City of Fairburn Work Session
Agenda
October 10, 2022
6:00 pm

The Honorable Mayor Mario B. Avery, Presiding

The Honorable Mayor Pro-Tem Hattie Portis-Jones	The Honorable Linda J. Davis
The Honorable Alex Heath	The Honorable Pat Pallend
The Honorable Ulysses J. Smallwood	The Honorable James Whitmore

Mr. Rory Starkey	City Attorney
Mr. Tony Phillips	City Administrator
Ms. Brenda B. James	City Clerk

I. Meeting Called to Order: The Honorable Mayor Avery

II. Roll Call: City Clerk

III. Agenda Items:

1. Amnesty Day Pilot Chipper Program **(Streets Department)**

IV. Adjournment

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: AMNESTY DAY PILOT CHIPPER PROGRAM

( ) AGREEMENT	( ) POLICY / DISCUSSION	( ) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	(X) OTHER

Submitted: 10/03/2022 **Work Session: 10/10/2022** **Council Meeting: N/A**

DEPARTMENT: Streets

BUDGET IMPACT: N/A

PUBLIC HEARING: ( ) Yes (X) No

PURPOSE: Presentation by the Streets Department regarding the City of Fairburn's Pilot Chipper Program for Amnesty Day.

HISTORY: In previous years, the City of Fairburn was responsible for the bulk pickup, which included the use of the chipper to dispose of limbs. Since June 1, 2021, this service was transferred to GFL, our citywide sanitation company.

FACTS AND ISSUES: The Chipper Program will allow the Streets Department to aid households on a first call basis during the two-day City cleanup. Citizens will be able to register for the chipper program between October 10 - 14, 2022.

FUNDING SOURCE: No Budget Impact.

RECOMMENDED ACTION: Presentation to Mayor and Council regarding the Pilot Chipper Program for the Fall Cleanup (Amnesty Day) on October 21-22, 2022.

Tony M. Phillips, City Administrator

City of Fairburn Council Meeting
Agenda
October 10, 2022
7:00 pm

The Honorable Mayor Mario Avery, Presiding

The Honorable Mayor Pro-Tem Hattie Portis-Jones
The Honorable Alex Heath
The Honorable Ulysses J. Smallwood
The Honorable Linda J. Davis
The Honorable Pat Pallend
The Honorable James Whitmore

Mr. Rory Starkey — City Attorney
Mr. Tony Phillips — City Administrator
Ms. Brenda B. James — City Clerk

I. Meeting Called to Order: The Honorable Mayor Avery

II. Roll Call: City Clerk

III. Invocation: Pastor Deris Coto, First Baptist Church of Fairburn

IV. Pledge of Allegiance:

V. Presentations and Proclamations:

VI. Adoption of the City Council Agenda:

VII. Approval of the Minutes: Regular Council Meeting Minutes of September 26, 2022

VIII. Public Comments: Thirty (30) minutes shall be available for public comments. Each speaker shall be limited to three (3) minutes; however, a speaker may transfer his or her three (3) minutes to another speaker, but no speaker shall be permitted to speak for more than (6) minutes; further in the event, if more than ten (10) speakers desire to speak, each speaker shall be limited to two (2) minutes and no speaker may speak more than four (4) minutes. Issues raised at this time are generally referred to City Administration for review. Responses will be provided later.

IX. **AGENDA ITEMS:**

1. **Proposed FY 2022-2023 Budget Amendment**

Recommendation: Staff recommended Mayor and Council approve the amendment to the FY2022-2023 budget. The amendment will increase the budget by $1,014,255 and the new FY 2022-2023 budget will be $64,032,712. **(Finance Department)**

2. **Ratification of Emergency Roof Replacement for Police Department Headquarters**

   Recommendation: For Mayor and Council to ratify the procurement with Five Starr Commercial Roofing, Inc. for replacement of the roof at the Police Department in the amount of $48,510.00. **(Buildings Department)**

3. **Pump Station Improvement Project**

   Recommendation: For Mayor and Council to approve the bid award recommendation for Crawford Grading & Piping, Inc., in the amount of $457,761.55 for the Pump Station Improvement Project**. (Utilities Water/Sewer Department)**

4. **RFP 22-017 Property Condition Assessments**

   Recommendation: For Mayor and Council to approve the award of RFP 22-017 to Bureau Veritas for property condition assessment services in the amount not to exceed $66,138. **(Buildings Department)**

5. **Purchase of One Engine /Pumper for the Fire Department**

   Recommendation: For Mayor and Council to approve the purchase of one Engine/Pumper in the amount not to exceed $226,000. **(Fire Department)**

6. **RFP 22-015 Fire Station # 23 Design Services**

   Recommendation: For Mayor and Council to approve the award of RFP 22-015 to Piper O'Brien Herr Architects for design services for Fire Station #23 in the amount not to exceed $266,660. **(Buildings Department)**

7. **Resolution Authorizing the City of Fairburn to Enter into an IGA with the City of South Fulton for the White Mill Road Full Depth Reclamation Project.**

   Recommendation: Through the proposed agreement the City of Fairburn will be responsible for $158,400 or 9% of the construction cost ($1,760,000). Staff recommends the Mayor and Council approve the Resolution to enter into the Intergovernmental Agreement with the City of South Fulton for the White Mill Road Full-Depth Reclamation Project. **(Community Development)**

8. **Contract Award for On-Call Professional Engineering & Landscape Architectural Services with Pond & Company**

Recommendation: Staff recommends Mayor and Council approve a Contract Award with Pond & Company for On-Call Construction Management & Project Management Services which includes civil engineering/site development plan review to include landscape plan review services and other special projects as needed over a period of three years. **(Community Development)**

9. **Contract Award for On-Call Construction Management & Project Management Services with Atlas Technical Consultants**

   Recommendation: Staff recommends Mayor and Council approve a Contract Award with Atlas Technical Consultants for On-Call Construction Management & Project Management Services of the City's CDGC, LMIG, and TSPLOST programs for a period of three years and other special projects required. **(Community Development)**

X. Adjournment:

When an Executive Session is required, one will be called for the following issues:
(1) Personnel (**2) Real Estate** or (**3) Litigation**

City of Fairburn
Council Meeting Minutes
September 26, 2022
7:00 pm

I. The meeting was called to order by the Honorable Mayor Avery.

II. Roll Call by City Clerk, Brenda B. James found the following members present:

The Honorable Mayor Pro-Tem Hattie Portis-Jones — The Honorable Linda J. Davis
The Honorable Alex Heath — The Honorable Pat Pallend
The Honorable Ulysses J. Smallwood — The Honorable James Whitmore

Also present was City Administrator Tony Phillips, Assistant City Administrator Jamila Criss, City Attorney, Mr. Rory Starkey, Assistant City Attorney, Serena Nowell and City Clerk, Brenda James.

III. The invocation was provided by Pastor William O'Neal Sr., Living Word Church Ministries.

IV. Pledge of Allegiance was in Unison:

V. Presentations and Proclamations: N/A

VI. Adoption of the City Council Agenda:

Council Member Davis asked that Item #1, Addition of Two Positions in Police Department, and Item #5 Resolution to Enter into an Intergovernmental Agreement with Participating Cities for sharing certain cost related to Local Option Sales Tax Negotiation with Fulton County be pulled from the Consent Agenda. Councilman Heath made a motion to adopt the agenda with the requested changes and Council Member Davis provided the second. **The motion carried unanimously**.

VII. Approval of the Minutes: Regular Council Meeting Minutes of September 12, 2022

Council Member Smallwood made a motion to approve the minutes with Council Member Davis providing the second. **The motion carried unanimously**.

VIII. Public Comments:

Lee Walton resides at 43 Greene Street, Fairburn, Georgia. Mr. Walton is representing a small group of residents that live around the courthouse. He showed great appreciation for the fire department. He spoke on the traffic on Bay Street and said there was another accident at Bay and Cole Streets. He also spoke on the contract for the tree removal, replacement of trees and inquired about an Arborist.

IX. CONSENT AGENDA ITEMS:

Council Member Davis made a motion to approve the Consent Agenda Items, Task Order #151, Task Order #152, and Task Order #153 with Integrated Science & Engineering with Council Member Smallwood providing the second. **The motion carried unanimously**.

1. **Task Order #151 with Integrated Science & Engineering for GI/LID Program Activities**

2. **Task Order #152 with Integrated Science & Engineering for NPDES Phase 1 Compliance Activities**

3. **Task Order #153 with Integrated Science & Engineering for Impaired Waters Sampling of Whitewater Creek and Trickum Creek for the Annual NPDES Report**

X. AGENDA ITEMS:

4. **Addition of Two Positions in Police Department (One Sergeant & One Corporal)**

   Council Member Pallend made a motion to approve the addition of two positions in the Police Department, One Sergeant, and One Corporal. Council Member Davis provided the second.

   Chief McCarthy explained there are four different shifts and there is a sergeant and corporal on every shift. He said these two will be for the Special Operations Unit.

   Council Member Davis asked Chief McCarthy if he was fully staffed. City Administrator Tony Phillips said these positions will make the department fully staffed.

   Council Member Whitmore asked what the Special Operations Unit is. Chief McCarthy said this unit will work on special projects, like special crime. After the discussion, **the motion carried unanimously.**

5. **Resolution to Enter into An Intergovernmental Agreement with Participating Cities for Sharing of Certain Cost Related to Local Option Sales Tax Negotiation with Fulton County.**

   Council Member Heath made a motion to enter into an Intergovernmental Agreement with participating cities for sharing of certain cost related to Local Option Sales Tax Negotiation with Fulton County. Council Member Whitmore provided the second.

City Administrator, Tony Phillips stated every ten years at the conclusion of the census, cities in Fulton County enter into negotiations with the County government as to how the Local Option Sales Tax will be distributed. The Mayors of fifteen cities want the cities to move forward with some efforts to engage public relation services. The average citizen in Fulton County is not aware of the impact of the Local Option Sales Tax negotiations. If the negotiations are not resolved in an amicable way, the millage rates will have to be increased. This approval will allow us to participate along with the other fourteen cities to help fund those efforts. Those costs are proportioned based on population of the cities. Bigger cities pay more and is proportion accordingly.

Council Member Davis stated citizens need to know how this is related. The cities and Fulton County must come to a consensus or LOST goes away.

Mr. Phillips stated state law states if this is not agreed upon by December 31st, the funds would go away. This would be a significant impact and we would then have to come to our elected officials to come up with a plan as how we would adjust for that type of negative impact. It is important that our citizens are aware that those type of stakes are at risk during this negotiation.

Mayor Avery stated this coming Wednesday, at the Georgia International Convention Center, all the Mayors will meet to discuss these negotiations and encouraged all to attend to hear the impact of the Local Option Sales Tax. He stated if Fulton County and all fifteen cities do not come to terms in the acceptable percentage for the distribution, it will go away.

Council Member Whitmore wanted to know what avenues are being considered to inform the citizens of the LOST negotiations and how frequent would they be advertising.

Assistant City Administrator, Jamila Criss stated two public relation firms were hired. One firm has been doing a Grass Roots Campaign. Each Commissioner has received no less than seventeen calls per day, and they are receiving emails. The press, radio, television, billboards and various news outlets are being used to get citizens informed.

Council Member Whitmore asked if various social media platforms could be considered.

Mayor Pro Tem Jones asked what other services would be offered and if there was a plan. She asked how much this would cost and what budget allocations would be used for the negotiations. Mr. Phillips stated City Council approved a legal services agreement that all the cities entered into prior to this agreement to provide for the attorney who is negotiating. The approximate cost is $210,000 for the two agencies and Fairburn's percentage of that is 1.54%, which is based on our population, which would cost Fairburn $3,234.

Mr. Phillips stated that there are 159 counties in Georgia. Fulton County has very little unincorporated areas, the cities provide most of the services in Fulton County like police, fire, parks and recreation, and planning and zoning. Therefore, these negotiations are very challenging.

Council Member Davis said it is worth the fight, because we can lose a lot of funds and is unfortunate. After the discussion, **the motion carried unanimously.**

6. **Agreement with Trees Unlimited**

Council Member Heath made a motion to approve the agreement with Trees Unlimited with Mayor Pro Tem Portis-Jones providing the second.

Utilities Director, John Martin stated the Electric Department is seeking approval for an agreement for the trimming and clearing of tree limbs/vegetation from around the four major overhead circuits throughout the city to Trees Unlimited in the amount not to exceed $75,000. He stated the completion of this service will prevent numerous power outages due to overgrowth of vegetation near power lines. This agreement will allow for three months and two weeks of tree trimming services effective October 1, 2022.

Council Member Whitmore asked if the vendor had an arborist.

Mr. Phillips stated there is a distinction, this contractor is for limb trimming and will not be removing trees. We do have tree removal issues, specifically at Duncan Park. We utilize an Arborist with our contract with Pond. They make sure any trees that are marked for removal are dead, diseased and are removed for appropriate reasons. This agreement is for trimming trees, so we won't have hazardous situations for our Utilities Department.

Mayor Pro Tem Portis-Jones asked for verification if having an Arborist is required by our Charter. She asked for a plan for tree replacement because of all the development that is going on. We are losing a lot of trees that is coupled with disease and natural elimination. She also asked the Tree Bank Ordinance to be reviewed, as it is out of date.

Mr. Phillips stated they are working on a tree replacement plan and currently have $8,000 in the tree fund, which won't go far. We will need to revisit the funding prospective and put a tree replacement plan in place.

Council Member Whitmore stated because of all the housing developments going on, there are a lot of trees being taken down. They should be putting money in the Tree Bank; this is an opportunity for us to build up that bank so we can use those funds when we start replacing trees.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

7. **Ordinance to Increase Compensation for the Mayor and Council for the City of Fairburn**

City Administrator, Tony Phillips stated staff brought forward a salary comparison to look at eleven other Mayor and Council's salaries which brought us the Ordinance to increase compensation for the Mayor and Council.

Council Member Whitmore made a motion to approve the Ordinance to increase the compensation for the Mayor's salary to $27,000 yearly and Council Member's salary to $13,500, to become effective January 2024. The second was provided by Council Member Heath**. The motion carried unanimously.**

8. **Approval of the Classification and Compensation Study for City of Fairburn Staff**

Council Member Davis made a motion to approve the Classification and Compensation Study for City of Fairburn staff with Council Member Heath providing the second.

Human Resources Director, TaLisha Champagne presented this item and stated this item was discussed in length at the work session from our consultant, Evergreen Solutions. The goal of the classification and compensation study is to ensure the City's compensation system follows best management practices, is equitable across all departments, and market competitive to attract and retain highly qualified employees. The consultant has conducted a comprehensive market analysis of all City positions with comparable and surrounding jurisdictions.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

9. **Amendment to the Contract of the City Administrator**

Mayor Avery stated he asked this item to be brought to Council as a result of the classification and compensation study to include a 5% increase to amend the contract for the City Administrator.

Council Member Smallwood made a motion to approve the amendment to the Contract of the City Administrator with Council Member Whitmore providing the second.

Council Member Portis-Jones asked why the City Administrator's salary was not included in the study and what needs to be done to ensure that it doesn't happen again. Mr. Phillips stated that he is the only city employee that is contracted and is what made this a separate item. His salary could not be increased without direct

approval from Mayor and Council and does align with the five percent minimum raises that all city staff has gotten.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

XI. Monthly Financial Report:

City Administrator, Tony Phillips shared with Mayor and Council that Finance Director, Peterson David's last day with Fairburn will be October 14, 2022.

Finance Director, Peterson David thanked Mr. Phillips, the Mayor and Council for the opportunities they have given him.

Mr. David stated the City of Fairburn's General Fund has generated $20.6 million in revenue with $16.7 million in General Fund expenditures. As of August 31, 2022, the city has collected 94% of its year to date revenues and has expensed 76% of its budget. The Enterprise Fund has generated $18.4 million revenue with $18.2 million in Enterprise Fund expenditures. To date, the city has expensed 90% of its budget.

Mayor Pro Tem Portis-Jones discussed the general fund statement of revenue expenditures showing we budgeted $4.4 million and year to date is $1.1 million. She asked for an explanation. Mr. David stated that roughly around $3.1 million is budget carryover forward money, which means money from our previous fiscal year. If we don't collect enough revenues, this current fiscal year would be used to support that. We've been collecting more money, so we haven't had to use that.

XII. City Administrator's Report:

City Administrator, Tony Phillips stated we are working with Mr. David on a transition for our Finance Department. He stated there has been an extensive amount of planning for the Fall Festival and Parade this Saturday, but Hurricane Ian is now tracking northward, and the National Weather Service says the final trajectory of the storm is still to be determined over the next 48 hours. We are closely monitoring this and depending on the direction of the storm, it may or may not impact the Metro Atlanta area. We will know more once we get more details and may become necessary to postpone the Fall Festival and Parade if the track of the hurricane will directly impact us. We have direct communication with the Atlanta Fulton County Emergency Management agency.

Mr. Phillips summarized activities through the end of August 2022 which includes:

- Initiated RFP-22-016 for the Small Business Grant Program, fielded pre-application questions, established an evaluation team, to review, and process
- Implementation of the new Façade Grant Program – Phase I – Business solicitation
- The Fire Department received an AFG Grant for $112,000 for fire equipment

- Classification and Compensation Study kick off with Employee Orientation sessions and onsite Employee Focus Group held on August 1, 2022
- Human Resources held employee event "Understanding Your Retirement Benefits" on August 22, 2022; session as facilitated by Georgia Municipal Association (GMA)
- Parks & Recreation received a GRPA Afterschool Boost Grant in the amount of $59,000
- We are continuing to actively recruit, and we are making consistent progress in filling open positions in the city to help evaluate departmental service delivery

Project Consultant, Dana Smith stated he is working closely with Fire Marshall, Jason Raper, Tony Phillips and Jamila Criss on regular updates on the Campbellton County Courthouse fire. The second floor is extensively damaged, and the first floor has a lot of water damage. The insurance company has started the claim process and have been out to assess the damage. As soon as they release the claim information, we will be able to move out the debris. We do know with the age of the building, it was built with certain materials such as asbestos and lead which we must get out prior to staff entering the space. Once these materials are removed, we will do some assessments of the building to see its viability and see what condition the structure is in.

Mr. Phillips stated that Mr. Walton and neighbors has had to listen to a generator twenty-four hours a day, seven days a week since the fire. Thousands of gallons of fire were used to put out the fire, and there's still moisture readings in the building. The generator powers a series of fans and blowers that our mitigation firm put in the building to dry the building out. Absent that effort will be the risk of microbial growth which would make the prospects of renovation even more challenging. This is an effort to stabilize the building. An abatement process will need to be done to get rid of the asbestos and lead. Engineers will be hired to assess the structural integrity. Our goal is to get the information about the current structure, what's in the building, the prospects of renovation and projected costs. Once we get all this information, we will bring back to Mayor and Council to decide the path forward.

XIII. Council Comments:

Council Member Davis had no comment.

Council Member Smallwood congratulated Mr. Peterson David on his new endeavors.

Council Member Heath had no comment.

Council Member Pallend congratulated Mr. Peterson David on his new endeavors.

Council Member Whitmore acknowledged Apostle Howell, who was awarded on Saturday for having ten years of leadership. Others that had already received this award are Ambassador Andrew Young, Bishop Dale Bonner, Ted Turner, and Keith Gamage. He also discussed the efforts that were going on to secure the water leaks in the police

station and gave kudos to Mr. Dana Smith. He wished Peterson David fair winds, following seas and good luck on his new endeavor.

Mayor Pro Tem Portis-Jones congratulated Mr. David on his new position. She said it was very disappointing to know we've finally gotten a full staff to get this disruption. Fairburn always provides great opportunities for people to develop their wings and they fly.

Mayor Avery stated Mr. Peterson David has made an impact on the city and has provided him and Mr. Phillips some stability so they could focus on other needs in the city. Mayor Avery reminded everyone of the town hall meeting scheduled for Wednesday in regard to LOST negotiations.

Mayor Avery acknowledged the loss of Roger Johnson, he served on the Planning and Zoning Commission, he was the spouse of one of our former City Councilwomen, Marion Johnson. Mr. Johnson passed away at 89 years old and had four children.

XIV. Adjournment:

Council Member Davis made a motion to adjourn the meeting with Council Member Smallwood providing the second. The meeting adjourned at 8:5 pm. **The motion carried unanimously.**

_____ _____

Brenda B. James, City Clerk Mario Avery, Mayor

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Proposed FY 2022-2023 Budget Amendment

( ) AGREEMENT	( ) POLICY / DISCUSSION	( ) CONTRACT
(X) ORDINANCE	( ) RESOLUTION	( ) OTHER

Submitted: 10/03/2022 **Work Session: N/A** **Council Meeting: 10/10/2022**

DEPARTMENT: Finance

BUDGET IMPACT: Increase FY 2022-2023 Budget by $1,014,255

PUBLIC HEARING? ( ) Yes (X) No

PURPOSE: For Mayor and Council to approve the proposed FY 2022-2023 Budget Amendment.

