fauquier County Government & Public Schools
320 Hospital Drive, Suite 23
Warrenton, VA 20186-3037

procurement@fauquiercounty.gov



Phone (540) 422-8352

Fax (540) 422-8355

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator or School Superintendent, as applicable.

If this quote for goods or services is accepted by the County of Fauquier, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information.

- A. ____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.
- B. ____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.
- C. ____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9)

Legal Name of Offeror/Bidder

Date

Authorized Signature

Print or Type Name and Title

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DIVISION OF RISK MANAGEMENT INSURANCE CHECKLIST

Items marked "X" are required to be provided if award is made to your firm.

<u>Required</u>	<u>Coverage Required</u>	<u>Limits</u> <u>(figures denotes minimum)</u>
<u>X</u>	1. Workers' Compensation and Employers' Liability; Admitted in Virginia Employers' Liability All States Endorsement USL & H Endorsement Voluntary Compensation Endorsement Best's Guide Rating-A-VIII or better or its equivalent	1. Statutory Limits of the Commonwealth of VA Yes \$100,000/\$500,000/\$100,000 Statutory Statutory
<u>X</u>	2. Commercial General Liability General Aggregate Products/Completed Operations Personal and Advertising Injury Fire Legal Liability Best's Guide Rating-A-VIII or better or its equivalent	2. \$1,000,000 (CSL) Each Occurrence \$2,000,000 \$2,000,000 \$1,000,000 \$100,000 Per Occurrence
<u>X</u>	3. Automobile Liability Owned, Hired, Borrowed & Non-owned Motor Carrier Act End. Best's Guide Rating-A-VIII or better, or its equivalent	3. \$1,000,000 combined Single Limit Bodily Injury and Property Damage Each Occurrence (note, symbol "1" on liability coverage)
<u>X</u>	4. Prof. Errors and Omissions Best's Guide Rating-A-VIII or better or its equivalent	4. \$1,000,000 (CSL) Each Claim
—	5. Garage Liability	5. \$1,000,000 CSL Each Occurrence
—	6. Garage Keeper's Legal Liability Best's Guide Rating-A-VIII or better, Or its equivalent	6. a) Maximum Value of One Vehicle b) Maximum Value of All Vehicles Held by Contractor
—	7. Umbrella Liability Best's Guide Rating-A-VIII or better, or its equivalent.	7. \$1,000,000 Minimum
—	8. Other Insurance: Cyber Liability as needed	8. \$1,000,000 Minimum
<u>X</u>	9. Auto and General Liability Policies shall be endorsed to name Fauquier County and/or Fauquier County Public School Board as additional insured (This coverage is primary to all other coverage The County and Schools may possess and must be shown on the certificate)	
<u>X</u>	10. The Contractor shall provide 30 days written notice of any policy cancellation for policies specified on this Checklist to Fauquier County and/or Fauquier County School Board in accordance with the timelines and stipulations in Code of Virginia Section 38.2-231.	
<u>X</u>	11. The Certificate must state Bid/RFP No. and Bid/RFP Title.	
<u>X</u>	12. Contractor shall submit Certificate of Insurance within five (5) business days from notification of award, and shall provide updated Certificates for the duration of the contract.	

OFFEROR STATEMENT

We understand the Insurance Requirements of these specifications and will comply in full if awarded this contract.

FIRM

SIGNATURE

Revised 4/8/2021, Proc/HR

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CERTIFICATION OF NO CRIMES AGAINST CHILDREN

Contractor acknowledges that the implementation of this Contract requires Contractor, Contractor's employees, or other persons that will provide services under this Contract to have direct contact with students and children. Therefore, Contractor hereby certifies that neither Contractor, Contractor's employees, nor any person that will provide services under this Contract who will have direct contact with students and children on Fauquier County Public School and/or Fauquier County property have been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.

Contractor understands that, pursuant to Code of Virginia §22.1-296.1, making a materially false statement regarding offenses which are required to be included in the certification referenced above is a Class 1 misdemeanor and, upon conviction, the fact of such conviction shall be grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services. Fauquier County Public Schools and/or Fauquier County shall not be liable for materially false statements regarding the certifications required under this Contract.

Contractor certifies that employees, or any person who will have direct contact with students and children under this contract have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of child.

Company Name

Contract # and Title

Company Address

Company Phone Number

Print Name of Authorized Representative

Authorized Representative Title

Authorized Representative Signature

Date

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GENERAL CONDITIONS AND INSTRUCTIONS FOR PROFESSIONAL A/E SERVICE CONTRACTS

Revised 8/30/2012

Firm: These general rules and conditions shall apply to all purchases and be a part of each solicitation and every contract awarded by the Procurement Division, unless otherwise specified. The Procurement Division is responsible for the purchasing activity of Fauquier County and the Fauquier County School Board. The term "Owner" as used herein refers to the contracting entity which is the signatory on the contract and may be either Fauquier County, or the Fauquier County School Board, political subdivisions of the Commonwealth of Virginia, or both. Offeror or their authorized representatives are expected to inform themselves fully as to the conditions, requirements, and specifications before submitting proposals: failure to do so will be at the offeror's own risk and except as provided by law, relief cannot be secured on the plea of error.

Subject to all Federal, State and local laws, policies, resolutions, regulations, rules, limitations and legislation, proposals on all solicitations issued by the Procurement Division will bind offerors to applicable conditions and requirements herein set forth unless otherwise specified in the solicitation.

-
1. **AUTHORITY**-Except as delegated in the Procurement Procedures Manual, the Purchasing Agent has the sole responsibility and authority for negotiating, placing and when necessary modifying every solicitation, contract and purchase order issued by the Owner. In the discharge of these responsibilities, the Purchasing Agent may be assisted by assigned buyers. Unless specifically delegated by the Purchasing Agent, no other Owner officer or employee is authorized to order supplies or services, enter into purchase negotiations or contracts, or in any way obligate the Owner for an indebtedness. Any purchase order or contract made which is contrary to these provisions and authorities shall be of no effect and void and the Owner shall not be bound thereby.
 2. **COMPETITION INTENDED:** It is the Owner's intent that this solicitation permit competition. It shall be the Offeror's responsibility to advise the Purchasing Agent in writing if any language, requirement, specification, etc., or any combination thereof, stifles competition or inadvertently restricts or limits the requirements stated in this solicitation to a single source. The Purchasing Agent must receive such notification not later than five (5) business days prior to the deadline set for acceptance of the proposals.

CONDITIONS OF BIDDING

3. **CLARIFICATION OF TERMS** - If any Offeror has questions about the specifications or other solicitation documents, the prospective Offeror should contact the buyer whose name appears on the face of the solicitation no later than five (5) business days prior to the date set for receipt of proposals. Any revisions to the solicitation will be made only by addendum issued by the Buyer. Notifications regarding specifications may not be considered if received in less than five (5) business days of the date set for receipt of proposals.
4. **MANDATORY USE OF OWNER FORM AND TERMS AND CONDITIONS:** Failure to submit a proposal on the official Owner form provided for that purpose shall be a cause for rejection of the proposal. Unauthorized modification of or additions to any portion of the Request for Proposal may be cause for rejection of the proposal. However, the Owner reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject any proposal which has been modified.
5. **LATE PROPOSALS & MODIFICATION OF PROPOSALS:**

Any bid/proposal/modification received at the office designated in the solicitation after the exact time specified for receipt of the bid/proposal/modification is considered a late bid/proposal/modification. The Owner is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Bidder/Offeror to ensure their bid/proposal reaches the Procurement Division by the designated date and hour.

- a. The official time used in the receipt of bids/proposals is that time stamp within the Bonfire Portal.
- b. Late bids/proposals/modifications will be returned to the Bidder/Offeror UNOPENED, if solicitation number, acceptance date and Bidder/Offeror's return address is shown on the container.
- c. If the Owner closes its offices due to inclement weather or other unforeseen emergency scheduled bid openings or receipt of proposals will be extended to the next business day, same time.

6. **WITHDRAWAL OF BIDS/PROPOSALS:**

A Bidder/Offeror for a contract other than for public construction may request withdrawal of his or her bid/proposal under the following circumstances:

- d. Bids/Proposals may be withdrawn on written request from the Bidder/Offeror received at the address shown in the solicitation prior to the time of acceptance.
- e. Requests for withdrawal of bids/proposals after opening of such bids/proposals but prior to award shall be transmitted to the Purchasing Agent, in writing, accompanied by full documentation supporting the request. If the request is based on a claim of error, documentation must show the basis of the error. Such documentation may take the form of supplier quotations, vendor work sheets, etc. If bid bonds were tendered with the bid, the Owner may exercise its right of collection.

No Bid/Proposal may be withdrawn under this paragraph when the result would be the awarding of the contract on another bid/Proposal of the same bidder/offeree or of another bidder/offeree in which the ownership of the withdrawing bidder/offeree is more than five percent. In the case of Invitation for Bid's, if a bid is withdrawn under the authority of this paragraph, the lowest remaining bid shall be deemed to be the low bid. No bidder/offeree who is permitted to withdraw a bid/proposal shall, for compensation, supply any material or labor or to perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid/proposal was submitted.

7. **IDENTIFICATION OF PROPOSAL ENVELOPE:** The signed proposal and requested copies should be returned in a separate envelope or package, sealed and identified with the following information:

ADDRESSED AS INDICATED ON PAGE 1
RFP NUMBER
TITLE
PROPOSAL DUE DATE AND TIME
FIRM NAME AND COMPLETE MAILING ADDRESS (RETURN ADDRESS)

If a proposal is not addressed with the information as shown above, the Offeror takes the risk that the envelope may be inadvertently opened and the information compromised, which may cause the proposal to be disqualified. Proposals may be hand delivered to the designated location in the office issuing the solicitation. No other correspondence or other proposals should be placed in the envelope.

8. **ACCEPTANCE OF PROPOSALS:** Unless otherwise specified, all formal proposals submitted shall be valid for a minimum period of one hundred twenty (120) calendar days following the date established for acceptance. At the end of the one hundred twenty (120) calendar days the proposal may be withdrawn at the written request of the Offeror. If the proposal is not withdrawn at that time it remains in effect until an award is made or the solicitation is canceled.
9. **OFFEROR'S PRESENT:** At the time fixed for the receipt of responses for Request for Proposals, only the names of the offerors will be read and made available to the public.
10. **RESPONSE TO SOLICITATIONS:** In the event a Firm cannot submit a proposal on a solicitation, the Firm is requested to return the solicitation cover sheet with an explanation as to why the vendor is unable to submit a proposal. Because of the large number of firms listed on the Owner's Bidders List, it may be necessary to delete from this list the names of those persons, firms or corporations who fail to respond after having been invited to bid for three (3) successive solicitations. Such deletion will be made only after formal notification of the intent to remove the firm from the Owner's Bidder's List.
11. **DEBARMENT STATUS:** By submitting their proposals, Offerors certify that they are not currently debarred from submitting bids/proposals on contracts by the Owner, nor are they an agent of any person or entity that is currently debarred from submitting bids or proposals on contracts by the Owner or any agency, public entity/locality or authority of the Commonwealth of Virginia.
12. **ETHICS IN PUBLIC CONTRACTING:** The provisions contained in Sections 2.2-4367 through 2.2-4377 of the Virginia Public Procurement Act as set forth in the 1950 Code of Virginia, as amended, shall be applicable to all contracts solicited or entered into by the Owner. By submitting their bids/proposals, all Bidders/Offerors certify that their bids/proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other Bidder, Offeror, supplier, manufacturer or subcontractor in connection with their bid/proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services

or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

13. **NO CONTACT POLICY:** No Offeror shall initiate or otherwise have contact related to the solicitation with any Owner representative or employee, other than the Procurement Division, after the date and time established for receipt of proposals. Any contact initiated by an Offeror with any Owner representative, other than the Procurement Division, concerning this solicitation is prohibited and may cause the disqualification of the Offeror from this procurement process.
14. **CONFLICT OF INTEREST:** The Offeror certifies that to the best of its knowledge no employee of the Owner nor any member thereof, nor any public agency or official affected by the proposal, has a pecuniary interest in the business of the Offeror, and that no person associated with the Offeror has any interest that would conflict in any manner with the performance of the proposal.

GENERAL POLICIES FOR ARCHITECTURAL/ENGINEERING SERVICES

15. **LICENSE/REGISTRATION:** Entities (e.g., individuals, partnerships, or corporations) offering to provide architectural and/or engineering services shall be properly registered and licensed in Virginia as required by the Department of Professional and Occupational Regulation and, if incorporated, the State Corporation Commission. The architect or engineer in charge of each discipline shall be currently licensed in the Commonwealth of Virginia and shall affix his or her seal to those documents for which he or she is responsible.
16. **PRIME DESIGN PROFESSIONAL:** The Owner normally contracts with a single entity as “Prime Design Professional” to provide the project architectural and/or engineering services. The Prime Design Professional may have all necessary disciplines in-house or it may subcontract with consultants to provide services in some disciplines. The Prime Design Professional may be an architect, engineer, or an architect/engineer entity. For each project, the Owner determines which entity will best satisfy the Owner’s requirements for providing services. Meeting schedule and budget limitations and managing the services to be provided on the particular project.
17. **PROFESSIONAL SERVICES:** The architectural, civil, structural, mechanical and electrical portions of the project shall be planned and designed by or under the immediate supervision of a licensed architect or engineer (A/E) who has expertise in the particular discipline involved. Where such licensed expertise is not available within the A/E of record or where the A/E chooses to subcontract a part of the Work, the A/E shall employ an associate or consulting Architectural or Engineering firm with the requisite expertise to provide the required services. The consultants, associates, or subcontractors proposed by the A/E during the selection process to be part of the A/E project team shall perform the Work as proposed. If circumstances require a change, the A/E shall advise the Owner of the proposed change, the reasons therefore, and the name and qualifications of the proposed replacements. The replacements must be acceptable to the Owner.

Associates, consultants or subcontractors proposed to be part of the A/E’s project team shall be contracted by the A/E at the beginning of the Work and shall be active participants in all phases of the Work related to their discipline from beginning to end. The A/E shall be responsible to the Owner for the Work of all associates, consultants and subcontractors whether employees of the A/E or not, performed under the Contract.

18. **RELATIONSHIP OF ARCHITECT/ENGINEER TO OWNER:** Once the Contract for A/E services has been fully executed, the A/E shall be the professional advisor and consultant to the Owner for technical matters related to the project and shall be responsible directly to and only to the Owner. The Owner shall communicate all approvals, rejections, change requirements and other similar information to the A/E. The A/E shall advise the Owner of changes necessary to keep the project within the prescribed area and cost limits.

Generally, the Owner will observe the procedure of issuing orders to the Contractor through the A/E or, if the A/E’s construction period duties have been so modified, through the Owner’s designated project representative. If the Owner issues orders directly to the Contractor, the A/E shall be copied on such orders.

19. **“DESIGN NOT TO EXCEED” COST AS RELATED TO A/E CONTRACT:** The Owner shall provide the A/E with a description of the project including information on functions, space requirements, special features and requirements, aesthetic requirements, authorized square footage and “Design not to exceed” construction budget. The A/E’s contract requires that if the low bid exceeds the “Design-not-to-exceed” cost identified in the A/E Contract by more than 10%, any A/E revisions to the plans and specifications required to bring the cost of the project within the “Design-not-to-exceed” cost may be executed by the A/E at no additional cost to the Owner.

The A/E's cost estimates shall be to a level of detail commensurate with the current level of design. The A/E shall submit a cost estimate with each phase submittal. If the cost estimate indicates a potential problem in securing a bid within the "Design-not-to-exceed" cost, the A/E shall notify the Owner and shall work with the Owner to redefine the design concepts of space utilization, building efficiencies, materials of construction, etc., so that the estimated cost of construction does not exceed the "Design-not-to-exceed" cost. Substantial changes in the project scope, such as those which affect the area or function of the proposed facility, must be justified by the A/E and may require approval of the Board of Supervisors or School Board as appropriate.

20. **CODE AND REGULATORY COMPLIANCE:** The A/E is responsible for designing the project and administering the construction phase of the project in accordance with the Virginia Statewide Building Code (Code), and other regulatory requirements applicable to the project. Nothing contained herein shall be construed as relieving any A/E, professional design consultant, supplier or any other participant from any professional or legal responsibility for performance. Reviews, comments and approvals by the Owner in no way absolve any other person, firm or corporation involved in a project from their full responsibilities under law, codes and professional practice as required in projects for the Owner. Lack of comment by the Owner does not relieve the A/E from designing to meet the Code requirements or applicable state regulations or local regulations related to water, sewer, fire department services, and other utilities.

If the correction of a Code or regulatory violation results in a Change Order during construction, any additional costs incurred shall be borne by the party responsible for the violation. The Owner will bear only costs attributable to actual Code or regulation-required enhancement of the project.

If the A/E believes that a Code or regulation is unclear as to meaning, he shall request a written opinion as to the applicable interpretation from the applicable regulatory agency, as appropriate, and the A/E shall be entitled to rely on the written opinion, if any, which he receives.

21. **DESIGN ERRORS AND/OR OMISSION AND A/E LIABILITY INSURANCE:** The A/E shall carry professional liability insurance covering negligent acts, errors, and omissions in an amount not less than 5% of the estimated cost of construction of all Owner projects designed by the A/E which are currently under construction, but in no event shall the amount of professional liability insurance be less than \$100,000. The A/E shall maintain this insurance in force after completion of the services under the Contract for a period of five years after completion of construction.

The Owner's review, approval, or acceptance of, nor payment for any of the services required shall be construed to operate as a waiver by the Owner of any rights or any cause of action arising out of the Contract. The A/E shall be and remain liable to the Owner for all costs of any kind which are incurred by the Owner as a result of negligent acts, errors, or omissions on the part of the A/E including its subcontractors and consultants, in the performance of any of the services furnished.

The A/E shall be responsible for all costs resulting from its errors, omissions, and other breaches of the applicable standards of care established under Virginia law including, but not limited to, its own costs for labor and other in-house costs, any resulting Contractor Change Order costs including the costs for demolition, cutting, patching, repairs, removal, or modification of Work that is already in place, any Firm or Owner delay damages, and any judgments, fines or penalties against the Owner resulting from A/E errors, omissions, and other breaches of the applicable standards of care. However, the A/E shall not be responsible for the cost of the correct equipment or system which should have been originally specified, except the A/E shall be responsible for any increased costs, whether the result of inflation, reordering, restocking or otherwise, of incorporating the corrected Work into the Contractor's Contract Change Order. For the purposes of determining the A/E's share of such costs for Work which has not yet been performed, the cost of Work performed by Contractor's Change Order shall generally be presumed to be 15% greater than if the Work had been included in the Contractor's Contract. The A/E shall have the burden of disproving this presumption.

The Owner shall actively pursue reimbursement of costs resulting from the A/E's errors, omissions, or breaches of the applicable standard of care. Upon determination that there may be A/E financial responsibility involved, the A/E shall be contacted by the Owner. The A/E shall be advised of the design deficiency, informed that it is the Owner's opinion that the A/E may be financially responsible, and requested to provide a technical solution to the problem, including cost estimate. Upon notification of potential liability, the A/E should coordinate with the Owner to determine required technical support and timing to minimize delay costs. Pending final decision by the Owner, the A/E will be invited to attend all price negotiations with the Contractor for the corrective work. The A/E shall participate as a non-voting technical advisor to the Owner's negotiator. If the A/E refuses to cooperate in the negotiations or disputes its responsibility, the Owner shall have the right to proceed with the remedial construction and/or change order negotiations without the A/E.

22. **OWNERSHIP OF DOCUMENTS AND MATERIALS:** Ownership of all materials and documentation including the original drawings and the Plans and Specifications and copies of any calculations and analyses prepared pursuant to the Contract between the Owner and the A/E, shall belong exclusively to the Owner. Such materials and documentation, whether completed or not, shall

be the property of the Owner whether the work for which they are made is executed or not. The A/E shall not use these materials on any other work or release any information about these materials without the express written consent of the Owner.

Such material may be subject to public inspection in accordance with the Virginia Freedom of Information Act. Security-related documents and information are excluded from the Act unless a specific need to know can be shown. Trade secrets or proprietary information submitted by a bidder, offeror, or Firm in connection with a procurement transaction shall not be subject to disclosure under the Virginia Freedom of information Act, provided the bidder, offeror, or Firm invokes the protections of §2.2-4342, Code of Virginia, prior to or upon submission of the data or other materials, identifies the data or materials to be protected and states the reason why the protection is necessary.

The A/E shall provide the following documents to the Owner at the completion of the A/E's work:

- Original sealed and signed drawings
- Original copy of the specifications
- Copy of analyses made the project
- Indexed copy of the calculations made by each discipline for the project
- The Owner copy of all shop drawings, submittals, cut sheets, operation and maintenance instructions, parts lists, and other material related to the project

The Owner has the right to use the project documents as a prototype to demonstrate scope, size, functional relationship, etc., to an A/E designing a similar project. The A/E for the original project design shall not be responsible or liable to the Owner for any such use of the documents.

The A/E for the similar project shall be responsible for providing a complete set of project and location-specific "Final Documents" with its seals and signatures which meet all applicable codes and standards in effect at the time those "Final Documents" are submitted.

23. **STANDARD PLANS:** Where the Owner has engaged the A/E to prepare "Standard Designs" and/or "Standard Plans" for structures such as picnic shelters, sheds, bath houses, single family residences, cabins and utility buildings for the Owner to site adapt for use at various locations, the drawings for the Standard Plans shall show:

- The name of the Owner,
- The Title of the Standard Structure for which the design was developed
- The name of the A/E, and
- The seal and signature of the responsible licensed professional.

The Standard Plans shall also show the applicable codes, standards, loadings and design parameters used to develop the design.

Where the A/E has not been engaged to review the site adaption of the Standard Plans nor review the submittals or construction, the Owner, and not the A/E, shall be responsible for the proper site adaption and use of the Standard Plans. The A/E shall, however, be responsible for negligent acts, errors or omissions in the Standard Plans.

When the Work involves the site adaption of Standard Plans, the cover sheet for the project plans shall list the drawings included in the set of plans and shall differentiate between the Standard Plans and the "site-specific" site development, utility, and foundation drawings prepared by the A/E for that site. These site-specific drawings shall be sealed and signed by the responsible licensed A/E.

24. **REQUIREMENTS FOR A/E SEALS AND SIGNATURES:** General: The seal and signature of the licensed Professional Engineer, Architect or Certified Landscape Architect on the drawings provides notice to the public the drawings are complete and that the professional has exercised complete direction and control over the work to which the seal or signature is affixed. All plans and specifications for building projects designed for the Owner must bear the seal and signature of the responsible licensed professional.

Each drawing to be reproduced shall show:

- The name of the A/E,
- The Project Title
- The Project location
- The Project number (IFB number)
- The Drawing/Sheet Title
- The Drawing/Sheet number
- The seal and signature of the responsible licensed professional, and

- The uniform date of the completed documents.

The Title sheet drawing(s) shall also have:

- The Index of Drawings
- The Project VUSBC data
- The Seal and Signature of the A/E Principal in Charge of the project, and
- The uniform date of the completed documents
- (A/E may also require the seal and signature of a principal of its consultants).

The Specifications Table of Contents shall have:

- The Seal and Signature of the A/E Principal in charge of the project
- The uniform date of the completed documents, and
- The listing of specifications sections included for the project.
- (A/E may also require the seal and signature of a principal of its consultants).

“Working Drawing Sets” submitted to the Owner for review are expected to be complete documents ready for bidding. All drawings except the cover sheet shall bear the seal of the responsible licensed professional. The Cover Sheet shall show a complete list of the Drawings in the set, but a seal and signature are not required at this submission.

“Final Documents” are completed documents ready for bidding and include all corrections required by the Owner review. Each sheet of the drawings reproduced in the bid documents, including the cover sheet, shall bear the seal and signature of the responsible licensed professional and a uniform document date. The original cover sheet without seal and signature shall be reproduced and attached to copies of the other drawings in the set. Each cover sheet print shall then be sealed, signed and dated with original seals and signatures.

“Addendum” to the Final Documents: The first sheet of each and every Addendum issued to bidders shall show the number of pages in the Addendum and shall list any attached sketches, drawings or other material included in the Addendum. In addition, the first sheet of each and every Addendum shall bear the name of the project, the project number, the date and the seal and signature of the responsible licensed professional.

25. **SUBCONTRACTS:** No portion of the A/E professional services shall be subcontracted without prior written consent of the Owner. Consultants proposed by the A/E during the selection and fee negotiation phases are assumed to be acceptable to the Owner unless the Owner notes otherwise during those phases. In the event that the A/E desires to subcontract some part of the Work required by the Contract to a consultant or subcontractor not previously approved, the A/E shall furnish the Owner names, qualifications and experience of the proposed consultants. The A/E shall, however, remain fully liable and responsible for all Work performed by his consultants and subcontractors and shall assure that their Work complies with all requirements of the A/E’s Contract.
26. **DESIGN OF SECURITY SYSTEMS:** Any Bidder/Offeree for the installation, service, maintenance, or design of security equipment or any central station alarm condition monitoring service shall be licensed by the Department of Criminal Justice Services pursuant to §9-183, Code of Virginia. An A/E proposing to provide any of these services with its own staff shall be exempt from the DCJS licensing requirement if properly licensed by the APELSLA Board (§9-183.2; Code of Virginia). If the A/E proposes to have the security system designed by a subcontractor/consultant, such entity shall be properly licensed as required by §9-183, Code of Virginia.

Any projects designed by the A/E which have such security systems shall include the licensing requirements of §9-183, Code of Virginia, in the specifications and the requirement that the successful bidder shall provide documentation within five (5) calendar days of bid opening that the entity (Contractor or subcontractor) performing the security system work possesses the proper license.

AWARD

27. **AWARD OR REJECTION OF BIDS:** Awards made in response to a RFP will be made to the highest qualified offeror whose proposal is determined, in writing, to be the most advantageous to the Owner taking into consideration the evaluation factors set forth in the RFP. The Purchasing Agent reserves the right to reject any or all proposals and to waive any informality in proposals received whenever such rejection or waiver is in the best interest of the Owner. Award may be made to as many offerors as deemed necessary to fulfill the anticipated requirements of the Owner. The Purchasing Agent also reserves the right to reject the proposal if an Offeror is deemed to be a non-responsible Offeror.

28. **ANNOUNCEMENT OF AWARD:** Upon the award or announcement of the decision to award a contract as a result of this solicitation, the Procurement Division will publicly post such notice on the bulletin board located on the 2nd Floor, 320 Hospital Drive, Warrenton, Virginia. Award results may be viewed at the Procurement Website at www.fauquiercounty.gov/government/departments/procurement.
29. **QUALIFICATIONS OF OFFERORS:** The Owner may make such reasonable investigations as deemed proper and necessary to determine the ability of the Offeror to perform the work/furnish the service(s) and the Offeror shall furnish to the Owner all such information and data for this purpose as may be requested. The Owner reserves the right to inspect Offeror's physical facilities prior to award to satisfy questions regarding the Offeror's capabilities. The Owner further reserves the right to reject any proposal if the evidence submitted by or investigations of, such Offeror fails to satisfy the Owner that such Offeror is properly qualified to carry out the obligations of the contract and to complete the work/furnish the service(s) contemplated therein.

CONTRACT PROVISIONS

30. **APPLICABLE LAW AND COURTS:** Any contract resulting from this solicitation shall be governed in any respects by the laws of Virginia, and any litigation with respect thereto shall be brought in the Circuit Court of Fauquier County, Virginia. The Firm shall comply with applicable federal, state and local laws and regulations.
31. **IMMIGRATION REFORM AND CONTROL ACT OF 1986:** By submitting their bids, Bidders certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.
32. **ANTI-TRUST:** By entering into a contract, the Firm conveys, sells, assigns, and transfers to the Owner all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust law of the United States and Fauquier County, relating to the particular goods or services purchased or acquired by the Owner under said contract. Consistent and continued tie bidding could cause rejection of bids by the Purchasing Agent and/or investigation for Anti-Trust violations.
33. **PAYMENT TERMS:** Unless otherwise provided in the solicitation payment will be made forty-five (45) days after receipt of a proper invoice, or forty-five (45) days after receipt of all goods or acceptance of work, whichever is the latter.
1. Invoices for items/services ordered, delivered/performed and accepted shall be submitted by the Firm directly to the payment address shown on the purchase order/contract. All invoices shall show the contract number, purchase order number, and any federal employer identification number.
 2. Any payment terms requiring payment in less than 45 days will be regarded as requiring payment 45 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 45 days, however.
 3. The date of payment shall be deemed the date of postmark in all cases where payment is made by mail.
 4. Any payment made by the Firm to the Owner shall only be made in U.S. Dollars. If payment is received in foreign currency the Owner may, in its sole discretion, reject such payment and require immediate compensation in U.S. Dollars.
34. **PAYMENT TO SUBCONTRACTORS:** A Firm awarded a contract under this solicitation is hereby obligated:
1. To pay the subcontractor(s) within seven (7) days of the Firm's receipt of payment from the Owner for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract; or
 2. To notify the Owner and the subcontractor(s), in writing, of the Firm's intention to withhold payment and the reason.
- The Firm is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the Firm that remain unpaid seven (7) days following receipt of payment from the Owner, except for amounts withheld as stated in 2 above. The date of mailing of any payment by U.S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A Firm's obligation to pay an interest charge to a subcontractor may not by construed to be an obligation of the Owner.
35. **ASSIGNMENT OF CONTRACT:** A contract shall not be assignable by the Firm in whole or in part without the written consent of the Purchasing Agent.

36. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the Owner, after due oral or written notice, may procure them from other sources and hold the Firm responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to other remedies which the Owner may have.
37. **ANTI-DISCRIMINATION:** By submitting their bids/proposals, Bidders/Offerors certify to the Owner that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and Section 2.2-4311 of the *Virginia Public Procurement Act*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (Code of Virginia, §2.2-4343.1(E)).

In every contract over \$10,000 the provisions in A and B below apply:

A. During the performance of this contract, the Firm agrees as follows:

1. The Firm will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Firm. The Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Firm, in all solicitations or advertisements for employees placed by or on behalf of the Firm, will state that such Firm is an equal opportunity employer.
3. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section.

B. The Firm will include the provisions of A. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

38. **SEX OFFENDER REGISTRY NOTIFICATION:** The Contractor shall not employ on school property any employee who is a registered sex offender and shall enforce the same restriction upon all sub-contractors and agents of Contractor.

Prior to starting work and quarterly during performance of the work, the Contractor shall check the Virginia State Police Sex Offender Registry to verify sex offender status of all employees and agents of Contractor and Sub-Contractors who are employed on school property by the Contractor or Sub-Contractor.

The Contractor shall furnish the Owner with evidence verifying compliance with the services.

Prior to starting work on-site, the Contractor shall submit a completed Fauquier County Public Schools "CERTIFICATION OF NO CRIMES AGAINST CHILDREN" form, a copy of which is included in this solicitation.

39. **INVOICES:** Invoices for items ordered, delivered and accepted shall be submitted by the Firm directly to the payment address shown on the purchase order/contract. All invoices shall show the RFP number and/or purchase order number.

40. **CHANGES TO THE CONTRACT:** Changes can be made to the contract in any of the following ways:

- A. The parties may agree to a written modification of the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
- B. The Owner may order changes within the general scope of the contract at any time by written notice to the Firm. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The Firm shall comply with the notice upon receipt. The Firm shall be

compensated for any additional costs incurred as the result of such order and shall give the Owner a credit for any savings. Said compensation shall be determined by one of the following methods.

1. By mutual agreement between the parties in writing; or

2. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the Firm accounts for the number of units of work performed, subject to the Owner's right to audit the Firm's records and/or determine the correct number of units independently; or

3. By ordering the Firm to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The Firm shall present the Owner with all vouchers and records of expenses incurred and savings realized. The Owner shall have the right to audit the records of the Firm as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Procurement Division within thirty (30) days from the date of receipt of the written order from the Procurement Division. If the parties fail to agree on an amount of adjustment, the questions of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for relieving disputes provided by the Disputes Clause of this contract. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the Firm from promptly complying with the changes ordered by the Owner or with the performance of the contract generally.

C. No modification for a fixed price contract may be increased by more than 25% or \$50,000, whichever is greater without the advanced written approval of the Board of Supervisors or the School Board, as applicable.

41. **INDEMNIFICATION:** Firm shall indemnify, keep and save harmless the Owner, its agents, officials, employees and volunteers against claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, cost and expenses which may otherwise accrue against the Owner in consequence of the granting of a contract or which may otherwise result therefrom, if it shall be determined that the act was caused through negligence or error, or omission of the Firm or his or her employees, or that of the sub Firm or his or her employees, if any; and the Firm shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the Owner in any such action, the Firm shall, at his or her own expenses, satisfy and discharge the same. Firm expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by the Firm, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Owner as herein provided.

42. **DRUG-FREE WORKPLACE:** During the performance of this contract, the Firm agrees to (i) provide a drug-free workplace for the Firm's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Firm's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Firm that the Firm maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a Firm in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

43. **TERMINATION:** Subject to the provisions below, the contract may be terminated by the Owner upon thirty (30) days advance written notice to the other party. Any contract cancellation notice shall not relieve the Firm of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

A. Termination for Convenience: The Owner may terminate the Contract in whole or in part for convenience by delivering to A/E a written notice of termination specifying the extent to which performance under the Contract is terminated and the effective date of the termination. Upon receipt of such notice, the A/E must stop Work, including but not limited to Work performed by subcontractors and consultants, at such time and to the extent specified in the notice. If the Contract is terminated for convenience, the A/E shall be entitled to those fees earned for Work performed in accordance with the Contract prior to the notice of termination. Thereafter, the A/E shall be entitled to any fees earned for work not terminated, but shall not be entitled to lost profits for the portions of the Contract which were terminated. The A/E will be compensated for reasonable costs or expenses for delivery to the Owner of the products of the services for which the A/E has or will receive compensation.

- B. Termination for Cause: If the A/E should substantially breach the Contract or fail to perform the services, or any portion thereof, required by the Contract, the Owner may terminate the Contract for cause by giving written notice as set forth above or may give the A/E a stated period of time within which to remedy its breach of contract. If the A/E shall fail to remedy the breach within the time allotted by the Owner, the Contract may be terminated by the Owner at any time thereafter upon written notice, effective immediately upon receipt. The Owner's forbearance in not terminating the Contract shall not constitute a waiver of the Owner's right to terminate in the future for similar breaches or failures to perform. If the Contract is terminated for cause, the A/E shall be responsible for all damages incurred by the Owner as a result of the A/E's breach of Contract or failure to perform, including but not limited to, all costs and expenses incurred in securing a replacement A/E to fulfill the obligations of the Contract. The thirty (30) days advance notice requirement is waived in the event of Termination for Cause.
- C. Termination Due to Unavailability of Funds in Succeeding Fiscal Years: When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the contract shall be canceled.
- D. Delivery of Materials: Any termination shall not relieve the A/E of the obligation to deliver to the Owner all products of the services for which the A/E has been or will be compensated, including, but not limited to; the original drawings and specifications, copies of CADD diskettes or tapes, calculations, and analyses. Unless otherwise agreed to in writing, the A/E shall deliver the materials to the Owner within thirty (30) days of receipt of the notice of termination. Failure to do so shall result in the withholding of final payment and shall constitute a material or substantial breach of Contract.
- E. Compensation Due the A/E: When the A/E is terminated for convenience, the following method shall be utilized in computing amounts due the A/E for services prior to termination:
- If terminated at the completion of a design phase or the bidding phase, the amount due shall be the cumulative total of the fees for the phases completed according to the Contract.
 - If terminated prior to completion of a design phase or the bidding phase, the amount due shall be the sum of the previously completed phase fees plus a negotiated amount based on the portion of services provided for the phase not completed.
 - If terminated during the construction phase, the total amount earned shall be the sum of the previously completed design phase and bidding phase fees plus a negotiated amount based on the portion of the construction period services provided through the notice of termination.
 - Payment for Additional Services portion of the fee shall be any portion of those services provided up through the notice of termination.
 - Payment for the Reimbursable Expenses shall be based on approved reimbursable expenses incurred up through the notice of termination.

The A/E shall submit invoices for all such amounts in accordance with the normal billing process, but in no event later than 60 days after the last Work is performed. All amounts invoiced are subject to deductions for amounts previously paid or for amounts due the Owner.

44. **VIRGINIA FREEDOM OF INFORMATION ACT**: All proceedings, records, contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act except as provided below:
- a. Cost estimates relating to a proposed procurement transaction prepared by or for a public body shall not be open to public inspection.
 - b. Any competitive sealed bidding bidder, upon request, shall be afforded the opportunity to inspect bid records within a reasonable time after the opening of bids but prior to award, except in the event that the Owner decides not to accept any of the bids and to reopen the contract. Otherwise, bid records shall be open to public inspection only after award of the contract. Any competitive negotiation offeror, upon request, shall be afforded the opportunity to inspect proposal records within a reasonable time after the evaluation and negotiations of proposals are completed but prior to award except in the event that the Owner decides not to accept any of the proposals and to reopen the contract. Otherwise, proposal records shall be open to the public inspection only after award of the contract except as provided in paragraph "c" below. Any inspection of procurement transaction records under this section shall be subject to reasonable restrictions to ensure the security and integrity of the records.
 - c. Trade secrets or proprietary information submitted by a bidder, offeror or Firm in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the bidder, offeror or Firm

must invoke the protections of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

- d. Nothing contained in this section shall be construed to require the Owner, when procuring by “competitive negotiation” (Request for Proposal), to furnish a statement of reasons why a particular proposal was not deemed to be the most advantageous to the Owner.

45. **AUDIT:** The A/E, by signing the Contract, agrees to retain all books, records, and other documents relative to the Contract for five (5) years after final payment, or until audited by the Owner, whichever is sooner. The Owner, its authorized agents, and/or State auditors shall have full access to and the right to examine any of the materials during said period.
46. **COMPLIANCE WITH FEDERAL, STATE, AND LOCAL LAWS AND FEDERAL IMMIGRATION LAW:** During the term of any contract, the Contractor does not, and shall not during the performance of the contract for goods and services in the Commonwealth of Virginia, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
47. **VIRGINIA STATE CORPORATION COMMISSION:** If required by law, the Contractor shall maintain a valid certificate of authority or registration to transact business in Virginia with the Virginia State Corporation Commission as required by Section 13.1 or Title 50 of the Code of Virginia, during the term of the Contract or any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth to be revoked or cancelled at any time during the terms of the contract. If the Contractor fails to remain in compliance with the provisions of this section, the contract may become void.

OFFEROR/FIRM REMEDIES

48. **PROTEST OF AWARD OR DECISION TO AWARD:** Any Offeror who desires to protest the award or decision to award a contract, by either Fauquier County or The School Board of Fauquier County, shall submit such protest in writing to the County Administrator (if the award or decision to award was made by Fauquier County) or the Superintendent of Schools (if the award or decision to award was made by the School Board of Fauquier County), no later than ten (10) days after public notice of the award or announcement of the decision to award, whichever comes first. No protest shall lie for a claim that the selected Offeror is not a responsible Offeror. The written protest shall include the basis for the protest and the relief sought. The County Administrator or the Superintendent of Schools, as the case may be, shall issue a decision in writing within ten (10) days stating the reasons for the action taken. This decision shall be final unless the offeror appeals within ten (10) days of the written decision by instituting legal action as provided in Section 7.8 C of the Procurement Policy. Nothing in this paragraph shall be construed to permit an offeror to challenge the validity of the terms or conditions of the solicitation.
49. **DISPUTES:** Contractual claims, whether for money or other relief, shall be submitted in writing to the Superintendent of Schools (if the claim is against the Public School Board of Fauquier County) or the County Administrator (if the claim is against Fauquier County) no later than sixty (60) days after final payment; however, written notice of the Firm's intention to file such claim shall have been given at the time of the occurrence or beginning of the Work upon which the claim is based. Nothing herein shall preclude a contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the goods. Pendency of claims shall not delay payment of amount agreed due in the final payment. A written decision upon any such claims will be made by the School Board (if the claim is against the School Board of Fauquier County) or the County Board of Supervisors (if the claim is against Fauquier County) within sixty (60) days after submittal of the claim. The Firm may not institute legal action prior to receipt of the School Board or Board of Supervisor's (whichever is applicable) decision on the claim unless the applicable party fails to render such decision within sixty (60) days. The decision of the School Board or Board of Supervisor's (as applicable) shall be final and conclusive unless the Firm within six (6) months of the date of the final decision on a claim, initiates legal action as provided in Section 2.2-4364 of the Code of Virginia. Failure of the School Board or Board of Supervisors to render a decision within sixty (60) days shall not result in the Firm being awarded the relief claimed nor shall it result in any other relief or penalty. Should the School Board or Board of Supervisors (as applicable) fail to render a decision within sixty (60) days after submittal of the claim, the Firm may institute legal action within six (6) months after such 60-day period shall have expired, or the claim shall be deemed finally resolved. No administrative appeals procedure pursuant to Section 2.2-4365 of the Code of Virginia has been established for contractual claims under this contract.

MAY 20
2025

EPR_{PC}

Submitted by:
EPR, P.C., in association with
Michael Baker, Hill Studio, Tischler Bise

Cover Letter

Fauquier County Procurement Division
320 Hospital Drive
Suite 23 (2nd Floor)
Warrenton, VA 20186

March 20th, 2020

Subject: RFP# 25-121-C
Transportation Planning, Engineering & Consulting Services

Dear Procurement Staff:

The EPR, P.C. team is pleased to provide this proposal to assist Fauquier County with its transportation engineering and planning needs through this on-call contracting opportunity. Fauquier County is known as one of the best examples in the state with managing growth and infrastructure, including transportation, needs. This Request for Proposals for professional engineering services is intended to assist the County in addressing its growing technical and public service needs while ensuring the highest professional planning, engineering and design standards are used in accomplishing this assistance.

The Team:

The proposed team for this contract includes key staff from EPR from the prior three on-call contract cycles. This will allow for continuity of staff and add to our efficiency, and effectiveness, as we work on your projects. EPR will lead the team, which for this contract cycle also includes Michael Baker International (Baker) for their strong history working with VDOT Culpeper District should concerns arise that involve larger roadway improvement projects. For this contract cycle, EPR is also adding Hill Studio to help support small area planning efforts as it relates to placemaking and transportation strategies. Hill Studio also brings exceptional graphical capabilities and is a leading firm in Virginia for urban design, placemaking, and supporting County planning efforts. Finally, the EPR team includes Tischler Bise to address any fiscal impact fee planning that the County may desire relative to transportation investments and/or establishing a framework and system for traffic impact fees.

EPR provides on-call services to localities throughout Virginia, specializing in integrating transportation, land use, and urban design considerations to create implementable and lasting plans. Our nearby Charlottesville Virginia office will provide the majority of resources to support the County through this contract. Our subconsultant, Baker with offices in Northern Virginia, is a full service civil and transportation design firm capable of undertaking any aspect of roadway design and traffic planning tasks in support of EPR's staff. Baker's staff bring extensive relationships and history with the VDOT Culpeper District and a strong history and knowledge of VDOT's projects in Fauquier County. As previously noted, Hill Studio augments EPR's land use and transportation planning strength through their urban design studio and experience across Virginia and beyond. Likewise, Tischler Bise is one of the leading fiscal analysis experts in the nation and has prior experience with the County with fiscal impact planning. EPR and many of our teaming partners are located within a short drive of the County and we can continue to efficiently provide planning and engineering resources as needed at short notice.

Leadership in innovative multi-modal transportation planning:

Through our team's extensive experience working in the County, and from review of your Request for Proposals, it is clear that a well-integrated, balanced, context sensitive multimodal planning approach is desired. Our team combines exceptional planning experience in Virginia, from statewide policy planning, regional MPO long range planning, county comprehensive planning, and technical support to local governments. Our team brings extensive local experience and knowledge, along with national level leadership in innovative multi-modal and community transportation and land use planning.

This team also brings a keen understanding of helping localities with SMART SCALE and other grant source funding applications. Both EPR and Baker have supported dozens of grant applications for localities and VDOT, and have staff that worked embedded with VDOT for scoring of the applications. EPR also supported the Transportation Secretary's Office of Intermodal Planning and Investment (OIPI) for the development of elements of the scoring criteria and continue to provide leadership for the Growth and Accessibility Program (GAP) studies across the state. We are well poised to help the County identify and select projects that can effectively compete for funding within the SMART SCALE environment, as well as other funding sources such as Revenue Share grant opportunities, Highway Safety Improvement Program grants, and identifying developer proffer opportunities.

We have evaluated our work backlog for key staff that would be assigned to this work, and we have the capacity to complete any transportation planning, design, and coordination tasks necessary to support the County in this next contract cycle. We greatly appreciate the opportunity to present our qualifications for this on-call contract and would like to summarize what we feel are the key strengths of our team and how they can help Fauquier County address future transportation planning and engineering challenges.

Understanding of integrated land use, urban design and transportation planning:

Our team has a unique appreciation of the value of integrating the disciplines of land use, urban design and transportation planning, and is composed of professionals with these specialties in equal proportions. This diversity of skills, coupled with our collaborative studio-based approach, has made us a leader in this integrative form of planning and design. Our Virginia work on projects such as the James City County Comprehensive Plan, which used innovative scenario modeling to inform land use and transportation decisions, leading the creation of Norfolk's transformative multimodal transportation plan, ongoing support of OIPI for statewide planning efforts, small area plan assistance in Fauquier County, and numerous corridor plans has demonstrated our success in integrating these complex planning relationships and resulted in plans that work from a transportation, design and community livability standpoint. Our team members, including Hill Studio, specialize in creating plans and identifying improvements necessary to further the growth vision of localities. As the County continues to refine and update its comprehensive plan, the EPR Team staff can provide a strong resource for service district plan updates, graphic creation, and communication in support of planning effort.

Understanding of Fauquier County:

The key staff proposed for this project has completed an extensive number of task orders for the County over the last 15+ years and has worked in and around the County outside of the current on-call contract. Some examples of our staff's experience include:

- Dozens of traffic impact study reviews for Fauquier County
- Small area plans for Opal, Bealeton, New Baltimore, and Marshall
- Traffic planning for the Mill Run Business Park area.
- Traffic planning in the Rogues Road area, and throughout New Baltimore
- Approximately 16 special planning studies and/or facilitation efforts in the County
- Community Conversations project in 2016
- Assistance with the Rural Areas Plan in 2017
- Marshall Main Street Streetscaping and Enhancements Work Zone Planning, Town of Marshall
- Warrenton Interchange – US 29/17/15 & Lord Fairfax (Baker)
- Route 28 in Bealeton Paving – included re-striped lanes to get 2 through lanes northbound
- Kettle Run High School Study and Access Improvements (EPR)
- Nearby Warrenton Comprehensive Plan update (Baker)
- VDOT District studies including two in Fauquier, specifically in Bealeton and along Route 29/15 near Dumfries Road (Baker)
- VDOT SMART SCALE Support including multiple applications within the VDOT Culpeper District and Fauquier County (Baker)
- Meets Road at Rout 15 Interchange – planning and design support (Baker)

Included in this proposal is a summary of our project experience that demonstrates our leading edge approach to innovative planning. References are provided for each project summarized and we encourage the County to contact our references regarding our project performance and ability to create innovative solutions and plans.

Thank you very much for this opportunity to respond to your request for proposals. If we can provide anything further or respond to questions while you evaluate the proposals, please contact me at your earliest convenience at 434-202-5082 or (m) 804-647-7700. We look forward to the opportunity to participate in the short list presentations in the next round of the selection process.

Very truly yours,
EPR, P.C.





Bill Wuensch, P.E., PTOE
Project Manager / Principal

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Section 01 - Certification Page (Per Section 5.1.1 of RFP)

	ISSUED BY: Fauquier County Government & Public Schools Procurement Division 320 Hospital Drive, Suite 23 Warrenton, VA 20186-3037	
	Telephone (540) 422-8352	

IFB/RFP Number:	RFP 25-121-C
Title:	Transportation Planning, Engineering and Consulting Services
Date Issued:	February 18th, 2025
Pre-Bid/Proposal	N/A
Deadline For Questions:	March 4th, 2025 @ 5:00pm
Bid/Proposal Due Date:	March 20th, 2025 @ 2:30pm

To be considered, all Bidders/Offerors must respond by the due date and time listed above., Bids and Offers will be accepted either via our solicitation portal: <https://fauquiercounty.bonfirehub.com/opportunities/> or via mail or delivery as indicated in this solicitation package. Late responses will not be accepted.

To be considered responsive, all Bidders/Offerors shall complete Section I-VII below and provide this sheet signed with any submission.

I. Company Identification			
Name:	EPR, PC	Contact Name:	Bill Wuensch
Mailing Address:	902 E. Jefferson St., #101	Title:	Principal
Remit Address:	Charlottesville, VA	Phone:	(c) 804-647-7700
FEIN #:	275485495	Fax:	w.wuensch@epr-pc.com
VA SCC ID#*:	07344856	Email:	


II. Company Classification	
Principal place of business located in (state)	VA State of incorporation VA

III. Check one:			
Sole Prop.		Limited Liability Corporation	
Partnership		Joint Venture	
Limited Partnership		Other	
Corporation	Y		

IV. Check all that apply:			
Small	Y	Minority Owned	
Women Owned	Y	Service-Disabled Veteran Owned	

V. Addenda Receipt Confirmation:							
Addendum #:	1	Y	Addendum #:		Addendum #:		Addendum #:

VI. Signature and Agreement	
In accordance with this Bid or Proposal request and subject to all terms, conditions and attachments, the undersigned offers and agrees to furnish the goods, and/or services in accordance with the submitted signed Bid or Proposal or as mutually agreed upon by subsequent negotiations. The undersigned certifies that they have read and understand all standard, supplemental, and/or special terms and conditions provided herein.	

Authorized Signature:		Date:	3-14-25
Printed Name:	William Wuensch	Title:	Principal

Submission Checklist – The following documents and forms are required as part of your submission:			
This Solicitation Response Form	✓	SCC ID Form	✓
Proposed Work Schedule		Copy of Virginia Contractor's License	
Insurance Checklist Form	✓	Copies of Fauquier County Business License	
Contractor Data Sheet with References	✓	Town of Warrenton Business License	
Other:		Other:	

Offers will be automatically renewed until such time as either an award is made, or proper Notice is given to the County of Offeror's intent to withdraw its offer. Offers may only be canceled by submitting Notice at least 15 days before the expiration of the then current 120-day period.

6.3 Proposal Organization

Proposals should be organized in the order in which the requirements are presented. Those requirements are listed in Attachment A to this RFP. All pages of the proposal should be numbered. Each paragraph in the proposal should reference the paragraph number of the corresponding section of the RFP. It is also helpful to cite the paragraph number and repeat the text of the requirement as it appears in the RFP. If a response covers more than one page, the paragraph number should be repeated at the top of the next page. The proposal should contain a table of contents, which cross-references the RFP requirements. Information which the offeror desires to present that does not fall within any of the requirements of the RFP should be inserted at an appropriate place or be attached at the end of the proposal and designated as additional material. Proposals that are not organized in this manner risk elimination from consideration if the evaluators are unable to find where the RFP requirements are specifically addressed. The Offeror's proposal should provide all the information that it considers pertinent to its qualifications for the project, and which respond to the Statement of Needs described. *Failure to include any of the below listed Proposal elements may be considered grounds to deem the proposal non-responsive.*

6.4 Proposal Preparation

- 6.4.1 An authorized representative of the Offeror shall sign proposals. All information requested should be submitted. Failure to submit all information requested may result in the Owner requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the Owner. Mandatory requirements are those required by law or regulation or are such that they cannot be waived and are not subject to negotiation.
- 6.4.2 Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.
- 6.4.3 In order to be considered for selection, Offerors must submit a complete response to the RFP. One (1) original via the <https://fauquiercounty.bonfirehub.com/>.

HARD COPY SUBMISSION OF PROPOSALS:

- 6.5 Offerors must submit a complete response to the RFP. In order to be considered responsive, the required number of copies in the requested format (requirements provided as part of Attachment A) must be submitted, along with a flash drive containing the full original proposal and, if applicable, a full redacted version.

All hard copy Proposals shall be submitted in a sealed envelope or package with the following information on the outside of each such envelope or package:

<i>From:</i>	EPR, PC	3/20/25	2:30PM
	<i>Name of Offeror</i>	<i>Due Date</i>	<i>Time</i>
	902 E. Jefferson St., #101	25-121-C	
	<i>Street or Box Number</i>	<i>RFP No.</i>	
	Charlottesville, VA 22902	Transportation Planning, Engineering, and Consulting Services	
	<i>City, State, Zip Code</i>	<i>RFP Title</i>	



Fax (540) 422-8355

8



DEPARTMENT OF FINANCE

Procurement Division
 Fauquier County Government & Public Schools
 320 Hospital Drive, Suite 23
 Warrenton, VA 20186-3037
 procurement@fauquiercounty.gov



Telephone (540) 422-8352

Fax (540) 422-8355

DIVISION OF RISK MANAGEMENT INSURANCE CHECKLIST

Items marked "X" are required to be provided if award is made to your firm.

<u>Required</u>	<u>Coverage Required</u>	<u>Limits</u> <u>(figures denotes minimum)</u>
<u>X</u>	1. Workers' Compensation and Employers' Liability; Admitted in Virginia Employers' Liability All States Endorsement USL & H Endorsement Voluntary Compensation Endorsement Best's Guide Rating-A-VIII or better or its equivalent	1. Statutory Limits of the Commonwealth of VA Yes \$100,000/\$500,000/\$100,000 Statutory Statutory
<u>X</u>	2. Commercial General Liability General Aggregate Products/Completed Operations Personal and Advertising Injury Fire Legal Liability Best's Guide Rating-A-VIII or better or its equivalent	2. \$1,000,000 (CSL) Each Occurrence \$2,000,000 \$2,000,000 \$1,000,000 \$100,000 Per Occurrence
<u>X</u>	3. Automobile Liability Owned, Hired, Borrowed & Non-owned Motor Carrier Act End. Best's Guide Rating-A-VIII or better, or its equivalent	3. \$1,000,000 combined Single Limit Bodily Injury and Property Damage Each Occurrence (note, symbol "1" on liability coverage)
<u>X</u>	4. Prof. Errors and Omissions Best's Guide Rating-A-VIII or better or its equivalent	4. \$1,000,000 (CSL) Each Claim
—	5. Garage Liability	5. \$1,000,000 CSL Each Occurrence
—	6. Garage Keeper's Legal Liability Best's Guide Rating-A-VIII or better, Or its equivalent	6. a) Maximum Value of One Vehicle b) Maximum Value of All Vehicles Held by Contractor
—	7. Umbrella Liability Best's Guide Rating-A-VIII or better, or its equivalent.	7. \$1,000,000 Minimum
—	8. Other Insurance: Cyber Liability as needed	8. \$1,000,000 Minimum
<u>X</u>	9. Auto and General Liability Policies shall be endorsed to name Fauquier County and/or Fauquier County Public School Board as additional insured (This coverage is primary to all other coverage The County and Schools may possess and must be shown on the certificate)	
<u>X</u>	10. The Contractor shall provide 30 days written notice of any policy cancellation for policies specified on this Checklist to Fauquier County and/or Fauquier County School Board in accordance with the timelines and stipulations in Code of Virginia Section 38.2-231.	
<u>X</u>	11. The Certificate must state Bid/RFP No. and Bid/RFP Title.	
<u>X</u>	12. Contractor shall submit Certificate of Insurance within five (5) business days from notification of award, and shall provide updated Certificates for the duration of the contract.	

OFFEROR STATEMENT

We understand the Insurance Requirements of these specifications and will comply in full if awarded this contract.

EPR, PC

FIRM

SIGNATURE

Revised 4/8/2021, Proc/HR



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 Warrenton, VA 20186-3037
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CERTIFICATION OF NO CRIMES AGAINST CHILDREN

Contractor acknowledges that the implementation of this Contract requires Contractor, Contractor's employees, or other persons that will provide services under this Contract to have direct contact with students and children. Therefore, Contractor hereby certifies that neither Contractor, Contractor's employees, nor any person that will provide services under this Contract who will have direct contact with students and children on Fauquier County Public School and/or Fauquier County property have been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.

Contractor understands that, pursuant to Code of Virginia §22.1-296.1, making a materially false statement regarding offenses which are required to be included in the certification referenced above is a Class 1 misdemeanor and, upon conviction, the fact of such conviction shall be grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services. Fauquier County Public Schools and/or Fauquier County shall not be liable for materially false statements regarding the certifications required under this Contract.

Contractor certifies that employees, or any person who will have direct contact with students and children under this contract have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of child.

EPR, PC	25-121-C Transportation Planning, Engineering, and Consulting Services
<hr/> Company Name	<hr/> Contract # and Title
902 East Jefferson St., #101, Charlottesville, VA 22902	434-202-5082
<hr/> Company Address	<hr/> Company Phone Number
William Wuensch	Principal
<hr/> Print Name of Authorized Representative	<hr/> Authorized Representative Title
	3/20/25
<hr/> Authorized Representative Signature	<hr/> Date

RETURN THIS PAGE

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
ADDENDUM

ISSUE DATE: March 6, 2025
IFB: 25-121-C
TITLE: Transportation Planning, Engineering and Consulting Services
ADDENDUM NO: 001
ISSUED BY: Fauquier County Government and Public Schools

The above numbered solicitation is amended as set forth below. The hour and date specified for receipt of bids:

- ☒ Is not extended;
☐ Is extended to:

DESCRIPTION OF ADDENDUM:

1. Answers to all questions received prior to the due date and time are provided as Attachment A to this Addendum.

All other Terms, Conditions, Tables, Charts, Specifications or Drawings not otherwise changes remain as originally stated or shown. A signed copy of this addendum must be received with your Proposals submission and acknowledged on the Solicitation Response Form.

Company Name:

By: William Wuensch
(signature)

Title: Principal/Vice President

Printed Name: William Wuensch

Date: 3/16/25

ATTACHMENT A to ADDENDUM #1

RFP 25-121-C Transportation Planning, Engineering and Consulting Services

Q: This states "Certification page and the return of this completed RFP and any addenda, acknowledgments, signed and filled out as required, including the Insurance Checklist and SCC form, as provided in this solicitation."
QUESTION: This states "the return of this completed RFP". For clarification, does this mean to include the entire RFP in our submittal or just the certification page, addenda, and acknowledgements listed?

A: *Item 5.1.1 is hereby deleted in its entirety;*

The required forms for your submission to be considered complete are:

- 1. The front page of the document (Sections I, II, III, IV, V and VI) and it must be signed and dated.*
- 2. Insurance Checklist Form completed and signed*
- 3. Contractor Data Sheet with References*
- 4. SCC ID Form*
- 5. Proprietary Information Form*

Besides the forms above, specific proposal requirements will begin at 5.1.2 on page 11 of the solicitation. Item 5.1.3 can be provided as part of the Contractor Data Sheet with references shown as a required form.

Not required in your submission:

- 1. **Per RFP section 5.1.7 - Note that the Exceptions to the RFP are NOT required with your proposal. These will be requested at the shortlist stage of the selection process***
- 2. No Fee Schedule is required with the proposal*

Q: Under Section No. 8, the following forms are listed but not included: *Proprietary Information Form, *Exceptions to RFP Form, *Contractor Data Sheet, and RFP Fee Proposal. QUESTION: Can you officially confirm that these forms are not required for this submittal?

A: *Please see answer above.*

Q: Our firm currently holds a contract with Fauquier County Government and Public Schools for RFP 34-22ks, Open-End as Required Architectural/Engineering Services for: Construction Management, Value Engineering, Cost Estimating/Constructability-Plan Review. We are interested in submitting a proposal for RFP 25-121-C Transportation Planning, Engineering and Consulting Services.

Before proceeding, we would appreciate your clarification on whether our existing contract would preclude us from pursuing or being awarded work under the new RFP due to any potential conflict of interest or contractual restrictions. Please confirm if there are any limitations or required disclosures we should be aware of.

We appreciate your guidance and look forward to hearing back from you.

A: *Firms who currently hold existing contracts with the County or Schools in Fauquier County are not precluded from pursuing or being awarded a contract under this solicitation. No documentation, limitations, or disclosures regarding existing contracts with the County are required to participate.*

Q: The table of contents on page 2 has the following forms listed to return completed with our response:

*INSURANCE CHECKLIST

*PROPRIETARY INFORMATION FORM

*EXCEPTIONS TO RFP FORM

*CONTRACTOR DATA SHEET

*PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA (SCC FORM)

*CERTIFICATION NO CRIMES AGAINST CHILDREN

The Bonfire portal and page 11 section 5.1.1 lists "Certification page and the return of this completed RFP and any addenda, acknowledgments, signed and filled out as required, including the Insurance Checklist and SCC form, as provided in this solicitation."

Can you clarify which forms need to be submitted with the proposal?

A: *Please see answer to the first Question of this Addendum*

Q: Regarding 6.3, Does the County intend for the Offeror to include the reference to the RFP section before each paragraph of text on each page of the proposal? For example, does "5.1.4.2" need to be repeated before each paragraph of a person's resume? Would including the referenced section at the top of each page header suffice?

A: *No, a reference before each paragraph is not required. A referenced section on the header is fine or having the proposals grouped by TABS so the section is clearly delineated is fine as well. Firms just need to ensure that all required information is submitted.*

Q: Can the County confirm if they would prefer ONLY an electronic submittal via Bonfire? There are several instances in the RFP that mention mailing hard copies and/or a flash drive to the County as well as mentions of offerors choosing to submit electronically or paper hard copies.

A: *The County does not have a preference regarding electronic or hard copy. The allowance is there for Offerors to utilize whichever means is preferred by their Firm. All proposals received will be treated the same whether they are electronic or hard copy.*

Q: Does the County request that we include an understanding and/or approach to the scope of work in the proposal? If so, what section of the proposal should that be included in?

A: *Yes, please include a brief understanding and/or approach section in the proposal. You can include that as part of the response where your Firm addresses 5.1.2.*



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Fax (540) 422-8355

CONTRACTOR DATA SHEET

1. **QUALIFICATIONS OF BIDDER:** Bidders must have the capability and capacity in all respects to fully satisfy the contractual requirements as specified.
2. **YEARS IN BUSINESS:** Indicate the length of time you have been in business:
14 Years 1 months.
3. **REFERENCES:** Indicate below a listing of at least three (3) recent or present contracts in which you have provided this type of work of the size and scope specified.

<u>Client Name and Address:</u>	<u>Phone Number and Email:</u>	<u>Period of Contract:</u>
Ryan Roberts, PE, City Trans. Eng. 900 Church Street, Lynchburg, VA	ryan.roberts@lynchburgva.gov 434-455-4450	oncall assignments over 14+ years and current
Rick Youngblood, GISP, VDOT District Planner, Lynchburg, VA	rick.youngblood@vdot.virginia.gov, 434-856-8331	oncall assignments over 14+ years and current
Brea Hopkins, CZA, CTM Director of Planning, Montgomery County, VA	hopkinsbg@montgomerycountyva.gov, 540-394-2148	since 2019, transportation plan, comp plan, and recently started the parks plan.
See project description and our team partners	sheets for numerous other references and for this contract.	contract examples from EPR

Section 02 - Expertise and Experience (Per Section 5.1.2 of RFP)

Expertise and Experience

The EPR Team has extensive experience in all of the specific planning areas addressed in the statement of needs, Section 2.0, of the RFP. Many of these services have been provided to Fauquier County over the past 15 years per the prior on-call planning contracts. A partial listing of efforts conducted for the County, either through the existing contract, the UDA planning contract from VDOT, or other prior efforts include the following:

A. Small area plans in support of the Comprehensive Plans

- a. Bealeton
- b. Marshall
- c. Opal
- d. New Baltimore

B. Traffic Impact Study Reviews

- a. Lim Property/Bealeton Gateway
- b. White Marsh
- c. Mintbrook
- d. Bishops Run
- e. Arrington
- f. Village of Catlett
- g. Cunningham Property
- h. Cannon Ridge
- i. Opal Gateway
- j. Pelham Site
- k. Fauquier Crossing
- l. Bealeton Sheetz
- m. Vint Hill Development
- n. Gateway TIA
- o. Carter Machinery
- p. Colonial Crossing
- q. EZ Treat
- r. Riley Road Sheetz
- s. RST
- t. Lucky Hill Industrial Park
- u. Numerous others

C. Special Studies / Assistance

- d. Riley Road capacity study
- e. Speed limit study for Waterloo Road
- f. Academic Avenue traffic study
- g. Alley design recommendations
- h. Lake Drive at Riley Road
- i. Southcoate Village new connection
- j. Brookside Parkway and Development
 - Grapewood connection
 - Brookside widening
 - Brookside speed limits

The proposed staff for this contract are the same engineers and planners that have been working with the County over the last five years. This continuity of staff coupled with the resulting institutional knowledge will help to provide an efficient and effective consulting resource to the County.

- k. Catlett intersections alternatives
- l. Route 28 Corridor Safety Study
- m. Marshall Interchange at 1766 Business Park
- n. Lord Fairfax Road
- o. Traffic impact study for New Baltimore
- p. Tapps Ford Road volume projections
- q. Vint Hill (commentary on road plans)
- r. Meeting facilitation for the small area planning efforts as noted above. Fauquier Community

Specific areas of expertise that were described in the proposal include: (Per Section 3.0 of RFP)

- Comprehensive planning,
- Land development review,
- Assisting with project prioritization as it relates to long range planning and SMART SCALE,
- Assistance with proffer and impact fee policy planning, and
- Innovative modeling assistance.

The following provides a discussion about each of these areas of service, relating our experience to both past Fauquier County projects and other related work efforts.

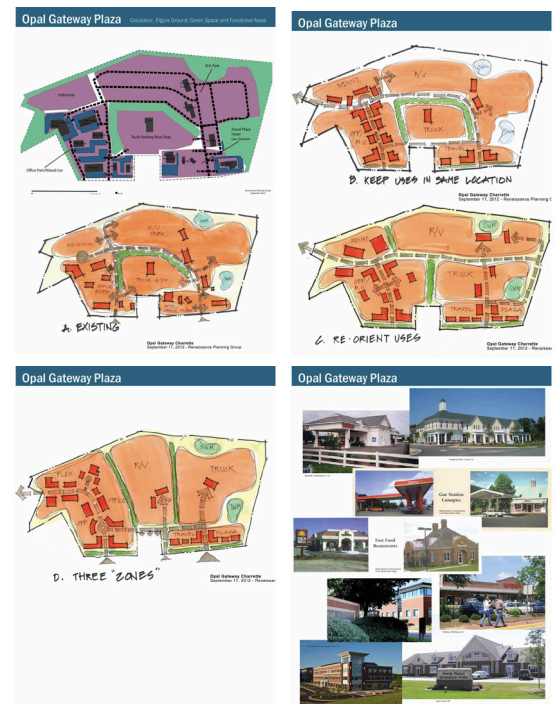
Comprehensive Planning

It is our understanding, and experience working with the County, that you will continue to seek assistance with tasks that lead to periodic service district plan updates. These efforts generally entail examining growth patterns, seeking stakeholder input, and then providing supporting documentation that integrates the County's land use plan, urban design vision, and transportation system needs. The typical workflow might entail identifying compatible transportation concepts, performing **special planning studies** (traffic, land use, urban design), assisting with graphics and other content for a **plan update**, and then assisting with **communicating the plan elements to the public, Planning Commission and Board of Supervisors**.

When discussing complex transportation concepts, the EPR Team excels at using graphics to illustrate and explain in a manner that helps a non-technical audience to firmly understand or ask questions leading towards understanding. Examples of innovative transportation solutions include prior completed growth and road network planning in the Opal, Bealeton, Marshall and New Baltimore service districts as provided for past rounds of comprehensive plan amendments and updates.

EPR, and our key planning staff, and our team partner Hill Studio, have a proven track record of providing small area and overall comprehensive planning services across the state, including examples such as:

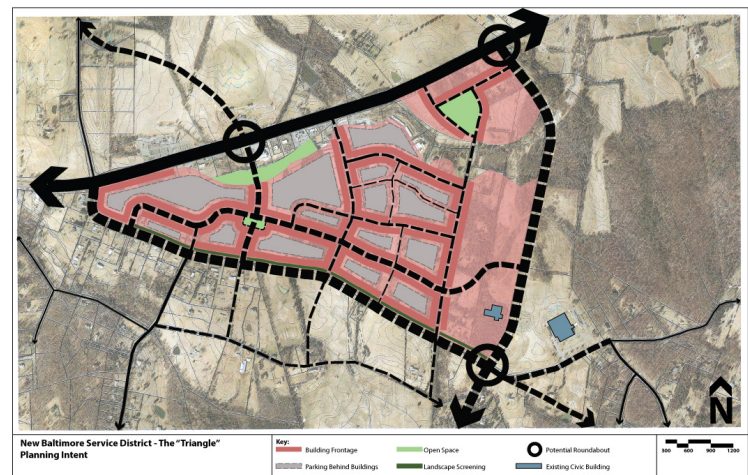
- Leading Comprehensive plans for Albemarle, James City County, New Kent County, Waynesboro, Montgomery, Irvington, Ashland, Abingdon, Amelia, Middleburg, among many others.
- Leading small area plans for communities as diverse as Waynesboro, Staunton, Madison Heights, Ferrum, Charlottesville, Lexington, Vinton, Bristol, South Boston, and many others.



Land Development Review (Per RFP Section 2.2)

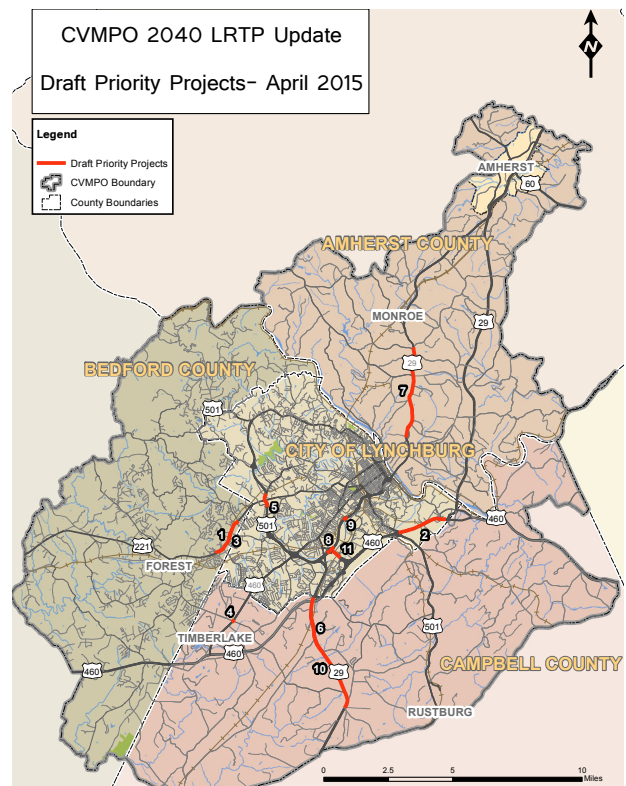
As a growing County, Fauquier continues to receive land development proposals that require careful review from a number of perspectives. Reviews can consist of assistance with scoping traffic studies and then supporting the reviews, particularly from a context sensitive perspective. Reviews may include examining a code of development document with an eye towards scrutinizing design intent versus community vision. And, while not typically required, review support could include any and all aspects of site plan features ranging from stormwater to utilities and other civil design considerations. We have typically supported the reviews from a traffic perspective, but our team does have the full complement of civil design staff to assist with any level of land development and site plan review. Important notes about land development review include the following:

- The EPR Team staff have prepared hundreds of traffic impact studies for a wide variety of development types across the commonwealth. We understand VDOT's requirements, where traffic engineers can influence outcomes in the modeling process, and how documents should be assembled.
- Our Team members have participated and led research efforts and development of design guidelines for multimodal level of service analyses, trip reduction estimates for compact mixed use development, and multimodal systems planning.
- The EPR Team has no conflicts of interest with any developer or landowner interests in the County.
- Our staff have experience with innovative intersection planning and design. These include roundabouts, superstreets (RCUTs), diverging diamond interchanges, and other modern approaches to moving traffic while being sensitive to the overall footprint of the improvement within the context of the community.
- In our reviews, our goal is to not become mired down in academic technicalities that really do not affect the outcome and recommendations, but



proposed regulating plan VILLAGE OF MARSHALL, VIRGINIA

draft 10-17-2006



instead to facilitate a successful review process to minimize time delays and conflicts. Our reviews focus on helping the process move forward.

- EPR's staff routinely interact with planning commissions and Boards of Supervisors for transportation projects. Use of strong illustrative graphics will be provided to facilitate discussions involving technical topics.

Transportation Concepts and Grant Assistance (Per RFP Section 2.3 of RFP)

Having evolved through multiple rounds of competitive scoring, the SMART SCALE funding application process continues to be refined and strengthened to help identify priority projects for funding throughout the state. Our Team's staff have extensive experience on several levels of the SMART SCALE program development, support, and application process that will be beneficial to the County.

Key expertise and experience relative to how our Team can support the County's grant application process include the following:

- EPR Team staff supported the last five rounds of support to VDOT SMART SCALE congestion scoring functioning as embedded staff.
- The EPR Team has supported multiple rounds of SMART SCALE applications by serving as consultants to VDOT to develop the applications. This includes conducting analyses, developing concept design sketches, assembling cost estimates, and entering the information into the portal.
- We have staff on our team that have worked for an MPO and VDOT identifying projects and making the applications on behalf of the localities.
- Our team staff have also supported HSIP, Revenue Share, Transportation Alternative grant applications through VDOT as well as CDBG applications for streetscape and other community enhancement projects.
- EPR staff has participated in the last three rounds of Needs Screening for SMART SCALE applications for OIPI
- EPR staff is worked on the prior VTRANS update, thus are in touch with the statewide needs elements related to SMART SCALE applications and scoring.
- The EPR team will provide a deep bench of experts in all facets of road and transportation facility, and system (i.e. multimodal, trail, greenway) planning and design. Note that our team members work closely with VDOT and DRPT staff across all modes and funding sources, thus have insight and reach to efficiently provide input and support for any level of transportation infrastructure interests for the County.
- Both EPR and Hill Studio work in the "urban design" realm supporting traditional neighborhood design and context sensitive solutions for small areas.
- A critically important aspect of sizing up and pursuing grant opportunities is being able to work through the planning level cost estimation process. The EPR team routinely provides cost estimates for transportation infrastructure projects at all scales. Our team uses local and regional bid tabulation information, and the latest VDOT cost estimation tools for producing accurate project cost estimates. As accurate costing is an important part of project prioritization, our team will use a cross disciplinary approach to examining all aspects of a project (i.e. views from all of the civil disciplines). We will also use a two team approach with estimates with one of our team members developing an estimate and the other checking to provide a level of quality assurance and control. EPR and Baker staff are trained in, and are frequent users of VDOT's cost estimating tools.

The EPR Team has extensive experience with all facets of grant applications.

Impact and Proffer Policy Planning (Per RFP Section 3.4)

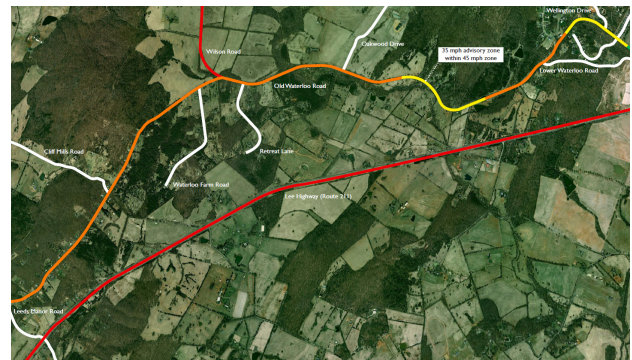
Should the County decide to pursue a system for impact fees, EPR's staff keeps abreast of current legislation and requirements that could be important for fiscal impact fee planning. We are also including a fiscal planning firm and frequent teaming partner, Tischler Bise, who has specific experience in impact fee planning. TischlerBise is the leading firm in Virginia for fiscal impact assessment, and one of the leaders in the nation, having conducted dozens of fiscal assessments and studies in localities large and small. They also have past experience in Fauquier assisting with fiscal impacts for capital improvements. The EPR team can build on prior demand model setup, coupled with knowledge of the transportation system and fiscal planning experience on this team, to inform development of impact fee policy and implementation. The EPR Team has the required expertise to move this effort forward to completion.

Policy Planning – Many of our team members are experienced policy planners on the statewide and local levels. EPR's staff leads VCU's program for training new planning commissioner, and also the certified zoning certification program. EPR also provides zoning ordinance and code updates for localities, and we're working with Albemarle County currently on an update to their form base code.

Additional Services (land use, planning and development, outreach and civic engagement, and other services to support the transportation planning function) (Per RFP Section 2.5)

The EPR team, consisting of long time teaming partners, was specifically assembled to provide comprehensive support across the transportation and land use planning disciplines. We understand that public support is crucial for plans to be successful. As a team of firms that create plans within the public realm, this team brings extensive relevant engagement experience including:

- Leading comprehensive and small area plans across Virginia including all aspects of community planning
- Leading transportation planning efforts for Metropolitan Planning Organizations and VDOT, including regional, corridor, and local planning effort that incorporate robust public and stakeholder involvement.
- EPR is leading two regional SS4A grant programs which have included public involvement at many levels such as intercept surveys, online web portals, multi-jurisdictional safety summit sessions, stakeholder interviews, and press releases.
- EPR leads multiple contracts for EPA, HUD, and DOT providing action planning facilitation across the nation for programs including Building Blocks, Local Food Local Places, and Rural Recreation Economy grant programs. Through these efforts EPR's staff have worked on dozens of assignments across the Country leading and facilitating working group sessions across a wide variety of topics.



- Hill Studio frequently leads multi-day Charrettes that incorporate artistic renderings for quick sketches of concepts and ideas that are envisioned through the sessions. Such high levels of artistic rendering capabilities helps to facilitate strong participant engagement and consensus on project goals, objectives, and vision.
- EPR is often brought into projects specifically for public engagement. Recent examples include the recently completed Charlottesville regional transit vision plan, and the recently kicked off Three Notch'd Trail planning for 25 miles of trail through Albemarle County.

Section 03 - References and Project Examples (Per Section 5.1.3 of RFP)

References and Project Examples

The following pages include project description sheets that provide examples of our qualifications. At the end of each description is a reference along with their contact information.



US 17/360 Corridor Study

Virginia Department of Transportation (Tappahannock, VA)

US 17 is one of 12 Corridors of Statewide Significance designated in VTrans, Virginia's statewide transportation plan. It is a critical corridor for interregional freight movement, providing an alternative to the congested I-95 and I-64 corridors. In the quaint historic town of Tappahannock, US 17 also serves as the main street for local business access. Despite a compact walkable urban form and closely spaced street grid, US 17's sidewalks and travel lanes are very narrow, placing pedestrians right next to large trucks. South of the historic district, US 17 serves shopping centers where entrance improvements are needed, unsignalized intersections present challenges for side-street vehicles, and this portion lacks any facilities for pedestrians. Five intersections on the US 17 corridor within the Town limits are ranked on the VDOT Fredericksburg District's list of top 100 intersections with potential for safety improvement, and numerous VTrans safety needs are identified here too.

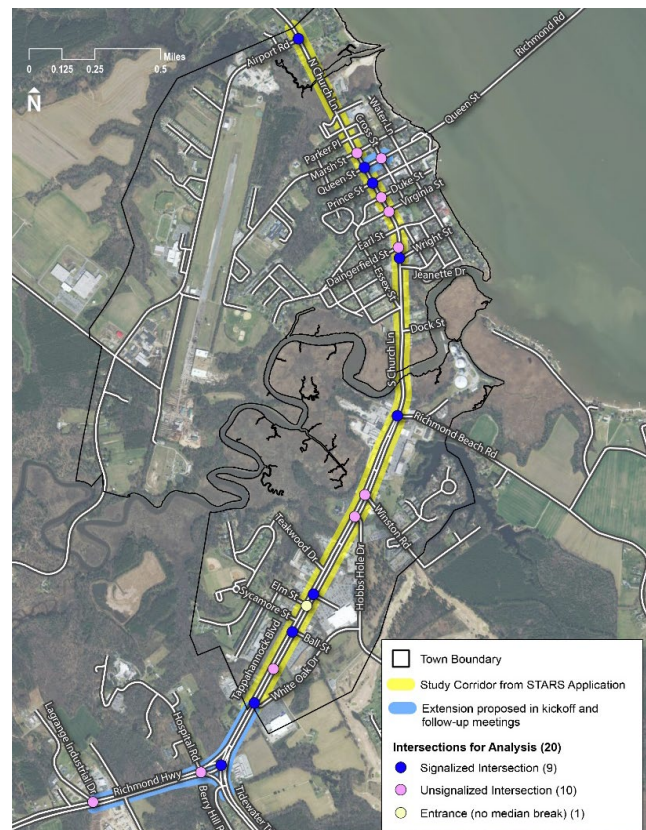
EPR led a study of the US 17 corridor through the Town of Tappahannock to examine the safety needs of all road users, focusing especially on safety for both motorists and pedestrians. It also examined congestion issues and access spacing deficiencies given its function as both a "main street" for the Town and a corridor of statewide significance for interregional mobility of people and goods.

Study outcomes included recommendations for improvement projects that are ready for the SMART SCALE application process and can be programmed into the VDOT Six-Year Improvement Program or implemented through other funding programs and opportunities such as maintenance operations and development proffers. Recommendations included geometric improvements at intersections (including innovative intersection designs), traffic signal operations, access management improvements, and facilities for pedestrians, bicyclists, and transit.

EPR developed the recommendations in collaboration with a study work group including VDOT, Town, County, and Planning District Commission staff, as well as the Essex County Economic Development Authority, Tappahannock Main Street organization, and Bay Transit.

EPR developed concept drawings, cost estimates, and project schedules for the recommended improvements. EPR prepared one-page project summary sheets illustrating the safety benefits and traffic operations results for Town, County, and VDOT staff to use for SMART SCALE, HSIP, and other funding program applications.

EPR performed the US 17/360 Corridor Study under VDOT's Strategically Targeted Affordable Roadway Solutions (STARS) Program. Prior to this EPR led a STARS study for Riverside Drive in Danville, served as lead traffic analyst for two other studies, and EPR is currently leading a project pipeline study for Military Highway in Norfolk.



Client Reference:

Linda LaSut, Assistant District Planner, Fredericksburg District, Virginia Department of Transportation
Linda.LaSut@vdot.virginia.gov
 540-899-4260

Completion Date: March 2022
 Project Budget: \$200,000



City of Charlottesville Civil and Transportation On-call Services

City of Charlottesville, Virginia

EPR's staff has been providing transportation engineering and planning services to the City of Charlottesville through an on-call contract arrangement for over 20 years. With the University of Virginia situated within the City limits, the 20,000+ on-campus students and overall citizenry enjoy a highly walkable multimodal community setting. EPR has been assisting the City with planning and engineering efforts that support the overall multimodal transportation framework within this highly livable and historic City. Projects have included an array of studies and designs ranging from parking supply and management, traffic calming, circulation and intersection operations, citywide signal retiming, intersection designs, and neighborhood traffic calming planning.

Examples of Projects completed for the City include:

- Corridor signal retiming for six key corridors (w/periodic updates).
- Numerous intersection studies and design modifications at key intersections throughout the City.
- Traffic data collection.
- Assistance with the transportation element of the comprehensive plan.
- Study of Preston Avenue relative to a road diet and complete street design.
- Neighborhood traffic calming studies and presentations.
- Presentation to City Council regarding speed limit determination practices.
- Review of Private Sector Traffic Impact Studies.
- Neighborhood pedestrian circulation and traffic calming designs.
- Review of various UVa development proposals.
- Belmont neighborhood pedestrian and sidewalk improvements design.
- Belmont Bridge project traffic study.
- Development of simulation models for heavily scrutinized projects.
- North Berkshire, base flood elevations, finish floor elevation for Habitat for Humanity House.
- Construction plans for the pedestrian safety improvements at various locations.
- E. Market Street Improvement Plan conceptual design.
- Signal Documentation and Inventory for 71 traffic signals located throughout the City.
- Traffic calming design and layout for the Belmont neighborhood, Fifeville neighborhood, Hampton and Rives intersection, Monticello and 6th intersection, and Preston and Washington Park.
- Turn lane extensions design for Hydraulic Road and Route 250 Bypass, and N. Emmet at Arlington.
- Drainage design projects for Brandywine, Cherry and Highland, Elm Street, Farish Street, Kenwood, Meadowbrook, Mulberry Ave, and North Berkshire.
- Locust Avenue Planning.
- Citywide traffic signal inventory and upgrades.
- In-house staff augmentation.
- Avon Road pedestrian improvements.