HISTORY: The FY 2022-2023 Budget was approved on September 12, 2022. A budget of $23,547,873 for the general fund, $39,470,584 for other funds, with an overall budget of $63,018,457.

FACTS AND ISSUES: The amended budget for FY 2022-2023 will fund two new IT positions, the cost to replace a fire engine, acceptance of the recreation grant, the LCI master plan, and lift stations. The budget amendment will increase the general fund budget by $196,493 other funds by $817,762, for a total of $1,014,255. The new FY 2022-2023 budget will be $23,744,366 in general funds, $40,288,346 in other funds, for a total of $64,032,712.

FUNDING SOURCE: There are multiple departments and budgets being impacted, please see attached.

RECOMMENDED ACTION: Staff recommends that Mayor and Council approve the proposed FY 2022-2023 Budget Amendment.

Tony M. Phillips, City Administrator

CITY OF FAIRBURN
STATE OF GEORGIA **ORDINANCE NO. _____**
COUNTY OF FULTON

BUDGET ORDINANCE

AN ORDINANCE TO AMEND BUDGET FOR FISCAL YEAR 2022-2023, TO COMMENCE OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023.

WHEREAS, The Mayor and City Council of the City of Fairburn, Georgia, have considered the terms and provisions of an amended budget for Fiscal Year 2022-2023; and

WHEREAS, it has been recommended by the City Administrator and City Finance Director that the Mayor and City Council amend FY 2022-2023 budget as set forth below; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Fairburn, Georgia and it is hereby ordained by the authority of same as follows:

Section 1.

The amended budget for the operations, capital programs, and debt service maintained for the City of Fairburn for the Fiscal Year ending September 30, 2023 is $64,032,712 in expenses and $64,032,712 in revenues. The budget includes all revenues and expenditures for governmental, special revenue and enterprise purposes as detailed in the budget documents adopted in accordance with Georgia law, which are incorporated herein by reference (See Attachment).

Section 2.

This ordinance shall become effective this 10th day of October 2022 and shall govern all FY 2022 – 2023 revenues and expenditures.

Section 3.

All previous ordinances and resolutions in conflict with this Ordinance are hereby repealed to the extent of any such conflict.

This ordinance is hereby adopted and approved by the Mayor and City Council of the City of Fairburn this 10th day of October 2022.

CITY OF FAIRBURN

_____

Mario B. Avery, Mayor

ATTEST:

_____

Brenda B. James, City Clerk

APPROVED AS TO FORM:

_____

Rory K. Starkey, City Attorney

ATTACHMENT "A"
FISCAL YEAR 2022 - 2023 BUDGET AMENDMENT

Revenues

Fund	GL Description	(FY2022-23) APPROVED BUDGET	(FY2022-23) AMENDED BUDGET
100	Taxes	17,535,616	17,535,616
100	Licenses and Permits	589,000	589,000
100	Intergovernmental	-	-
100	Charges for Services	134,000	134,000
100	Fines and Forfeitures	800,000	800,000
100	Investment Income	50,000	50,000
100	Contributions-Donations	40,000	40,000
100	Miscellaneous Revenue	67,747	67,747
100	Other Financing Sources	4,331,510	4,528,003
		23,547,873	**23,744,366**
220	Confiscated	5,010	5,010
230	American Rescue Act	6,191,600	6,191,600
250	Grants	1,221,133	1,530,133
260	Tree Fund	-	-
270	Technology Fee	50,000	50,000
275	Hotel/Motel Tax	205,000	205,000
350	Capital Projects	1,155,020	1,381,020
351	Go Bond	2,714,126	2,714,126
360	TSPLOST	5,400,000	5,400,000
505	Water and Sewer	8,608,973	8,891,735
506	Storm Water	723,592	723,592
507	Water and Sewer Bond	330,610	330,610
510	Electric	10,530,195	10,530,195
540	Sanitation	898,000	898,000
580	Educational Complex	1,437,325	1,437,325
		39,470,584	**40,288,346**
	Total Revenues	**63,018,457**	**64,032,712**

Expenditures

Fund	Dept	GL Description	(FY2022-23) APPROVED BUDGET	(FY2022-23) AMENDED BUDGET
100	1110	Mayor & Council	388,911	369,037
100	1310	City Clerk	408,996	384,191
100	1320	City Administrator	1,647,964	1,611,209
100	1510	Finance	1,132,629	1,068,913
100	1535	Technology	423,640	587,486
100	1540	Human Resources	569,357	538,594
100	1565	Property Management	945,203	864,093
100	2650	Court Services	894,067	883,617
100	3200	Police	5,006,321	5,022,183
100	3500	Fire	4,252,733	4,184,920
100	4100	Public Works	552,734	537,531
100	4200	Streets	2,016,047	1,912,182
100	4900	Maintenance & Shop	252,656	242,939
100	6100	Recreation Programs	1,118,315	1,091,288
100	7200	Inspection & Enforcement	469,795	505,832
100	7400	Planning & Zoning	478,807	471,542
100	7500	Economic Development	387,622	374,208
100	7550	Mainstreet	155,247	171,772
100	7600	Downtown Development Auth	20,700	20,700
100	9000	Non-Departmental	2,426,129	2,902,129
			23,547,873	**23,744,366**
220	0000	Confiscated	5,010	5,010
230	0000	American Rescue Act	6,191,600	6,191,600
250	0000	Grants	1,221,133	1,530,133
260	0000	Tree Fund	-	-
270	0000	Technology Fee	50,000	50,000
275	0000	Hotel/Motel Tax	205,000	205,000
350	0000	Capital Projects	1,155,020	1,381,020
351	0000	Go Bond	2,714,126	2,714,126
360	0000	TSPLOST	5,400,000	5,400,000
505	0000	Water and Sewer	8,608,973	8,891,735
506	0000	Storm Water	723,592	723,592
507	0000	Water and Sewer Bond	330,610	330,610
510	0000	Electric	10,530,195	10,530,195
540	0000	Sanitation	898,000	898,000
580	0000	Educational Complex	1,437,325	1,437,325
			39,470,584	**40,288,346**
		Total Expenditures Budget	**63,018,457**	**64,032,712**

CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 10, 2022

Current FY23 Mayor & Council Positions (1110)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Mayor	1	-	1
Mayor Pro Tem	1	-	1
Council Member	5	-	5
Assistant to Mayor	1	-	1
Total	**8**	**-**	**8**

Current FY23 City Clerk Positions (1310)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
City Clerk	1	-	1
Deputy City Clerk	1	-	1
Receptionist	1	-	1
Total	**3**	**-**	**3**

Current FY23 City Administrator Positions (1320)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
City Administrator	1	-	1
Assistant City Administrator	1	-	1
Executive Administrative Assistant	1	-	1
Total	**3**	**-**	**3**

Current FY23 Finance Positions (1510)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Finance Director	1	-	1
Procurement Manager	1	-	1
Accounts Payable Specialist	1	-	1
Revenue Specialits I	3	-	3
Revenue Specialits II	1	-	1
Senior Accountant	2	-	2
Total	**9**	**-**	**9**

Current FY23 Technology Positions (1535)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
IT Manager	0	1	1
IT Support Technician	0	1	1
Total	**0**	**2**	**2**

CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 10, 2022

Current FY23 HR Positions (1540)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
HR Director	1	-	1
SR. HR Generalist	1	-	1
HR Generalist	1	-	1
Human Resources Specialist	1	-	1
Total	**4**	**-**	**4**

Current FY23 Property Management Positions (1565)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Facilities Manager	1		1
Building Maint Tech I	1	1	2
Custodian	2	(2)	0
Total	**4**	**(1)**	**3**

Current FY23 Municipal Courts Positions (2650)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Court Administrator	1	-	1
Chief Clerk	1	-	1
Deputy Clerk	1	-	1
Admin Assistant (Part-Time)	1	-	1
Total	**4**	**-**	**4**

Current FY23 Police Positions (3200)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Police Chief	1	-	1
Police Deputy Chief	1	-	1
Police Captain	1	-	1
Police Lieutenant	4	-	4
Police Sergeant	7	-	7
Police Detective	3	-	3
Police Corporal	5	-	5
Senior Police Officer	5	-	5
Police Officer	19	-	19
Police Budget/Purchasing Assistant	1	-	1
Police Administrative Aide	4	-	4
Police GCIC Clerk	1	-	1
Total	**52**	**-**	**52**

CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 10, 2022

Current FY23 Fire Positions (3500)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Fire Chief	1	-	1
Deputy Chief	1	-	1
Division Chief Fire Marshal	1	-	1
Division Chief	1	-	1
Fire Battalion Chief	4	-	4
Fire Captain	1	-	1
Firefighter Lieutenant	5	-	5
Firefighter Sergeant	6	-	6
Firefighter Medic	2	-	2
Firefighter Advanced	1	-	1
Firefighter (Basic EMT)	12	-	12
Firefighter Recruit	12	-	12
Administrative Assistant	1	-	1
Total	**48**	**-**	**48**

Current FY23 Public Works Positions (4100)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Public Works Director	1	-	1
Administrative Assistant	1	-	1
Erosion Control/Development Inspector	2	-	2
Total	**4**	**-**	**4**

Current FY23 Streets Positions (4200)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Street Maintenance and Fleet Director	1	-	1
Street Dept. Superintendent	1	-	1
Administrative Assistant	1	-	1
Lead Street Maintenance Worker	4	-	4
Street Maintenance Technician	1	-	1
Street Maintenance Worker	11	-	11
Total	**19**	**-**	**19**

Current FY23 Garage Positions (4900)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Automotive Technician I	1	-	1
Automotive Technician II	1	-	1
Total	**2**	**-**	**2**

Fairburn
Situated to Succeed

CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 10, 2022

Current FY23 Recreation Program Positions (6100)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Parks & Recreation Director	1	-	1
Parks & Recreation Supervisor	1	-	1
Parks & Recreation Coordinator	2	-	2
Recreation Specialist	1	-	1
Groundskeeper Maintenance Worker	2	-	2
Administrative Assistant	1	-	1
Total	**8**	**-**	**8**

Current FY23 Inspection & Enforcement Positions (7200)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Code Enforcement Manager	1	-	1
Code Enforcement Officer	4	-	4
Total	**5**	**-**	**5**

Current FY23 Planning & Zoning Positions (7400)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Planning & Zonning Director	1	-	1
Permit Clerk	1	-	1
Planner	1	-	1
Total	**3**	**-**	**3**

Current FY23 Economic Development Positions (7500)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Director of Economic Development	1	-	1
Mainstreet Coordinator	1	-	1
Administrative Assistant	1	-	1
Total	**3**	**-**	**3**

Current FY23 Water & Sewer Positions (505)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Water Superintendent	1	-	1
Water Supervisor	1	-	1
Utilities Maintenance Worker I	3	-	3
Utilities Maintenance Worker II	1	-	1
Utilities Maintenance Worker III	2	-	2
Total	**8**	**-**	**8**

CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 10, 2022

Current FY23 Electric Positions (510)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Electric Superintendent	1	-	1
Journeyman Electric Worker	2	-	2
Electric Lineman	3	-	3
Electric Groundman	1	-	1
Total	**7**	-	**7**

Current FY23 Utilities Positions (510-4610)		Change	Final Total
Job Title	*Count*	*Count*	*Count*
Utilities Director	1	-	1
Utilities Operation Manager	1	-	1
Utility Billing Specialist	1	-	1
Utility Billing Clerk	2	-	2
Customer Service Representative	3	-	3
Meter Reader	4	-	4
Total	**12**	-	**12**

	Current	Change	Final Total
Department	*Count*	*Count*	*Count*
Mayor & Council	8	-	8
City Clerk	3	-	3
City Administrator	3	-	3
Finance	9	-	9
Technology	0	2	2
Human Resources	4	-	4
Property Management	4	(1)	3
Municipal Court	4	-	4
Police	52	-	52
Fire	48	-	48
Public Works	4	-	4
Streets	19	-	19
Garage	2	-	2
Recreation Department	8	-	8
Protective Inspection	5	-	5
Planning & Zoning	3	-	3
Economic Development	3	-	3
Water & Sewer	8	-	8
Electric	7	-	7
Utilities	12	-	12
Total	**206**	**1**	**207**

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Ratification of Emergency Roof Replacement for Police Department Headquarters

( ) AGREEMENT	( ) POLICY / DISCUSSION	( ) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	(X) OTHER

Submitted: 10/3/2022 **Work Session:** **Council Meeting: 10/10/2022**

DEPARTMENT: Buildings

BUDGET IMPACT: The budget impact of this contract was $48,510. The expenditures came out of the Building Improve Freight (100-1565-54-1301) account.

PUBLIC HEARING: ( ) Yes (X) No

PURPOSE: For Mayor and council to ratify the emergency procurement and replacement by Five Starr Commercial Roofing, Inc., of the roof at the City of Fairburn Police Department Headquarters.

HISTORY: The City of Fairburn Police Department Headquarters previous roofing was in poor conditions and in need of several repairs. There were multiple leaks throughout the building that posed hazards to staff, equipment, files, supplies and visitors. These issues continued to worse to point of constant water infiltration into the building in sensitive areas.

FACTS AND ISSUES: Due to the time sensitive need for services to remedy the roofing issues and hazards, the City of Fairburn procured a vendor to replace the roof as an emergency purchase request. The vendor installed a new roofing system with a 10-year warranty.

FUNDING SOURCE: The contract was awarded to Five Starr Commercial Roofing, Inc in the amount of $48,510. These expenditures came out of the Building Improve Freight (100-1565-54-1301) account.

RECOMMENDED ACTION: For Mayor and Council to ratify the procurement with Five Starr Commercial Roofing, Inc. for replacement of the roof at the City of Fairburn Police Department Headquarters in the amount of $48,510.

Tony M. Phillips, City Administrator

GOVERNMENT OF THE CITY OF FAIRBURN

Office of the City Administrator

MARIO B. AVERY
MAYOR

TONY M. PHILLIPS
CITY ADMINISTRATOR

DECISION MEMO

TO: Tony Phillips, City Administrator

FROM: Anquinas R Woods Procurement Manager

DATE: Wednesday August 24, 2022

SUBJECT: Emergency Roof Replacement City of Fairburn Police Department

Decision Needed: Emergency purchase request to secure a qualified contractor for a roof replacement for the City of Fairburn Police Department. This roofing project will insulate and resurface a 7000 square feet roof.

Background: The condition of the current roof covering the City of Fairburn Police Department is in poor condition and in need of repair. Multiple leaks throughout the building pose a hazard to staff, equipment, files, supplies and visitors while on site. This purchase is an urgent request and formal competitive bidding procedures have been waived. The issue of the repair is time sensitive. Quotes from a viable supplier have been secured with two viable options Option 1) Ten-year roofing system- FLAT ONE PLY BLACK Total Cost: $53,900.00 Discounted $48,510.00. Option 2) Twenty-year roofing system- FLAT ONE PLY CHIP $57,750.00 (Aluminum Chip) Discounted $51,975.00. The Contractor has stated that they are willing to price match, any other offerors.

Recommendation: The *Ten-year roofing system- FLAT ONE PLY BLACK Discounted Cost: $48,510.00.*
Although the flat one ply chip (Aluminum) provides a 20-year warranty, research shows that its aluminum coatings do not provide protection against water infiltration as well as other roofing types. It does not expand and contract which can lead to bubbles gaps and cracks in the commercial roof. In as few as three years, these issues can lead to a signification decrease in performance and UV reflectivity, leaving it vulnerable to degradation. In comparison rubber roofing systems are more shown to provide protection against water infiltration, movement and are more easily maintained.

Project Scope:	Emergency Roof Replacement of City of Fairbum Police Department Building 1)Examine current roof surface, to determine age and condition of existing roofing material and any problem areas. 2)Compile accurate information for a complete evaluation and presentation to building owner or facility manager. 3)Prepare a repair or replacement proposal including examination results, photographs, roof system options and costs.	Five Star Commercial Roofing,Inc POC: Tammy Spegal 1 888-288-8631 http:www.fivestarroof.com		
ER Quote Date:	8/22/2022	Unit cost	10% discount	Total Cost:
Base Unit Cost	FLAT ONE PLY BLACK- 10 year warranty	$53,900.00		$48,510.00
	Flat ONE PLY CHIP- 20 year warranty	$57,750.00		$51,975.00
	ABOVE PRICES INCLUDE TEAR DOFF DOWN TO DECKING(DECKING TO BE EXAMINED AT TIME OF TEAR OFF) INSTALL NEW 1 INCH INSULATION MECHANICALLY FASTENED TO THE DECKING NEW BASE SHEET AND ONE PLY SEAMLESS ROOF SYSTEM OF CHOICE. ANY DECK REPLACEMENT WILL BE DONE AT $ 7.00 PER SQUARE FOOT CUSTOMER TO BE CONSULTED IN ADVANCE AND A CHANGE ORDER SUBMITTED			
Terms:	Black and Chip 1/2 down upon execution of contract			

Timetable:
The timetable for implementation is based upon which option the City decides. The work can begin as soon as this weekend, or Monday of next week, weather permitting for the smooth over option. This option was not considered a viable option by the City Program Manager, Mr. Smith, due to the current condition of the roof.

Both 10 year and 20-year options presented are for a complete tear off and resurface.
If the City decides the tear off option, the Contractor advised that a crew can be on site within 2 weeks or less weather permitting due to receipt of materials, mainly, the insulation for both options.

Decision: **Approved** ☑ **Disapproved** ☐

Comments:

Signature **Date** 8/25/22

★FIVE★★★STAR★

COMMERCIAL ROOFING, INC.

A NATIONAL ROOFING COMPANY SERVING ALL OF YOUR ROOFING NEEDS
1119 S STATE ROAD 3, HARTFORD CITY, IN 47348
Florida # CCC 1327192 ILLINOIS # 104015080
PHONE: 1-888-288-8631
FAX: 765-331-2072
http://www.fivestarroof.com

ROOFING PROPOSAL

CITY OF FAIRBURN POLICE DEPARTMENT
191 W BROAD ST
FAIRBURN , GA 30213
ATTN: DANA SMITH
EMAIL: DASMITH@FAIRBURN.COM

QUALITY SEAMLESS ROOFING

SCOPE:

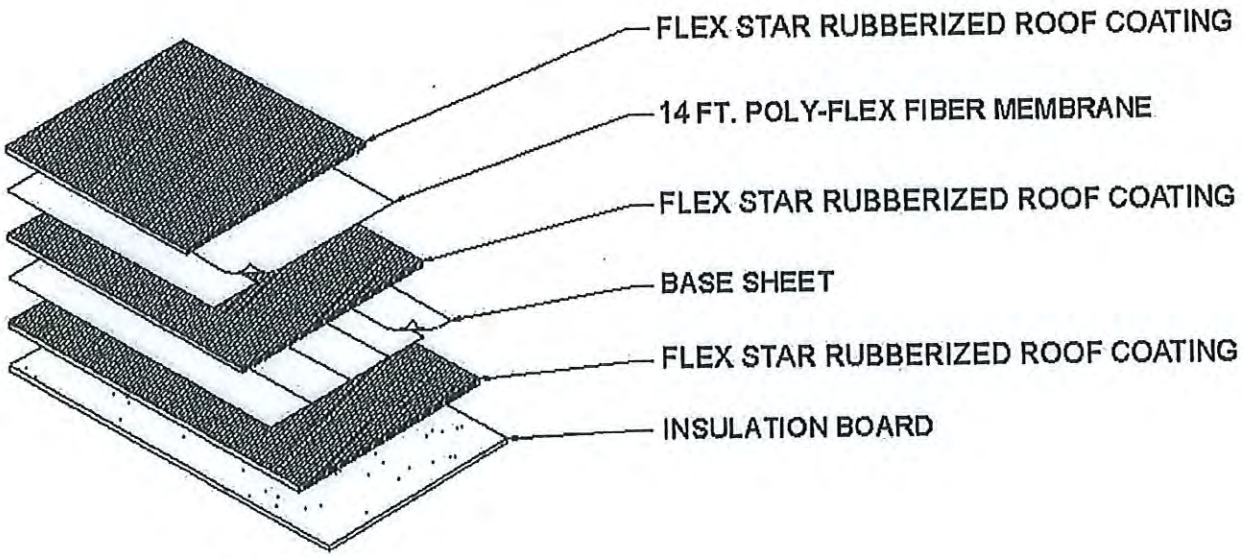
1. Examine current roof surface, to determine age and condition of existing roofing material and any problem areas.

2. Compile accurate information for a complete evaluation and presentation to building owner or facility manager.

3. Prepare a repair or replacement proposal including examination results, photographs, roof system options and costs.

10 YEAR ROOFING SYSTEM

ROOF SYSTEM FOR FLAT ROOFS



FLAT ONE PLY BLACK TEAR OFF ROOFING SYSTEM

Tear off old roof.

Install a layer of rigid insulation mechanically fastened to the decking.

Apply first layer of Flex Star Rubberized Roof Coating to roof surface.

Install a layer of base sheet over Starbond.

Apply second layer of Flex Star Rubberized Roof Coating to roof surface.