Client Reference:

Brennen Duncan, PE, City Engineer, City of Charlottesville
434-970-3182
605 E Main St # A230, Charlottesville, VA 22902

Henrico Next Comprehensive Plan Henrico County, Virginia

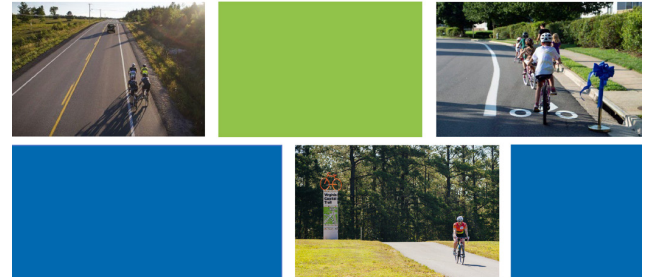
Henrico County has changed significantly since the Board of Supervisors adopted the current Comprehensive Plan in 2009. There are more people and more homes for residents. There are also more places to shop, dine, and recreate, and more businesses and jobs in the County. The 2026 Plan has guided decisions on development approvals and public investments in the community. Looking to the future, the County wants to build upon the strong foundation of planning and envision the next twenty years of growth and development.

Through the comprehensive planning process, Henrico County seeks to:

- Provide several safe and fun opportunities for residents to share their ideas and values to help shape the development of the new comprehensive plan;
- Identify and evaluate the new issues and opportunities that should be addressed in the new comprehensive plan;
- Establish a cohesive vision to guide Henrico County over the next 20+ years;
- Update goals and policies to ensure they reflect both countywide and area-specific priorities; and
- Develop an actionable implementation strategy to achieve the vision.

EPR is part of a team led by Clarion Associates, along with LPDA, TischlerBise, and Corradino, to facilitate the Comprehensive Plan update for Henrico County. EPR's role is to update the Transportation chapter of the Plan, including the development of a Bicycle and Trails Plan. To date, EPR has produced an existing conditions report, summarized results of public engagement related to bicycle and trail networks, and developed a set of Bicycle and Trail facility guidelines based on a staff-developed Bicycle Network plan.

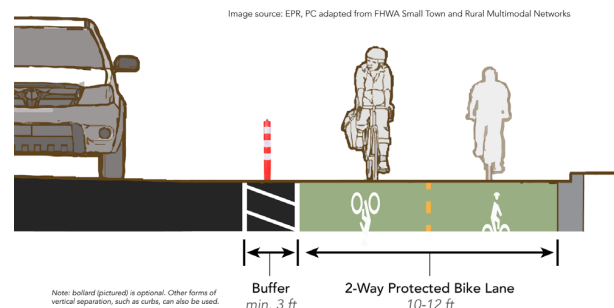
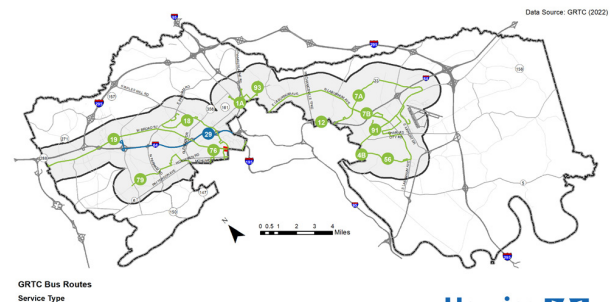
Additional work on the Transportation Plan is expected to begin in the summer of 2023 to support alternative growth scenarios.



HenricoNEXT
TOGETHER TOWARD TOMORROW

BICYCLE DESIGN GUIDELINES

July 2023



CLIENT REFERENCE: Rosemary Deemer, County Planner IV
dee12@henrico.us | 804.501.4488
SCHEDULE: December 2020 - current
PROJECT COSTS: \$ 270,000

EPR-PC
902 E. Jefferson St. #101
Charlottesville, VA 22902
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Transportation
Community Planning
Urban Design

Moving Toward 2050

Charlottesville-Albemarle Metropolitan Planning Organization, Virginia

Moving Toward 2050 is the region's federally required Long Range Transportation Plan (LRTP) for the City of Charlottesville and urbanized portions of Albemarle County. This plan identifies the region's long-range transportation needs, considers possible infrastructure improvements, and establishes priorities to implement projects based on anticipated funding. Adoption is slated for May 2024.

At the end of 2022, the Charlottesville-Albemarle Metropolitan Planning Organization enlisted EPR's assistance for this five-year update. Initially, EPR's role was to provide guidance and establish a robust public engagement process. However, as the project advanced, EPR's transportation planners assumed additional responsibilities, marking a significant expansion of their role. These responsibilities included:

- **Needs Assessment:** EPR identified, scored, and analyzed the region's travel needs. This assessment served as a starting point for evaluating transportation projects and alternatives.
- **Engagement:** In addition to developing the engagement process, EPR took a more active role in facilitating stakeholder meetings, public intercepts, and open house events.
- **Project Lists:** EPR worked with regional staff to create the region's project lists, with profile sheets on high-priority projects.
- **Plan Assembly:** With staff turnover in the MPO's office, EPR assembled and developed the document. This work included content and the plan's formatting.

Moving Toward 2050 will present user-friendly guidance to the MPO and its two member jurisdictions. Accessible profile sheets provide all applicable information for each project. The document includes steps for implementation and improved ties to financing tools. The plan should help the region navigate the challenges of growing needs and limited public dollars.



CLIENT REFERENCE: Christine Jacobs, Executive Director
cjacobs@tjpcdc.org | (434) 979-1597
SCHEDULE: December 2022 - May 2024
PROJECT COSTS: \$ 115,500

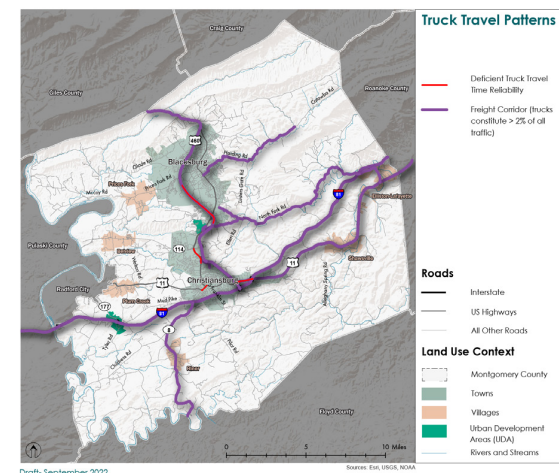
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Transportation Matters: Transportation Plan Montgomery County, Virginia

EPR assisted Montgomery County with their countywide transportation plan, called “Transportation Matters.” This document would be Montgomery’s first stand-alone transportation plan, providing specific guidance and support to the County’s Comprehensive Plan, Montgomery Matters. Transportation Matters serves various County objectives, including the following:

- **Create an Updated Vision:** The transportation planning process developed a new vision for the County’s movement of people, goods, services, and information. Visioning includes more detailed goal statements that guide local actions.
- **Develop Policies:** The plan sets updated County policies and objectives to accomplish its vision and goals.
- **Set Strategic Approaches:** Transportation Matters includes recommendations, priorities, and implementation guidance. This next level of detail forms a strategic planning approach to make the County’s vision a reality.
- **Guide Officials and Stakeholders:** This document helps to coordinate the actions of local, regional, and state officials by defining a clear transportation vision and County-approved approaches. The plan also guides developers on future development proposals and outlines the County’s expectations.
- **Incubates Transportation Funding Materials:** Transportation Matters also develops the data, information, and technical details that make for successful funding applications.

The process involved a thorough public and stakeholder engagement effort, including public meetings, stakeholder discussions, and a community survey. The document incorporated detailed project profile sheets that described the recommended improvements, land use implications, identified needs, implementation considerations, public comments, and other information.



CLIENT REFERENCE: Brea Hopkins, CZA, CTM, Director of Planning & GIS
hopkinsbg@montgomerycountyva.gov | (540) 394-2148, ext. 54132
SCHEDULE: April 2021 - July 2023
PROJECT COSTS: \$94,335

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Fauquier County On-Call Transportation Engineering Service

Fauquier County, Virginia

Fauquier County has carefully planned out its growth areas (service districts) and is interested in providing context sensitive transportation improvements that can encourage community design, a distinct identity for each of the service districts, and opportunities for multimodal mobility. EPR assists Fauquier County with a variety of transportation planning and engineering services. Assignments typically include reviews of Traffic Impact Studies and proffer statements, multimodal transportation analyses, conducting small area studies, assisting staff with updates to the comprehensive plan, assisting staff in meetings with developers, and helping to coordinate with VDOT relative to local concerns and interests. A current task order has us examining Route 29 within the Mill Run and New Baltimore areas to identify potential new connections and opportunities to improve access to these growth areas. Similar efforts were conducted for Opal, Bealeton, Catlett, and a previous New Baltimore effort.

EPR also assisted the County as part of the team of consultants conducting the VDOT Urban Development Areas studies. Working closely with urban designers and architects, EPR provided the transportation engineering/planning concepts and analysis and assisted with Charrette and meeting facilitation. These small area planning efforts were conducted for both the Marshall and Bealeton service districts.



CLIENT REFERENCE: Adam Shellenberger
Adam.Shellenberger@fauquiercounty.gov | 540-422-8200

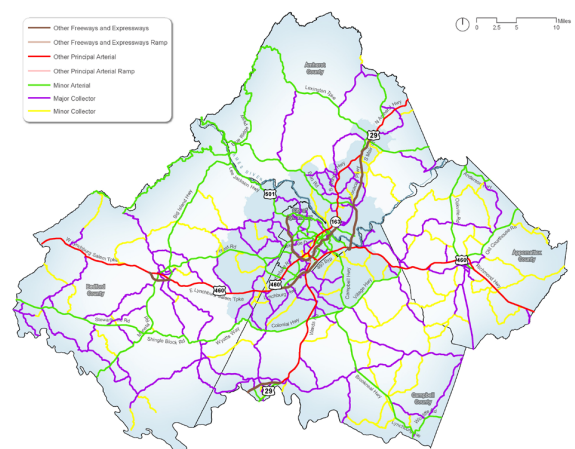
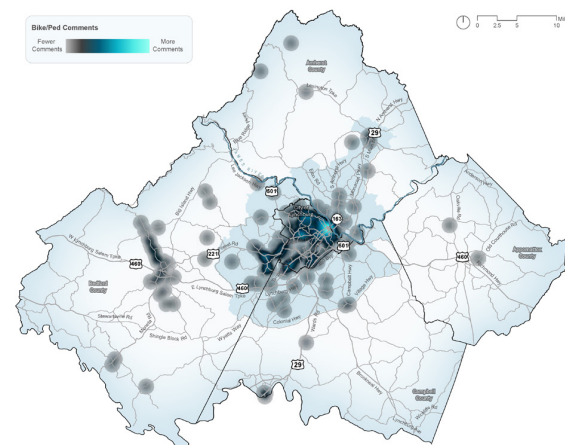
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Central Virginia Long Range Transportation Plan

Central Virginia MPO

EPR managed the 2045 update for the Central Virginia region's long range transportation plan. Building on the 2035 LRTP (managed by Bill Wuensch of EPR, while with Renaissance Planning Group) and the 2040 plan update prepared by EPR, the region's vision, values, and goals were brought forward to inform the MAP-21 ready project evaluation framework.

The earlier plan (2035) included an extensive scenario planning exercise and continued a conversation with the region regarding the interaction between land use planning and transportation. The 2040 plan built on the 2035 and created a prioritization tool that was responsive to the ongoing HB-2 criteria planning. In this most recent plan (2045 Update), EPR increased the focus on public participation, advanced the modeling effort, and evolved the plan to be more graphical and digestible to a broader audience. This plan also incorporated into the planning process recent economic development planning as well as the rural long range transportation plan to have one cohesive regional plan.



CLIENT REFERENCE: Kelly Hitchcock, Regional Planner
kelly.hitchcock@cvpdc.org | (434) 845-3491
SCHEDULE: 16 months
PROJECT COSTS: \$200,000 (Delivered on-time and on-budget)

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US ROUTE 211 CORRIDOR STUDY

Town of Warrenton

Michael Baker International conducted a corridor study to analyze the operational and safety issues identified along US 211 between Blackwell Road and Broadview Avenue within the Town of Warrenton. The segment had been identified as a Potential for Safety Improvement (PSI) location by VDOT. The corridor also had identified pedestrian crashes and mobility needs on and across the corridor. Although pedestrian facilities exist, crossing locations and sidewalk facilities are inadequate and uncomfortable to be shared between pedestrians, cyclists, and scooters. The corridor, although serving the region, is an economic engine within Warrenton's New Town Character District.

To conduct this study, Michael Baker incorporated a public outreach and stakeholder involvement process which also included direct work with the Town of Warrenton's Circuit Rider, Rappahannock-Rapidan Regional Commission, and Virginia Regional Transit. The team reviewed multiple years of crash data and collision diagrams to aide in the development of recommendations. Synchro and HCS software were used to evaluate the traffic conditions and were validated in the field with both Michael Baker and government official staff. Baker's planning staff developed a level of traffic stress, walkshed, and missing links network to guide the decision making process to ensure recommendations were inclusive of non-vehicular transportation modes.

The study team identified measures of effectiveness for the evaluation of recommendations. Goals were to improve safety, maintain traffic operations of the US 211 corridor, reduce conflicts with bicyclists and pedestrians by minimizing travel distances on roadways, and advancing the Town's mobility network plan. Innovative intersections were considered to identify ways to minimize capacity impacts while improving upon safety and mobility measures, such as reduced conflict points, shorter pedestrian crossings, and placemaking opportunities. Public engagement was crucial in supporting measures. The Baker team created high-quality graphics that clearly identified a recommendation's impact to adjacent parcels, operational benefits, diagrams of how to use the intersection, and safety improvements. Presentation and CAD graphic materials were developed for the Town of Warrenton's Traffic Committee and VDOT's L&D review so that the preferred recommendations are advanced and funded. Ultimately, the Michael Baker team developed a corridor plan with safe and accessible recommendations which included a roundabout with a shared use path network expansion at the intersection of US Route 211 and Blackwell Road that was funded under the SMART SCALE program.

Client:

Virginia Department of Transportation
Charles Proctor
charles.proctor@vdot.virginia.gov

Town of Warrenton
Denise Harris
dharris@warrentonva.gov

Project Dates

August 2021 to September 2022

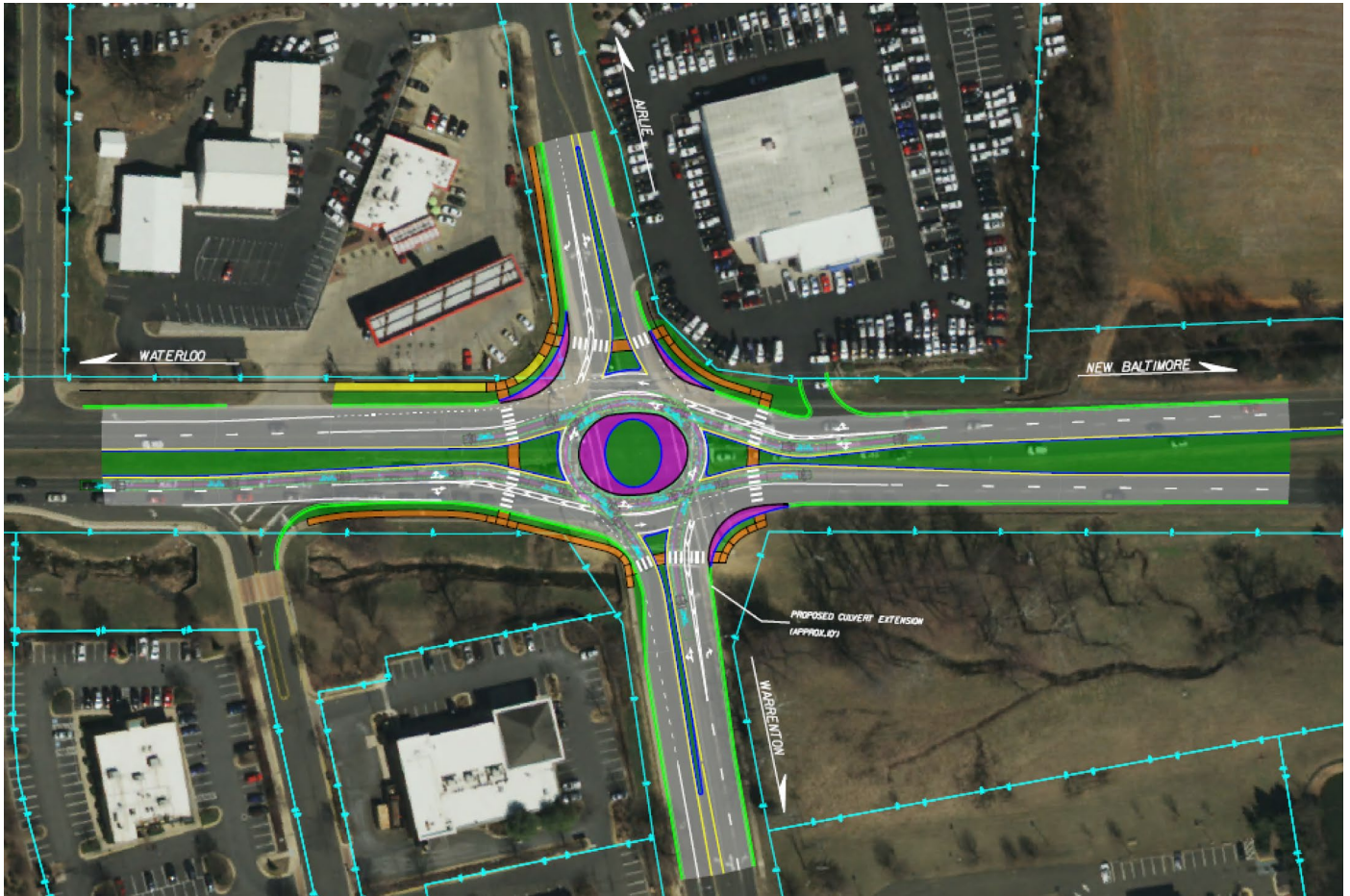
Project Costs:

\$122,570.33 (Fee)

Michael Baker's Role

- Stakeholder Planning/Communications
- Feasibility Study
- Existing Conditions Analysis
- GIS Analysis/Data Visualization
- TDM Reporting
- Traffic Study
- Travel Demand Forecasting
- Safety Study/Crash Analysis
- Traffic Data Collection
- Connectivity & Gap Analysis
- Conceptual Designs/Graphics

— Cost Estimation



WARRENTON COMPREHENSIVE PLAN

Warrenton, Virginia

Michael Baker led the comprehensive plan update for the town of Warrenton, Virginia. The plan update was centered around maintaining the town's historic character and appeal while promoting growth in urban development areas with a mix of uses and range of housing options to attract a younger demographic. The update leveraged the town's appeal to bring new visitors, residents, and businesses.

A robust public outreach effort was at the heart of the project. A steering committee guided the policy discussion. Extensive stakeholder interviews identified issues important to various constituencies. Three workshops were planned to attract the widest swath of residents, including a lunchtime Q&A to attract daytime workers/shoppers, an evening event to attract a large section of residents, and a Saturday open house to attract families. The update was informed by a market analysis and scenario planning. Based on input from the first set of outreach events, health and a form-based approach to planning appeared to be the driving themes for the update.

As a component of the update, Michael Baker conducted a wholesale update of the transportation and circulation element of the plan. Transportation Vision statements were developed based off input received from public input and plan stakeholders. An assessment was conducted of transportation assets within Warrenton and the performance of the system. This included research to identify trends affecting mobility in Warrenton, the identification of external transportation influencers, and an analysis of travel patterns conducted using vehicle probe data. Michael Baker worked with Warrenton to develop and apply a street typology for the application of Complete Streets that is consistent with VDOT's Road Design Manual to permit street design that enables safe access for all travelers regardless of travel mode.

Michael Baker reviewed existing bicycle and pedestrian facilities, including trails, and identified enhancements to complete the Town's bicycle and pedestrian networks. Crash severity was analyzed to identify countermeasures and improvements to improve transportation safety. Roadway operational improvements were identified to address areas with recurring congestion. Public parking was inventoried, and parking demand was evaluated to identify parking solutions. Transit accessibility, including an assessment of walk access to transit stops, was evaluated and recommendations for improvements were identified.

This assessment culminated in an innovative set of opportunities and challenges related to Warrenton's transportation system that expanded beyond traditional metrics to include enhancement of the traveling experience and promoting livability. Specific opportunities were identified to align with each of Warrenton's Character Districts to ensure that future transportation improvements are appropriate with neighborhood character. Ultimately a list of needs was developed to include roadway safety and operational improvements, truck routing, public transit, and multimodal connectivity.

The comprehensive plan elements include:

- Historic Resources
- Community Facilities
- Housing
- Open Space and Parks
- Transportation and Circulation
- Economic and Fiscal Resilience
- Policy and Implementation Action Plan
- Land Use
- Character District Action Plan

Michael Baker's Role

- Public Outreach
- Comprehensive Plan Development
- Transportation and Circulation Element

Client:

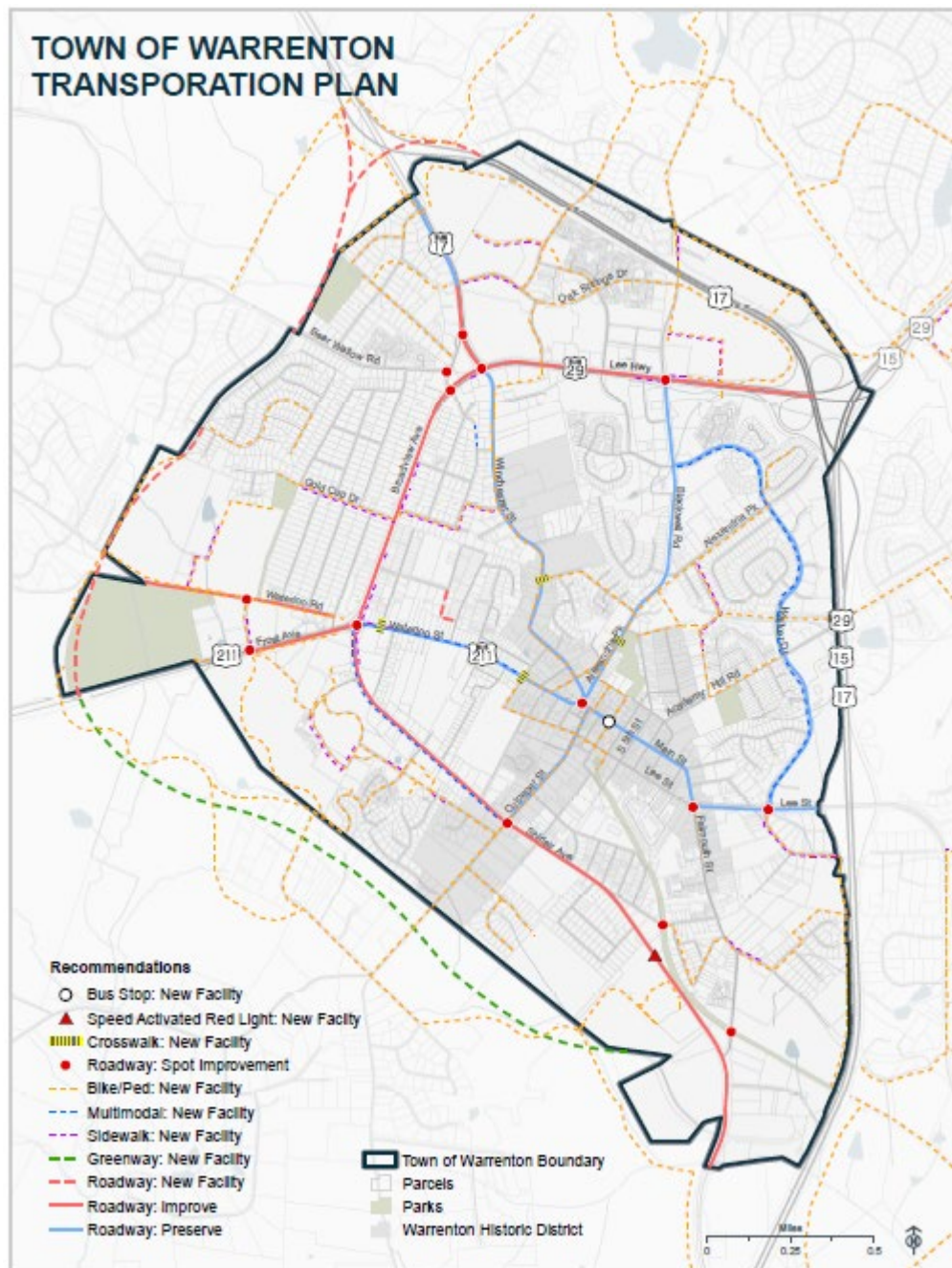
Town of Warrenton
Denise Harris
Senior Planner
540-347-1101
dharris@warrentonva.gov

Completion Date:

2020

Project Costs:

\$304,645 (Fee)



ROUTE 17 MARSH ROAD CORRIDOR STUDY

Fauquier County

Michael Baker International developed a corridor study to analyze the operational and safety issues identified along Route 17 within Bealeton, Fauquier County, Virginia. The segment had been identified by VDOT as having congestion issues and a Potential for Safety Improvement (PSI) location. Additionally, the corridor had pedestrian and mobility needs on and across the corridor due to the proximity of nearby residential land uses, the Village center, and two schools. The corridor also serves as a crossroads for commuter traffic between regions and is economically important to the County.

To conduct this study, Michael Baker incorporated a public outreach and stakeholder involvement process which also included direct work with the Rappahannock-Rapidan Regional Commission, VDOT, and Fauquier County staff. The team reviewed multiple years of crash data and collision diagrams to aide in the development of recommendations. Synchro and HCS software was used to evaluate the traffic conditions and findings were validated in the field by Michael Baker. Baker's planning staff developed a level of traffic stress and missing links network to guide the decision making process to ensure recommendations were inclusive of non-vehicular transportation modes.

The study team identified measures of effectiveness for the evaluation of recommendations. Goals were to improve safety, improve congestion at the intersection of Route 17 and Route 28, improve mobility for non-vehicular users, and improve accessibility and safety at intersections on Route 28. Innovative intersections were considered to identify ways to minimize capacity impacts while improving upon safety and mobility measures, such as reduced conflict points, shorter pedestrian crossings, and placemaking opportunities. Public engagement was crucial in supporting measures. The Baker team created high-quality graphics that clearly identified a recommendation's impact to adjacent parcels, operational benefits, diagrams of how to use the intersection, and safety improvements. Presentation and CAD graphic materials were developed for Fauquier County and VDOT's L&D review so that the preferred recommendations could be advanced and funded. Ultimately, the Michael Baker team developed a corridor plan with safe and accessible recommendations which included a roundabout at the intersection of Route 28 and Station Drive that was funded under the SMART SCALE program.

Client:

Virginia Department of Transportation
Charles Proctor
charles.proctor@vdot.virginia.gov

Fauquier County

Adam Shellenberger
adam.shellenberger@fauquiercounty.gov

Project Dates

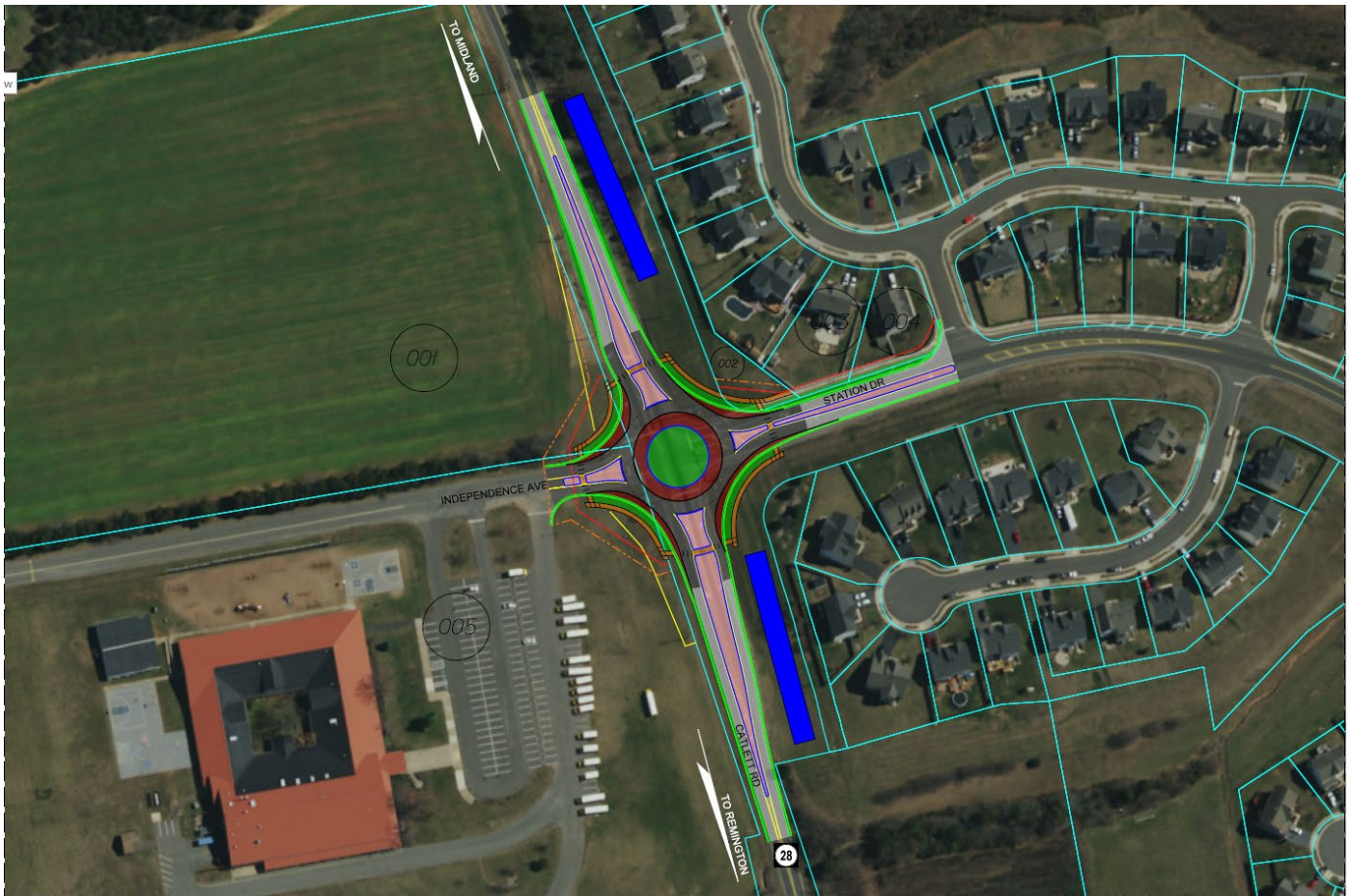
August 2021 to September 2022

Project Costs:

\$79,224 (Fee)

Michael Baker's Role

- Stakeholder Planning/Communications
- Feasibility Study
- Existing Conditions Analysis
- GIS Analysis/Data Visualization
- TDM Reporting
- Traffic Study
- Travel Demand Forecasting
- Safety Study/Crash Analysis
- Traffic Data Collection
- Connectivity & Gap Analysis
- Conceptual Designs/Graphics
- Cost Estimation

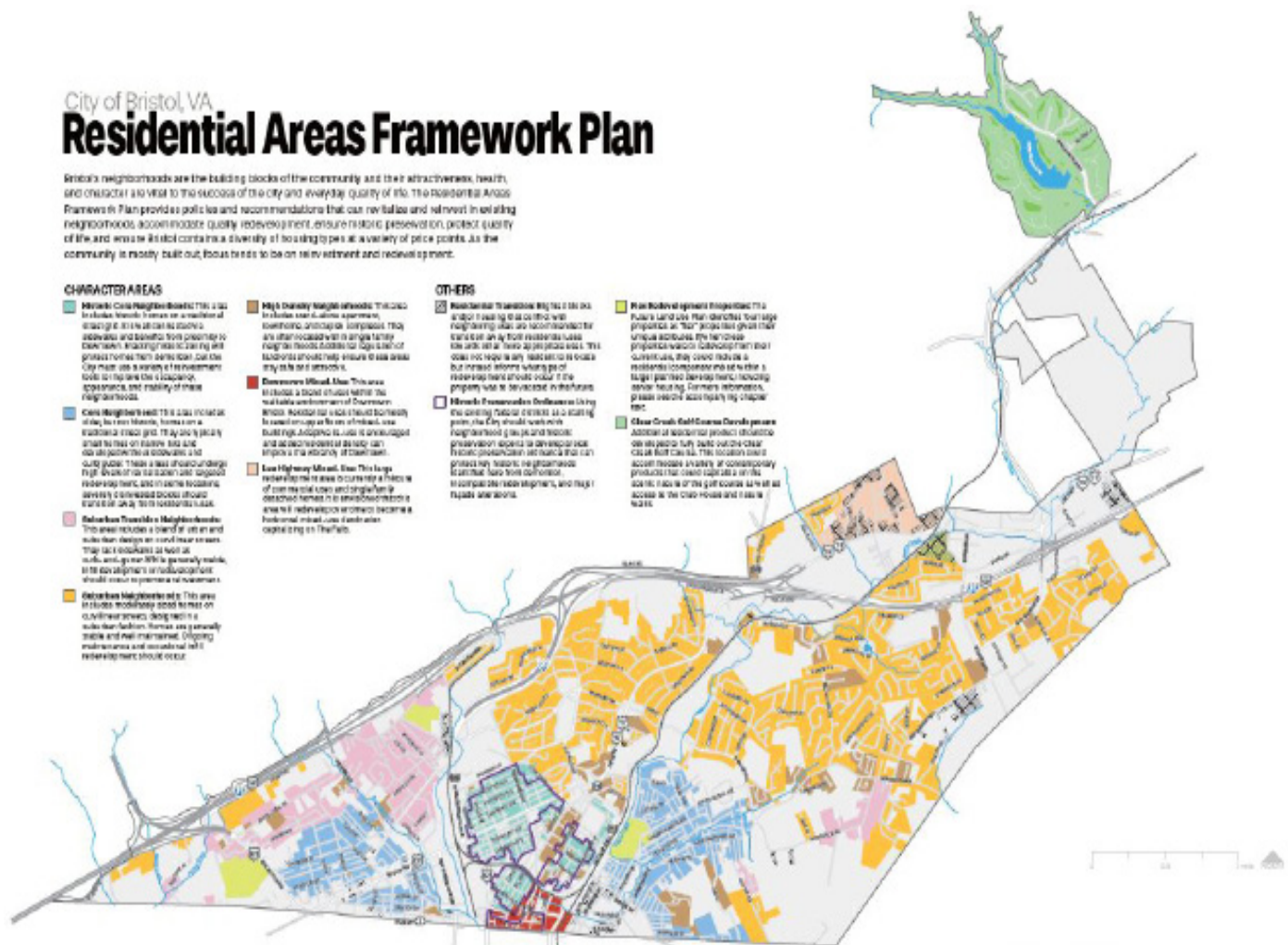


Bristol

Small Area Plan

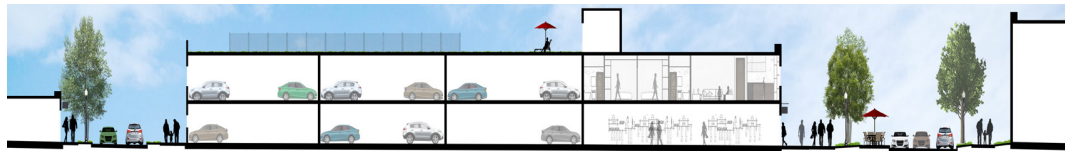
Bristol, Virginia

Hill Studio collaborated with the City of Bristol, VA to do a small area plan for an underutilized commercial district near downtown. This project was funded by Virginia Housing. With competition from a nearby shopping destination, this particular area has struggled to keep tenants and stay current. Our small area plan illustrated how the City and developers can incorporate mixed-use housing in this area and make it a neighborhood center for local residents. This work included a visionary plan that addressed the findings of a recently completed Housing Needs Assessment, high-level cost estimates of the proposed concept, and an implementation strategy.



(Right) Illustrative Sections of Concepts

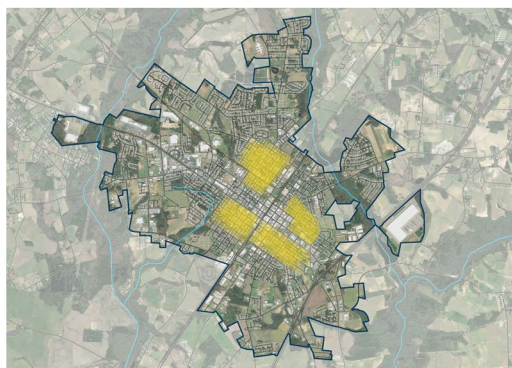
(Below) Conceptual Site Plan



Randall Eads,
City Manager
Bristol, VA
citymanager@bristolva.org



City of Dunn Strategic Plan



Existing established, residential neighborhoods offer opportunities for community revitalization, including rehabilitated housing, pedestrian-friendly streets, and a variety of living choices for multiple age groups.



Example of 1920s residential street with restored historic homes, sidewalks, trees, and attractive lighting.

DUNN STRATEGIC PLAN

Neighborhoods 2040

"Revitalize neighborhoods for residents and visitors"

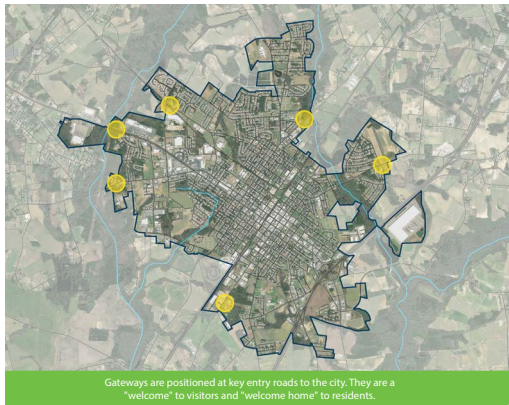
The neighborhoods within Dunn represent the heart of the community for the people who live there. Many of these 20th Century neighborhoods have cultural value and may be considered historic. Their dense, compact form and pedestrian connectivity offer desirable amenities for today's young adults and seniors. Well designed, established neighborhoods can be a draw for new residents. Affordable housing must also be quality housing. This initiative will help revitalize neighborhoods and housing by encouraging the rehabilitation and maintenance of existing homes, investment in vacant properties, and supportive neighborhood commerce.

Neighborhood Characteristics

Design Features	<ul style="list-style-type: none"> • Safe neighborhoods • Attractive, maintained housing • Multiple choices of housing types, styles • Pedestrian accessible • Comfortable scale of buildings and features • Landscaped streets, yards • Nearby commercial services
Economic Benefits	<ul style="list-style-type: none"> • Attracts businesses and customers • Adds value to real estate investment • Improves community demographics and economy
Social Benefits	<ul style="list-style-type: none"> • Encourages safe, sound neighborhoods for people • Encourages walking and social gathering • Provides quality residential living environments
Partners	<ul style="list-style-type: none"> • City/County • Developers/Investors • Housing Agencies • Neighborhood Organizations/Leaders
Implementation Steps	<ul style="list-style-type: none"> • Identify and inventory priority areas for revitalization • Consider historic district designation • Investigate and solicit funding opportunities • Improve public spaces in targeted areas (sidewalks, parks, streets, public buildings) • Identify community partners and facilitate collaboration and leadership • Develop revitalization incentives/programs to encourage investment and community safety (loan, grant, rental inspection program, vacant property catalog, tax credits, design guidelines, community development organization)

(Above) Character Board provides a summary of characteristics for residential neighborhoods including ground views

In 2019, the City of Dunn and the Dunn Area Chamber of Commerce partnered to form the Dunn Vision Group (DVG). In December, the Dunn City Council authorized the City Manager to publish a Request for Proposal to assist the DVG in conducting a city-wide visioning process to prepare a citizen driven 20-year Vision Plan and an implementation Action Plan. The Dunn Area Tourism Authority became a major part of the plan through participation and a marketing grant. Outreach was conducted and extensive public input received, including 866 survey responses, numerous focus group meetings, multiple workshops, and many meetings (remote and in-person) were held between the DVG and Hill Studios/Arnett Muldrow. The final Imagine Dunn Vision Plan was completed in the early summer of 2021 and adopted by the Dunn City Council at a special called Joint Meeting, with the Dunn Planning Board, Dunn Area Chamber of Commerce Executive Board, Dunn Area Tourism Authority and DVG.



Community Gateways

"Enhance gateway entrances and promote community identity/brand"

Gateway entrances into Dunn leave lasting impressions on residents and visitors. These community gateways should project a positive sense of civic pride and identity. In this initiative, major entrances show physical improvements that include substantial corridor and site landscaping, welcome signage (reflective of community brand), pedestrian connections, and a consistent design palette for site furnishings.



Community Gateway Characteristics

Design Features	<ul style="list-style-type: none"> Entrance sign (community brand and coordinated landscaping) Landsaped street frontages and medians Attractive, coordinated pedestrian and vehicular systems Consolidated street entrances & utilities Architectural lighting and streetscape elements
Economic Benefits	<ul style="list-style-type: none"> Attracts customers and businesses Encourages visitors to explore and shop
Social Benefits	<ul style="list-style-type: none"> Builds community pride and identity Increased greenspace enhances environment
Partners	<ul style="list-style-type: none"> City NCDOT Travel & Tourism Chamber of Commerce
Implementation Steps	<ul style="list-style-type: none"> Identify and prioritize significant gateway entrances Develop gateway signage and landscaping models Coordinate with gateway businesses Solicit funding and partners Facilitate gateway improvements



DUNN STRATEGIC PLAN

(Above) Character Board provides a summary of characteristics for gateways into the community including an aerial view

(Below) Signage package for Dunn provides a cohesive wayfinding character for the City.



Contact

Steven Neuschafer
City Manager
City of Dunn
401 E. Broad Street
PO Box 1065
Dunn, NC 28335
910-230-3500



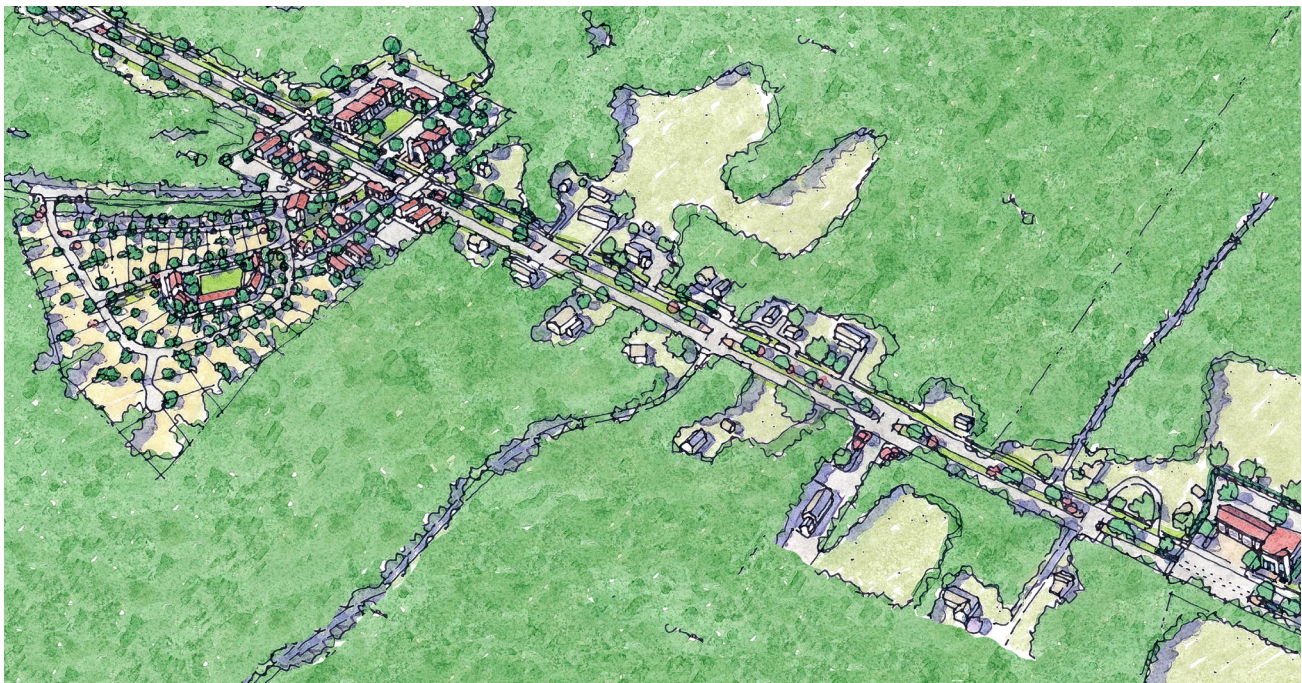
THE CENTRAL RESERVE

LOUDON COUNTY, VIRGINIA

The purpose of this project is to assist the Client in communicating the Loudoun Central Reserve concept to a broad spectrum of stakeholders in the community, including citizens, landowners, private developers, and policy makers. The project includes: (1) a regional land use plan for the Central Reserve that includes maps and other materials illustrating areas that should be preserved because of their special qualities and those areas that can accommodate guided development; (2) concept design plans and illustrations for a typical rural hamlet within the Central Reserve, including vehicular and pedestrian circulation and public spaces; (3) alternative concept development plans for Gilberts Corner (key node within Central Reserve) which will include land use, vehicular/pedestrian circulation, areas for preservation, general location of public facilities, and recommended restrictive covenants to guide development.

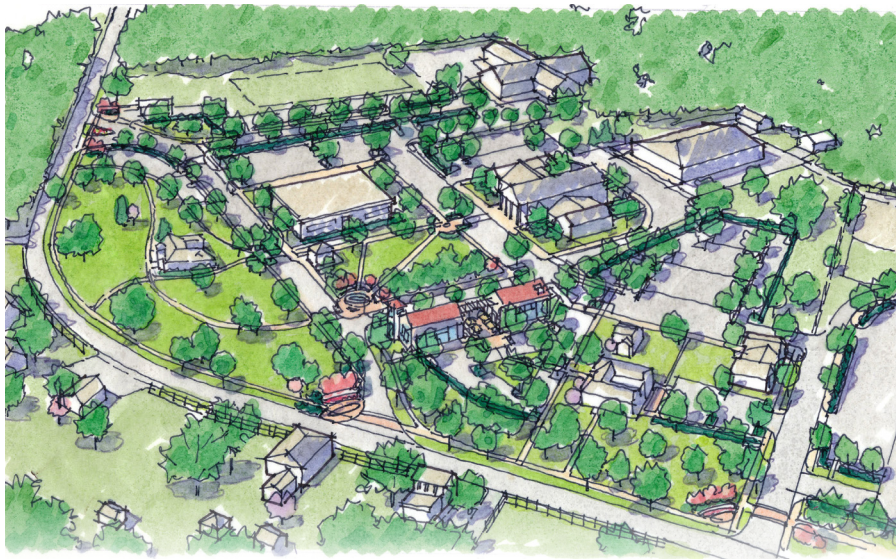


2020 New Kent County Strategic Plan



(Above) Birdseye View of a rural corridor for neighboring New Kent designated as a hamlet in their future land use plan

New Kent County, Virginia is located in Eastern Virginia and has a population of approximately 23,000 residents. The County contains an incredible agricultural landscape with incredible outdoor recreation opportunities along its waterways. The focused themes of the 2020 plan were preserved heritage and land conservation which were a guiding foundation for local leaders to make decisions on the future of the County. Arnett Muldrow and Hill Studio directed a community engagement process and facilitated public meetings that resulted in over 1,200 participants and contained over 100 people in the first public engagement session held online. The Community Design Workshops helped the project team understand and define the public's desired direction for physical growth and development in New Kent County. The plan also helped strengthen coordination among local government departments as our project team met regularly with the Board of Supervisors' appointed 12-member Steering Committee and held 11 roundtable discussions with County and community leaders on topics related to Environmental Stewardship, Transportation, Business Development, Land Use/Zoning, Broadband, Youth, Seniors, and Recreation.



Above: Perspective aerial view of New Kent Courthouse showing governmental center with landscaped corridor and new green courtyard framing historic buildings. Note the connected walkways and areas for interpretive displays. Parking near government center and historic jail has been carefully tucked to side areas and shared lots. Historic buildings are integrated with new uses and activities in outdoor spaces. Enhanced trail system connects pedestrians to nearby retail center.



Village green frames public buildings



Interpretation of historic places



Historic buildings and residential uses



Dense mixed-use commercial center

New Kent Courthouse

The Village of New Kent is in the heart of the County and the center for governmental functions and community commerce.

The historic village should be a unique destination for residents and visitors. Character features include scenic vistas, landscaped entrance corridors, public green spaces, historic architecture, comfortable pedestrian access, and a dense development pattern of businesses and residential uses.

New Kent Courthouse Characteristics

Uses	<ul style="list-style-type: none"> Public and government services Commercial retail Restaurants Office and service businesses Residential, diverse types
Building Types	<ul style="list-style-type: none"> Institutional & governmental Small commercial Single-family residential (small) Multi-family residential (above business or low-density group)
Public Spaces	<ul style="list-style-type: none"> Green common spaces for gathering Landscaped streets and frontages Interpretation of historic places Attractive, pedestrian scale lighting Coordinated signage & wayfinding Parking pavement minimal, selective on street, small lots landscaped and shared for common access, oriented to side or rear
Connectivity	<ul style="list-style-type: none"> Connected paths and walkways Pedestrian oriented business areas Comfortable vehicular circulation
Activity	<ul style="list-style-type: none"> Communication and social center Celebration and event spaces

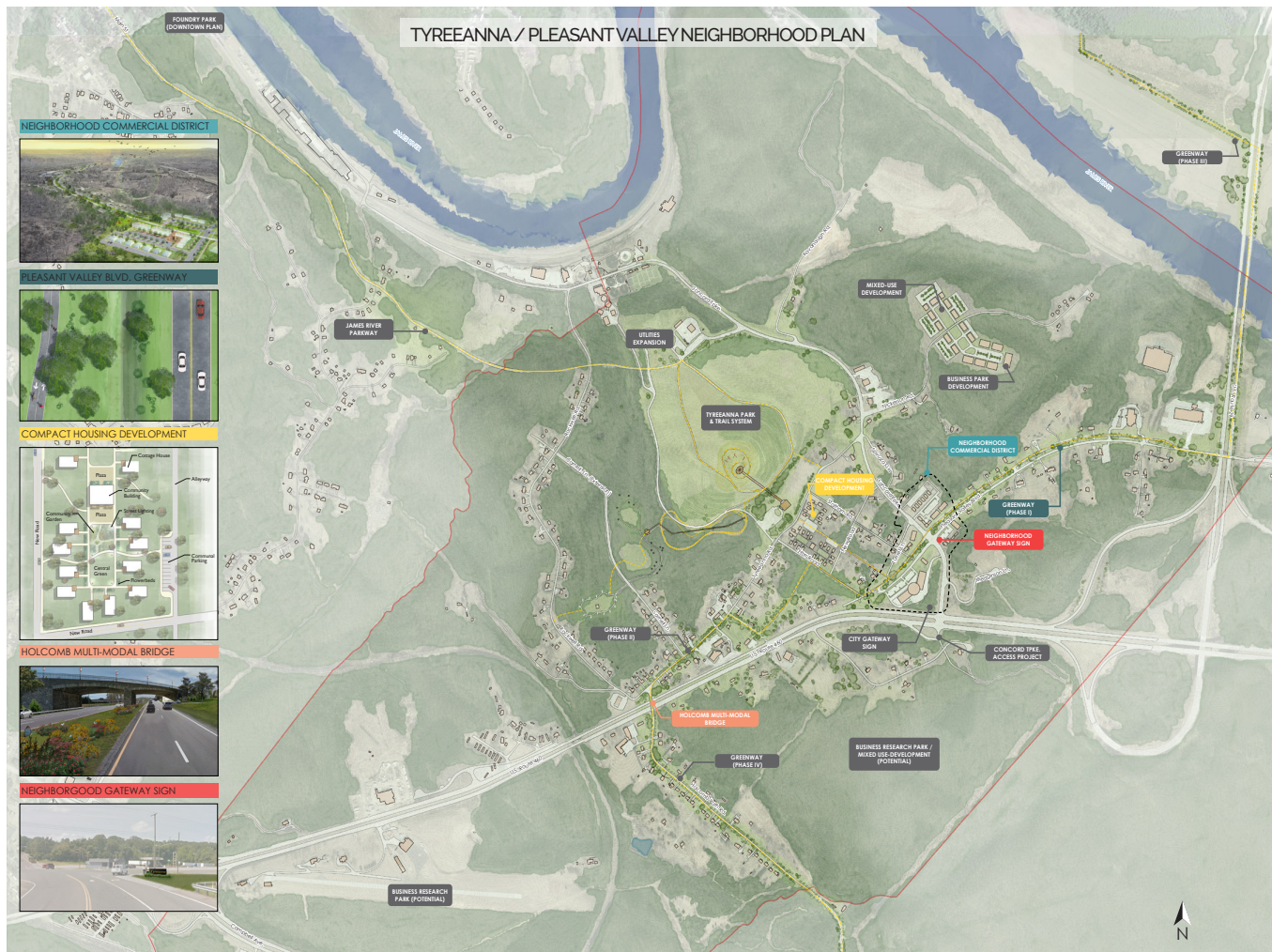
NEW KENT COUNTY STRATEGIC PLAN

(Above) Character Board Poster provides a summary of characteristics for a typical village including an aerial perspective
 (Below) Ground-level View of a mixed-use village providing housing, dining, shopping and entertainment opportunities



Rodney Hathaway
 County Administrator
 New Kent County
 12007 Courthouse Circle
 New Kent, VA 23124
 804-966-9683

Tyreeanna / Pleasant Valley Neighborhood Plan



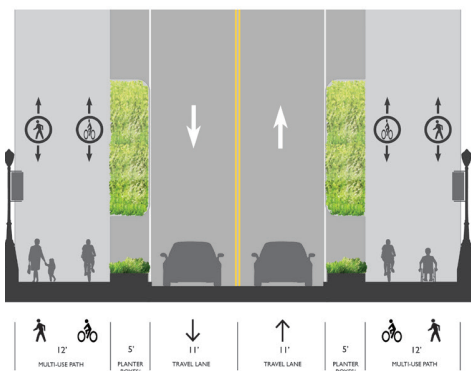
Given the limited amount of developable land and Lynchburg's challenging topography, continued growth must occur through infill development of vacant land or redevelopment in Downtown and surrounding neighborhoods. As growth extends into the Tyreeanna / Pleasant Valley area, a unified vision will be important to establish priorities and leverage available resources. This plan looks to define that vision in a way that promotes the healthy balance of

land uses, enhances the character and identity of the neighborhood, strengthens the sense of community and pride, improves the residents' quality of life, and protects the area from arbitrary development. The Tyreeanna / Pleasant Valley Neighborhood Plan was a product of the Lynchburg Planning Staff, Hill Studio, and citizen members of the project's Steering Committee. Parks Projects drive this neighborhood from ordinary to extraordinary!

Contact

Tom Martin, City Planner
City of Lynchburg
900 Church Street
Lynchburg, VA 24504
434-455-3900
tom.martin@lynchburgva.gov

This project was a collaboration between Community Planning, Landscape Architecture, and Historic Preservation



Project Examples/References

The following project descriptions demonstrate our team's recent and vast experience with assignments similar to the scope of services.

Frederick County, Virginia – Capital Impacts Study and Model//Transportation Impact Fees Exploration

Project Contact: Wyatt Pearson, Director of Planning

Address: 107 N. Kent Street, Winchester, Virginia 22601

Phone: (540) 665-5651

Email: wyatt.pearson@fcva.us

Dates of Performance: 2003; 2008; 2018-19; 2021; 2024-25

TischlerBise was retained by Frederick County, Virginia, to develop a Capital Impact Model and Study to allow County staff to evaluate rezoning applications for impacts on capital facilities. This Model was a modification and update to an existing Fiscal Impact Model that TischlerBise had developed (with frequent updates) for the Winchester-Frederick County Economic Development Commission. A key feature of our previous and current engagement is our interaction with a public/private sector working group who review level of service and cost/revenue assumptions.

TischlerBise has developed and updated the Capital Impacts Model since 2018-19 to address the impacts to the range of capital facilities Public Schools, Parks and Recreation, Sheriff, Fire and Rescue, Animal Protection, Library, General Government, Courts, and Environmental Services. Facility capacity triggers are programmed into the model to automatically calculate a development's impact if it were to exceed the County's capacity. Further detail was included into the model after meetings with a stakeholder's committee, Development Impact Model Oversight Committee (DIMOC).