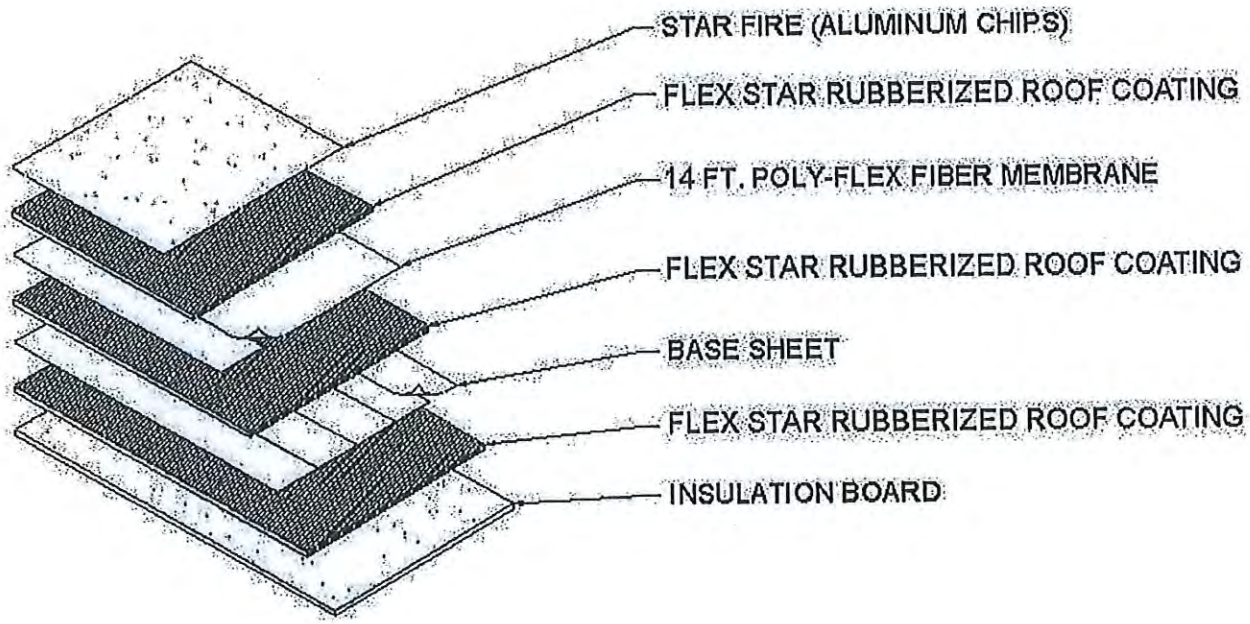
Install a layer of Poly-Flex fiber Membrane staggering seams.

Flash all protrusions through roof, i.e.: vents, drains, HVAC units, etc.

Apply third layer of Flex Star Rubberized Roof Coating.

20 YEAR ROOFING SYSTEM

ROOF SYSTEM FOR FLAT ROOFS



FLAT ONE PLY CHIP TEAR OFF ROOFING SYSTEM

Tear off old roof.

Install a layer of rigid insulation mechanically fastened to the decking.

Apply first layer of Flex Star Rubberized Roof Coating to roof surface.

Install a layer of base sheet over Starbond.

Apply second layer of Flex Star Rubberized Roof Coating to roof surface.

Install a layer of Poly-Flex fiber Membrane staggering seams.

Flash all protrusions through roof, i.e.: vents, drains, HVAC units, etc.

Apply third layer of Flex Star Rubberized Roof Coating.

Apply cover layer of Starfire Aluminum Chips.

WARRANTY:

FLAT ONE PLY BLACK
10 YEARS

FLAT ONE PLY CHIP
20 YEARS

PRICE:

We propose to provide all labor, tools, materials and equipment to re-roof the area at the above location for the sum of:

	7000 S.F AREA	DISCOUNT PRICES:
FLAT ONE PLY BLACK	$53,900.00	$48,510.00
FLAT ONE PLY CHIP	$57,750.00	$51,975.00

ABOVE PRICES INCLUDE TEAR DOFF DOWN TO DECKING(DECKING TO BE EXAMINED AT TIME OF TEAR OFF) INSTALL NEW 1 INCH INSULATION MECHANICALLY FASTENED TO THE DECKING NEW BASE SHEET AND ONE PLY SEAMLESS ROOF SYSTEM OF CHOICE.

ANY DECK REPLACEMENT WILL BE DONE AT $ 7.00 PER SQUARE FOOT CUSTOMER TO BE CONSULTED IN ADVANCE AND A CHANGE ORDER SUBMITTED

TERMS:

BLACK AND CHIP: 1/2 down upon execution of contract. Balance due upon completion of work described above.

NOTES:

1. Contractor provides General Liability and Workers Compensation Insurance. Contractor will obtain permits if needed at the expense of the customer.

2. Removal and closure of disused penetration, and replacement of any deteriorated decking or saturated insulation to be billed separately on a per square foot basis. To be determined upon necessity at time that work is performed.

3. Warranties listed cover material and come with a three year labor warranty.

4. Customer to supply dumpster if necessary for roofing debris.

5. It is the customer's responsibility to move items away from the outside perimeter of the building during application. The contractor shall not be held liable for any over-spray on items not moved.

FIVE STAR COMMERCIAL ROOFING WILL MEET OR BEAT ANY REPUTABLE ROOFING COMPANIES BID.

FIVE STAR COMMERCIAL ROOFING, INC.

BY: TAMMY SPEGAL

TITLE: SALES

DATE: 8/22/2022

COMPANY: CITY OF FAIRBURN POLICE DEPARTMENT

PRICE: _____

WARRANTY: _____

ACCEPTED BY: _____

TITLE: _____

DATE: _____

★FIVE★★★STAR★

COMMERCIAL ROOFING SYSTEMS, INC.

NATIONAL SATISFIED CUSTOMER LIST

FIVE STAR ROOFING HAS BEEN IN BUSINESS SINCE 2002 AND HAS DONE THOUSANDS OF JOBS ALL OVER THE UNITED STATES. FIVE STAR SPECIALIZES IN RE-ROOFING FLAT AND METAL ROOFS. FIVE STAR ROOFING HAS THE BEST SOLUTION TO ANY ROOFING NEEDS YOUR COMPANY MAY HAVE. LISTED BELOW ARE JUST A FEW OF OUR SATISFIED CUSTOMERS.

FED EX

UPS

R AND L CARRIERS

CATERPILLAR

CHAMPION SPARKPLUG

FEDERAL MOGUL

GENERAL ELECTRIC

SCHNEIDER INTERNATIONAL

CONWAY TRUCKING (CCX)

RP LUMBER

MCDONALDS

ARBYS

BURGER KING

ALLIED WASTE

CALGON CARBON

HARDEES

MARATHON ASHLAND

SUNOCO REFINERY

MASTERGUARD

CASEY'S

WABASH STEEL

TGI FRIDAYS

PIONEER

SEALMASTER

COMMADORE HOMES

DUTCHMEN MOBILE HOMES

HOLIDAY INN

WHITE CASTLE

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: PUMP STATION IMPROVEMENT PROJECT

( ) AGREEMENT	( ) POLICY / DISCUSSION	( ) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	(X) OTHER

Submitted: 09/28/2022 **Work Session: N/A** **Council Meeting: 10/10/2022**

DEPARTMENT: Utilities (Water & Sewer)

BUDGET IMPACT: The budget impact of this task order will be $457,761.55. The proposed expenditures will come out of the American Rescue Act Account (230-0000-54-1400) and Water & Sewer Account (505-0000-54-1400).

PUBLIC HEARING: ( ) Yes (X) No

PURPOSE: For Mayor and City Council to approve the bid award recommendation for Crawford Grading & Piping, Inc.in the amount of $457,761.55 for the Pump Station Improvement Project.

HISTORY: On June 14, 2021, City Council voted to approve eligible projects for the American Rescue Funding Act funding. The Pump Station Improvement Project was selected as a necessity to prevent future sewage overflow.

FACTS AND ISSUES: Integrated Science Engineering (ISE) assisted City staff during the competitive bidding process. This included responding to bid phase RFIs, issuing the addenda, attending the bid opening, and making the contractor award recommendation. The bid was closed on June 30, 2022, with one (1) bid received for $508,915.00. Under staff recommendation, a revised cost value engineering meeting was held to lower costs. During the meeting, certain items were deemed not as urgent and removed from the project. It was also recommended that Fairburn buy direct from Goforth Williamson, Inc. (GWI) to avoid sales tax. A total of $51,153.45 was saved from the original cost of the project. As such, Crawford Grading & Pipeline, Inc. was awarded the bid award recommendation as the official bidder.

FUNDING SOURCE: $175,000 will come from the American Rescue Act Account (230-0000-54-1400) and $282,761.55 will come from the Water & Sewer Account (505-0000-54-1400). Total Expenditures: $457, 761.55

RECOMMENDED ACTION: Staff recommends that the Mayor and City Council approve the bid award recommendation for Crawford Grading & Piping, Inc.in the amount of $457,761.55 for the Pump Station Improvement Project.

Tony M. Phillips, City Administrator

INTEGRATED
Science &
Engineering

August 15, 2022

Mr. John Martin
Utilities Director
City of Fairburn
56 Malone St
Fairburn, GA 30213

RE: Pump Station Improvements - Bid Award Recommendation

Dear Mr. Martin,

Integrated Science & Engineering, Inc. (ISE) has reviewed the bid received by the City of Fairburn at 2:00 P.M., local time, on Thursday, June 30, 2022 for the above-referenced project. A total of one (1) bid was received. ISE has reviewed the bid for completeness and accuracy. The following Contractors submitted bids:

Bid Order	Contractor	Base Bid Amount
1	Crawford Grading & Pipeline Inc.	$508,915.00

Under Mr. Martin's recommendation, a value engineering meeting was held to lower costs. During the meeting with Fairburn, Goforth Williamson, Inc. (GWI), and ISE, certain items were deemed not as urgent and removed from the project. Also, it was determined that Fairburn would buy pumps, controllers, etc. directly from GWI to avoid paying sales tax.

A revised cost from the value engineering meeting, was prepared (attached) to verify amounts provided for unit prices were summed correctly. No errors were found.

Crawford Grading & Pipeline, Inc. was considered qualified, responsive, and had attended the mandatory pre-bid meeting. Bid review and contacted references indicate Crawford Grading & Pipeline, Inc. is qualified for civil infrastructure projects, has specifically completed projects similar in scope to this project, and meets the requirements of the bidding documents. As such, ISE recommends the contract be awarded to **Crawford Grading & Pipeline, Inc.** in the amount of **$321,178.55**.

ISE also recommends Fairburn buy directly from **Goforth Williamson, Inc.** for a total of **$136,583.00**.

ATLANTA / SAVANNAH / MOBILE
1039 SULLIVAN ROAD, SUITE 200, NEWNAN, GEORGIA 30265
(P) 678.552.2106 (F) 678.552.2107
WWW.INTSE.COM

The revised cost to Fairburn from the value engineering meeting is shown below.

Item No.	Description	Amount
1	Crawford Grading & Pipeline Inc.	$321,178.55
2	Goforth Williamson, Inc.	$136,583.00
	Total:	$457,761.55

A total of **$51,153.45** was saved from the original cost of the project.

If there are any questions or concerns, please feel free to contact the undersigned.

Sincerely,

INTEGRATED SCIENCE & ENGINEERING, INC

John M. Nolin
Engineer I

Enc: 1009.2104_Pump Station Improvements_Revised Cost

REVISED COST FROM VALUE ENGINEERING				Crawford Grading & Pipeline Inc.	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)
	CONSTRUCTION ITEMS				
1	GENERAL CONDITIONS	1	LS	$ 26,000.00	$ 26,000.00
2	MISCELLANEOUS DEBRIS REMOVAL (REMOVED)	1	LS	$ 5,200.00	$ 5,200.00
3	NEW YARD HYDRANT WITH BPV	2	EA	$ 9,400.00	$ 18,800.00
4	NEW DOOR AND FRAME WITH HARDWARE (REMOVED)	1	EA	$ 6,500.00	$ 6,500.00
5	WETWELL VENT REPAIR AND SCREENS	2	EA	$ 2,250.00	$ 4,500.00
6	SAFETY GRATE RETROFIT OPENINGS	6	EA	$ 2,000.00	$ 12,000.00
7	DUPLEX PUMP CONTOLLERS WITH LEVEL CONTROLS	3	EA	$ 28,000.00	$ 84,000.00
8	TRIPLEX PUMP CONTOLLER WITH LEVEL CONTROLS	1	EA	$ 70,100.00	$ 70,100.00
9	FIRESIDE PUMPS	2	EA	$ 57,000.00	$ 114,000.00
10	EVERGREEN PUMPS	2	EA	$ 61,220.00	$ 122,440.00
11	REPAIR GUIDE RAIL	1	EA	$ 5,750.00	$ 5,750.00
12	REPAIR / REPLACE LIGHT FIXTURES (REMOVED)	3	EA	$ 975.00	$ 2,925.00
13	REGRADE DITCH AND CLEAN OUT CULVERT (REMOVED)	1	EA	$ 6,200.00	$ 6,200.00
14	NEW CATCH BASIN PEDESTAL TOP (REMOVED)	1	EA	$ 5,750.00	$ 5,750.00
15	NEW DOUBLE WING CATCH BASIN (REMOVED)	1	EA	$ 4,750.00	$ 4,750.00
	ALLOWANCE				
16	ENGINEER DIRECTED CHANGES	1	LS	$ 20,000.00	$ 20,000.00
	RECALCULATED TOTAL FOR FAIRBURN				
	ORIGINAL BID FROM CRAWFORD				$ 508,915.00
	REMOVED ORIGINAL GWI QUOTE (+7% SALES,+10% MARKUP) FROM CRAWFORD BID				$ 156,411.45
	REMOVED LINE ITEMS 2, 4, 12, 13, 14, 15 FROM CRAWFORD BID				$ 31,325.00
	REVISED BID FROM CRAWFORD				$ 321,178.55
	FAIRBURN BUYING DIRECTLY FROM GWI				$ 136,583.00
	TOTAL (IN FIGURES)				**$ 457,761.55**
	SAVINGS				**$ 51,153.45**

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: RFP 22-017 - Property Condition Assessments

( ) AGREEMENT	( ) POLICY / DISCUSSION	(X) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	( ) OTHER

Submitted: 10/3/2022 **Work Session:** **Council Meeting: 10/10/2022**

DEPARTMENT: Buildings

BUDGET IMPACT: The budget impact of this contract will be $66,138. The proposed expenditures will come out of the Facility Renovations Account (230-0000-54-1300).

PUBLIC HEARING: ( ) Yes (X) No

PURPOSE: Mayor and Council to approve the award of contract for RFP 22-017 that was issued August 26, 2022, for the property condition assessments to Bureau Veritas Technical Assessments LLC (Bureau Veritas).

HISTORY: The City has many buildings with ongoing issues and deficiencies. As the City continues to grow, the City's facilities will need preventive maintenance, repair, and renovation projects. To date there is no comprehensive record the condition of these properties. RFP 22-017 was issued on August 26, 2022, to solicit property condition assessment services.

FACTS AND ISSUES: Awarding RFP 22-017 to Bureau Veritas to preform condition assessments on the City's current facilities will gather the information that will assist with identifying deficiencies, cataloging issues, prioritize immediate facility projects, and future capital projects.

FUNDING SOURCE: The proposed expenditures of $66,138 will come out of the Facility Renovations Account (230-0000-54-1300).

RECOMMENDED ACTION: Staff recommends that the City Council approve the award of RFP 22-017 to Bureau Veritas for property condition assessment services in the amount not to exceed $66,138.

Tony M. Phillips, City Administrator

PCA RFP Bid Tabulation

	BS-JWRA-PA	Walker	Bureau Veritas	Axias
City Hall	$ 15,628	$ 4,400	$ 3,455	$ 5,500
Human Resources	$ 7,595	$ 3,400	$ 3,455	$ 3,750
Municipal Court Building	$ 10,808	$ 4,400	$ 3,455	$ 4,750
Utilities	$ 9,408	$ 4,900	$ 3,455	$ 4,000
Street Department	$ 6,218	$ 2,800	$ 2,961	$ 4,000
Water/Sewer Division	$ 8,812	$ 4,000	$ 2,961	$ 4,000
Streets Garage & Shop	$ 6,218	$ 2,800	$ 2,961	$ 4,000
Police Headquarters	$ 10,120	$ 5,100	$ 3,455	$ 5,500
Public Safety Training Center	$ 8,284	$ 900	$ 2,961	$ 4,000
Fire Station 21	$ 9,431	$ 4,300	$ 3,455	$ 5,000
Fire HQ/Fire Station 22	$ 12,989	$ 4,700	$ 3,455	$ 5,500
Fairburn Youth Center	$ 6,792	$ 4,700	$ 3,455	$ 4,000
Fairburn Annex	$ 8,972	$ 3,600	$ 2,961	$ 4,000
Frankie Arnold Stage & Courtyard	$ 8,031	$ 3,900	$ 2,961	$ 3,500
Duncan Park	$ 11,497	$ 5,200	$ 5,923	$ 7,500
Cora Robinson Park	$ 8,743	$ 1,800	$ 2,961	$ 2,500
Fairburn Education Center/GMC Campus(All Buildings)	$ 34,334	$ 10,900	$ 5,923	$ 18,500
Armandos	$ 7,182	$ 3,900	$ 2,961	$ 4,000
Casablanca	$ 7,480	$ 3,900	$ 2,961	$ 4,000
Grand Total	**$ 198,543**	**$ 79,600**	**$ 66,138**	**$ 98,000**

PCA RFP 22-017 Committee Scoring

Scoring

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	0.5	0.6	0.75	0.6
	0.49	0.75	0.75	0.75
	0.5	0.5	0.75	0.75
	0.24	0.6	0.7	0.5
Total	**1.73**	**2.45**	**2.95**	**2.6**

Final Points

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	15	18	22.5	18
	12.25	18.75	18.75	18.75
	12.5	12.5	18.75	18.75
	4.8	12	14	10
Total	**44.55**	**61.25**	**74**	**65.5**

Scoring

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	0.7	0.7	0.7	0.7
	0.7	0.7	0.7	0.7
	0.4	0.3	0.5	0.4
	0.25	0.5	0.75	0.49
Total	**2.05**	**2.2**	**2.65**	**2.29**

Final Points

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	21	21	21	21
	17.5	17.5	17.5	17.5
	10	7.5	12.5	10
	5	10	15	9.8
Total	**53.5**	**56**	**66**	**58.3**

Scoring

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	0.25	0.75	1	0.55
	0.27	0.68	1	0.72
	0.5	0.77	0.75	0.7
	0.74	1.35	0.75	0.76
Total	**1.76**	**3.55**	**3.5**	**2.73**

Final Points

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	7.5	22.5	30	16.5
	6.75	17	25	18
	12.5	19.25	18.75	17.5
	14.8	27	15	15.2
Total	**41.55**	**85.75**	**88.75**	**67.2**

Scoring

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	0.5	1	1	0.6
	0.49	0.72	0.79	0.73
	0.5	0.75	0.8	0.75
	0.75	0.75	1.35	0.5
Total	**2.24**	**3.22**	**3.94**	**2.58**

Final Points

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	15	30	30	18
	12.25	18	19.25	18.25
	12.5	18.75	20	18.75
	15	15	27	10
Total	**54.75**	**81.75**	**96.25**	**65**