TischlerBise is also working with the County and the DIMOC to explore the use of Transportation Cash Proffers or Impact Fees. The effort is adding a module to the existing CIM and will determine growth's share of system-level transportation capital costs and exploring the tradeoffs between implementation as a cash proffer or impact fee.

Fort Collins, Colorado – Transportation Capital Expansion Fee Study (2022)

Project Contact: Marc Virata, PE, Civil Engineer

Phone: (970) 221-6567

E-mail: mvirata@fcgov.com

TischlerBise was retained by the City of Fort Collins in 2016 and again in 2022 to prepare Transportation Capital Expansion Fee (TCEF) studies. After reviewing the 2000 transportation fee study, collaborating with City staff, and receiving input from a stakeholder group, **TischlerBise recommended several changes in the 2016 TCEF update.** First, the proposed transportation fees would be easier to administer by switching from 9 residential categories to fees based on dwelling size, measured by square feet of finished living space. Also, 26 nonresidential categories were consolidated into three general nonresidential types. Second, TischlerBise recommended consolidating from four to two benefit districts, which are used to track

revenues and expenditures. This will provide greater flexibility for expenditures and enable capital improvements to be constructed sooner.

The City's 2016 TCEF were derived using the incremental expansion approach. The TCEF is the product of vehicle miles of travel (VMT) per development unit multiplied by the net capital cost per VMT for transportation capacity. The TCEF fee methodology includes a percentage adjustment, or weighting factor, to account for trip length variation by type of land use. TischlerBise derived the weighting factors using household survey results provided by North Front Range Metropolitan Planning Organization (NRFMPO 2010). **A similar update is currently being prepared for the City where a greater emphasis on multimodal projects is expected.**

Pinal County, Arizona – Impact Fee Study (2006, 2008, 2014 and 2020)

Project Contact: Michelle Velazquez, Impact Fee Coordinator

Phone: (520) 866-6321

E-mail: michelle.velazquez@pinal.gov

Pinal County is the fastest growing county in Arizona and one of the five fastest growing counties in the country. The County initially hired TischlerBise in 2006 to calculate transportation development impact fees. The County subsequently retained TischlerBise for three additional engagements which included development impact fee calculations for parks and recreation and public safety. Each engagement with the County has included an extensive outreach component involving several public meetings in different areas of the County with the development community.

Beaufort County, South Carolina – Countywide Impact Fee Study (2020)

Project Contact: Eric Greenway, Community Development Director

Phone: (843) 255-2143

E-mail: egreenway@bcgov.net

TischlerBise Staff: Carson Bise and Colin McAweeney

TischlerBise was retained to complete impact fee studies for parks and recreation, libraries, transportation and schools. **Once underway, TischlerBise was also retained to prepare fees for public safety.** Some of the challenges associated with this study include the number of incorporated jurisdictions in the County, as well as the tourism-related economy which has essentially created a northern and southern County, each with unique attributes.

Horry County, South Carolina – Impact Fee Study (2004, 2019, and 2022)

Project Contact: David Jordan, Planning Director

Phone: (843) 915-5340

E-mail: jordan.david@horrycountysc.gov

TischlerBise Staff: Carson Bise, Julie Herlands, and Colin McAweeney

TischlerBise has completed three impact studies for Horry County over the last twenty years. Our studies have addressed Parks & Recreation, Public Safety (Police, Fire & Medic, and Emergency Operations Center), Transportation, Solid Waste, and Stormwater facilities. The County adopted fees for all categories with the exception of Transportation and Stormwater facilities in 2019. In 2022, TischlerBise was retained again at the County Commission's behest to update the fee study, but political will to adopt Transportation and Stormwater impact fees remains absent.

Section 04 - Personnel and Staff (Per Section 5.1.4 of RFP)

Personnel and Staff

The EPR Team consists of firms who have a strong history of working together. The team was assembled to provide the County with continuity of staff from the past contract cycle, and also to provide the County with the right mix of expertise to meet your planning needs and goals. The EPR Team members and general roles include the following:

Expertise / Firm	EPR, P.C. (Prime)	MBI	Hill Studio	Tischler Bise
Traffic Engineering and Planning	Lead	Support		
Development Plan Review	Lead	Support	Support	
Multimodal Planning and Design	Lead	Support	Support	
Comprehensive Planning	Lead	Support	Support	
Urban Design	Support	Support	Lead	
Integrated Transportation and Land Use Planning	Lead	Support	Support	
Meeting Facilitation	Lead	Support	Support	
Grant Applications	Lead	Support	Support	
Roadway and Intersection Concepts	Lead	Support	Support	
Roadway Design	Support	Lead		
Economic Impact Analysis			Support	Lead

Firm overviews are provided on the following pages.


WWW.EPR-PC.COM


EPR, P.C. (EPR), headquartered in Charlottesville Virginia, is a multidisciplinary planning and design firm providing traffic and transportation engineering, land use and transportation planning, community planning, urban design and civil engineering services throughout the Mid-Atlantic and southeast. Founded in 2011, our company includes Engineers, Landscape Architects, Urban Designers, and Certified Planners holding licenses in Virginia, North Carolina, Georgia, and Florida. EPR is a professional corporation and is certified as a Disadvantage Business Enterprise (WBE/DBE) firm. EPR has a unique focus on cross-disciplinary approaches - integrating transportation, land use and community design considerations to create effective and lasting plans and designs.

Representative projects include:

- **Environmental Protection Agency** (3 contracts) – Local Food Local Places, Community Building Blocks, Outdoor Recreation Economy. These entail planning for communities across the Country to create action plans to help them achieve their vision and goals. The projects address local food systems planning, outdoor recreation, complete and green streets, and other areas.
- **Virginia's Office of Innovative Project Initiatives (OIPI)** (subconsultant) – VTRANS Update, Smart Scale Criteria Refinement, and on-call services including the pending round of Urban Development Area Studies
- **VDOT STARS** (subconsultant) – numerous studies across the state
- **Central Virginia MPO On-call Services** – currently updating the Regional Long Range Transportation Plan
- **West Piedmont Planning District Commission On-call Services** – Multiple Task Orders including update of the LRTP, and work for the City of Danville
- **City of Norfolk Multimodal Transportation Plan**
- **On-call Contracts with the Cities of Charlottesville and Lynchburg, and Fauquier County**
- **James City County and Town of Abingdon Comprehensive Plans**
- **Hampton Roads Regional Connectors Study Scenario Plan** (subconsultant)

Services Offered

- | | | |
|----------------------------------|---------------------------------------|----------------------------|
| • Community planning | • Traffic Impact Studies | • Urban Design |
| • Corridor Studies | • Traffic Control Device Design | • Comprehensive Plans |
| • Land Use Planning | • Transit Oriented Design | • Zoning Audits and Codes |
| • Feasibility Studies | • Stormwater Planning and Design | • Civil Engineering Design |
| • Multimodal Planning and Design | • Parking Studies | • Wayfinding Plans |
| • Access Management Studies | • Public Involvement and Facilitation | • Landscape Architecture |



Michael Baker International Firm Overview

Michael Baker

INTERNATIONAL

We Make a Difference

About Micheal Baker International, Inc.

Michael Baker International, Inc. (Michael Baker) was founded in 1940 and employs over 4,900 engineers, planners, and technical specialists in over 90 offices. For over 85 years, key decision makers in local, state, and federal government have turned to Michael Baker for responsive, accurate, leading-edge solutions to their transportation challenges. Michael Baker's professionals comprise an interdisciplinary team of experts who can assess project requirements and skillfully interface with the appropriate agencies, authorities and the public to move projects from conception to completion.

Michael Baker is a leading provider of engineering and consulting services spanning five distinct Verticals: Infrastructure, Design-Build Services, Federal Programs and Services, Consulting and Technology Solutions (CTS) and Sustainable and Resilient Solutions (SRS). The firm's Practices encompass all facets of infrastructure, including design and civil engineering for diverse bridge, highway, water, rail, transit, and aviation projects, as well as planning, architecture, environmental and construction and program management.

Doing business in Virginia since 1983, Michael Baker offers a professional staff of more than 350 employees located throughout the state. Michael Baker's Virginia Staff is located in Richmond office with support from our transportation offices in Alexandria, Manassas, and Virginia Beach, which completes their full-service Virginia Transportation practice. Their staff have successfully executed small and large task work efforts for many public agencies, mobilizing multi-disciplinary teams to carry out complex work programs, as well as smaller, quickly completed, and focused projects.

Michael Baker has identified personnel skilled to assist EPR and the Fauquier County Government & Public Schools Procurement Division in identifying transportation needs, developing multi-modal solutions, and facilitating priorities to guide funding decisions, ultimately creating transportation plans that lead to implementable and cost-effective solutions feeding into various state and federal funding programs.

Michael Baker has a strong track record of providing transportation planning and engineering services to VDOT and other state agencies, local governments, and regional entities, and is well qualified to respond to the needs of the County. In the last five years, Michael Baker has provided services for more than 80 term contracts throughout the state, including on-call contracts with 15 Virginia counties and cities, attesting to their ability to successfully support this contract.

To learn more, visit <https://mbakerintl.com/>.

2024 ENR RANKINGS

THE TOP
500
DESIGN FIRMS

28 Top 500 Design Firms

18 Top 100 Pure Designers

5 Bridges

6 Dams & Reservoirs

11 Water Supply

13 Transportation

16 Construction Management

16 Highways

18 Airports

21 Mass Transit & Rail

Tischler Bise Firm Overview

Firm Overview

TischlerBise, Inc., was founded in 1977 as Tischler, Montasser & Associates. The firm became Tischler & Associates, Inc., in 1980 and TischlerBise, Inc., in 2005. The firm is a Subchapter (S) corporation, is incorporated in Washington, D.C., and maintains offices in Bethesda, Maryland, and Boise, Idaho. The firm's legal addresses are:

Principal Office

L. Carson Bise, AICP, President
4701 Sangamore Rd, Suite 240
Bethesda, MD 20816
301.320.6900 x12
carson@tischlerbise.com

Idaho Office

Colin McAweeney
999 West Main Street
Boise, ID 83702
202.642.8248

TischlerBise is a fiscal, economic, and planning consulting firm specializing in fiscal/economic impact analysis, impact fees/development charges, infrastructure financing studies, and related revenue strategies. Our firm has been providing consulting services to public agencies for over 45 years, **preparing over 1,000 fiscal/economic impact evaluations and over 1,100 impact fee/infrastructure financing studies – more than any other firm.** Through our detailed approach, proven methodology, and comprehensive product, we have established TischlerBise as the leading expert on fiscal and economic analysis, revenue enhancement, and cost of growth strategies.

TischlerBise has been the national leader in advancing the state of the practice as it relates to impact fee calculations. For example, TischlerBise has developed unique methodologies for calculating “progressive” demand indicators for not only persons per housing unit (household), but also the development of jurisdiction-specific average daily vehicle trip generation rates, using US Census Bureau data and Institute of Transportation Engineer's formulas. These methods not only improve proportionality but also promote housing equity. In addition, TischlerBise has developed unique impact fee methodologies to assist communities with the implementation of land use policies intended to address sprawl, congestion, and other growth management issues by helping to direct growth to planned development zones. Using GIS and data from local traffic models, TischlerBise developed an innovative tiered road impact fee methodology to allocate the cost of road improvements by Traffic Analysis Zone (TAZ) based on vehicle miles of travel (VMT). As density and mix of development increase in urban areas, VMT decreases due to shorter trips and more walking, bicycling, and transit use. This results in lower impact fees in areas where communities are attempting to encourage infill development.

A summary of our Virginia clients is provided below:

TischlerBise Virginia Experience

TischlerBise has significant **relevant and direct experience working in the Commonwealth of Virginia, including development and implementation of first-of-its-kind Capital Impact Models** for jurisdictions to comply with recent changes to cash proffer law. The table below provides a list of our Virginia clients, where we have developed capital and/or fiscal impact models and/or conducted cash proffer, impact fee, or fiscal impact studies.

Commonwealth of Virginia Experience				
Albemarle County	Chesapeake*	Goochland County^	Norfolk	Pulaski
Alexandria*	Fairfax*	Henrico County*	Poquoson	Spotsylvania County
Augusta County	Falls Church*	Isle of Wight County^^	Powhatan	Stafford County†
Charles County	Fauquier County^	James City County	Prince George County	Suffolk
Chesterfield County	Frederick County**	Leesburg*	Prince William County	Sussex County
* Fiscal Impact Model ^ Capital Impact Model (to comply with Cash Proffer law) ^^ Under contract to develop a Capital Impact Model † Impact Fee Study				

TischlerBise National Experience

TischlerBise is the national leader in advancing the “state of the practice” for one-time capital costs (e.g., impact fees in other parts of the country) and fiscal impact models and evaluations. For example, TischlerBise pioneered impact fees by housing size and/or bedroom count, tiered transportation fee schedules, techniques for mitigating high fees for nonresidential development, and integrating transportation impact fees as part of an overall funding strategy. Clients are highlighted on the adjacent map.



Hill Studio Firm Overview

OVERVIEW OF HILL STUDIO

Our Firm

Hill Studio is a certified micro-business specializing in community planning, landscape architecture, architecture, and historic preservation. We have sixteen professionals with demonstrated experience working with local governments, state agencies, private organizations, individuals, and non-profit entities. Our firm has completed over 3,000 projects and won over 45 state and national awards for planning and design excellence. We believe in asset-based development that builds on the special environmental, historic, cultural and scenic resources of a community. We work closely with our clients to recognize, establish and creatively reinforce the unique sense of place in each project.

Hill Studio is outstanding among planning and design firms because of the expert cross-discipline collaboration that we integrate into every project. We are committed to providing distinguished service and products that excel in creativity and environmental stewardship, while addressing specific client needs, budget, and schedules.

Community Planning

- Community Engagement
- Town and Urban Design
- Comprehensive and Area Planning
- Downtown Revitalization
- Land Management and Development Codes

Landscape Architecture

- Land Development and Site Analysis
- Campus Master Planning and Design
- Streetscapes, Parks, Trails, and Greenways
- Low Impact and Sustainable Site Design



*Established 1988
Roanoke, Virginia*



Architecture

- Performance and Event Space Design
- Adaptive Reuse of Existing Buildings
- Green Building, Sustainable Design
- Workforce and Affordable Housing
- Designs for Residential Living

Historic Preservation

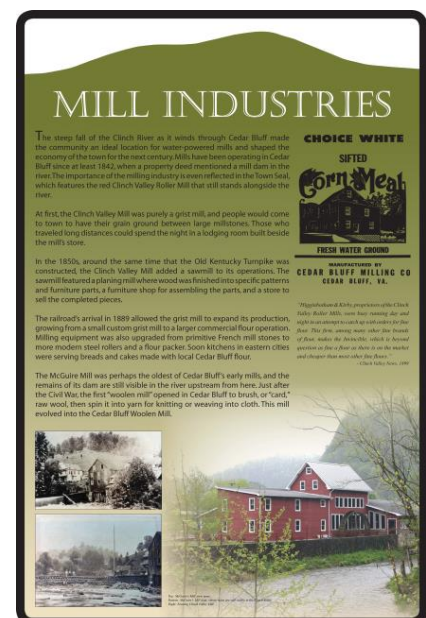
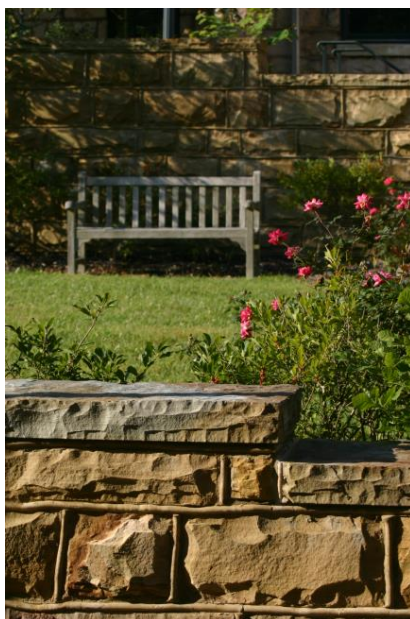
- Historic Tax Credits
- National Register Surveys and Nominations
- Section 106 Compliance and Mitigation
- Historic District Design Guidelines
- Cultural Landscape Preservation Planning

Other Services:

- Grant Research and Writing
- Exterior Signage and Environmental Graphics
- Interpretive Planning and Graphics
- Viewshed Analysis and Assessment
- Visualization

Why Choose Hill Studio?

We are experts in place-based design for communities, and in design for education, recreation and the arts. Our tailored community engagement and planning processes build broad project support, fostering implementation.



Project Staffing

The following pages include a project organizational chart and supporting resumes. EPR, P.C. will serve as the prime contractor and will manage all aspects of the consultant services. EPR will be supported by key staff from Baker, Hill Studio, and Tischler Bise. A brief description of the senior project staff and task leaders are summarized below.

EPR, P.C. will provide overall project management and coordination as needed to support the needs of the County.

Project Lead

Bill Wuensch, P.E., PTOE will manage the contract and serve as primary point of contact for the County. Bill has both breadth and depth of experience with all aspects of development review, creation of innovative multimodal transportation policies, community planning, and using effective public process to garner support for planning initiatives. He has extensive experience with the traffic impact analysis process, VDOT's design standards, and access management standards, and has worked extensively with VDOT Culpeper staff in both a support role to Fauquier, and through regional VDOT contracts. Bill's knowledge of the County formed from multiple past cycles of this same contract provides efficiency, and some level of institutional knowledge. Bill is fully committed to being available on short notice when assistance is requested by the County.

Support Staff and Resources

Jeanie Alexander, P.E., of EPR, P.C. has over 25 years of experience in transportation planning and will serve as a lead analyst for studies and technical analysis. Jeanie is a former City Traffic Engineer for Charlottesville, and prior to that was a consultant to departments of transportation and MPOs in Florida. She has experience implementing multimodal improvements, overseeing municipal parking programs, and working with VDOT to obtain grant funding for local projects. She has served the traffic engineer role for a locality, managing all aspects of coordination with the community political bodies, and special interest group. As a consultant she has managed traffic impact studies, corridor plans, and community and regional long range transportation planning efforts. Jeanie has been supporting Fauquier's on-call contract for multiple past cycles.

Todd Gordon, AICP has led many comp plan efforts and transportation plan efforts, including for Middleburg. He has over 20 years of experience conducting study efforts for transportation masterplans for communities, and is currently serving as deputy project manager for a scenario planning based comp plan update for James City County. He will weigh in as needed on transportation study and planning efforts.

Amanda Poncy, AICP has over 20 years of multimodal transportation planning and project implementation experience. Prior to joining EPR, she served as the City of Charlottesville's Bicycle and Pedestrian Coordinator where she had leadership roles in accessible design and planning, complete streets design guidelines/standards, pedestrian and bicycle master planning and implementation, and site plan review. Amanda has more than 10 years of experience in implementing the Manual on Uniform Traffic Control Devices (MUTCD), Public Right of Way Accessibility Guidelines (PROWAG), NACTO, and AASHTO Guidelines in public projects. Amanda is leading two SS4A efforts and also manages EPR's national EPA action planning contract. From all of her experience she brings strong experience with community planning, meeting facilitation, and transportation planning expertise.

Will Cockrell, AICP has spent much of his career in the public sector, working in local government and regional planning. For ten years, Will worked with the Thomas Jefferson Planning District Commission (TJPDC), serving many different roles, including Director of Planning and MPO Coordinator. He managed the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), TJPDC Rural Transportation Program, the Planning Program, and Environmental Planning Program. Before joining the Planning District, Will worked as the senior planner for Louisa County. During that time, he also took on the role of Acting-Director of Community Development. As a consultant he works with communities across Virginia, and the Country, on transportation, land use, and economic development focused projects. Will leads comprehensive plans and transportation planning efforts for localities and regional entities. Will is also an adjunct instructor at UVA and teaches (EPR contract with VCU) planning commissioners and planners through the land use education program (LUEP).

Our key Michael Baker team members include the following:

Brad Shelton, AICP - Mr. Shelton specializes in long and short-range, multi-modal transportation planning with experience at the state, metropolitan, and local levels. Prior to joining Michael Baker, he spent 10 years performing statewide planning work with the Virginia Department of Transportation. He is well versed in traffic engineering theories and practices as well as state, regional and local government planning. He has a practical understanding of the interrelationship between transportation and land use planning. He has extensive experience preparing presentations and utilizing oral and written communication skills. Mr. Shelton also has public outreach and project management experience.

Dan Scolese, PE - Mr. Scolese has experience in traffic engineering, transportation planning, and public involvement. He has four years of experience in overseeing infrastructure projects for the United States Air Force. He has performed signal and pavement marking design, signing plan preparation, corridor studies, and safety analyses for VDOT and numerous municipalities throughout the state. As a member of the Loudoun County Traffic Engineering Department, he worked with staff and local officials developing transportation projects and conducted safety analyses. As part of a senior role in the City of Alexandria Transportation Department, he led the transportation planning and engineering for large-scale efforts regarding comprehensive planning and major corridor re-envisioning. His technical expertise includes highway capacity analysis, traffic simulation, trip generation analysis, drafting, safety analyses, and GIS.

Matthew Orensky, PE - Mr. Orensky is experienced in roadway design, traffic operations, site development, and stormwater management. He has been responsible for the development of roadway design plans, maintenance of traffic plans, pavement marking and signage plans, and traffic signal design plans. Matt has been involved with the development of conceptual design and detailed cost estimates for multiple funding programs including SMART Scale, TAP, and RAISE. Plan development responsibilities have included erosion and sediment control plans, stormwater infrastructure analysis, construction administration, and development of cost estimates.

Hill Studio lead planner will be [David Hill].

David Hill is recognized for his creative design abilities that integrate historic preservation, architecture, urban design, community planning and landscape architecture in community plans and projects. He blends unique community assets and natural and cultural features to create a special sense of place that will leverage vital economic investment. David's and his team will support development of urban design, transportation, and small area planning graphics in support of transportation planning efforts.

TischlerBise's key staff will include:

Carson Bise who has 30 years of fiscal, economic and planning experience and has conducted fiscal and infrastructure finance evaluations in 40 states. Mr. Bise has developed and implemented more fiscal impact models than any consultant in the country. The applications which Mr. Bise has developed have been used for evaluating multiple land use scenarios, specific development projects, annexations, urban service provision, tax-increment financing, and concurrency/adequate public facilities monitoring. Mr. Bise is also a leading national figure in the calculation of impact fees, having completed over 350 impact fees for the following categories: parks and recreation, open space, police, fire, schools, water, sewer, roads, municipal power, and general government facilities.

Julie Herlands, AICP, is Vice President of TischlerBise, and will serve as a Project Manager for this assignment because of her substantial experience preparing fiscal impact models, capital impact models, cash proffer studies, and financing strategies, as well as her strong project management skills and direct experience in James City County. Ms. Herlands will manage the work in progress and will assist with the technical requirements of the project. Most importantly, Ms. Herlands, in conjunction with Mr. Bise, will ensure constant collaboration and communication with Consultant Team, County, and our team through frequent progress memorandums, conference calls, and in-person meetings.

As shown on the project following team and staff organization chart, the EPR Team brings support staff with expertise in comprehensive planning, traffic engineering/planning, multimodal planning (bike/ pedestrian/ transit), graphic artistry, land use planning, community design, impact fee and finance planning, roadway/ civil engineering and public process. This team of professionals will be available when needed to support the County's ongoing planning and development review efforts.

Firm	Staff	Traffic Engineer and Planning	Development Plan Review	Multimodal Planning and Design	Comprehensive Planning	Urban Design	Integrated Transportation and Land Use Planning	Meeting Facilitation	Grant Applications	Road/Intersection Concepts	Road Design	Economic Impact Analysis	Civil Design
EPR	Bill Wuensch, P.E., PTOE	Lead	Lead	Lead	Support	Support	Lead	Support	Lead	Lead	Support		Support
EPR	Will Cockrell, AICP		Support	Support	Lead	Support	Support	Lead	Support			Support	
EPR	Todd Gordon, AICP			Support	Support	Support	Support	Support			Support	Support	
EPR	Jeanie Alexander, PE	Support	Support	Support		Support	Support	Support	Support	Support			
EPR	Amanda Poncy, AICP	Support		Support	Support	Support	Support	Support	Support	Support			
MBI	Brad Shelton AICP			Support		Support	Support	Support	Support			Support	
MBI	Dan Scolese, PE	Support		Support					Support	Support	Lead		
MBI	Matthew Orensky, PE	Support		Support						Support	Support		Lead
Hill Studio	David Hill, AIA		Support	Support	Support	Lead	Support	Support	Support	Support		Support	Support
Tischler	Julie Herlands				Support				Support			Lead	
Tischler	Carson Bise				Support				Support			Support	



WILLIAM L. WUENSCH, P.E., PTOE

PRINCIPAL / TRANSPORTATION PROJECT MANAGER

EDUCATION

University of Central Florida

B.S. Civil Engineering, 1992

REGISTRATIONS

Professional Engineer

Virginia, 33905

North Carolina, 42412

Florida, 50680

AFFILIATIONS

American Society of Civil Engineers

Institute of Transportation Engineers

VASITE

Past President, currently
Student Chapter Liaison for
UVA

University of Virginia
Adjunct Instructor for
Placemaking and
Transportation, 2010-2013

JAUNT Paratransit Agency
Board Member 2016 to
2024
Board President 2022-2023

Mr. Wuensch, with over 33 years of experience, is a transportation engineer/planner who understands the importance of designing a transportation system that provides for multimodal mobility options within the context of the community and region. He works with stakeholders and agencies to understand and address the livability of a region or community by finding solutions that balance and optimize vehicular capacity needs, traffic circulation and parking opportunities, travel demand management, transit service strategies, and the needs of pedestrians and bicyclists. He has consulted with communities and agencies in the Northeast, Mid-Atlantic, and Florida, providing transportation planning and engineering services. However, much of his career has been providing services throughout rural Virginia, including southwest and central Virginia.

REPRESENTATIVE PROJECTS

Town of Culpeper SS4A Action Plan

Bill served as task leader and lead traffic engineer to identify specific improvements to improve safety for all users of the Town's street network. Bill also provided guidance to Town staff for data summarization and public process. Bill created planning level costing for a package of improvements that the Town could advance to the implementation grant SS4A phase.

CVPDC SS4A Action Plan

EPR is providing high level leadership for the SS4A planning process through an on-call contract with the PDC. EPR has held this contract for the past 13 years, and Bill, while with a prior firm, led prior cycles of the on-call contract. For the SS4A task, Bill is drawing on his experience from managing the last three regional long range transportation plans and conducting numerous corridor and intersections studies throughout the region. Bill is serving as a senior transportation engineer and overall contract manager to ensure that EPR delivers high quality work that helps the region continue to advance important transportation system initiatives.

Route 58 STARS Program Corridor Study, Danville Virginia

Bill served as lead traffic engineer, task manager, and principal in charge of a study of the Riverside Drive (Route 58) corridor in Danville, Virginia. The corridor is characteristic of an aging suburban corridor with little multimodal features, but as of lately increasing congestion. The study encompassed 13 intersections over approximately 3 miles. Working closely with the study work group, Bill led discussions and analyses that resulted in identification of recommendations for access management, intersection modifications including RCUTs, pedestrian improvements at intersections and along the corridor, and changes to the signal timings. Bill supported VDOT for follow-on Smart Scale applications.

WPPDC SS4A Action Plan

Bill served as contract manager and principal in charge to provide the EPR study team with input from his intuitional knowledge of transportation needs per his 20+ years of planning work in the region. Bill provided input for strategic direction of the process and plan development.

VDOT NWRO On-call Engineering Services

Bill has been supporting safety work throughout northwest (Culpeper District) Virginia for VDOT's HSIP, studies, and design services on-call program. Bill's efforts have included assignments in Culpeper, Albemarle, Green, and Orange counties addressing a variety of traffic operations and planning concerns and projects in support of VDOT's programs.

Fauquier County On-call Transportation Services

Bill has been supporting the County's transportation engineering and planning needs since 2008. He developed transportation content for the service districts in prior comp plan update cycles, reviewed dozens of traffic study submittals from developers spanning across many of the service districts, performed special studies for school and business park access, and supported staff by providing traffic engineering input on complex planning matters.

Piney Forest Road Corridor Study, Danville, VA

Working through EPR's on-call contract with WPPDC, Bill served as principal traffic engineer for a corridor study of this congested corridor along Business 29 in Danville. The study identified numerous improvements for intersection, access management, and multimodal conditions to improve safety and reduce congestion. Multiple projects were advanced to successful grant applications. Relative to safety, Bill led the analyses of safety concerns and crash history as determined by past historical data, and concerns from citizens. Specific improvements were identified to address the noted crash histories.

Continuing Engineering and Planning Services – City of Lynchburg, Virginia

Bill has provided transportation and planning assistance to the City of Lynchburg for the past 24 years. With extensive institutional knowledge, he is often called up to supplement staff capabilities in both the planning and transportation fields in support of City initiatives. He worked in-house on three occasions when the City was understaffed.

Central Virginia TPO On-call Planning Services

Bill has been providing on-call services to CVMPO over the past 17 years through on-call services agreements. He leads and supports transportation and community planning efforts. Project types range from leading the last three LRTP updates, grant application efforts, more than a dozen corridor planning studies, small area plans. Through this contract he has also appropriated staff to support member localities that are understaffed and need support on community planning, policy planning, and small area planning efforts.

City of Danville On-call Services

Bill has been assisting the City of Danville with multimodal and traffic planning projects over the past 7 years. Efforts range from leading bicycle and pedestrian plans, complete street conversions, general advising, and conduct of a variety of study types. As both contract manager and technical lead, as task orders are identified Bill assigns appropriate staff to lead tasks and then provides quality assurance and control processes to ensure strong and accurate deliverables.

West Piedmont PDC / Danville MPO On-call Planning Services

Bill has held this contract for two terms and led multiple prior individual contracts with WPPDC. Through this contract, Bill leads a team to support the PDC and its member localities. Support has ranged from transportation (including last two Regional LRTPs), locality grant applications, locality special project such as evaluating buildings for re-use, multimodal planning, and public involvement processes. Bill serves as contract manager, and sometimes task leader, and ensures that staff is available as needed to meet the PDC and member locality needs.

City of Charlottesville, VA On-call Transportation Engineering Services

Bill has been working with the City as a consultant for the past 25 years. He served as the interim city traffic engineer for three extended engagements. Through on-call, and individual project procurements, he has supported neighborhood planning, traffic study review, provided corridor and intersection studies of various types, and worked closely with staff to advance the City's transportation system vision and multimodal planning.

VDOT TMPD On-call Services

Bill managed numerous tasks through multiple cycles of this contract (EPR as subconsultant). Bill's role is serving principal in charge with responsibility for strategic direction of the project and qa/qc of all products and deliverables. Tasks have included conduct of corridor studies such as the recent Candler's Mountain Road study and follow-on OSAR documentation, regional park and ride facility inventory and analyses, and support of Smart Scale grant applications. For the Smart Scale grant cycles, he provided support to Hampton Roads District and Salem District Smart Scale efforts including assignments to develop data, concepts, and costs for numerous applications in both districts. In the last cycle for Salem District, Bill led efforts for development of five Smart Scale Grant Applications for the District.

Stafford County Master Transportation Plan, Stafford County

Bill is managed EPR's team for the development of a master transportation plan for the County. The effort, conducted in close coordination with County staff, synthesized numerous prior studies to organize and prioritize previously identified mobility projects. The study also brought together multimodal projects, and through both a public involvement input effort, and development of Multimodal System Design Guideline approach mapping, identified improved project definitions and priorities.



JEANIE ALEXANDER, P.E.

SENIOR TRANSPORTATION ENGINEER/PLANNER

YEARS OF EXPERIENCE

27

EDUCATION

University of Virginia
Bachelor of Science in Civil
Engineering, Minor, Urban
and Environmental Planning

CERTIFICATIONS

Registered Professional
Engineer - Virginia

AFFILIATIONS

Institute of Transportation
Engineers

Jeanie Alexander is a licensed professional engineer with more than 25 years of experience in traffic engineering and transportation planning in both the public and private sectors. For six years of her career, she served as the Traffic Engineer for the City of Charlottesville.

Her technical experience spans corridor studies, safety analyses, traffic control device design, neighborhood traffic management, traffic calming, bicycle and pedestrian improvements, parking, site plan and traffic impact study review, traffic safety improvements, and public involvement. The success of these projects hinged on coordination with area agencies, and communication with the public and local governments.

REPRESENTATIVE PROJECTS

Lynchburg, Salem, and Bristol District Roadway Safety Assessments (SWRO On-call)

Under this on-call contract with VDOT Southwest Regions Operations, EPR is providing Roadway Safety Assessments for Lynchburg, Salem, and Bristol Districts, which has ***included segments in Tazewell County***. Jeanie is currently serving as project manager for road safety assessments in the Salem, Bristol, and Lynchburg districts. Jeanie performs field visits to assess safety features including guardrail, signing, pavement markings, and curve warnings. She reviews the reports, including the findings and recommendations, for use by the districts to implement with standalone maintenance efforts, roadway repaving, and other opportunities to improve safety on the roadways in the Southwest Region.

I-81 Exit 317 Safety Improvements

Jeanie managed the safety analysis for the I-81 Exit 317 Interchange study. The interchange had an extensive number of crashes occurring within the study limits. The effort identified recurring patterns, crash severity, and intensity of crashes by location. The effort also compared the existing crash patterns to both the expected and predicted crash patterns using IHSDM.

West Creek Parkway Safety and Transportation Access Plan

Jeanie managed the safety analysis for the study of Route 288 between Broad Street Road and Tuckahoe Creek Parkway where significant growth is anticipated.

Route 221 Corridor Study – Central Virginia TPO

Jeanie is leading the Route 221 Corridor Study (Bedford County) examining safety, traffic operations, access management, and development growth impacts for the corridor spanning from Perrowville Road to Graves Mill Road.

CVTPO Intersection Safety Study – Central Virginia TPO

As the project manager, Jeanie is leading a study of six intersections identified by the CVTPO and localities for safety improvements. The study includes crash analysis and identification of crash trends and operational analysis of existing and future traffic conditions. Jeanie is leading a stakeholder group to build consensus around the recommendations to improve safety at the intersections.

Franklin Turnpike Project Pipeline Study – Virginia Dept. of Transportation

As the project manager Jeanie led all three Phases of the study. The study is focused on safety improvements for the approximately 3-mile corridor. The safety analysis included the Highway Safety Manual procedures. Recommendations from the study were advanced to SMART SCALE applications. Jeanie coordinated the effort for EPR to create detail concepts and costs for the grant application process.

Top 10 PSI Locations Study – Central Virginia TPO

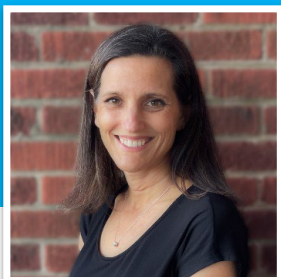
As the project manager, Jeanie led a study of the top 10 PSI locations in the CVTPO area not already being addressed. The study included crash analysis and identification of crash trends and operational analysis of existing and future traffic conditions, with and without proposed alternatives. Turn lane criteria were analyzed along with yellow and red clearance intervals. Jeanie led a stakeholder group and built consensus around the recommendations to improve safety at the intersections.

Piney Forest Road Corridor Study – Danville MPO

The Piney Forest Road Corridor Improvement Study examined safety, traffic operations, and access spacing issues along a 2.5-mile commercial corridor in Danville, VA. Jeanie led a team to analyze traffic operations, identify access spacing issues and pedestrian and motorist safety deficiencies, and develop recommendations. Recommendations included installing crosswalks, indicating an alternative bicycle route, installing a median, and reconfiguring intersections, among other strategies. Jeanie managed a team to produce design drawings and develop cost estimates for use in other funding applications. Jeanie facilitated both a virtual and in-person public meeting to present the project purpose and need and recommendations. The study led to successful T.A. and SMART SCALE grant applications.

Candlers Mountain Road OSAR – Virginia Dept. of Transportation

Building on the recommendations from the Candlers Mountain Road Corridor Study (Lynchburg), Jeanie managed the Operations and Safety Analysis Report required to implement the improvements at the Candlers Mountain Road/US 460 Eastbound Off-ramp intersection.



AMANDA PONCY, AICP

PRINCIPAL PLANNER

EDUCATION

University of Virginia
Master of Urban and
Environmental Planning,
2006

University of Miami (FL)
Bachelor of Arts in
American Studies, 2000

PRIOR EXPERIENCE

City of Charlottesville
Bicycle and Pedestrian
Coordinator, 2012-2022

**Renaissance Planning
Group**
Deputy Project Manager/
Planner, 2006-2012

REGISTRATIONS

**American Institute of
Certified Planners**
No. 026614

AFFILIATIONS

American Planning
Association (APA) - Virginia
Chapter of APA

Virginia Statewide Bicycle
and Pedestrian Committee

Association of Bicycle and
Pedestrian Professionals
(APBP)

National Outdoor
Leadership School Alumni
(NOLS)

Amanda Poncy is Senior Planner with over 19 years of multimodal transportation planning and project implementation experience. Prior to joining EPR, she served as the City of Charlottesville's Bicycle and Pedestrian Coordinator where she had leadership roles in accessible design and planning, complete streets design guidelines/standards, pedestrian and bicycle master planning and implementation, and site plan review. Amanda has more than 10 years of experience in implementing the Manual on Uniform Traffic Control Devices (MUTCD), Public Right of Way Accessibility Guidelines (PROWAG), NACTO, and AASHTO Guidelines in public projects. Amanda excels in project coordination, public involvement, and communication with project partners and the public. She strives to build community consensus and translate that into dynamic and actionable community plans. Amanda is also an adjunct faculty member at the University of Virginia's Urban and Environmental Planning Program.

REPRESENTATIVE PROJECTS

Bicycle and Trails Plan – Henrico County, Virginia - EPR is working as a subconsultant to Clarion Associates on Henrico County's Comprehensive Plan Update. As part of the update, the County is creating a Bicycle and Trails Plan as a sub-element of the Transportation Plan. Amanda is leading efforts to develop this plan.

5th Street Safety Study – City of Charlottesville, Virginia - Amanda led the corridor study to identify strategies to improve safety by slowing travel speeds and enhancing the multimodal environment. The analysis considered a road diet, roundabouts, signalization warrants, enhanced pedestrian features at intersections, and shorter-term lower cost improvements. Amanda led the coordination with stakeholders and the public meetings.

Project Pipeline – Fredericksburg, Virginia - EPR led bicycle and pedestrian planning for the five Fredericksburg District Project Pipeline projects in 2022. Amanda led the development of concepts for bike/ped improvements including sidewalks, shared-use paths, and pedestrian crossings for several miles of road segments and at three intersections.

Environmental Protection Agency (EPA) Blanket Purchase Order for the Office of Community Revitalization (OCR) – Amanda manages EPR's on-call (BPA) contract with EPA. OCR leads several programs to help communities create actions plans to advance local and regional initiatives. Amanda leads a project team for contracts including Building Blocks and recently the Rural Recreation Economy planning efforts. Amanda leads a team of skilled facilitators to work with communities across the nation for these efforts. The program involves USDA, EPA, DOT, and local and regional stakeholders associated with each of the specific task order objectives.

City of Charlottesville Comprehensive Plan - Transportation Chapter - Amanda served as the chapter champion for the Transportation Chapter of the City's Comprehensive Plan (2013, 2018 DRAFT and 2021). She was the primary author of the chapter for each plan update, coordinating input from the community and multiple city departments.

City of Charlottesville Streets that Work Plan/Standards and Design Manual Update (2016/2019) - Amanda co-led the development of the City's Streets that Work Plan and Standards and Design Manual Update, an effort to institutionalize the City's adopted Complete Streets policy with multimodal design standards and priority projects.

City of Charlottesville Bicycle and Pedestrian Master Plan (2015) - Amanda served as the City's Project Manager for the Bicycle and Pedestrian Master Plan Update which guided the implementation of numerous bicycle and pedestrian improvements throughout the City.

City of Charlottesville ADA Transition Plan, Self-Evaluation and Curb Ramp Upgrades - Amanda served as the primary author of the Streets Chapter of the ADA Transition Plan (2013). She conducted self-evaluations in the public right of way and facilitated the implementation of more than 100 curb ramp upgrades.

City of Charlottesville Bicycle Pavement Marking Coordination - Amanda coordinated the design and implementation of numerous bicycle pavement marking plans in conjunction with routine street maintenance. This included the city's first protected bike lane, buffered bike lanes, bike boxes, green pavement markings and more. She is knowledgeable about FHWA's Request to Experiment process, as well as a variety of facility design guidelines, such as NACTO and AASHTO.

State/Federal Grant Funding - Amanda secured nearly \$34 million in state and federal funding (SMART SCALE, Transportation Alternatives, HSIP, Revenue Sharing) for the City of Charlottesville to implement multimodal transportation projects in the City. Amanda managed the implementation projects including all aspects of federal grant reporting and oversight.

City of Charlottesville Dockless Mobility Program - Amanda co-led the development of a dockless mobility permit program to allow shared electric scooter and bicycles operate in the City's right of way. She served as the primary point of contact with vendors to assure compliance with program regulations.

SS4A Planning Grant for the Danville, VA MPO - Amanda is managing a Safe Streets for All (SS4A) project for the West Piedmont Planning District Commission/Danville MPO. She is working with a large and diverse group of stakeholders to identify leading concerns and interests in the region relative to the transportation safety and using her skills as a Roadway Safety Professional (RSP1) to guide the planning process. This 12 month effort will culminate in recommendations on the policy and implementation level to move the region in a vision zero direction, while also laying the foundation for future implementation grant opportunities through the SS4A program.

City of Harrisonburg Bicycle Conversion Studies, VDOT TMPD On-call - Amanda is managing a study of three corridors to identify opportunities to implement bicycle lanes and improved pedestrian conditions. The study effort includes traffic analyses, developing recommendations including detailed concept drawings and planning level costing.

VDOT MUTCD Supplement Committee, VDOT SWTE Contract - Amanda is assisting with a committee to review changes in the MUTCD and make recommendations for necessary statewide policy changes per the MUTCD update. The committee is also recommending changes to VDOT's MUTCD Supplement and design memoranda necessary to comply with the new MUTCD. Amanda's focus is on the bicycle and pedestrian chapters of the manual.



WILL COCKRELL, AICP

PRINCIPAL PLANNER

YEARS OF EXPERIENCE

22

EDUCATION

University of Virginia

Master of Urban and Environmental Planning, 2005

University of Virginia

Bachelor of Urban and Environmental Planning with Architecture Minor, 2003

REGISTRATIONS

American Institute of Certified Planners
No. 185643

AFFILIATIONS

American Planning Association, Virginia Chapter, Board Member:
Vice President of Sections, 2011 to 2014

Vice President of Chapter Affairs, 2014 to 2016

Vice President of External Affairs, 2016 to 2018

Chair of the Community Planning Assistance Program, 2019

Rural Planning Caucus Board

Will Cockrell spent much of his career in the public sector, working in local government and regional planning. For ten years, Will worked with the Thomas Jefferson Planning District Commission (TJPD), serving many different roles, including Director of Planning and MPO Coordinator. He managed the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), TJPD Rural Transportation Program, the Planning Program, and Environmental Planning Program. Before joining the Planning District, Will worked as the senior planner for Louisa County. During that time, he also took on the role of Acting-Director of Community Development. As a consultant he works with communities across Virginia, and the Country, on transportation, land use, and economic development focused projects.

REPRESENTATIVE PROJECTS

Uniontown Neighborhood Action Plan – City of Staunton, Virginia

Will was the project manager on this small area planning effort for a historically African American neighborhood in the City of Staunton. The Action Plan involved a set of eighteen detailed recommendations, including housing rehabilitation and redevelopment. A group of residents, property owners, and stakeholders guided the process with a community-driven approach.

Port Republic Neighborhood Action Plan – City of Waynesboro, Virginia

Will was the project manager on this small area planning effort for a historically African American neighborhood in the City of Waynesboro. The Action Plan consisted of detailed action tables, including housing rehabilitation and redevelopment. A group of residents, property owners, and stakeholders guided the process with a community-driven approach.

Development Review Assistance, Orange County, Va.

Will provides on-call development review services to Orange County. He conducts subdivision plat review, including boundary line adjustments, easements, family divisions, private street agreements, and minor subdivisions. Will worked directly with applicants on applications.

Bike Share Feasibility Study, Phase I and II, WinFred MPO & City of Winchester

Will is the principal planner on a feasibility study that explores options for establishing a new bike share program in the City of Winchester. This process includes research on similar programs and engagement with local stakeholders. Phase II involves implementation of preliminary steps for the program.

Development Review Assistance, Albemarle County, Virginia

For over two years, Will provided on-call development review services to the

Albemarle County Community Development Department. He conducted site plan and plat review, including boundary line adjustments, easements, family divisions, private street agreements, landscape plans, major and minor subdivisions, site plan amendments and major site plan submissions. Will worked with state and local agencies, facilitating reviews and working closely with applicants.

Henrico County Transportation Element to the Comprehensive Plan

Will is leading EPR's efforts to update the County's transportation element in the current comprehensive plan update process. Plan elements include a Thorofare plan and a stand along bicycle and pedestrian element. The plan is being updated collaboratively with ongoing land use planning and the transportation goals and priorities reflect the goals, values, and future land use vision for the County.

Comprehensive Plan – Town of Ashland, Virginia

The Town of Ashland secured EPR to assist with updating its comprehensive plan. Will continues to assist the Town, supplementing staff efforts. His team helped design engagement strategies, reformat the document into a more user-friendly structure, collect and update data, develop a buildout analysis, and perform other tasks. The Town of Ashland tentatively anticipates adoption in early 2024.

Transportation Master Plan – Town of Lovettsville, Va.

Will serves as the project manager of a Transportation Master Planning process for the Town of Lovettsville. This process will transform existing policies into tangible recommendations that will allow the Town to easily track progress and measure success.

Bike Share Feasibility Study – WinFred MPO and City of Winchester, Va.

Will was the principal on a feasibility study that explored options for establishing a new bike share program in the City of Winchester. This process included research on similar programs and engagement with local stakeholders.

2045 Long Range Transportation Plan – Central Virginia MPO

CVMPO contracted with EPR to conduct the five-year update of their Long Range Transportation Plan. Will is the project manager for this process, envisioning an innovative approach that will better prepare local and regional transportation projects for state funding processes.

2045 Long Range Transportation Plan – Danville MPO

Danville MPO contracted with EPR to conduct their five-year update of the Long Range Transportation Plan. Will is also the project manager for this process, developing a user-friendly format for local and regional decision-makers.

Ferrum Master Plan – Franklin County, Virginia

In 2022, Franklin County received funding from Virginia Housing to assemble a development Master Plan for two county-owned properties totaling over 80 acres in the Ferrum Village. Local officials secured EPR to facilitate this planning process and the final Master Plan. The Master Plan envisioned six land bays for the site, creating an opportunity for logical phasing and delineations between land uses.



TODD GORDON, AICP, PMP

PRINCIPAL PLANNER

YEARS OF EXPERIENCE

19

EDUCATION

University of Virginia
Master of Urban and
Environmental Planning,
2004

University of Virginia
Bachelor of Urban and
Environmental Planning,
2003

REGISTRATIONS

**American Institute of
Certified Planners (AICP)**
No. 024955

**Certified Project
Management Professional
(PMP)**

Todd Gordon has over 21 years of professional experience as a planning and project management consultant for local, regional, and state governments. His work is focused on creating clear and concise community strategies based on sound analysis and local participation. He is well-versed in public involvement workshops, community surveys, and stakeholder facilitations that drive engaging and realistic plans.

Todd has also worked extensively in the real estate development industry on site analysis, entitlement, site planning, and project management, guiding numerous private sector real estate projects from concept to construction. Todd's experience in both public and private sector planning allows him a unique perspective on the growth and development of rural, suburban, and urban places and produces integrated and realistic plans for neighborhood and community growth.

REPRESENTATIVE PROJECTS

Comprehensive Plan Update – James City County, Virginia

Todd managed a multi-disciplinary team of consultants in the update of James City County's Comprehensive Plan. Promoting a balanced growth vision for a fast-growing Virginia community, this Comprehensive Plan goes well beyond typical Comprehensive Plan efforts in its public engagement and scenario planning work. The project convened multiple avenues of public involvement, from online surveying to in-person engagement in each of the county's voting districts. Specialized scenario planning applied computer models to assess the land use, transportation, and economic impacts of potential future development scenarios.

Madison Heights Master Plan – Amherst County, Virginia

Todd led a small area master plan for Madison Heights, a key riverfront gateway corridor to Amherst County. The plan, incorporated into the County's Comprehensive Plan, studied urban design, economic, and infrastructure elements of future area growth. Based on extensive community input via surveys, collaborative online maps, and stakeholder focus groups, the Madison Heights Master Plan combines transportation corridor analysis, economic projections, utilities analysis, zoning ordinance updates, and urban design buildout for key parcels to create a compelling vision and sense of place for Madison Heights.

Comprehensive Plan Update – Town of Abingdon, Virginia

Todd served as project manager and primary author as EPR staff updated the long-range strategic vision of this southwest Virginia community. Based in both in-person and virtual public input, this plan advanced strategies for Abingdon's traditional strengths of tourism and outdoor recreation as well as new strategies for economic development and the protection of community character. The plan's major elements include plans for future land use and enhanced transportation infrastructure.

Comprehensive Plan Character Map – City of Winchester, Virginia

Todd worked with the City of Winchester to support the update of the city's Comprehensive Plan Future Land Use Map by creating and updating development scenarios for select local sites, along with a broad land use strategy for the City overall. This work created illustrated plan-view and three-dimensional graphics imagining future infill, redevelopment, and new development in line with the plans and goals of the city's Comprehensive Plan.

Comprehensive Economic Development Strategy – Commonwealth Regional Council

The Commonwealth Regional Council is a planning district commission representing the southern Virginia counties of Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, and Prince Edward, and including the Town of Farmville. For this region with strong educational assets but declining agricultural and manufacturing economies Todd worked with a consultant team to build an economic strategy for the next 20 years. Built in partnership with Virginia Commonwealth University's Center for Urban and Regional Analysis, this plan looks carefully at demographic and economic data, as well as at emerging local, regional, and nation-wide markets to suggest actions that diversify and strengthen the regional economy. The resulting plan points the region toward educational investments to develop a strong regional workforce, and toward land development projects taking advantage of local water, land, and transportation infrastructures to secure a balanced and prosperous future. [with The Berkley Group]

Comprehensive Plan Update – Town of Middleburg, Virginia

Todd was the primary author of an updated Comprehensive Plan for this town in Loudoun County. Middleburg sought a plan that aggressively protected scenic and historic assets from rampant growth in the surrounding county and Washington D.C. region while capitalizing on local hospitality and tourism economies. The plan was conceived as a concise and engaging graphic presentation based on community input and maps. The plan contained growth and land use analysis and mapping as well as a proposal for buildout and transportation improvements in the Federal Street corridor, a neglected parallel route to the Town's main business district along Washington Street. [with The Berkley Group]

ENGINEER - ROADWAY

Matthew M. Orensky, P.E.



Mr. Orensky is experienced in roadway design, traffic operations, site development, and stormwater management. He has been responsible for the development of roadway design plans, maintenance of traffic plans, pavement marking and signage plans, and traffic signal design plans. Matt has been involved with the development of conceptual design and detailed cost estimates for multiple funding programs including SMART Scale, TAP, and RAISE. Plan development responsibilities have included erosion and sediment control plans, stormwater infrastructure analysis, construction administration, and development of cost estimates.

RELEVANT EXPERIENCE

Route 211 Corridor Study, Warrenton, VA. VDOT. ROADWAY ENGINEER. Responsible for management and development of safety and operational analysis and development of Multi-modal alternatives along the corridor within the Town of Warrenton. Matt was responsible for creating ideas into practical and feasible solutions from the transportation teams alternatives analysis. Matt led development and coordination with VDOT and Town of Warrenton conceptual roadway plans for innovative intersection alternatives, traffic calming and placemaking alternatives, and pedestrian improvements. Matt successfully developed a SMART SCALE application for a roundabout on the urban corridor. He used CAD software to design alternatives that could be used for client presentations and was developed based on Town design guidelines, VDOT policies, and Complete Street guidance.

Route 7 STARS Study, Winchester and, Frederick Counties, VA. VDOT. PROJECT MANAGER. Responsible for management and development of safety analysis and development of safety alternatives. Matt was responsible for the development of conceptual roadway designs of the interim and long-term solutions. The study area was through an urban development center with high interaction of different modes and an I-81 interchange. The team used safety principles, VDOT and local design guidelines, and Complete Street policies to develop short-term and long-term recommendations that improved safety for all users and advanced economic goals. Matt coordinated with VDOT, Winchester, Fredrick County and I-81 roadway team to develop conceptual plans that reflected the transportation team's safety improvements.

S Amherst Hwy Study, Amherst County, VA. VDOT. ROADWAY ENGINEER. Responsible for the development of conceptual roadway plans for innovative intersection alternative. Using Bentley MicroStation, design alternatives were created for client presentation and submittal based on AASHTO Speed Change Lane criteria and the Virginia Road Design Manual.

Farmville Roundabout, Farmville, VA. VDOT. ROADWAY ENGINEER. Responsibilities included the development of roadway plans and cost estimation. Using Bentley MicroStation, Google Earth, and local GIS, right-of-way impacts, construction estimates, and design plans were created as part of the VDOT SMART SCALE application process. The client was provided multiple concept plans and profiles created using Bentley MicroStation GeoPAK. Michael Baker provided engineering services for a roundabout for the intersection of High Street/Griffith Boulevard/Oak Street/ Appomattox Street in Farmville, Virginia. The intersection serves as an important gateway to Longwood University and the town of Farmville. The existing five-leg intersection exhibits safety and operational challenges with significant motorized and pedestrian activity. Michael Baker developed conceptual alternatives for a roundabout solution while working with VDOT and local stakeholders to select a preferred concept before developing a 30 percent plan set per LD-436 guidance.

Michael Baker INTERNATIONAL

Years with Michael Baker

4

Years of Experience

10

Education

B.S., 2006, Secondary Education, University of Delaware

B.S., 2014, Civil Engineering, Old Dominion University

Licenses/Certifications

Professional Engineer, Virginia, 2019, 0402060828

Professional Affiliations

American Society of Civil Engineers (ASCE)

American Society of Highway Engineers (ASHE)

Old Dominion University Civil and Environmental Engineering Alumni Association

TRAFFIC ENGINEERING LEAD

Daniel Scolese, PE



Mr. Scolese has experience in traffic engineering, transportation planning, and public involvement. He has four years of experience in overseeing infrastructure projects for the United States Air Force. He has performed signal and pavement marking design, signing plan preparation, corridor studies, and safety analyses for VDOT and numerous municipalities throughout the state. As a member of the Loudoun County Traffic Engineering Department, he worked with staff and local officials developing transportation projects and conducted safety analyses. As part of a senior role in the City of Alexandria Transportation Department, he led the transportation planning and engineering for large-scale efforts regarding comprehensive planning and major corridor re-envisioning. His technical expertise includes highway capacity analysis, traffic simulation, trip generation analysis, drafting, safety analyses, and GIS.

RELEVANT EXPERIENCE

Warrenton Comprehensive Plan, Warrenton, Virginia. *Town of Warrenton.* Transportation Engineer. Responsible for overseeing and coordinating efforts related to the transportation vision for the town including coordination with VDOT and key stakeholders, macro level traffic analyses, safety analyses, and identifying areas of improvement. Michael Baker led the comprehensive plan update for the town. The plan update was centered around maintaining the town's historic character and appeal while promoting growth in urban development areas with a mix of uses and range of housing options to attract a younger demographic. The update leveraged the town's appeal to bring new visitors, residents, and businesses.

US Route 29 and US Route 211 Project Pipeline, Warrenton Virginia. *VDOT.* Project Manager. Responsible for managing the project team plan a safer and accessible roadway by developing detailed recommendations for future funding. This included stakeholder coordination, developing and managing materials for VDOT, Town officials and public meetings, traffic and safety analyses, developing recommendations and grant applications. Michael Baker provided planning services that developed multi-modal and safer recommendations for the four-lane divided urban roadway. The corridor is an important economical and regional roadway that serves multiple Town business and communities. Michael Baker is identified opportunities for placemaking and better access for non-vehicular uses. Baker successfully delivered a funded SMART Scale application at the intersection of Blackwell Road and US Route 29 and US Route 211 which included reconfiguring the intersection to a roundabout to promote slower speeds into the Town, opportunities for placemaking, and a safer intersection.