Scoring

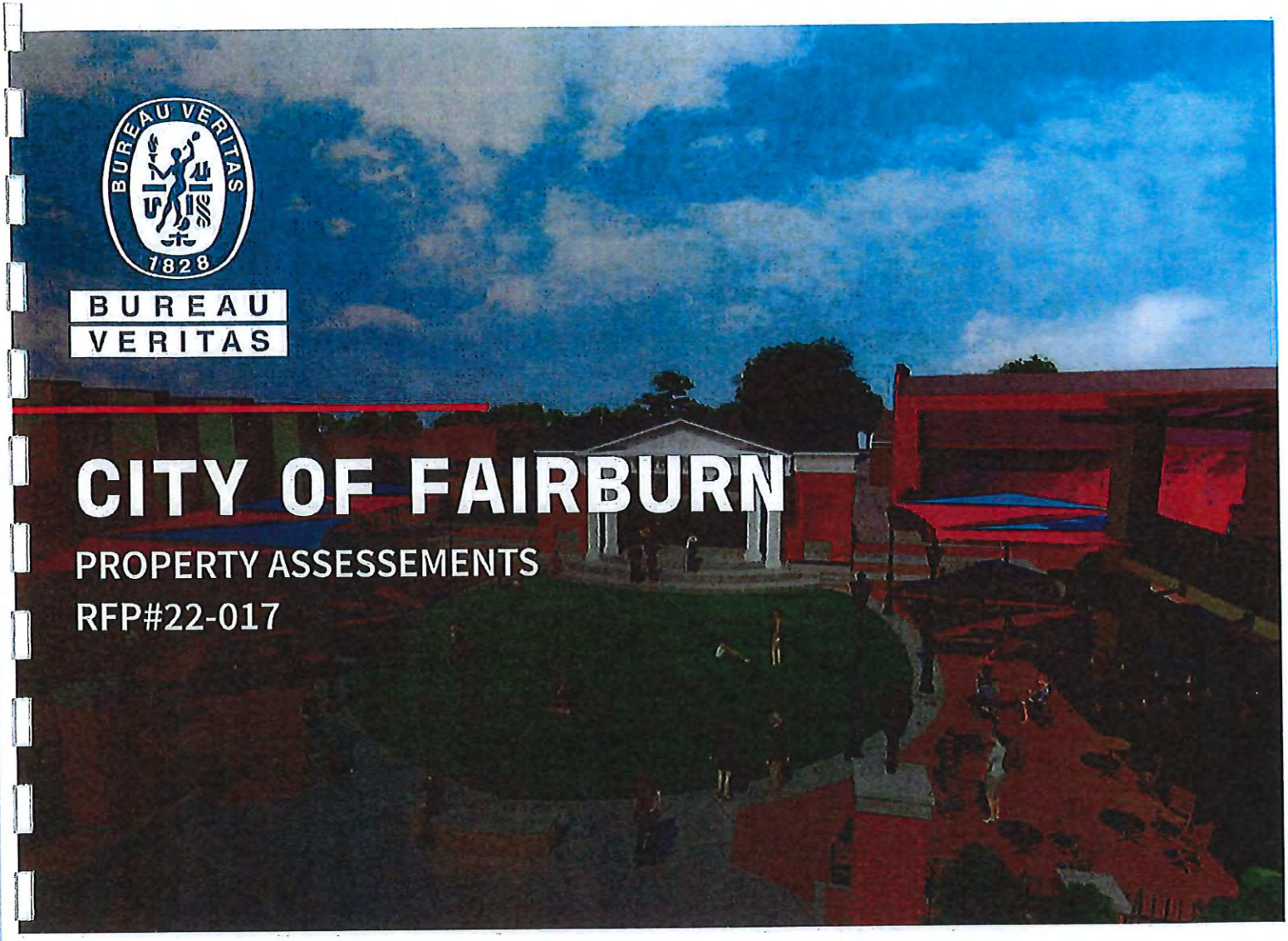
	BS-JWRA-F	Walker	Bureau Veritas	Axias
	0.5	0.6	0.75	0.7
	0.6	0.5	0.75	0.75
	0.6	0.5	0.75	0.75
	0.2	0.7	0.75	0.49
Total	**1.9**	**2.3**	**3**	**2.69**

Final Points

	BS-JWRA-F	Walker	Bureau Veritas	Axias
	15	18	22.5	21
	15	12.5	18.75	18.75
	15	12.5	18.75	18.75
	4	14	15	9.8
Total	**49**	**57**	**75**	**68.3**

Overall Scoring Total	9.68	13.72	16.04	12.89

Overall Point Total	243.35	341.75	400	324.3



BUREAU VERITAS

CITY OF FAIRBURN

PROPERTY ASSESSEMENTS

RFP#22-017

September 9, 2022

BUREAU VERITAS | JEFF FOX
10461 MILL RUN CIRCLE, SUITE 1100, OWINGS MILLS, MD 21117
P 800 733 0660 X 7296683 | JEFF.FOX@BUREAUVERITAS.COM

LETTER OF INTEREST

September 9, 2022

City of Fairburn
56 Malone Street
Fairburn, GA 30213

RE: RFP #22-017
Request for Proposal-PCA Assessments Selected Properties City of Fairburnt

To whom it may concern,

Bureau Veritas Technical Assessments LLC (Bureau Veritas or BVTA) is pleased to provide the City of Fairburn (the County) with the enclosed proposal in response to RFP #22-017 Request for Proposal-PCA Assessments Selected Properties City of Fairburn. Bureau Veritas understands the requirements of the RFP and is qualified to perform the services.

Proven Experience | Property Condition Assessments are one of the core services of Bureau Veritas. We have completed thousands of projects with more than 700 million square feet of space in the last five (5) years for State and Local Government, K-12, Higher Ed, Public Housing, and Parks and Recreation clients. Our focus on facility assessments has resulted in a process, founded on deep expertise and unique technical innovations, that is calibrated to give clients the exact information needed to capital plan, create preventive maintenance procedures, identify immediate and reserve needs, and prioritize needs and deficiencies.

Highly Qualified Team | BVTA is an architecture and engineering firm focused solely on building lifecycle and capital planning studies. With more than 700 building professionals nationwide, we have over 30 years of experience conducting Property Condition Assessments. Our proposed team has an average of over 20 years of experience and includes professionals with extensive experience. We have provided similar services for the following similar clients:

- Emory University, GA
- Chesterfield County, VA
- City of Americus, GA
- Atlanta Housing Authority,GA
- Montgomery County, MD
- Arlington County, VA
- Sumter County, FL
- City of Tuscaloosa, AL
- Mecklenburg County, NC
- Fort Worth Libraries, TX
- Town of Mansfield, CT
- City of Detroit, MI

Bureau Veritas is committed to providing quality services, and consistently demonstrating our corporate commitment to quality, continual improvement, and client satisfaction. Bureau Veritas is not debarred, suspended, or otherwise prohibited from professional practice by any federal, state, or local agency. Bureau Veritas Technical Assessments LLC has not been subject to litigation, nor have we defaulted on any loan agreement or financing agreement with any bank, financial institution or other entity. We will provide a Performance Bond at the time of award.

The following pages detail our history, similar project experience, our key personnel and team, and our approach to this unique project. Bureau Veritas is committed to working with the City to provide the highest possible quality of service. We appreciate the opportunity to present our qualifications for this project and look forward to working with the City of Fairburn. I am available at 800 733 0660 x 7296683 or jeff.fox@bureauveritas.com to further discuss our qualifications.

Sincerely,

Jeffrey Fox
Senior Vice President

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FIRM PROFILE AND QUALIFICATIONS

Profile of Firm Qualifications

Bureau Veritas Technical Assessments LLC ("Bureau Veritas" or "BVTA") is a professional service consulting firm providing comprehensive accessibility, architectural, engineering, energy, and environmental solutions. Our team includes over 700 building professionals nationwide, including Registered Architects, Professional Engineers, Certified Energy Managers, Environmental Professionals, Building Systems Consultants, and Code Compliance Experts.

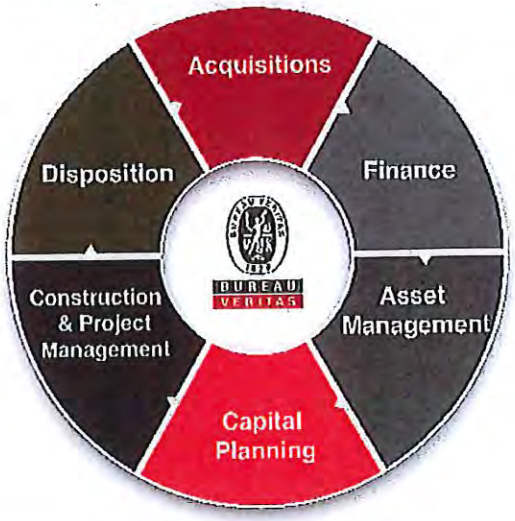
Annually, BVTA conducts thousands of assessments for Educational, Residential, Commercial, Industrial, and Government clients. Having successfully completed billions of square feet of building assessments, BVTA has developed a proven and efficient methodology for the performance of field assessments and data collection.

BVTA's recommendations are based on knowledge of property conditions, life-cycle analysis, regulations, and client objectives. The firm's core of architectural, engineering, construction, environmental, and seismic expertise forms the foundation on which the company teams with clients to create and implement facility management solutions. Our solutions include implementation of web-based portfolio management platforms, to traditional property assessments required for due diligence.

ASSET MANAGEMENT SERVICES

- Property Condition Assessments
- Capital Planning Reports
- ADA Accessibility Compliance
- Equipment and Asset Inventory
- Barcoding, QR Coding, and Tagging
- CMMS Consulting
- Preventive Maintenance Plans
- Space Analysis Studies
- Energy Audits and Modeling
- Commissioning (Cx and Rx)
- Construction Monitoring
- Project Management
- Plan and Document Review

What We Do



Company Information

Parent Company:	Bureau Veritas Group
Name of Division:	Bureau Veritas Technical Assessments LLC
Year Founded:	Parent – 1828, Division – 1986
Headquarters Address:	10461 Mill Run Circle, Suite 1100 Owings Mills, MD 21117
Primary Contact:	**Jeffrey Fox** Senior Vice President
Telephone:	**800 733 0660 x 7296683**
Email:	**jeff.fox@bureauveritas.com**
Website:	bvna.com

BUREAU VERITAS

Experience

FAMILIARITY WITH STANDARDS & REGULATIONS

BVTA has extensive experience with ASTM E2018-15 Standard Guide for Property Condition Assessments and Standards and an understanding of Georgia's state and local codes relevant to the City of Fairburn's project.

EXPERIENCE PERFORMING THE SERVICES

Property Condition Assessments (PCA) are one of our core services. We have been performing PCAs for over 30 years, and have assessed more than 200 million square feet of similar facilities in the past five years.

The proposed team is comprised of building professionals averaging over 20 years of experience with PCAs. Our proposed Program Manager, Mr. Andrew Hupp, has over 30 years of experience. Members of the proposed team have worked together on similar projects, with assessments ranging from a few thousand square feet to millions of square feet. This expertise has allowed us to develop an efficient and thorough approach to assessments like the proposed City program.

EXPERIENCE IN THE REGION

BVTA has completed several hundred assessment and project management projects in Georgia and hundreds more in surrounding states, for clients from many industries, including local and state government, K-12 education, higher education, public housing, real estate, and retail and hospitality. We've been registered in the state since 2010.

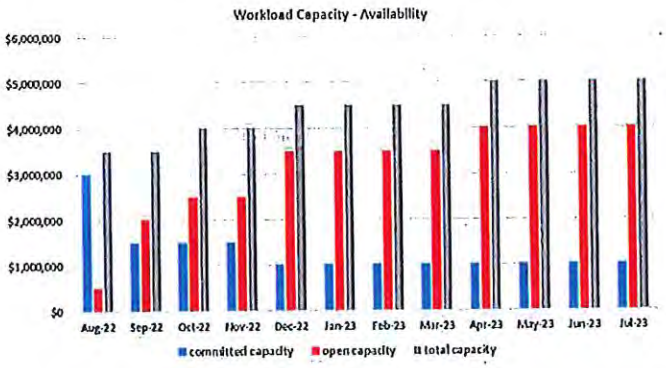
We have helped clients throughout the South to assess the condition of their properties and plan for the future. Some recent clients are listed here:

- Emory University, GA
- Georgia Gwinnett College, GA
- Gainesville Housing Authority, GA
- DeKalb County, GA
- Georgia Aquarium, Atlanta, GA
- University of Tennessee, TN
- Columbia State Community College, TN
- Mississippi University for Women, Columbus, MS
- Saint Dominic Hospital, Jackson, MS
- Montgomery Housing Authority, AL
- Housing Authority of the Birmingham District, AL
- New Hanover County, NC
- Mecklenburg County, NC
- City of Lexington, NC
- Shreveport Housing Authority, LA
- Texas Southern University, TX
- Texas A&M University, TX
- University of Texas at San Antonio, TX
- Dallas Housing Authority, TX
- St. Charles County, MO
- St. Louis Zoo, MO

Availability and Capacity

Bureau Veritas has maintained itself as a viable professional assessment services corporation, fully staffed to manage any size project load, including simultaneous multiple site projects. BVTA's staff is very scalable and can provide resources from one team to over ten teams on a project. The regional team usually has three to five concurrent assessment projects engaged ranging from 400,000 to 1,000,000 SF.

Our field staff can provide a commitment of time suitable to the needs of the proposed City of Fairburn program. This would be a significant project for BVTA, and we have the in-house resources to fully staff this project without program disruption or cost impact.



Ability to Perform in a Timely Manner

We are accustomed to completing large projects and have built-in measures as a part of our assessment and quality assurance methodology to ensure we complete programs to our client's satisfaction. We consider meetings, communication, scheduling, management, budget, and quality control crucial elements of each engagement.

Bureau Veritas has the capability to perform the full project scope without the use of outside consultants. BVTA has in-house technical professionals that can be dispatched to the project area with experience performing physical condition assessments. These professionals are also qualified to perform any add-on services that may be requested.

BVTA has the capability and experience to comply with set schedules. A dedicated **Program Manager, Mr. Andrew Hupp** will serve as the **direct point of contact** for the City during the entire project. Mr. Hupp will manage the kick-off, coordination of the field teams during the on-site assessments, and reporting process. The City will also have access to Project Executive, Mr. Jeff Fox, as needed, as well as the Assessment Team throughout the duration of the project.

Bureau Veritas has a proven track record in exceeding client expectations for meeting deadlines and project schedules and is committed to the timeliness and efficiency of report deliveries.

Our Philosophy

BVTA's mission is to be the highest value provider of professional information delivered through customized decision support systems and related technology services to the commercial, corporate and public sector real estate industries. To achieve the status of the highest value provider, BVTA realizes that our central focus throughout every sector of our company must be our commitment to our clients. We measure our success by enabling our clients to achieve their goals and objectives for every project, every time they work with BVTA.

We realize the critical contribution BVTA makes to the success of our clients' asset management decisions and real estate transactions. Our clients—building owners, financial institutions, commercial real estate brokers, realty advisors, fiduciaries and developers—rely on BVTA to preserve the value of their assets and investments for the future.

With this understanding at the forefront of our business, BVTA fully commits to providing all of our clients with the highest level of qualified industry professionals available in the area local to the project and nationwide. In addition, we have dedicated state-of-the-art technological resources to assist our clients in realizing their ultimate goals of complete, timely submission of information, resulting in a successful completion of the project. We know that our clients count on complete, timely and accurate findings and BVTA remains committed to meeting our clients' goals through professional staff and a proven corporate structure and procedures.

BVTA approaches the assessment process with a clear appreciation that the observations, analysis and recommendations incorporated into the reports may be the only indicators and basis for decisions pursuant to an acquisition or loan accommodation. When clients retain BVTA they gain the wealth of years of experience, the commitment of the staff at all levels of management, and the comfort that the approach used on each project is the best available and highly customized based on our clients' individual needs.

Principal Management

Shawn Till – General Manager

After a solid experience in the heavy civil construction materials and manufacturing industries sector, with Dufferin Construction Company and the St. Lawrence Cement company, he co-founded Primary Integration in 2006. As Chief Executive Officer, he rapidly grew this Service Company in the Tech Construction Space. Primary Integration was acquired by Bureau Veritas in 2017 and since then, Shawn Till has continued to successfully grow the business, capturing synergies with Bureau Veritas across the different geographies outside of North America. Shawn holds a MBA from the University of Pennsylvania, The Wharton School (USA) and a Bachelor of Civil Engineering from McMaster University, Hamilton (Canada).

Nestor M. Benavides – Chief Executive Officer

Nestor, a Mechanical Engineer from the University of Maryland, has more than 25 years of experience in Engineering & Operations Management, as well as Strategic Planning and Business Development in both public and private sectors. Nestor transitioned from President to CEO in December 2016.

During his professional career, Nestor guided and participated in Strategic Planning & Business Development efforts for start-up companies as well as various divisions of The Procter & Gamble Company. He led the R&D and Operations efforts for 180s "Inc. Magazine's 2003, 9th Fastest Growing Company in the US" which grew from $3 million to $47 million in 5 years. He has led the master-planning, design, construction and startup of factories and facilities for Procter & Gamble in various countries including India and China, and led programs with Bechtel, Flour Daniel and Lockwood Green Engineering Companies.

In his prior role as COO, Nestor optimized the operational execution of EMG to deliver record profitability in 2007. He was promoted to President at the end of that year. He is focused on delivering EMG's Strategic Plans and is directly involved in overall business development efforts, including the company's fast- growing Capital Planning Division. He drives our strategy for intelligent, ethical, and profitable growth. Nestor is passionate about maintaining an organization grounded in mutual respect, and committed to the development of every employee.

Heather B. Bush – Vice President and Secretary

Effective January 1st, 2016, Heather Bush was promoted to Vice President & General Counsel North America CIF Operating Group. Heather is responsible for:

- Ensuring all related legal, compliance, risk controls, procedures and rules are in line with operational needs and protect the assets and reputation of Bureau Veritas throughout North America's CIF Operating Group.
- Ensuring all related legal services comply with local applicable laws, regulations and with Bureau Veritas' Code of Ethics, global policies and procedures.
- Maintaining all US legal entities' corporate books.
- Assisting with and overseeing all compliance related investigations.
- Ensuring all risk management handbooks are in place and employed. She will also participate in regular risk mapping, preparation and implementation of detailed action plans.
- Ensuring all the services and assets of the North America operations are insured under the relevant local and Group insurance policies.
- Managing Bureau Veritas' North America real estate in the most efficient manner.

Heather began her career as an Attorney in private practice focusing on construction defects and engineering and architectural malpractice defense. She joined Bureau Veritas in 2005 as Associate General Counsel and was promoted to General Counsel in 2008. She received her J.D. cum laude from Chapman University School of Law and her BBA from Florida Atlantic University

CURRENT AND PAST PUBLIC SECTOR CLIENTS

BV has completed projects similar to the scope that the City is requiring for facility assessments. Our experience includes facility condition assessments, energy audits, facility master planning, capital needs consulting, and capital improvement planning throughout the United States.

The following is a list of projects BV has conducted with similar scope and complexity to the City's RFP in the past 3 years:

Client Name	State	Services	Completion
Arlington County	VA	Property Condition Assessment, Sidewalk Assessment	Ongoing
City of Burlington	VT	Property Condition Assessment, Sidewalk Assessment	Ongoing
City of Phoenix	AZ	Property Condition Assessment	Ongoing
City of Detroit	MI	Property Condition Assessment & Energy Audit	Ongoing
Mecklenburg County	NC	Property Condition Assessment & Inventory	2020
Chesterfield County	VA	Property Condition Assessment	2020
City of Orange City	FL	Property Condition Assessment	2019
Sumter County	FL	Property Condition Assessment	2019
Fort Worth Libraries	TX	Facilities Master Plan	2019
Montgomery County	MD	Property Condition Assessment & Inventory	2019
State of Vermont	VT	Property Condition Assessment	2018
City of South Salt Lake	UT	Property Condition Assessment	2018
City of Garden Grove	CA	Property Condition Assessment & ADA Transition Plan	2018
City of El Segundo	CA	Property Condition Assessment & ADA Transition Plan	2018
City of Brea	CA	Property Condition Assessment	2018
City of Fresno	CA	Property Condition Assessment	2018
City of Fremont	CA	Property Condition Assessment, Structural Assessment	2018
City of Milpitas	CA	Property Condition Assessment with Inventory	2018
City of St. Helena	CA	Property Condition Assessment, Space Utilization	2018
County of Marin	CA	Property Condition Assessment	2018
City of Abilene	TX	Property Condition Assessment & Inventory	2017
State of Rhode Island Dept. of Administration	RI	Property Condition Assessment	2017
City of Yorkville	IL	Property Condition Assessment	2017
Village of Arlington Heights	IL	Property Condition Assessment & Inventory	2016
Town of Mansfield	CT	Property Condition Assessment & Energy Audit	2016
City of Wauwatosa	WI	Property Condition Assessment	2015
State of New Mexico	NM	Property Condition Assessment	2015
City of Columbus	OH	Property Condition Assessment	2015

BUREAU VERITAS

PROJECT PROFILE

CHESTERFIELD COUNTY, VA

FACILITY CONDITION ASSESSMENT, CMMS IMPLEMENTATION, EQUIPMENT INVENTORY

Bureau Vertias Technical Assessments (BVTA)* was contracted to perform a facility condition assessment for more than 2 million square feet of facilities, including warehouse and maintenance buildings, fire stations, the Eanes-Pittman Public Safety Training Center, CCPD Headquarters, county police stations, and other municipal buildings.

Each building system was assessed for condition, remaining life cycle, cost to replace, and evaluation of repair versus replace options. BVTA populated all observations into the County's CMMS work order system as well as created an equipment inventory to track maintenance and create Preventive Maintenance Schedules.

BVTA organized the property assessment schedule and coordinated with building groups to perform assessments efficiently without disrupting facility activities including complete visual inspections of facility components (exterior systems, interior finishes, fire/life systems, accessibility issues, MEP systems). We described facility deficiencies, provided corrective action for each deficiency, and established prioritization standards to characterize deficiencies.

BVTA's final database included square footage delineations, immediate/short-term repairs and 10-year capital estimates, and digital full color photographs of each property. The database provides a property description and improvements and comments on observed conditions.

LOCATION

Chesterfield, VA

SERVICE

Property Condition Assessment
CMMS Implementation
Equipment Inventory

SIZE

2 MM SF
73 Buildings

FACILITY TYPE

City Buildings
Parking Structures
Offices
Fire Stations
Police Headquarters and Stations
Heliport

REFERENCE

Clay Bowles
Chesterfield County
9901 Lori Road
Chesterfield, VA 23832
(804) 748-1371
bowlesc@chesterfield.gov

*Bureau Veritas Technical Assessments LLC was formerly known as EMG.

PROJECT PROFILE

EMORY UNIVERSITY

FACILITY CONDITION ASSESSMENT

Emory University awarded Bureau Veritas Technical Assessments LLC (BVTA)* a contract to conduct Facility Condition Assessments of four school facilities totaling approx. 200,000 square feet. We conducted detailed assessments of these facilities, of which the results were used to inform and prioritize the annual, five, and ten-year capital improvement budgets for the university.

BVTA assembled a multi-disciplined project team consisting of professional engineers and registered architects who conducted the audits for:

- Steiner Building
- Woodruff Extension Building
- Glenn Building
- Faculty Office Building

The purpose of the study was to perform a detailed audit of the facilities' condition. The prioritized facilities plan was used to prioritize capital projects, establish equipment maintenance schedules and became part the consolidated master plan.

*BVTA was formerly known as EMG.

LOCATION

Atlanta, GA

SERVICE

Facility Condition Assessment
Field Data Collection Into AssetCALC

SIZE

200,000 SF

BUILDING TYPE

Offices
Classrooms
Library
Laboratories
Conference Rooms
Auditorium

REFERENCE

Josh Gilbert
Emory University
301 FM Drive
Atlanta, Georgia 30322
(404) 778-3672
josh.gilbert@emory.edu

BUREAU VERITAS

PROJECT PROFILE

MECKLENBURG COUNTY

FACILITY CONDITION ASSESSMENT

Through competitive bid, Bureau Veritas Technical Assessments LLC (BVTA)* was selected by Mecklenburg County to perform Property Condition Assessments for all county owned buildings. Using ASTM E2018-08 industry standard procedures, we assessed and documented all grounds, building systems and components including fire/life safety. Corrective actions, for immediate repairs and a 20-year forecast of repair/ replacement costs were presented to the Mecklenburg County Asset & Facility Management Department.

During the Property Condition Assessments, BVTA performed on-site observations for 100 buildings including Offices, Courthouses, Libraries, Correctional facilities, Police and Fire. Existing maintenance logs were reviewed in addition to interviews with personnel familiar with the property. Completed on time and within budget, the final deliverable included BVTA's AssetCALC™ software which allows Mecklenburg County the ability to rank and prioritize existing deferred maintenance and forecast capital budgeting requirements.

In addition, we delivered a program wide report ranking each building by priority of need.

*Bureau Veritas Technical Assessments LLC was formerly known as EMG.

LOCATION

Mecklenburg County, NC

SERVICE

Property Condition Assessment
Capital Improvement Customized Database

SIZE

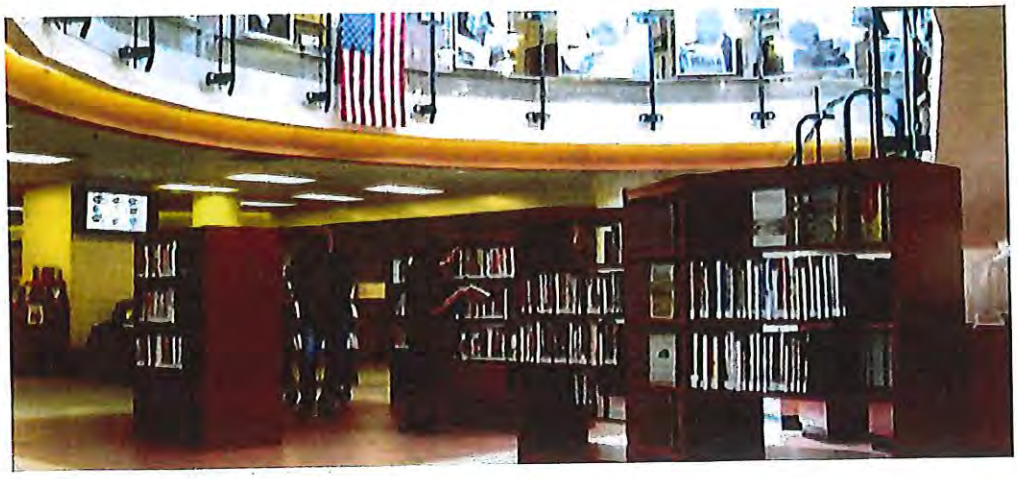
20 Facilities

FACILITY TYPE

Offices
Gymnasium
Courthouses
Correctional Facilities
Health Center/ Medical Clinic
Community Centers
Arena / Stadium

REFERENCE

Bob Iannucci
Mecklenburg County Procurement Analyst
Financial Services Department
Procurement Division
700 E.Fourth Street, 4th Floor
Charlotte, NC 28202
Office : 980-314-2542
Cell: 980-297-4383
Robert.Iannucci@
Mecklenburgcountync.gov



BUREAU VERITAS

PROJECT PROFILE

ARLINGTON COUNTY

FACILITY CONDITION ASSESSMENT AND ADA REVIEW

In 2005 BVTA* performed comprehensive Property Condition Assessments (PCA) of Arlington County properties. Other services provided included Capital Planning, Cost Estimating, and Asset Management Database services. Additionally, during the course of the performance period, the U.S. Department of Justice cited Arlington County for non-compliance with ADA standards. As a result, BVTA re-inspected and performed an ADA Review of each of the 68 buildings.

Following the PCA, BVTA did a thorough review of the consent order, inspected every building in the portfolio, and prepared a transition plan to bring the County into compliance. This plan compared violations with ADA requirements and provided estimates for repairing any deficiencies for compliance with federal accessibility standards. BVTA successfully prepared a plan that was accepted by the DOJ. Our consulting and third-party certification included an analysis of violations notice, field measurements, and cost estimates for remediation of deficiencies.

Our relationship with Arlington County has included updates and additional assessments over the subsequent years. We performed PCAs on 94 facilities in 2008, with updates in 2013, assessing offices, theaters, libraries, nature centers, recreation and community centers, shelters, group homes, healthcare, police, fire & correctional facilities, courts, bus stations, pedestrian tunnels, warehouses, parking lots/garages, and public works facilities.

- 8 Public Libraries
- 14 Community/Recreation Centers
- 2 Group Homes for Youth/Disabled
- 3 Homeless Shelters
- 2 Substance Abuse Rehab. Homes
- 10 Fire Stations + Training Academy

We assessed all physical components of the buildings. Replacement costs of deficiencies and future capital needs were determined to assist in maintenance and capital planning. We created floor plans for the location of deficiencies, verified existing equipment and components against the previous reports, and updated records accordingly.

Data were populated into AssetCALC™, a web-based system featuring the ability to rank and prioritize deficiencies, create reports by asset priority, assign data to corrective action, and view progress of completed work at any given time.

*Bureau Veritas Technical Assessments LLC was formerly known as EMG.

LOCATION

Arlington County, VA

SERVICE

Property Condition Assessment
Capital Planning
Asset Management Database
ADA Review

SIZE

94 Facilities
3 MM SF

FACILITY TYPE

Administrative Offices
Libraries
Parks & Recreation
Community Centers
Homeless Shelters
Police & Fire Stations
Courts & Corrections
Public Works & Transportation

REFERENCE

Allison Blanchard
Arlington County
1400 North Uhle Street, Suite 403
Arlington, VA 22201
(703) 228-3933
ablanchard@arlingtonva.us

RESUMES OF KEY PERSONNEL

BVTA's Proposed Team includes Registered Architects, Professional Engineers, and assessment professionals with an average of 20 years of relevant experience. These professionals develop and write the assessment report and coordinate logistics and document collection for each assessment. BVTA also has an internal information technology group that supports the development of field data collection programs and client database applications.

Jeffrey Fox | Project Executive
Mr. Fox will serve as Project Executive, and will oversee all contractual aspects of the project and will be available to meet with the City for the duration of the project on an as-needed basis. He will be responsible for defining the scope of engagement, and meeting regularly with Mr. Hupp and the Assessment Team to assure the County's needs are being met, and that the project is adequately staffed, running smoothly, and on schedule.

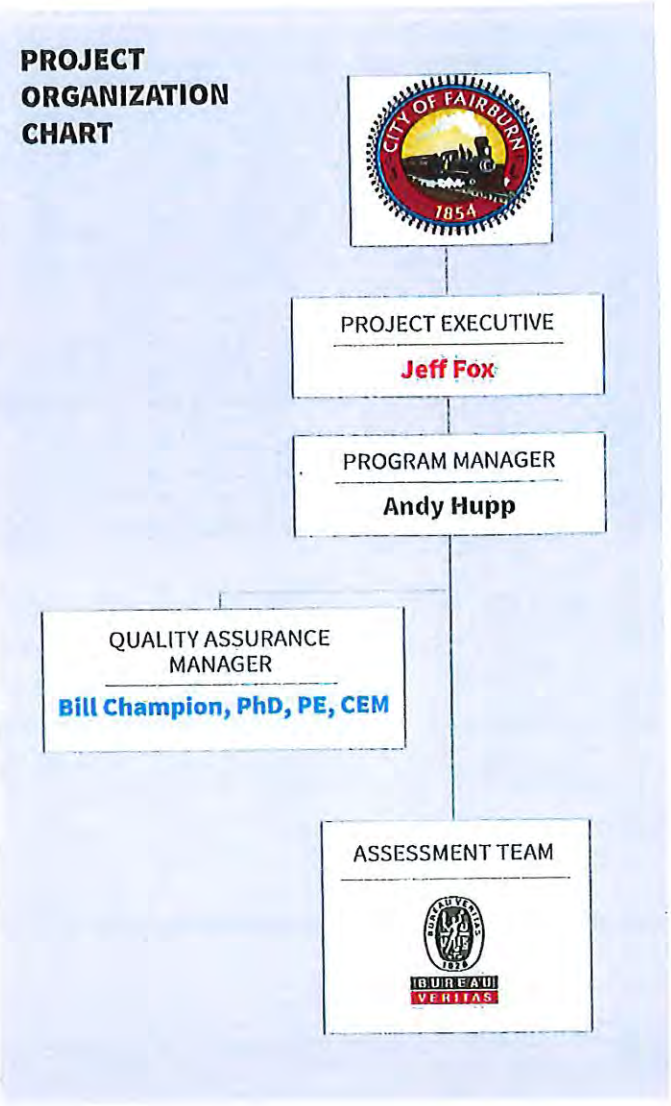
Andrew Hupp | Program Manager
The City will have a primary point of contact in Mr. Hupp throughout the duration of the project. He will be responsible for the overall team performance and delivery of the overall project. He will work with the Assessment Team and the City to assure project success. He will conference with the City on an agreed-upon basis, and will be responsible for delivering assessment results, and for working with the City Staff to develop the implementation plan based on the results.

Bill Champion | Quality Assurance Manager
Mr. Champion will serve as Quality Assurance Manager, and will provide general quality assurance oversight to the project, assuring technical, process, and content quality. His expertise will allow for quick and effective implementation of quality assurance measures both at inception and throughout the duration of the project.

Assessment Team
The Assessment Team is comprised of professional engineers and building experts having direct experience in conducting Property Condition Assessments. They will observe and describe building systems and components, identify physical deficiencies, and formulate recommendations to remedy the deficiencies.

Resumes for the key personnel are included on the following pages.

PROJECT ORGANIZATION CHART



JEFFREY FOX

PROJECT EXECUTIVE

Mr. Fox is a Senior Vice President at Bureau Veritas. He has managed comprehensive architectural and engineering due diligence services for Higher Ed, K-12, government and private sector clients. As Project Executive, Mr. Fox is responsible for overseeing all contractual aspects of the project and will be available to meet with the client for the duration of the project on an as-needed basis. He will have primary responsibility for defining the scope of engagement, and will meet regularly with BV's Program Manager and Assessment Team to assure that the client's needs are being met, and that the project is adequately staffed, running smoothly, and on schedule.

PROJECT EXPERIENCE:

YEARS OF EXPERIENCE: 30

Sumter County, FL
Property Condition Assessment

City of Tuscaloosa, AL
Property Condition Assessment

City of Charlotte, NC
Property Condition Assessment

City of Orange, FL
Property Condition Assessment

Chesterfield County, VA
Property Condition Assessment

City of Highland Park, IL
Property Condition Assessment

State of Vermont, VT
Property Condition Assessment

City of Burlington, VT
Property Condition Assessment & Energy Audit

Dekalb County, GA
ADA Assessment

Arlington County, VA
Facilities Assessment

Education
Coursework, Mechanical Engineering, University of Maryland Baltimore County

ANDREW HUPP

PROGRAM MANAGER

Mr. Hupp has been the Program Manager for government, educational, and private sector clients. He supervisesteams of architects, engineers, and facility professionals in conducting facility condition assessments, physicalneeds assessments and energy audits. As Program Manager, he is responsible for delivering results, and is themain point of contact for the Client throughout

PROJECT EXPERIENCE:

YEARS OF EXPERIENCE: 25

Arlington County, VA
Property Condition Assessment

New Hanover County, NC
Property Condition Assessment & ADA Assessment

City of Orange, FL
Property Condition Assessment

City of Tuscaloosa, AL
Property Condition Assessment

City of Detroit, MI
Property Condition Assessment & Energy Audit

City of Columbus, OH
Property Condition Assessment

City of Reading, PA
Property Condition Assessment

City of Lake Forest, IL
Property Condition Assessment

City of Yorkville, IL
Property Condition Assessment

Village of Arlington Heights, IL
Property Condition Assessment

City of Mequon, WI
Property Condition Assessment

Education
Bachelor of Science, Architectural Engineering, University of Cincinnati

BILL CHAMPION, PHD, PE, CEM

QUALITY ASSURANCE / QUALITY CONTROL

Mr. Champion is a Professional Mechanical Engineer, and certified Energy Manager with 25 years of experience in the government, retail, industrial, higher education, and K-12 Education industries. As Quality Assurance Manager, he is responsible for technical review of deliverables. He has extensive experience with projects of similar scope for government clients.

PROJECT EXPERIENCE:

YEARS OF EXPERIENCE: 25

Sumter County, FL
Property Condition Assessment

State of Vermont, VT
Property Condition Assessment

City of Cambridge, MA
Property Condition Assessment & Asset Inventory

City of Somerville, MA
Property Condition Assessment

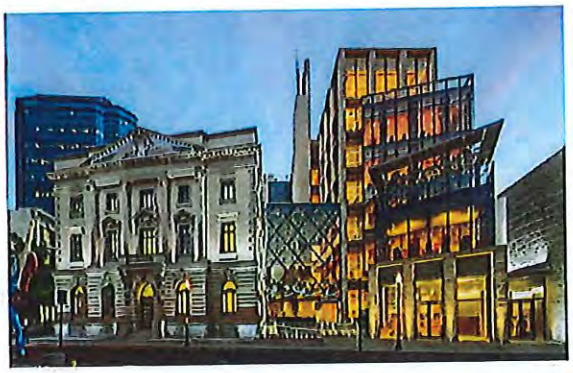
Town of Weymouth, MA
Property Condition Assessment w/ Inventory

City of Columbus, OH
Property Condition Assessment

Montgomery County, MD
PCA and Energy Audit

PSEG - Public Service Enterprise Group, NJ, NY, CT
Property Condition Assessment and Energy Audits

City of Schenectady, NY
Property Condition Assessment



Education
Doctor of Philosophy, Civil Engineering, Univ of MD
MBA, University of Rochester
MS, Mechanical Engineering, State University of NY
BS, Mechanical Engineering, State University of NY

Registration
PE | MD #40120; NY #08786; DC #PE906172
Certified Energy Manager #16649

LIA KNOWER
ASSESSMENT TEAM

PROJECT EXPERIENCE:

YEARS OF EXPERIENCE: 20

Jackson County, GA
Property Condition Assessment

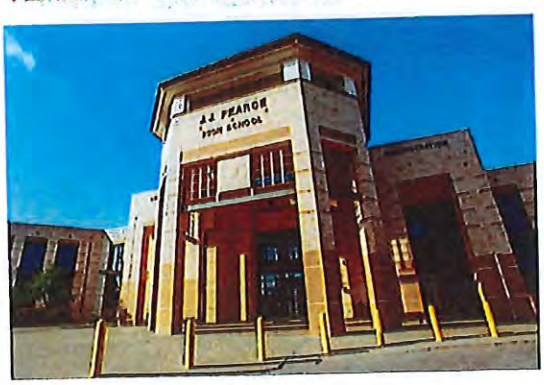
City of Asheville, NC
Property Condition Assessment

Lincoln County, NC
Property Condition Assessment

Mecklenburg County, VA
Property Condition Assessment

City of Tuscaloosa, AL
Property Condition Assessment

Arlington County, VA
Property Condition Assessment



Education
Bachelor of Science, Communications, Southern Oregon University

JOSE ROLON
ASSESSMENT TEAM

PROJECT EXPERIENCE:

YEARS OF EXPERIENCE: 20

Sumter County, FL
Property Condition Assessment

Nassau County, FL
Property Condition Assessment & Preventive Maintenance Schedule

City of Tuscaloosa, AL
Property Condition Assessment

New Hanover County, NC
Property Condition Assessment & ADA Assessment

Chesterfield County, VA
Property Condition Assessment

Education
Bachelor of Science, Construction Management, Everglades University

ANTHONY CONNER
ASSESSMENT TEAM

PROJECT EXPERIENCE:

City of Tuscaloosa, AL
Vertical Asset Inventory & Property Condition Assessment

Sumter County, FL
Property Condition Assessment

Mecklenburg County, NC
Property Condition Assessment & Inventory

Chesterfield County, VA
Property Condition Assessment

City of Norfolk, VA
Property Condition Assessment & Inventory

Botetourt County, VA
Property Condition Assessment & Inventory

State of Vermont, CT

YEARS OF EXPERIENCE: 30+

Education
MBA, Construction Management, Santa Monica University
BA, Business Management, Santa Monica University

PROJECT APPROACH SUMMARY

PROJECT UNDERSTANDING & APPROACH

BVTA understands that the Property Condition Assessment (PCA) project with the City of Fairburn (City) will:

- Include a comprehensive assessment of all buildings, building systems, and infrastructure.
- Follow ASTM E2018-15 Standard Guide for Property Condition Assessments, as applicable.
- Determine the present condition and estimated life expectancy of building systems and components.
- Identify and document present condition of all physical assets including grounds, facilities, and infrastructure.
- Recommend corrections for all deficiencies and provide cost estimates for corrections.
- Prioritize and categorize deficient conditions, associated corrective actions, and information concerning building systems and deficiency categories.
- Establish anticipated renewal and replacement costs for the systems and components.
- Result in strategic plan for capital repairs, lifecycle component replacement, and building modernization.
- If applicable, establish a protocol for PCA data to migrate/transfer to a CMMS/IWMS system.

We understand that a key factor to performing PCAs is the evaluation of physical needs and accurate forecasting for capital repair and replacement budgets. Pre-emptive measures to manage maintenance budgets and programs are essential in ensuring the elimination of potential issues, which can range from deferred maintenance, or premature replacement of building systems that can prove costly.

DATA GATHERING AND INTERVIEW

Our project plan details three distinct phases of the project. During each phase, we will require coordination and support from the County's facility management.

Data Gathering Phase – BVTA will need the support of staff who can provide us access to drawings and records. The following is a typical list of exhibits requested:

- Inspection reports (sewer, boiler, chiller, etc.)
- Building systems Maintenance Records
- Maintenance policy documentation
- Owner elected repair list (if available)
- Original building plans (can be viewed on-site)
- Capital expenditure schedules (prior or planned)
- Fire protection / life safety plans
- Rehabilitation budget and scope (draft or final)
- Certificates of occupancy / facility license
- Prior assessments
- Site plan / floor plans
- Accessibility transition plans / studies
- CMMS / IWMS data set

In addition to the drawings and records, we will supply a pre-survey questionnaire for each facility or site. Our expectation is that someone with knowledge of maintenance and operations of the facility will complete this survey and be prepared to discuss it with us while on-site.

Site Phase – BVTA will need support in the form of escorts while in the facilities to help us access mechanical areas, to discuss with us any known issues in the facility, and to answer other technical questions.

Report Review Stage – BVTA will provide a complete deliverable for each building.

BVTA will contact or interview the facilities maintenance personnel as part of our process to determine current use requirements and priority of properties based on agency goals.

Our visits will be coordinated and pre-approved by the City of Fairburn prior to the visit. We will work with the City to establish a protocol that will ensure that our activities will have minimal disruption to the operation of the facility and will maintain a safe work environment.

TECHNICAL APPROACH

Prior to assessments beginning, BVTA will conduct a Kick-Off Meeting to review requirements and to consolidate exhibits such as drawings and prior completed reports.

During the term of the project, BVTA will conduct regular Progress Meetings to maintain open communication with the entire project team and the County. BVTA will lead with an agenda that includes a focus on work plan, schedule, and project needs. This will permit the opportunity to proactively address challenges encountered, so that course adjustments may be made. Each meeting will conclude with task assignments, schedules, and goals to be met. BVTA will provide the City with a written status report that tracks and monitors the progress of the assessments against the schedule submitted.