Indian River Road Phase VII, Virginia Beach, Virginia. *City of Virginia Beach.* Civil Engineer. Responsible for the development of construction plans for traffic engineering components of the project including signal design, lighting design, striping and signing plans, and maintenance of traffic (MOT). Michael Baker is providing design services for 2.3 miles of four-lane divided highway and 0.3 miles of two-lane undivided highway on new alignment. The corridor is an important arterial highway that connects the high-growth southern sections of Virginia Beach with commercial areas and Interstate 64. The project also includes the design of an urban roadway section with raised median, bike path, sidewalk, water and sewer improvements, noise barriers, and retaining walls. Michael Baker is providing preliminary design, final design, bidding services, and construction administration services for the installation of approximately 10,450 linear feet of 8-inch and 12-inch water distribution main and associated appurtenances for this residential area.

Route 15 Widening, Loudoun County, Virginia. *Loudoun County.* Project Manager. Responsible for project oversight. Michael Baker is providing traffic engineering and design services for the widening of US Route 15 in Loudoun County from two lanes to a four-lane divided highway between US 15 BUS and Montresor Road. The work for this task order included conducting a traffic study to determine the configuration of six intersections that will optimize vehicle throughput while also contributing to a safe transportation network for all users. Michael Baker's design work for this task order includes signal design at the recommended Continuous Green-T at the intersection of US 15 and US 15 BUS and conventional signal design plans and pavement marking plans. Michael Baker is also participating in the public involvement program with local citizens and elected officials as the traffic engineering lead.

TMPD On-Call - SMART SCALE Assistance, Richmond, Culpeper, Lynchburg, Hampton Roads, Staunton, Virginia. *Virginia Department of Transportation.* Project Manager. Project Manager and Senior Engineer. Responsible for development and review of conceptual design elements and cost estimates. Michael Baker was issued seven concurrent task orders under the TMPD on-call contract to assist VDOT districts in the preparation and validation of SMART SCALE applications for all types of projects, from smaller scale projects such as the addition or extension of turn lanes at intersections to larger scale projects such as roadway segments on new location.

Michael Baker
INTERNATIONAL

Years with Michael Baker
5

Years of Experience
11

Education
B.S., 2013, Civil Engineering, George Mason University

Licenses/Certifications
PE, Virginia, 2018, 047815

TECHNICAL ADVISOR

Brad Shelton, AICP



Mr. Shelton specializes in long and short-range, multi-modal transportation planning with experience at the state, metropolitan, and local levels. Prior to joining Michael Baker, he spent 10 years performing statewide planning work with the Virginia Department of Transportation. He is well versed in traffic engineering theories and practices as well as state, regional and local government planning. He has a practical understanding of the interrelationship between transportation and land use planning. He has extensive experience preparing presentations and utilizing oral and written communication skills. Mr. Shelton also has public outreach and project management experience.

RELEVANT EXPERIENCE

Warrenton Comprehensive Plan, Warrenton, Virginia. *Town of Warrenton.* Transportation Planning Lead. Performed project management duties for the development of the transportation chapter including task oversight, coordination with staff, communicating with the client, public outreach, and QC activities. Michael Baker led the comprehensive plan update for the town of Warrenton, Virginia. The plan update was centered around maintaining the town's historic character and appeal while promoting growth in urban development areas with a mix of uses and range of housing options to attract a younger demographic. The update leveraged the town's appeal to bring new visitors, residents, and businesses.

Path to Equity Policy Guide, Richmond, Virginia. *City of Richmond, Virginia.* Project Manager. Managed the scope, schedule, and budget. Assisted with development of presentation materials and deliverables. Michael Baker developed a Path to Equity Policy Guide to better incorporate equity in the city of Richmond's transportation planning processes. The intent of the guide is to present equity factors that can be used to evaluate and determine the impact of future transportation investments on disadvantaged populations and which investments can help address impacts from historic transportation injustices. Path to Equity served as the foundation for the updated of the City's transportation plan, Richmond Connects.

Performance-Based Long Range Transportation Planning Process for Danville MPO. Virginia OIPI, Commonwealth of Virginia. PROJECT MANAGER. Responsible for stakeholder engagement, project oversight, schedule, and budget management. Oversaw the development of processes for identifying goal areas and supporting measures, incorporating performance-based planning into the MPO's planning efforts, and developing a data driven process for the identification of study recommendations. Under the Office of Intermodal Planning and Investment's Growth and Accessibility Planning Technical Assistance Program, Michael Baker led the development of a study for the Danville Metropolitan Planning Organization to establish a performance-based approach for the identification and prioritization of future transportation studies that ultimately deliver transportation improvements that support both statewide and regional goals.

Kentucky Long Range Transportation Plan, Statewide, Kentucky. *Kentucky Transportation Cabinet.* Planner. Supported the identification of capacity needs for the KYTC long range transportation plan. Michael Baker is providing project management services to extend and create an implementable document that further incorporates performance-based planning and programming initiatives (PBPP) to build upon the success of the 2014-2035 Long-Range Statewide Transportation Plan (LRSTP). The document will serve as a guiding reference through 2014. Michael Baker is providing transit and highway needs assessments, public engagement, implementation and scenario planning, statewide travel model analysis, and freight planning.

Shenandoah Valley Rail to Trail, Town of Broadway to Town of Front Royal, Virginia. VDOT. Project Manager. Responsible for budget and schedule oversight. Also conducted workgroup meetings and performed QC of deliverables. Michael Baker provided engineering services to assess the Norfolk-Southern owned rail right-of-way that traverses the Shenandoah Valley between the Town of Broadway in Rockingham County and the Town of Front Royal in Warren County, Virginia. Our task was to survey and document the current conditions of the railbed and the report included future inspection, reconstruction, and rehabilitation costs at a preliminary engineering level.

Coordinated Human Service Mobility Plan Update, Virginia. *Virginia Passenger Rail Authority.* Project Manager. Responsible for project oversight and budget management. Performed analysis and facilitated meetings. The Michael Baker Team updated data, conducted outreach, identified new needs, and prepared a single consolidated Coordinated Human Service Mobility Plan, enhanced by an interactive GIS-based website for locating services. The outreach effort included the establishment of a statewide mobility committee supplemented by a series of regional workshops and community conversations to ensure that the needs of human service populations are understood and addressed.

On-Call Consulting Services for the Office of Intermodal Planning and Investment, Statewide, VA. Commonwealth of Virginia. CONTRACT MANAGER. Responsible for contract management, subcontractor management, management of multiple, simultaneous task orders. Michael Baker is providing consultant services for transportation planning, Multimodal Transportation System Planning, Performance Management, Project Prioritization, and stakeholder and public outreach. Michael Baker provided technical assistance in support of Virginia's project prioritization process, SMART SCALE, including audits of applications and project scoring. Michael Baker led an analysis of surface transportation project-level benefits to identify measures to gauge the effectiveness of projects selected for SMART SCALE as well as an electric vehicle readiness study. Michael Baker also led or supported 16 Growth and Accessibility Planning Technical Assistance Program studies, including the development of performance-based planning processes for multiple regional agencies and multimodal transportation studies for local governments.

Michael Baker INTERNATIONAL

Years with Michael Baker
8

Years of Experience
26

Education

M.U.R.P., 2004, Urban and Regional Planning,
Virginia Commonwealth University

B.S., 1999, Urban Studies, Virginia
Commonwealth University

Professional Affiliations

American Institute of Certified Planners (AICP)

American Planning Association (APA)



DAVID PLUNKETT HILL, ASLA

President of Hill Studio, Landscape Architect

David Hill is recognized for his creative design abilities that integrate historic preservation, architecture, urban design, community planning and landscape architecture in community plans and projects. He blends unique community assets and natural and cultural features to create a special sense of place that will leverage vital economic investment.

Organizations/Registration

American Society of Landscape Architects (ASLA)

Licensed Active: VA WV LA
Inactive: MS SC NC TN GA

Academic Background

*Master of Landscape
Architecture with Distinction*
Harvard University, 1988

Charles Eliot Fellow of
Landscape Architecture
Harvard University

*Bachelor of Landscape
Architecture*
Virginia Tech, 1984

Professional Background

President
Hill Studio, Roanoke, Virginia
1988-Present

Adjunct Faculty
Virginia Tech 1989-present



Project Experience

Community and Town Planning

- Downtown 2040 Lynchburg VA Downtown and Riverfront Plan
- Downtown Revitalization Master Plans - 50+ Virginia Towns
- Residential Pattern Book - Roanoke, VA
- Downtown Plan, Floyd Country Store, Lineberry Music Park - Floyd, VA
- 2000 & 2008 Downtown Plans - Roanoke VA
- Brunswick County VA Comprehensive Plan, Strategic Housing Plan
- Brunswick County Strategic Housing Plan
- Southern Gap New Town Master Plan - Buchanan County, VA

Asset-based Economic Development

- High Knob National Recreational Area Master Plan
- Shenandoah Battlefields National Historic District - Fishers Hill Battlefields
- Hunt Country Parks and Recreation & Trails Masterplan - Camden, SC
- The Crooked Road: 25+ venues along Virginia's highland music trail
- Neighbors Guide to the Blue Ridge Parkway, Development Pattern Book
- Dunn's Meadow Masterplan on NPS Overmountain Victory Trail
- NPS Blue Ridge Music Center Visitor Center, Amphitheatre
- Elmwood Festival Park and Performance Center - Roanoke, VA
- South Jefferson Redevelopment Master Plan / Carilion Biomedical Park and VA Tech School of Medicine - Roanoke, VA

Urban Design

- Beale Street Masterplan / Handy Park Music Center - Memphis, TN
- Downtown Plan & Chicory Square Revitalization - Bluefield, WV
- Gainsboro Plan, Hotel Roanoke Renovation & Conference Center
- Visitors Center, O. Winston Link Museum, Site Master Plan - Roanoke, VA
- Downtown Center, Bristol, VA

L. Carson Bise, II, AICP, President

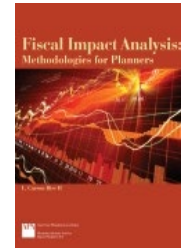
Carson Bise has 30 years of fiscal, economic and planning experience and **has conducted fiscal and infrastructure finance evaluations in 40 states**. Mr. Bise has developed and implemented more fiscal impact models than any consultant in the country. The applications which Mr. Bise has developed have been used for evaluating multiple land use scenarios, specific development projects, annexations, urban service provision, tax-increment financing, and concurrency/adequate public facilities monitoring. Mr. Bise is also a leading national figure in the calculation of impact fees, having completed over 350 impact fees for the following categories: parks and recreation, open space, police, fire, schools, water, sewer, roads, municipal power, and general government facilities. Mr. Bise has also written and lectured extensively on fiscal impact analysis and infrastructure financing. His most recent publications are *Fiscal Impact Analysis: Methodologies for Planners*, published by the American Planning Association, a chapter on fiscal impact analysis in the book *Planning and Urban Design Standards*, also published by the American Planning Association, and the ICMA IQ Report, *Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets*. Mr. Bise was also the principal author of the fiscal impact analysis component for the Atlanta Regional Commission's Smart Growth Toolkit and is featured in the Training Package entitled *The Economics of Density*. Mr. Bise is currently on the Board of Directors of the Growth and Infrastructure Finance Consortium and **recently Chaired the American Planning Association's Paying for Growth Task Force. He was also recently named an Affiliate of the National Center for Smart Growth Research & Education.**

EDUCATION

M.B.A., Economics, Shenandoah University

B.S., Geography/Urban Planning, East Tennessee State University

B.S., Political Science/Urban Studies, East Tennessee State University



SELECTED EXPERIENCE

- Camp Verde, Arizona – *Impact Fee Study*
- Eloy, Arizona – *Impact Fee Study*
- Siloam Springs, Arkansas – *Impact Fee Study*
- Avenal, California – *Development Impact Fee Study*
- Corcoran, California – *Development Impact Fee Study*
- Banning, California – *Development Impact Fee Study*
- National City, California – *Development Impact Fee Study*
- Mammoth Lakes, California – *Development Impact Fee*
- Tulare, California – *Development Impact Fee Study*
- Adams County, Colorado – *Transportation Impact Study*
- Arapahoe County, Colorado – *Rural Road Funding Strategy and Rural Road Impact Fee Study*
- Boulder, Colorado – *Impact Fee/Excise Tax Study*
- Castle Rock, Colorado – *Impact Fee Study*
- Evans, Colorado – *Impact Fee Study*
- Erie, Colorado – *Impact Fee Study*
- Fort Collins, Colorado – *Transportation Capital Expansion Fee Study*
- Grand Junction, Colorado – *Impact Fee Study*
- Greeley, Colorado – *Impact Fee Study*
- Thornton, Colorado – *Impact Fee Study*
- Vail, Colorado – *Impact Fee Study*
- DeSoto County, Florida – *Impact Fee Study*
- Manatee County, Florida – *Impact Fee Study*
- North Miami, Florida – *Impact Fee Study*
- Pasco County, Florida – *School Impact Fee Study*
- Polk County, Florida – *Impact Fee Study*
- Punta Gorda, Florida – *Impact Fee Study*
- Seminole County, Florida – *School Impact Fee and Infrastructure Financing Study*
- Anne Arundel County, Maryland – *Revenue Strategies*
- Calvert County, Maryland – *Impact Fee Study*
- Caroline County, Maryland – *Schools Excise Tax Study*
- Carroll County, Maryland – *Impact Fee Study*
- Charles County, Maryland – *Impact Fee Study*
- Dorchester County, Maryland – *Impact Fee Study*
- Town of Easton, Maryland – *Impact Fee Study*
- Hagerstown, Maryland – *Impact Fee Study*
- Hampstead, Maryland – *Impact Fee Study*
- Salisbury, Maryland – *Impact Fee Study*
- Talbot County, Maryland – *Impact Fee Study*
- Washington County, Maryland – *Impact Fee Study*
- Wicomico County, Maryland – *Impact Fee Study*
- Worcester County, Maryland – *Impact Fee Study*

Julie Herlands, AICP, Vice President

Julie Herlands is Vice President of TischlerBise and has over 20 years of planning, fiscal, and economic development experience. Her economic and fiscal impact experience includes a wide range of assignments in over fifteen states. She is a frequent presenter at national and regional conferences including serving as co-organizer and co-presenter at a half-day AICP Training Workshop entitled Fiscal Impact Assessment at the APA National Planning Conference. Prior to joining TischlerBise, Ms. Herlands worked in the public sector in Fairfax County, Virginia, for the Office of Community Revitalization and for the private sector for the International Economic Development Council (IEDC), Advisory Services and Research Department.

EDUCATION

Masters of Community Planning, University of Maryland

B.A., Political Science, University of Buffalo

SELECTED EXPERIENCE

- City of Aurora, Colorado – *Feasibility Study of City-County Formation*
- City of Overland Park, Kansas – *Fiscal Impact Analysis for Comprehensive Plan*
- Shreveport Metropolitan Planning Commission of Caddo Parish, Louisiana – *Fiscal and Economic Impact Analysis of Growth Scenarios*
- Anne Arundel County, Maryland – *Fiscal Impact Analysis of Growth Scenarios; Cost of Land Use*
- State of Minnesota – *Fiscal Disparities Program Study*
- City of Germantown, Tennessee – *Fiscal Impact Analysis of Growth; Fiscal Sustainability Recommendations*
- City of Georgetown, Texas – *Fiscal Impact Model*
- City of Alexandria, Virginia – *Fiscal Impact Model*
- City of Fairfax, Virginia – *Fiscal Impact Model*
- City of Falls Church, Virginia – *Fiscal Impact Model*
- Fauquier County, Virginia – *Capital Impact Model and Study*
- Frederick County, Virginia – *Capital Impact Model and Study*
- Goochland County, Virginia – *Capital Impact Model and Study*
- Henrico County, Virginia – *Impact Fee Study; Cash Proffer Study; Fiscal Impact Model; Fiscal Impact Analysis for Comprehensive Plan*
- Isle of Wight County, Virginia – *Fiscal Impact Analysis for Comprehensive Plan; Capital Impact Model; Growth Rate Study*
- Loudoun County, Virginia – *Fiscal Impact Analysis for Comprehensive Plan; Capital Intensity Factor Model*
- Portsmouth, Virginia – *Fiscal and Economic Analyses for Comprehensive Plan and Supporting Efforts*
- Prince George County, Virginia – *Cash Proffer Study*
- Prince William County, Virginia – *Impact Fee Study*
- Stafford County, Virginia – *Impact Fee Study*

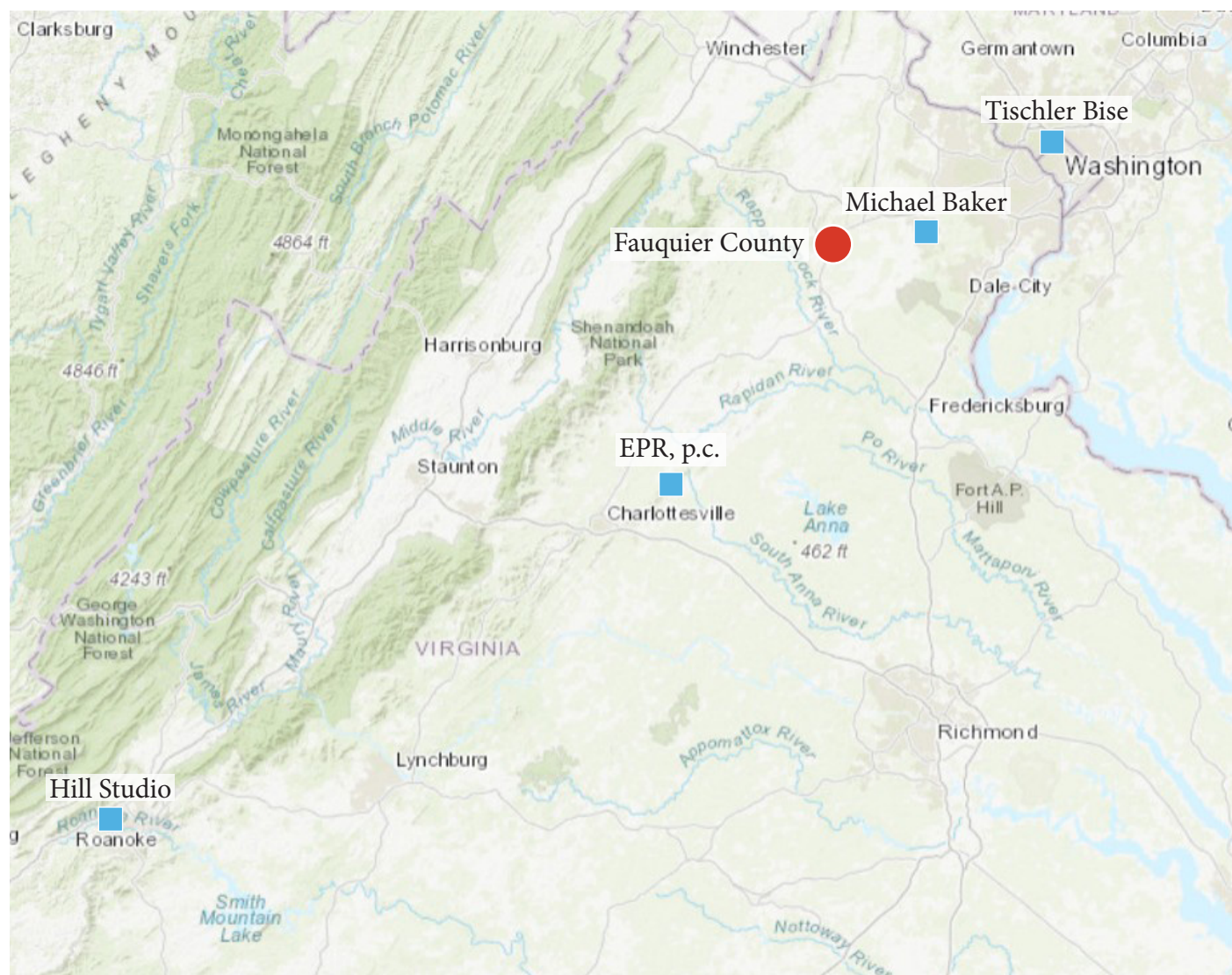


Section 05 - Geographic Location of Firms (Per Section 5.1.5 of RFP)

Geographic Location of Firms

From the EPR Team, EPR is located in Charlottesville, VA, Michael Baker International is in Manassas, VA, Hill Studio is in Roanoke, VA, and Tischler Bise is in Washington, DC.

Proximity to Warrenton, VA	Est. Drive Time
EPR, P.C.	70 minutes
Michael Baker International	30 minutes
Hill Studio	180 minutes (3 hours)
Tischler Bise	60 minutes





DEPARTMENT OF FINANCE

Procurement Division

Fauquier County Government & Public Schools
320 Hospital Drive, Suite 23
Warrenton, VA 20186-3037
procurement@fauquiercounty.gov



Phone (540) 422-8352

Fax (540) 422-8355

May 21, 2025

EPR, PC
902 E. Jefferson St. #101
Charlottesville, VA
VIA EMAIL w.wuensch@epr-pc.com

Reference: RFP#25-121-C Transportation Planning, Engineering and Consulting Services

Dear Mr. Wuensch:

The purpose of this correspondence is to notify you that you have been selected by our Evaluation Committee as the top ranked firm and open negotiations with your firm for work under the subject RFP. Per the Virginia Public Procurement Act the procurement of engineering services must be performed in accordance with the process for procuring Professional Services.

As such, Fauquier County is required to begin with the top ranked firm and open negotiations. If a contract cannot successfully be negotiated, discussions will be terminated, and the County will move to the next ranked firm in the process.

Please submit your rates and fees along with any exceptions you may have. Our Evaluation Committee members and other stakeholders from County will review your submittal. The team will review your provided cost estimate and scope and then reach out regarding how we will communicate any requested scope development and prices. This could be through written requests or in person discussions.

Thank you for your time and participation in this process and we look forward to a successful negotiation with your firm.

If you have any questions contact me directly at, Scott Bargas (540)422-8354 or via e-mail at Scott.bargas@fauquiercounty.gov.

Sincerely,

Scott Bargas

SCOTT BARGAS
PROCUREMENT OFFICER III



FAUQUIER COUNTY & PUBLIC SCHOOLS

PROCUREMENT DEPARTMENT

320 Hospital Dr., Suite 23
Warrenton, VA 20186

www.fauquiercounty.gov

Direct: 540-422-8354

Mr. Scott Bargas
Procurement Officer III
Fauquier County and Public Schools Procurement Department
320 Hospital Drive, Suite 23
Warrenton, VA 20186
(sent via email to Scott.Bargas@fauquiercounty.gov)

June 4th, 2025

Subject: FP#25-121-C Transportation Planning, Engineering and Consulting Services – Team Rates

Dear Mr. Bargas,

In response to your letter dated May 21st, 2025, EPR, PC, and our team members Michael Baker, Tischler Bise, and Hill Studio, are very pleased to be selected for further negotiations for the subject contract with Fauquier County. EPR very much appreciates this opportunity to continue our service to the County.

As requested, attached to this letter are our proposed rate schedules for term 1 of this contract.

For any task order requested, EPR will develop a detailed scope of work and will provide a summary of the cost derivation. In past contracts we have billed our services on a not to exceed basis with a detailed summary of time charges and work effort performed for that billing cycle. We anticipate the same process for this next contract cycle.

Your letter mentioned providing a scope of work. Given the nature of this on-call contract, we request permission to reference work descriptions provided in our proposal response to your request for proposals.

Regarding exceptions - we do not have any exceptions to request for the terms noted in your request for proposals. All terms are agreeable.

EPR appreciates this opportunity to be of service to you. If you have any questions regarding this information or the attachment, please feel free to contact me.

Very truly yours,
EPR P.C.



Bill Wuensch, P.E.
Principal / Vice President

Attachment: EPR Team Proposed Rate Table

EPR, PC. Rate Table 2025	
Principal Engineer/Planner	\$ 240
Senior Engineer	\$ 220
Engineer II/ Sr. Planner III	\$ 185
Sr. Planner II	\$ 165
Senior Planner / Engineer 1	\$ 160
Planner 2 / Engineer Analyst	\$ 145
Planner 1	\$ 115
Jr. Planner	\$ 105
GIS/Tech	\$ 100
Interns	\$ 75

Michael Baker International 2025	
Classification	Loaded Rate
Task Manager/SME	\$ 285.03
Sr. Planner/Sr. Engineer	\$ 230.46
Planner/Engineer	\$ 191.22
GIS Specialist / Modeler	\$ 173.37
Associate Planner/Engineer	\$ 157.56
Data/Traffic Analyst	\$ 125.79
Administrative Assistant	\$ 90.00
Intern	\$ 72.00

Tischler Bise 2025	
Principal in Charge	\$ 250.00
Project Manager	\$ 225.00
Analyst	\$ 190.00

Hill Studio	2025
President	\$ 200.00
Director	\$ 160.00
Project Director	\$ 135.00
Senior Fellow	\$ 135.00
Collaborating Senior Fellw	\$ 130.00
Project Planner/LA/Arch/His II	\$ 120.00
Project Planner/LA/Arch/His I	\$ 110.00
Apprentice III Planner/LA/Arch/His	\$ 100.00
Apprentice II Planner/LA/Arch/His	\$ 90.00
Collaborating Research Associate	\$ 90.00
Apprentice I Planner/LA/Arch/His	\$ 80.00
Specs and Technical Composer	\$ 75.00
Clerical	\$ 70.00
Graduate Research Intern	\$ 60.00
Student Intern	\$ 45.00

EPR Team Direct Expense Rates:

Traffic counts from qualified traffic vendors will be billed at cost.

Mileage and travel will be billed at prevailing GSA rates.

Reproduction (outsourced) will be billed at cost.

Reproduction (in-house):

- Black and white plots - \$2.00/s.f.
- Color plots - \$3.00/s.f.
- Color printing - \$.35/sheet



DEPARTMENT OF FINANCE

Procurement Division

Fauquier County Government & Public Schools
320 Hospital Drive, Suite 23
Warrenton, VA 20186-3037
procurement@fauquiercounty.gov



Telephone (540) 422-8352

Fax (540) 422-8355

June 23, 2025

Mr. Bill Wuensch, Principal
EPR, PC
902 E. Jefferson Street, #101
Charlottesville, Virginia 22902

VIA Email: w.wuensch@epr-pc.com

Re: Fauquier County Government RFP 25-121-CS, Transportation Planning, Engineering and Consulting Services

Dear Mr. Wuensch,

The Fauquier County Government has received your proposed fees for the subject RFP. We have reviewed the costs and find them to be reasonable and acceptable. Please provide me with an updated proposed fee that are binding and indicated as your Best and Final Offer. Once we receive that, we can accept the proposal and work on the final Contract award.

We appreciate your participation in this solicitation and look forward to continuing a successful relationship.

If you have any questions or would like to discuss this further, please contact me at 540-422-8357 or via email at kristen.hylton@fauquiercounty.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "K S Hylton", followed by a horizontal line.

Kristen S Hylton
Procurement Manager



EPR, P.C. "ENGINEERING & PLANNING RESOURCES"
902 E. JEFFERSON ST., #101 CHARLOTTESVILLE, VA 22902

Ms. Kristen S. Hylton
Procurement Manager
Fauquier County and Public Schools Procurement Department
320 Hospital Drive, Suite 23
Warrenton, VA 20186
(sent via email to Kristen.Hylton@fauquiercounty.gov)

June 23rd, 2025

Subject: FP#25-121-C Transportation Planning, Engineering and Consulting Services – **Team Rates (BAFO)**

Dear Ms. Hylton,

In response to your letter dated June 23rd, 2025, EPR, PC is pleased to provide our "Best and Final Offer" (BAFO) rate schedule to the County for the subject contract.

Please see the attached rate tables (spanning two pages).

EPR appreciates this opportunity to be of service to you. If you have any questions regarding this information or the attachment, please feel free to contact me.

Very truly yours,
EPR P.C.

A handwritten signature in black ink, appearing to read 'Bill Wuensch'.

Bill Wuensch, P.E.
Principal / Vice President

Attachment: EPR Team BAFO (final) Rate Tables

EPR, PC. Rate Table 2025	
Principal Engineer/Planner	\$ 240
Senior Engineer	\$ 220
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Sr. Planner II	\$ 165
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Planner 1	\$ 115
Jr. Planner	\$ 105
GIS/Tech	\$ 100
Interns	\$ 75

Michael Baker International

2025

Classification	Loaded Rate
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Associate Planner/Engineer	\$ 157.56
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Tischler Bise

2025

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President	\$ 200.00
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Collaborating Senior Fellw	\$ 130.00
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