FIELD ASSESSMENTS

The Assessment Team will conduct a walk-through survey of the facility and site to observe systems and components, identify physical deficiencies, and formulate recommendations to remedy the physical deficiencies.

As a part of the walk-through survey, the Team will survey 100% of the facility. BVTA will survey the exterior and grounds, including the building exterior, roofs, sidewalk/pavement, and recreational/other areas as applicable. They will interview the building maintenance staff about the property's historical repairs and replacements and their costs, level of preventive maintenance exercised, pending repairs and improvements, and frequency of repairs and replacements. The Assessment Team will develop opinions based on their site assessment, interviews with the County's building maintenance staff, and interviews with relevant maintenance contractors, municipal authorities, and experience gained on similar properties previously evaluated.

The Team may also question others who are knowledgeable of the property's physical condition and operation or knowledgeable of similar systems to gain comparative information to use in evaluation of the subject property.

The Assessment Team will review documents and information provided by the County's maintenance staff that could aid the knowledge of the property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions.

The facility condition assessment will focus on the following facility and site systems and components:

Site + Infrastructure

- Topography: Observe general topography and note any unusual or problematic features or conditions observed or reported.
- Paving, Curbing, and Parking: Identify material types of paving and curbing systems at the property.
- Flatwork: Identify material flatwork at the property (sidewalks, plazas, patios, etc.).
- Landscaping and Appurtenances: Identify material landscaping features, material types of landscaping (fences, retaining walls), and site appurtenances (irrigation systems, fountains, lighting, signage, ponds).
- Utilities: Identify type of material utilities provided to the property (water, electricity, natural gas); and assess condition, physical deficiencies, life cycle repair, and replacement issues.

Structural Frame + Building Envelope

- Identify material elements of the structural frame and exterior walls, including the foundation system, floor framing system, roof framing system, facade or curtain-wall system, glazing system, exterior sealant, doors, commercial overhead doors, sliders, windows, and stairways, etc.
- Observe general conditions and note any physical deficiencies identified or unusual items or conditions observed. Observations may be subject to grade, and rooftop vantage points.
- Visually inspect observable areas for cracking and moisture infiltration as well as areas of apparent foundation settlement and displacement.
- In the event more information or exploratory testing is required, in order to provide remedial measures, the report may include recommendation for additional investigative testing (Tier 1 or Tier 2).

Wall Evaluation

- Photograph elevations and details both from internal and external vantage points, as well as from adjacent structures where possible.
- Observe representative operable and fixed panels on all facades, operating a representative sample of units to assess hardware and visually inspect exterior conditions and condition of waterproofing seals.
- Assess curtain wall condition to determine water infiltration, damage, caulk degradation, metal panel degradation, stone degradation and anchoring, and other related curtain wall issues.

Curtain Wall – As Required

- Review curtain wall condition and a sampling of fixed panels on facades to assess hardware and visually review exterior conditions and the condition of waterproofing seals, where accessible without the use of lifts, ladders, scaffolding, suspension devices, or the like; may include observations from internal and external vantage points, as well as adjacent structures. Observations are limited to grade and may include accessible balconies or rooftop vantage points.
- Review provided drawings and records of repair, replacement, and maintenance of framing and glazing.

Roofing (Non-Invasive Visual)

- Identify material roof systems (roof type, reported age, slope, drainage) and any unusual roofing conditions or rooftop equipment.
- Observe general conditions of the roof system (membranes, attachment methods, flashings, counter flashings, pitch pans, gravel stops, parapets, miscellaneous appurtenances, insulation).
- Observe for evidence of material repairs, significant ponding, or evidence of material roof leaks. Note if a roof warranty is in effect. Note any physical deficiencies identified or unusual items observed or reported.
- Identify material rooftop equipment or accessories (antennas, lightning protection, HVAC equipment, solar equipment). Include any material problems reported.
- BVTA understands that the City will provide OSHA compliant ladders, lifts and/or scaffolding (depending on roof type) so that the Project Manager may safely

access roof areas. If requested, BVTA can provide a quote for lift and/or ladder access as needed. Observations will be limited to readily accessible areas.

Plumbing

- Identify material plumbing systems at the property including domestic water supply, sanitary sewer, or any special or unusual plumbing systems (such as water features, fuel systems, gas systems, etc.).
- Identify type and condition of restroom fixtures, drinking fountains and/or other plumbing equipment.
- Observe general conditions and note any physical deficiencies identified or unusual items or conditions observed. Include reported material system inadequacies.

Heating

- Identify material heat generating systems at the property.
- Observe general conditions, identify reported age of the equipment, note past material component replacements/upgrades, note apparent level of maintenance, and identify if a maintenance contract is in place. If heating equipment is not operational at the time of the walk-through survey, provide an opinion of the condition to the extent reasonably possible.
- Identify and observe any special or unusual heating systems or equipment present (fireplaces, solar heat, etc.) and note any reported material problems or inadequacies.

Air-Conditioning + Ventilation

- Identify the material air-conditioning and ventilation systems at the property. Include material equipment such as cooling towers, chillers (type of refrigerant used), package units, split systems, air handlers, thermal storage equipment, etc.
- Identify material distribution systems (supply and return, make-up air, exhaust) at the property.
- Observe general conditions, identify equipment reported age, note past material component upgrades/ replacements and apparent level of maintenance, and identify if a maintenance contract is in place (contractor name). If AC and ventilation systems are not operational at the time of the walk-through survey, provide an opinion of the condition to the extent reasonably possible.
- Observe general conditions and note any physical deficiencies identified or unusual items or conditions observed. Additionally, include any material reported system inadequacies or operating deficiencies.
- Identify and observe any special or unusual air-conditioning and ventilation systems or equipment (cold storage systems, special computer cooling equipment, etc.) and note any material reported problems or system inadequacies.

Electrical

- Identify the electrical service provided and distribution system at the property.
- Include material switchgear disconnects, circuit breakers, transformers, meters, emergency generators, general lighting systems, and other such equipment or systems.
- Observe general electrical items (distribution panels, type of wiring, energy management systems, emergency power, lightning protection).
- Observe general conditions and note any physical deficiencies identified or unusual items or conditions observed. Also, note the presence of any special or unusual electrical equipment, systems, or devices at the property, and include reported material problems or system inadequacies.

Life Safety + Fire Protection

- Identify material life safety/fire protection systems at the property, including sprinklers and stand pipes (wet or dry), fire hydrants, fire alarm systems, water storage, smoke detectors, fire extinguishers, emergency lighting, stairwell pressurization, smoke evacuation, etc.
- Observe general conditions and note any material physical deficiencies identified or unusual items or conditions observed or reported including any reported system inadequacies.

Elevators + Vertical Transportation

- Identify vertical transportation systems at the property. Include the equipment manufacturer, equipment type, location, number, capacity, etc.
- Observe elevator cabs, finishes, call and communication equipment, etc.
- Identify the company that provides elevator/ escalator maintenance at the property. Observe general conditions and note any physical deficiencies identified or unusual items or conditions observed or reported including any reported material system inadequacies.
- Out of Scope Issues: Performing any calculations, examination of operating system components such as cables, controller, motors, etc.; entering elevator/ escalator pits or shafts.

Interior Elements

- Identify offices, special use areas, and building standard finishes, including flooring, ceilings, walls, etc. Furnishings and fixed components will be reviewed and included in the cost estimate tables for replacements. BVTA will identify material building amenities or special features.
- Observe general conditions and note any physical deficiencies identified or unusual items or conditions observed or reported.

Recreational Facilities

- Identify any material on-site recreational facilities such as athletic fields, swimming pools, spas, tennis or basketball courts, jogging or bicycle paths, etc. Observe the general conditions and note any reported physical deficiencies or any unusual items or conditions observed or reported.

Ball Field + Playfield + Tennis/Basketball Courts

- Identify the orientation, size, use, material structure, and condition of each ball field/playfield/tennis/basketball court within each facility.
- Check for compliance against National Recreation and Park Association (NRPA) standards including facility size, orientation, and density.
- Identify the playing surface, presence of drainage/ irrigation systems, and lighting. Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed.

Playground Areas

- All playground equipment will be observed and inventoried by a SME as required by the County.
- The SME will identify the, size, and material structure of all playground equipment at each facility.

Swim Facilities

- Observe the general conditions and note any physical deficiencies identified or any unusual items or conditions observed. This would include the swimming pool and any structures/facilities associated with the swim amenity.
- Observations will include visual inspection of the pumps, water treatment or filtration systems & heating equipment.

Food Service Spaces and Equipment

- Assess all food service equipment and spaces (kitchen, cafeteria, dining, serving areas). Food service equipment (fixed equipment) will be evaluated for adherence to life/ safety code and ventilation requirements as well for condition and capital replacement.

Special Systems and Equipment

- Include all special systems and equipment, such as Emergency Medical Systems (EMC), chillers, radio towers, equipment lifts, chair lifts, chemical storage or treatment areas, storage tanks, dumbwaiters, vaults, public address systems, and telephone systems.

Limited Accessibility Compliance

- Provide a general statement of the building's likely compliance to the Americans with Disabilities Act to help identify whether the County may be exposed to issues and there is the need for further review.

Suspected Fungal Growth

- Perform a limited assessment of accessible areas for suspected fungal growth. If the presence of mold, conditions conducive to mold growth, and/or evidence of moisture, elevated relative humidity, water intrusion, and mildew-like odors is discovered, affected areas will be photographed and recommendations for any additional moisture intrusion studies will be made.

Environmental Features

- Review environmental features of the property, to include appearance, cleanliness, acoustics, ventilation, and humidity.

Lead-based Paint

- Review existing testing data and other documentation regarding lead-based paint available on site (included in the cost of the PCA); evaluate physical condition and develop cost estimates for remediation of paint necessitated by pending renovations.
- Able to provide a licensed lead-based paint inspector to conduct testing using an x-ray fluorescence analyzer at the Project as an additional service. The instrument is completely non-destructive and yields instantaneous results.

Asbestos

- Review existing testing data and other documentation regarding asbestos available onsite (included in the cost of the PCA); evaluate physical condition and develop cost estimates for remediation of asbestos likely to be disturbed by renovations.
- If asbestos testing is requested, BVTA will provide a licensed asbestos inspector to collect samples of suspect asbestos-containing materials at the Project as an additional service. Scope of this sampling will be determined after review of existing data, costs will be based on daily rate plus the cost of analysis.

RANKING & CLASSIFICATION

Based upon our observations, research and judgment, along with consulting commonly accepted empirical Expected Useful Life (EUL) tables; BVTA will render our opinion as to when a system or component will most probably necessitate replacement.

Accurate historical replacement records provided by the facility manager are typically the best source for this data. Exposure to the weather elements, initial system quality and installation, extent of use, the quality and amount of preventive maintenance exercised are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age.

BVTA can rate the condition of each facility with the below rating system, or another County-specified scale:

5 **Excellent** – No visible defects, new or near new condition, may still be under warranty if applicable

4 **Good** – Good condition, but no longer new, may be slightly defective or deteriorated, but is overall functional

3 **Adequate** – Moderately deteriorated or defective, but has not exceeded useful life

2 **Marginal** – Defective or deteriorated in need of replacement; exceeded useful life

1 **Poor** – Critically damaged or in need of immediate repair; well past useful life

BVTA can also include alternative categories to rank and weight priorities as required by the County, such as functional deficiencies, aesthetics, time-based urgencies, and other mission critical factors.

PRIORITY CLASSES

The analysis will include all cost observations ranked by Priority Classes. The five classes to the right are typical but can be altered to meet your specifications and needs.

DEFICIENCY CATEGORIES/PLAN TYPES

Each deficiency identified in the Assessment shall be classified in the following manner (or other County-defined categories):

Category 1 – Scheduled Maintenance: Maintenance that is planned and performed on a routine basis to maintain and preserve the condition.

Category 2 – Deferred Maintenance: Maintenance that was not performed when it was scheduled or is past its useful life resulting in immediate repair or replacement.

Category 3 – Capital Renewal: Planned replacement of building systems that have reached the end of their useful life.

Category 4 – Energy and Sustainability: When the repair or replacement of equipment or systems are recommended to improve energy and sustainability performance.

Category 5 – Security: When a system requires replacement due to a security risk or requirement.

UNIFORMAT CATEGORIES

The deficiencies observed will be classified into categories such as those below using the Uniformat System:

Level 2

A10 Foundations
A20 Basement Construction
B10 Superstructure
B20 Exterior Enclosure
B30 Roofing
C10 Interior Construction
C20 Stair
C30 Interior Finishes
D10 Conveying
D20 Plumbing
D30 HVAC
D40 Fire Protection
D50 Electrical
E10 Equipment
E20 Furnishings
F10 Special Construction
F20 Selective Building Demolition

COST ESTIMATING

BVTA's cost estimating database is comprised of RS Means data, and further customized with proprietary cost tables developed by BVTA, based on historical and localized actual costs. BVTA maintains and updates our Uniformat-based cost estimating system with information received from the field. Through construction monitoring work, we have current cost data from hundreds of in-progress construction and rehabilitation projects. This data allows us to calculate costs based on local conditions to maintain a cost database that is typically more current than RS Means' models.

Each report will include a Capital Needs Analysis including an estimated cost for each system or component repair or replacement anticipated during the evaluation term. The report will provide options for repair of the deficiency, and the capital needs analysis will be presented as an Excel-based cost table that includes a summary of the description of each component, age and estimated RUL, anticipated year of repair or replacement, quantity, unit cost and total cost for the repair of each line item.

A consolidated Capital Needs Analysis will be presented that includes all anticipated capital needs for all buildings. The cost estimate for capital deficiencies will be based on the estimate for maintenance and repair, but may at the County's option, also include project management, construction, and design fees derived using actual costs from previous projects. After determining these costs, we will confirm these costs with City Staff.

REPORT DELIVERABLES

BVTA will provide an in-depth report including a description of each of the building components and systems as described in the approach sections above. Each report is organized by building system and include digital photos of major systems and components and of all deficiencies identified. Reports will include current and anticipated repairs and deficiencies, recommended repair and component life-cycle replacements, and applicable options for repair or maintenance of building components.

The Capital Needs Analysis will include a cost database sorted by building system and ranked by priority for repair. The format of the database will allow for reporting by building, system, or priority for repair, and a year-by-year analysis of capital needs.

FACILITY CONDITION INDEX

A Facility Condition Index (FCI) will be calculated for each building. This index will be a function of required repairs compared to building replacement costs. The Facility Condition Index will be generated from the data collection/capital planning database and will be updated as components age or are replaced.

CAPITAL PLAN

BVTA will draft a capital budget including prioritized recommendations to reduce backlog—and can suggest possible phasing based on the County's available capital and existing projected budgets.

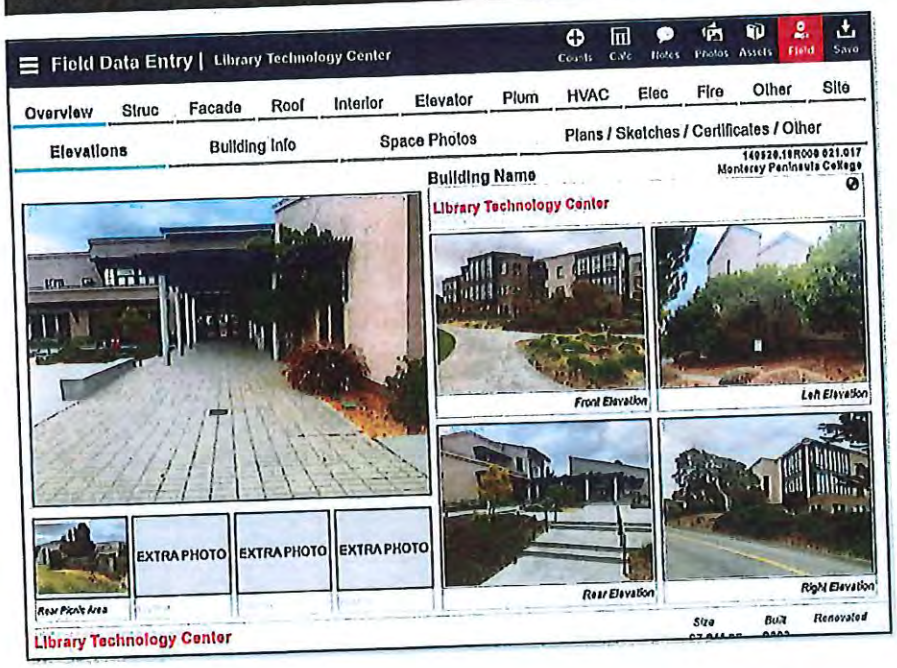
Reports will reflect a 5, 10, or 20-year capital plan based on BVTA's 20-year building system evaluation. The analysis will include a cost table sorted by building and system and ranked by priority for repair. Tables will allow for the customization of reporting and a year-by-year capital needs analysis.

The report will include:

- An Executive Summary with graphic presentation of results to provide a quick, user-friendly summary of the property's observed condition and estimated costs assigned by category. Estimated costs shall be cross-referenced to report sections and elaboration of cost issues will be presented.
- Components observed that are exhibiting deferred maintenance issues and estimates for immediate and capital repair costs based on observed conditions, available maintenance history and industry-standard useful life estimates. If applicable, this analysis will include the review of any available documents pertaining to capital improvements completed within the last five-year periods, or currently under contract. BVTA shall also inquire about available maintenance records and procedures and interview current available on-site maintenance staff.
- Recommended schedule for replacement or repairs (schedule of priorities).
- Digital photographs for the buildings including photos of deficiencies.
- General description of the property and improvements and comment generally on observed conditions.
- Critical repairs and life safety issues separately from repairs anticipated over the term of the analysis.
- FCI score for the building.

BVTA will submit PDF draft reports electronically and once approved and finalized, a program summary report to include a roll-up of all prioritized capital needs across all facilities. BVTA can deliver bound hard copy final reports and flash drives loaded with the completed reports. All electronic copies of the report will include all text, deficiency tables, digital photos, and supporting documentation and report appendices.

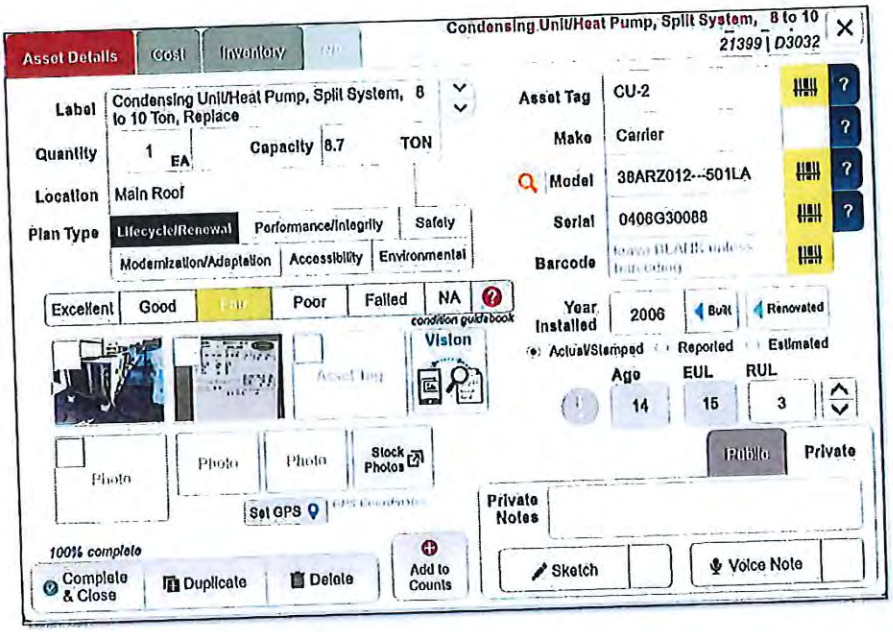
Mobile Data Collection



BVTA uses AssetCALC Go, or **ACgo**, for mobile data collection. Using handheld tablets, BVTA's field teams are able to collect assessment data efficiently and consistently in ACgo. ACgo saves our teams hours of data entry time not only by allowing for digital data collection, but by providing for the collected data to be quickly imported into AssetCALC™, BVTA's database platform. Assets are logged by plan type and condition using pre-set options to maintain consistency across multiple sites, assessments, and team members. Details such as GPS coordinates, barcode, serial number, make, model, year installed, and cost can be entered for each asset.

ACgo's features include:

- Creates assets for AssetCALC™
- Links photos to assets
- Barcodes assets (when applicable)
- Creates photolog for report
- Up-to-date Cost Library
- Calculates EUL and RUL
- Eases data entry for repetitive inventory tasks
- Allows for quick and consistent note-taking
- Utilizes digital Pre-Survey Questionnaires
- Pushes data into AssetCALC™
- Performs first level of QA

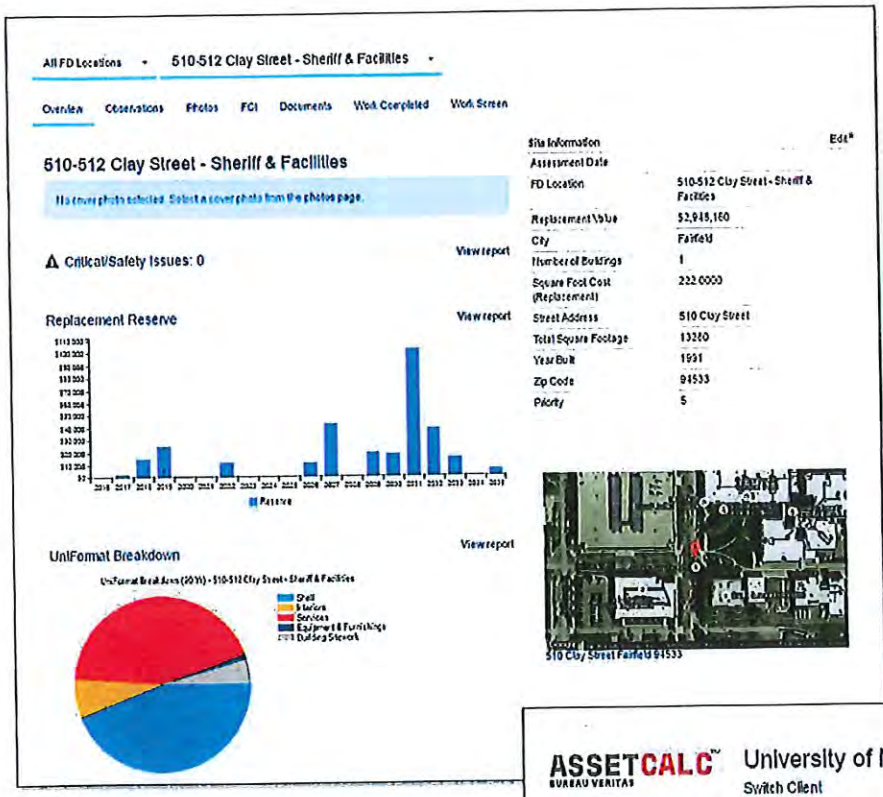


AssetCALC™: Assessment Software and Database Deliverable

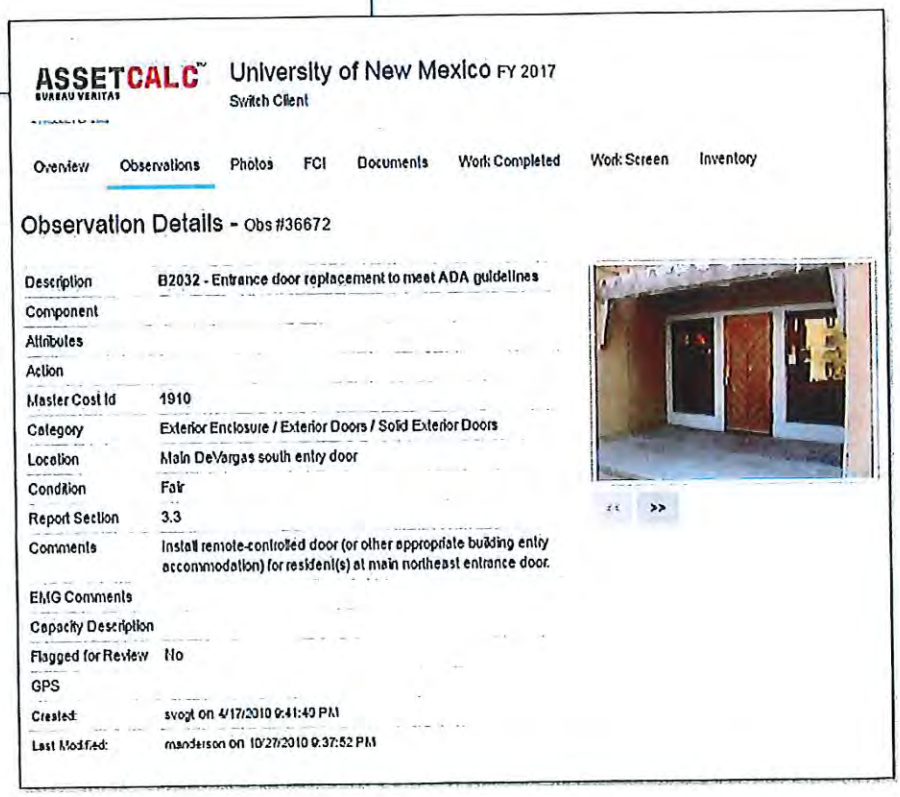
Bureau Veritas proposes utilizing AssetCALC™ as its platform for all data collected on this project. AssetCALC™ is a cloud platform developed, licensed, maintained, and supported solely by Bureau Veritas for our clients. AssetCALC™ is a standard deliverable and has no licensing fees for five years.

AssetCALC™ is a web-based SQL database platform that enables users to:

- query, edit, and analyze their facility condition data
- plan immediate and short-term repairs
- budget capital expenditures throughout the lifecycle of a building or an entire portfolio



The system unites Bureau Veritas' experienced field data collection methods with advanced planning and reporting tools, construction cost libraries, location mapping (GIS) features, digital photo management, and document storage.



DATA DEVELOPMENT

AssetCALC™ includes a configurable facility hierarchy and asset data architecture—this will include all of your assets grouped based on site location, asset group, and function.

Data can be exported to an Excel, XML, or an ODBC database format compatible for upload into your CMMS, EAM, or work-order systems.

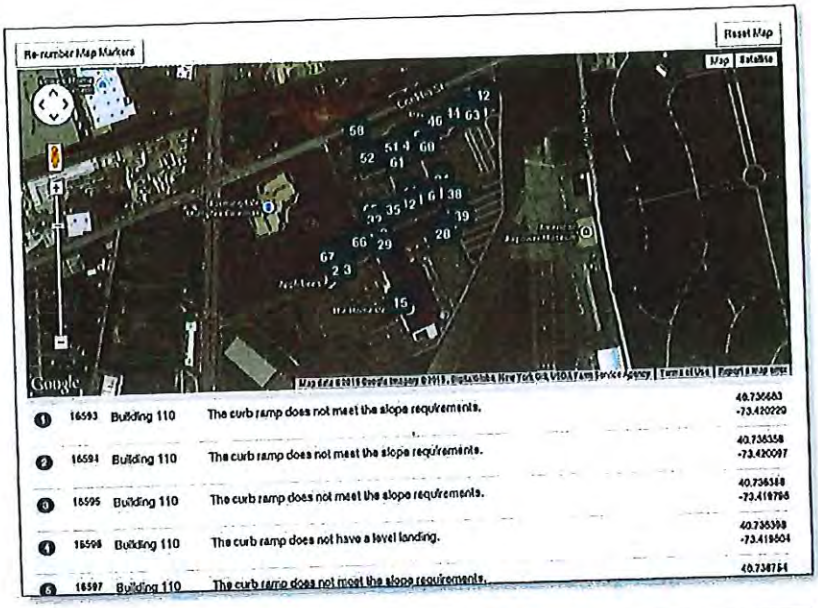
FEATURES INCLUDE:

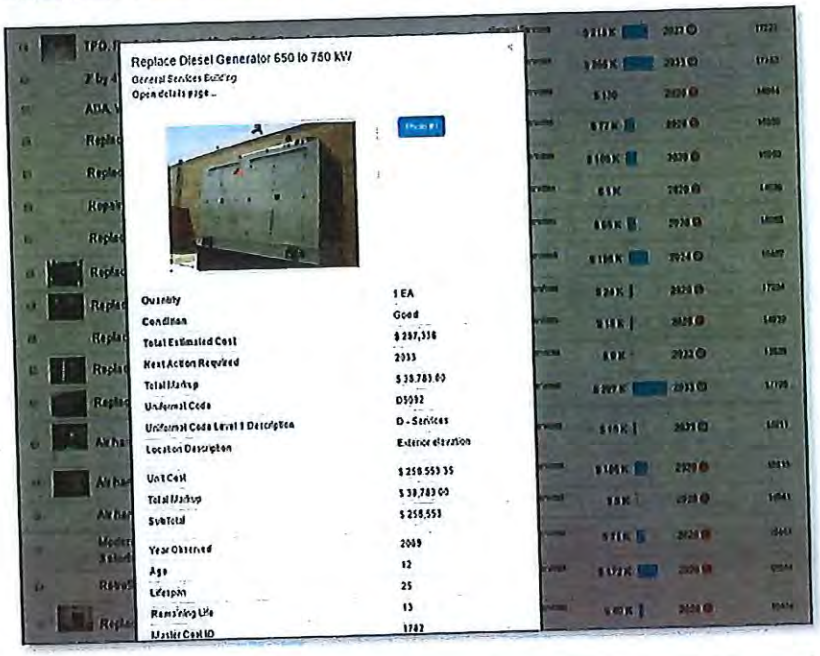
- Property Condition Assessment access:
  - Component/system descriptions
  - Locations
  - Conditions and EUL/RUL
  - Repair and replace recommendations
  - Digital photos
  - Search and Sorting Functionality
- Prioritization of maintenance projects
- UniFormat II Cost Database
- Project Budgets and Capital Plans
- Unlimited concurrent user licensing
- Secure IT platform and back-ups
- Client is the owner of data collected and residing in the database
- Online User Training and Documentation

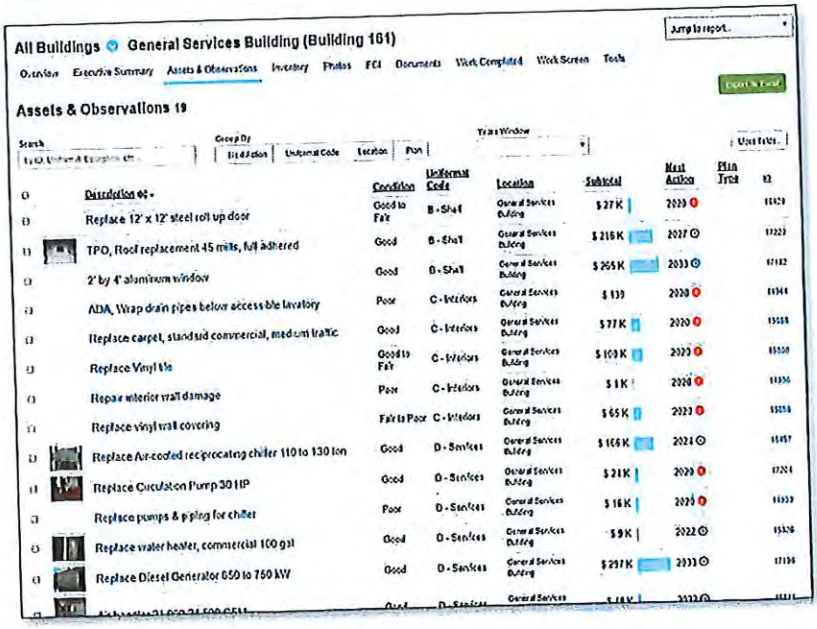
REPORTING

AssetCALC™ includes more than a dozen standard options for data summaries and reports:

- Facility Condition Index (FCI) Reports
- Rank and Prioritize Capital Improvement Projects
- Deferred Maintenance Backlog
- Facility Queries (by building, priority, system, or dollar deficiency amount)
- Capital Budget Planning
- Year-by-Year Capital Needs Analysis
- 5, 10, or 20-Year Replacement Reserve Reports
- Custom 3rd party form automation available







BVTA PROPOSED SCHEDULE

Bureau Veritas has the required resources to perform the project in a timely manner. The proposed schedule below is open to discussion between the City and Bureau Veritas.

Dorchester County, SC Facility Condition Assessments

ID	Task Name	Duration	Start	Finish
1	Dorchester County, SC Facility Condition Assessments	58 days	Mon 10/3/22	Wed 12/21/22
2	Notice to Proceed	1 day	Mon 10/3/22	Mon 10/3/22
3	Planning & Document Gathering	6 days	Tue 10/4/22	Tue 10/11/22
4	Meetings	43 days	Wed 10/12/22	Fri 12/9/22
5	Kickoff Meeting	1 day	Wed 10/12/22	Wed 10/12/22
6	Team Introductions	1 day	Wed 10/12/22	Wed 10/12/22
7	Scheduling & Logistics	1 day	Wed 10/12/22	Wed 10/12/22
8	Pilot Review	3 days	Thu 10/20/22	Mon 10/24/22
9	Progress and Findings	2 days	Tue 11/15/22	Wed 11/16/22
10	Prioritization & Capital Planning	7 days	Thu 12/1/22	Fri 12/9/22
11	On-Site Assessments	23 days	Thu 10/13/22	Mon 11/14/22
12	Pilot Assessment	2 days	Thu 10/13/22	Fri 10/14/22
13	Facility Assessments	15 days	Tue 10/25/22	Mon 11/14/22
14	Reporting	43 days	Mon 10/17/22	Wed 12/14/22
15	Pilot Reporting	3 days	Mon 10/17/22	Wed 10/19/22
16	Report Writing	20 days	Tue 11/1/22	Mon 11/28/22
17	Report Updates	12 days	Tue 11/29/22	Wed 12/14/22
18	Deliverables	32 days	Tue 11/8/22	Wed 12/21/22
19	Draft Submittals	15 days	Tue 11/8/22	Mon 11/28/22
20	Draft Review and Comment	25 days	Tue 11/8/22	Mon 12/12/22
21	Final Narrative Reports	6 days	Tue 12/13/22	Tue 12/20/22
22	Database Upload	6 days	Tue 12/13/22	Tue 12/20/22
23	Project Completion	1 day	Wed 12/21/22	Wed 12/21/22

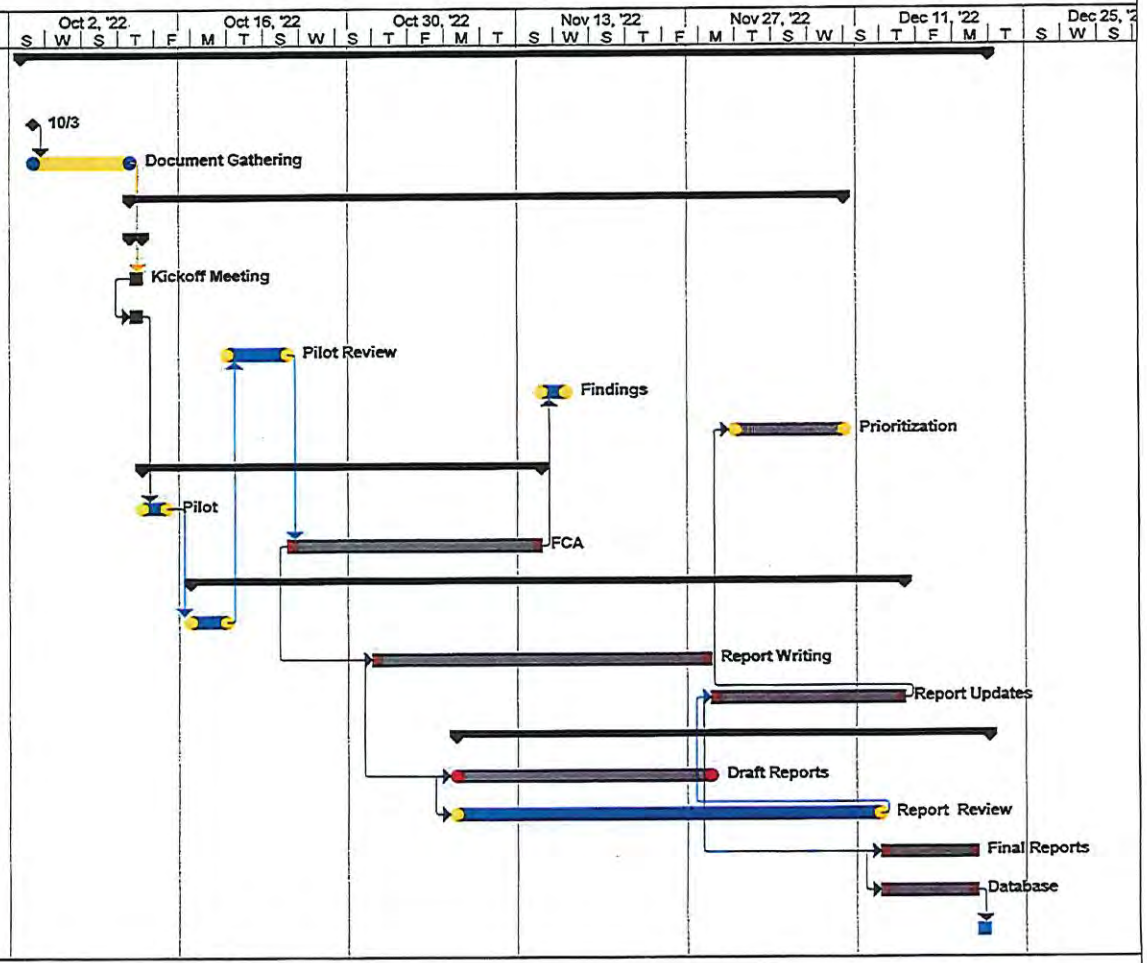


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EXHIBIT B: FEE SCHEDULE

EXHIBIT B FEE SCHEDULE RFP-22-017		
Building/Department Name	**Service Type**	**Cost**
City Hall	PCA- ASTM Scope	$3,454.95
Human Resources	PCA- ASTM Scope	$3,454.95
Municipal Court Building	PCA- ASTM Scope	$3,454.95
Utilities	PCA- ASTM Scope	$3,454.95
Street Department	PCA- ASTM Scope	$2,961.39
Water/Sewer Division	PCA- ASTM Scope	$2,961.39
Streets Garage & Shop	PCA- ASTM Scope	$2,961.39
Police Headquarters	PCA- ASTM Scope	$3,454.95
Public Safety Training Center	PCA- ASTM Scope	$2,961.39
Fire Station 21	PCA- ASTM Scope	$3,454.95
Fire HQ/Fire Station 22	PCA- ASTM Scope	$3,454.95
Fairburn Youth Center	PCA- ASTM Scope	$3,454.95
Fairburn Annex	PCA- ASTM Scope	$2,961.39
Frankie Arnold Stage & Courtyard	PCA- ASTM Scope	$2,961.39
Duncan Park	PCA- ASTM Scope	$5,922.77
Cora Robinson Park	PCA- ASTM Scope	$2,961.39
Fairburn Education Center/GMC Campus(All Buildings)	PCA- ASTM Scope	$5,922.77
Armandos	PCA- ASTM Scope	$2,961.39
Casablanca	PCA- ASTM Scope	$2,961.39
Grand Total		**$66,137.60**

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: FIRE ENGINE REPLACEMENT

( ) AGREEMENT	( ) POLICY / DISCUSSION	(X) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	( ) OTHER

Submitted:10-03-2022 **Work Session: N/A** **Council Meeting:10-10-2022**

DEPARTMENT: Fire

BUDGET IMPACT: $226,000 (100-3500-54-2200) FY2023

PUBLIC HEARING? ( ) Yes (X) No

PURPOSE: To approve the purchase of one (1) Engine/Pumper for the Fire department.

HISTORY: This unit will aid us in firefighting operations and rescue response in the southeast area of the city.

FACTS AND ISSUES: In 2020, the Fire department made a purchase of one (1) Pierce Saber Engine/ Pumper utilizing an AFG grant. Unfortunately, the fire engine has not held up to the expectations of providing reliable service to our community. The fire engine has had major computer and mechanical issues since being placed in service. Pierce Manufacturing has agreed to take the fire engine back and build the Fire department a brand new engine at a fraction of the cost. The cost of a new engine would be $679,100. The cost to replace the 2020 engine would be $226,000. This purchase would give the city a cost savings of $453,100.

FUNDING SOURCE: General Fund Vehicles: 100-3500-54-2200 (Sourcewell)

RECOMMENDED ACTION: Mayor and Council approval to purchase a replacement fire engine from Ten-8 Fire & Safety, Inc. at a cost not to exceed $226,000.

Tony M. Phillips, City Administrator

Pierce Manufacturing Inc.

AN OSHKOSH CORPORATION COMPANY • ISO 9001 CERTIFIED

2600 AMERICAN DRIVE
POST OFFICE BOX 2017
APPLETON, WISCONSIN 54912-2017
920-832-3000
www.piercemfg.com

October 2, 2022

Fairburn Fire Department
Chief Robinson
56 Malone Street
Fairburn, GA 30213

RE: Pierce TR#33546

Chief Robinson:

Our apologies from Pierce Manufacturing Inc. ('Pierce') that the fire apparatus Fairburn Fire Department purchased January 2021 has not held up to the expectations our quality brand brings. It is important currently that we identify options to consider that provide their community a reliable apparatus. We also understand the challenges the fire department may have with ensuring the department is fiscally responsible and ensuring the team they are entrusted to lead has confidence in their equipment. Additionally, we value the relationship between Fairburn, Ten-8 Fire Equipment, and Pierce.

We extend the following option to remedy the situation:

- A new stock unit TR# 39203 will be provided in or before May 2023
- A loaner provided until replacement stock unit available
- Customer TR# 33546 will be returned to Pierce immediately
- Customer agrees that it will bear the cost of any change to stock unit, training, travel, or upfitting of equipment.
- Final invoice will be provided by Ten-8 Fire Equipment.

Please note this arrangement indemnifies Pierce from any future legal action regarding job #33546 and believe this was an agreeable decision that was reached by all involved.

Please sign, in conjunction with your related Purchase Order, as agreement to this arrangement and release of TR#33546 to Pierce Manufacturing Inc.

Signature (print) Name, Title Date

Thank you for working with us to achieve this resolution!

Sincerely,

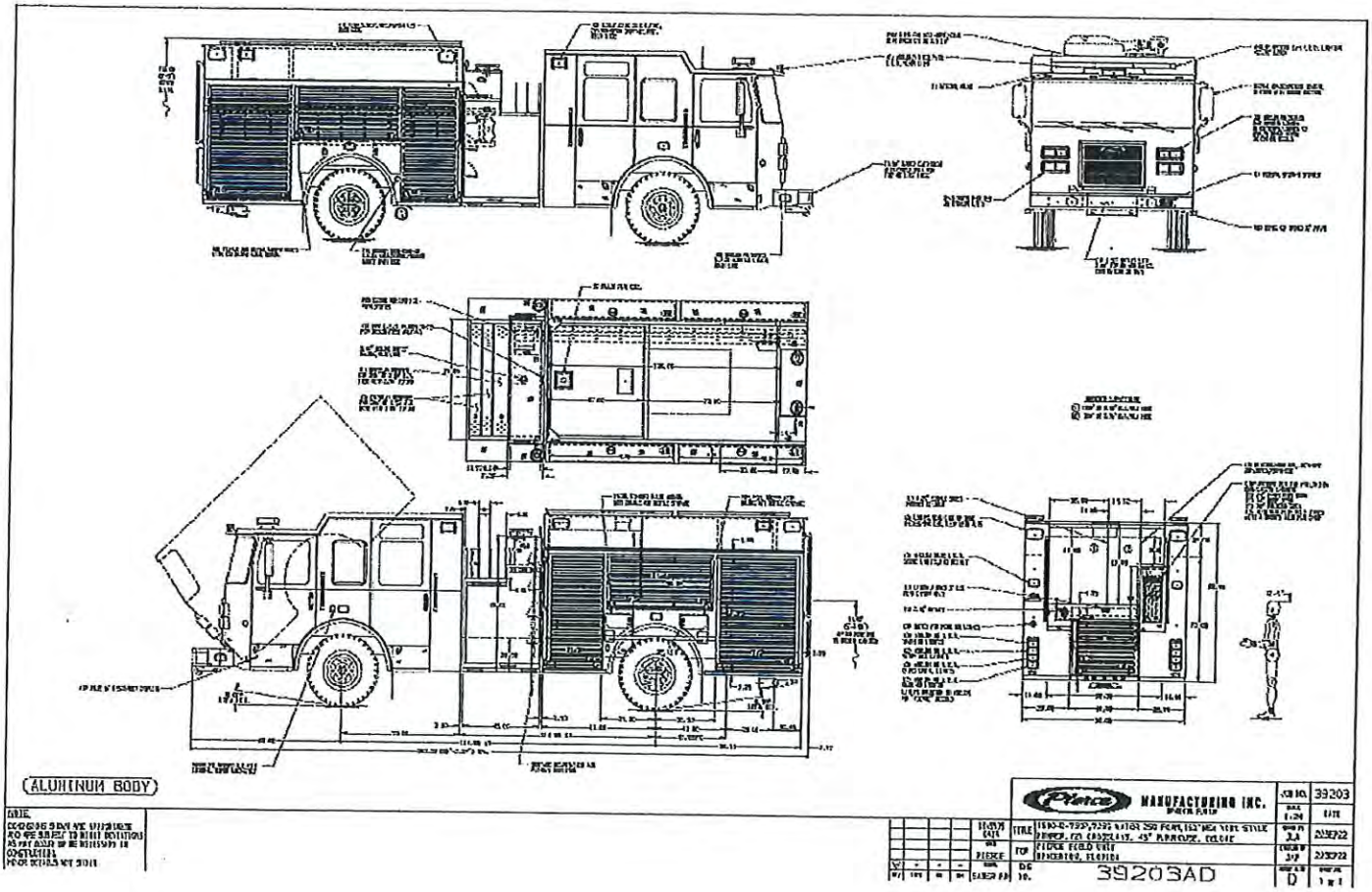
Kristina Spang
Vice President, Aftermarket Product & Support
Pierce Manufacturing Inc. *an Oshkosh Corporation Company*
o. (920) 832-3683 | c. (920) 858-5646

Pierce Manufacturing Inc.

AN OSHKOSH CORPORATION COMPANY • ISO 9001 CERTIFIED

2600 AMERICAN DRIVE
POST OFFICE BOX 2017
APPLETON, WISCONSIN 54912-2017
920-832-3000
www.piercemfg.com

CC: Mike Dufrane, Pierce VP of Marketing and Sales
Keith Chapman, Ten-8 Fire Equipment
Jerry Conley, Regional Vice President
Jeff Trelka, Pierce VP of Finance



IN SERVICE TO SERVE YOU

Equipment Proposal

Proposal # 39203

This Equipment Proposal (the "Proposal") has been prepared by Ten-8 Fire & Safety, LLC ("Company") in response to the undersigned Customer's request for a proposal. This Proposal is comprised of the special terms set forth below, the Proposal Option List, Warranty, and Company's Purchasing Terms and Conditions. Through its signature below or other Acceptance (as defined below), Customer acknowledges having received, read and being bound by this Proposal, all attachments and Company's Purchasing Terms and Conditions.

Date: September 19, 2022 ("Proposal Date") **Customer:** Fairburn Fire Dept ("Customer")

Customer Address: Fairburn, GA

Qty	Product Description & Options	Price
1	Pierce Saber custom pumper	$197,000
	PM Service contract for 7 years	$29,000
	Commercial chassis price is an estimate; final price is net price charged by the chassis manufacturer. **Total:	$226,000

Delivery Timing: The Product described above in the Product Description and Options Section of this document will be built by and shipped from the manufacturer approximately 8 (months) after Company receives Customer's acceptance of this Proposal as defined below, subject to market and production conditions, Force Majeure, delays from the chassis manufacturer, changes to Order Specifications, or any other circumstances or cause beyond Company's or manufacturer's control.

Other: Includes factory trips, delivery, warranty, and service contract

Unless accepted within 20 days from date of proposal, the right is reserved to withdraw this proposal.

ACCEPTANCE OF THIS PROPOSAL CREATES AN ENFORCEABLE BINDING AGREEMENT BETWEEN COMPANY AND CUSTOMER. "ACCEPTANCE" MEANS THAT CUSTOMER DELIVERS TO COMPANY: (A) A PROPOSAL SIGNED BY AN AUTHORIZED REPRESENTATIVE, OR (B) A PURCHASE ORDER INCORPORATING THIS PROPOSAL, WHICH IS DULY APPROVED, TO THE EXTENT APPLICABLE, BY CUSTOMER'S GOVERNING BOARD. ACCEPTANCE OF THIS PROPOSAL IS EXPRESSLY LIMITED TO THE TERMS CONTAINED IN THIS PROPOSAL AND COMPANY'S PURCHASING TERMS AND CONDITIONS. ANY ADDITIONAL OR DIFFERENT TERMS, WHETHER CONTAINED IN CUSTOMER'S FORMS OR OTHERWISE PRESENTED BY CUSTOMER AT ANY TIME, ARE HEREBY REJECTED.

INTENDING TO CREATE A BINDING AGREEMENT, Customer and Company have each caused this Proposal to be executed by their duly authorized representatives as of date of the last signature below.

Customer: Fairburn Fire Dept.

By: _____

Title: _____

Print: _____

Date: _____

Ten-8 Fire & Safety, LLC

By:

Title: **Authorized Sales Representative**

Print: **Jeff Amlong**

Date:

EXHIBIT A

PROPOSAL OPTION LIST

PURCHASING TERMS AND CONDITIONS

These Purchasing Terms and Conditions, together with the Equipment Proposal and all attachments (collectively, the "Agreement") are entered into by and between Ten-8 Fire & Safety, LLC, a Florida company ("Company") and Customer (as defined in Ten-8 Fire & Safety LLC's Equipment Proposal document) and is effective as of the date specified in Section 3 of these Purchasing Terms and Conditions. Both Company and Customer may be referred throughout this document individually as a "party" or collectively as the "parties."

1. Definitions.
   a. **"Acceptance"** has the same meaning set forth in Company's Equipment Proposal.
   b. **"Company's Equipment Proposal"** means the Equipment Proposal provided by Company and prepared in response to Customer's request for proposal for a fire apparatus, associated equipment or an ambulance.
   c. **"Cooperative Purchasing Contract"** means an Agreement between Company and a public authority, including without limitation, a department, division, agency of a municipal, county or state government ("Public Authority"), that adopts or participates in an existing agreement between Company and another non-party customer (including, but not limited to such non-party customer's equipment proposal, its applicable exhibits, attachments and purchasing terms and conditions), often referred to as a "piggyback arrangement," which is expressly agreed to, in writing, by Company. Company has sole discretion to determine whether it will agree to such a Cooperative Purchasing Contract.
   d. **"Delivery"** means when Company delivers physical possession of the Product to Customer.
   e. **"Manufacturer"** means the Manufacturer of any Product.
   f. **"Prepayment Discount"** means the prepayment discounts, if any, specified in Company's Equipment Proposal.
   g. **"Product"** means the fire apparatus and any associated equipment, or ambulance manufactured or furnished for Customer by Company pursuant to the Specifications.
   h. **"Purchase Price"** means the Total price set forth in the Quotation, adjusted for the final net price for the chassis charged by the original equipment manufacturer set forth in the final invoice submitted to the Company by the manufacturer.
   i. **"Purchasing Terms and Conditions"** means these Purchasing Terms and Conditions; however, if the Company's Equipment Proposal or the Customer's related Purchase Order states that it is governed by a Cooperative Purchasing Agreement, "Purchasing Terms and Conditions" shall mean those terms and conditions set forth in the applicable Cooperative Purchasing Agreement.
   j. **"Specifications"** means the general specifications, technical specifications, training, and testing requirements for the Product contained in Company's Equipment Proposal and its Exhibit A (Proposal Option List or for ambulance sales, the Quotation, or Order Form, as applicable), prepared in response to Customer's request for such a proposal.

2. Purpose. This Agreement sets forth the terms and conditions of Company's sale of the Product to Customer.

3. Term of Agreement. This Agreement will become effective on the date of Acceptance as defined in Company's Equipment Proposal ("Effective Date") and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon Delivery and payment in full of the Purchase Price.

4. Purchase and Payment. Customer agrees to pay Company the Purchase Price for the Product(s). The Purchase Price is in U.S. dollars. Where Customer opts for a Prepayment Discount that specifies that Customer will tender one or more prepayments to Company, Customer must provide each prepayment within the time frame specified in the Equipment Proposal in order to receive the Prepayment Discount for that prepayment installment. To the extent permitted by applicable law, Company may in its sole discretion charge a convenience fee if Customer elects to pay the Purchase Price by means of a credit card.

5. Representations and Warranties. Customer hereby represents and warrants to Company that the purchase of the Product(s) has been approved by Customer in accordance with applicable general laws and, as applicable, Customer's charter, ordinances and other governing documents, and funding for the purchase has been duly budgeted and appropriated.

6. Cancellation/Termination.

   a. Fire Equipment and Apparatus Sales. In the event this Agreement is cancelled or terminated by Customer before completion, Company may charge Customer a cancellation fee. The following charge schedule is based on costs incurred by Manufacturer and Company for the Product, which may be applied and charged to Customer: (a) 12% of the Purchase Price after the order for the Product(s) is accepted and entered into Manufacturer's system by Company; (b) 22% of the Purchase Price after completion of approval drawings by Customer, and; (c) 32% of the Purchase Price upon any material requisition made by the Manufacturer for the Product. The cancellation fee will increase in excess of (c) in this Section 6, accordingly, as additional costs are incurred by Manufacturer and Company as the order progresses through engineering and into the manufacturing process.

   b. Ambulance Sales. This Section 6 for Cancellation/Termination does not apply to Ambulance Sales. An order for an ambulance cannot be cancelled or terminated once Company receives and processes Customer's Acceptance of Company's Equipment Proposal.

7. Delivery. The Product is scheduled to be delivered as specified in the Delivery Timing section of the Equipment Proposal ("Delivery Timing"), which will be F.O.B. Company's facility. The Delivery Timing is an estimate, and Company is not bound to such date unless it otherwise agrees in writing. Company is not responsible for Delivery delays caused by or as the result of actions, omissions or conduct of the Manufacturer, its employees, affiliates, suppliers, contractors, and carriers. All right, title and interest in and to the Product, and risk of loss, shall pass to Customer upon Delivery of the Product(s) to Customer.

8. Standard Warranty. The manufacturer warranties applicable to this Agreement, if any, are attached to Company's Equipment Proposal as Exhibit A and are incorporated herein as part of the Agreement.

   a. Disclaimer. EXCEPT AS OTHERWISE SET FORTH IN THIS AGREEMENT, COMPANY, INCLUDING ITS PARENT COMPANY, AFFILIATES, SUBSIDIARIES, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS OR REPRESENTATIVES DO NOT MAKE ANY REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE PRODUCTS PROVIDED UNDER THIS AGREEMENT, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY. WITHOUT LIMITING THE FOREGOING DISCLAIMER, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, IMPLIED WARRANTY AGAINST INFRINGEMENT, AND IMPLIED WARRANTY OR CONDITION OF FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED. STATEMENTS MADE BY SALES REPRESENTATIVES OR IN PROMOTIONAL MATERIALS DO NOT CONSTITUTE WARRANTIES.

9. Limitation of Liability. COMPANY WILL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, ECONOMIC, PUNITIVE, SPECIAL OR EXEMPLARY DAMAGES ARISING FROM OR IN ANY WAY CONNECTED WITH THIS AGREEMENT WITHOUT REGARD TO THE NATURE OF THE CLAIM OR THE UNDERLYING THEORY OR CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, STRICT LIABILITY, EQUITY OR ANY OTHER THEORY OF LAW) ON WHICH SUCH DAMAGES ARE BASED. COMPANY'S LIMIT OF LIABILITY UNDER THIS AGREEMENT SHALL BE CAPPED AT THE TOTAL AMOUNT OF THE MONIES PAID BY CUSTOMER TO COMPANY UNDER THIS AGREEMENT.

10. Force Majeure. Company shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond Company's control or which make Company's performance impracticable, including but not limited to wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, transportation or delivery delays or losses outside of Company's control, any act of government, inability or delay of Company or manufacture in obtaining necessary labor or adequate or suitable manufacturing components at reasonable prices, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy, terrorism, epidemics, quarantine restrictions, failure of vendors to perform their contracts or labor troubles of Company or a manufacturer causing cessation, slowdown, or interruption of work.

11. Customer's Obligations. Customer shall provide its timely and best efforts to cooperate with Company and Manufacturer during the manufacturing process to create the Product. Reasonable and timely cooperation includes, without limitation, Customer's providing timely information in response to a request from Manufacturer or Company and Customer's participation in traveling to Manufacturer's facility for inspections and approval of the Product.

12. Default. The occurrence of one or more of the following shall constitute a default under this Agreement: (a) Customer's failure to pay any amounts due under this Agreement or Customer's failure to perform any of its obligations under this Agreement; (b) Company's failure to perform any of its obligations under this Agreement; (c) either party becoming insolvent or becoming subject to bankruptcy or insolvency proceedings; (d) any representation made by either party to induce the other to enter into this Agreement, which is false in any material respect; (e) an action by Customer to dissolve, merge, consolidate or transfer a substantial portion of its property to another entity; or (f) a default or breach by Customer under any other contract or agreement with Company.

13. Manufacturer's Statement of Origin. Company shall retain possession of the manufacturer's statement of origin ("MSO") for the Product until the entire Purchase Price has been paid. If more than one Product is covered by this Agreement, Company shall retain the MSO for each individual Product until the Purchase Price for that Product has been paid in full.

14. Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The Arbitration shall take place in Bradenton, Florida.

15. Miscellaneous. The relationship of the parties established under this Agreement is that of independent contractors and neither party is a partner, employee, agent, or joint venture of or with the other. Neither party may assign its rights and obligations under this Agreement without the prior written approval of the other party. This Agreement and all transactions between Ten-8 Fire & Safety, LLC will be governed by and construed in accordance with the laws of the State of Florida. The delivery of signatures to this Agreement may be via facsimile transmission or other electronic means and shall be binding as original signatures. This Agreement shall constitute the entire agreement and supersede any prior agreement between the parties concerning the subject matter of this Agreement. This Agreement may only be modified by an amendment, in writing, signed by duly authorized representatives of both parties with authority to sign such amendments to this Agreement. In the event of a conflict between the Ten-8 Proposal and these Terms and Conditions, the Ten-8 Proposal shall control except in the case of a Cooperative Purchasing Contract as set forth in Section 1(c) and (h) of these Purchasing Terms and Conditions. If any term of this Agreement is determined to be invalid or unenforceable by a competent legal authority, such term will be either reformed or deleted, as the case may be, but only to the extent necessary to comply with the applicable law, regulation, order or rule, and the remaining provisions of the Agreement will remain in full force and effect.

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: RFP-22-015 - Fire Station # 23 – Design Services

( ) AGREEMENT	( ) POLICY / DISCUSSION	(X) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	( ) OTHER

Submitted: 9/30/2022 **Work Session:** **Council Meeting: 10/10/2022**

DEPARTMENT: Buildings

BUDGET IMPACT: The budget impact of this contract will be $266,660. The proposed expenditures will come out of the Fire Station – Design Account (351-3500-54-1300).

PUBLIC HEARING: ( ) Yes (X) No

PURPOSE: Mayor and Council to approve the award of contract for RFP 22-015 that was issued on August 9, 2022, for design services for Fire Station # 23 to Piper O'Brien Herr Architects (POH).

HISTORY: Due to the major growth of the City and the extended response times of fire and rescue apparatus. The City is need of a new Fire Station Facility, the land has already been acquired and the new Fire Station will be located on Milam Road. RFP 22-015 was issued on August 9, 2022, to solicit design services for Fire Station # 23.

FACTS AND ISSUES: Awarding RFP 22-015 to Piper O'Brien Herr Architects, will allow POH to fully design the new Fire Station, providing construction documents, support during solicitation for construction contractors, and construction administration.

FUNDING SOURCE: The proposed expenditures of $ 266,660 will come out of the Fire Station – Design Account (351-3500-54-1300).

RECOMMENDED ACTION: Staff recommends that the City Council approve the award of RFP 22-015 to Piper O'Brien Herr Architects for design services for Fire Station # 23 in the amount not to exceed $266,660.

Tony M. Phillips, City Administrator

Fire Station 23 Design RFP 22-015 Bid Tabulation

	CROFT - Revised	GSST&J	POH - Revised w/ Conventional Structure	WM2A
Project Management	$ 22,500	$ 7,465	Included in Architect/ID Fee	Included in Architect/ID Fee
Architectural and Interior Design	$ 157,110	$ 81,210	$ 104,015	$ 336,000
Mechanical	$ 16,240	$ 18,396	$ 67,033	$ 112,000
Electrical	$ 17,360	$ 20,897	Included with Mechanical Fee	Included with Mechanical Fee
Plumbing	$ 19,940	$ 10,731	Included with Mechanical Fee	Included with Mechanical Fee
Fire Protection	Included with Plumbing Fee	$ 1,533	Included with Mechanical Fee	Included with Mechanical Fee
Structural	$ 21,876	$ 12,909	$ 24,051	$ 56,000
Civil	$ 42,750	$ 115,500	$ 43,451	$ 56,000
Survey/ Geotechnical/ Environmental	$ 15,000	$ 18,500	$ 6,050	$ 15,000
Landscaping	$ 12,000	$ 23,237	$ 6,600	Included in Civil Fee
Security/AV/IT	$ 14,630	$ 8,956	Included with Mechanical Fee	Included with Mechanical Fee
FF&E	$ 3,500	$ 2,799	$ 3,360	Included in Architect/ID Fee
Cost Estimating	$ 2,000	$ 1,866	$ 12,100	Included in Architect/ID Fee
Grand Total	**$ 344,906**	**$ 324,000**	**$ 266,660**	**$ 575,000**

Fire Station 23 Design RFP 22-015 Committee Scoring

Scoring

	CROFT	GSST&J	POH	WM2A
	0.75	0.5	0.75	0.5
	0.75	0.25	0.75	0.25
	0.75	0.25	0.75	0.25
	0.75	0.25	0.75	0.25
	0.5	0.25	0.75	0.25
	0.5	0.25	0.75	0.25
Total	**4**	**1.75**	**4.5**	**1.75**

Final Points

	CROFT	GSST&J	POH	WM2A
	15	10	15	10
	11.25	3.75	11.25	3.75
	11.25	3.75	11.25	3.75
	15	5	15	5
	5	2.5	7.5	2.5
	10	5	15	5
Total	**67.5**	**30**	**75**	**30**

Scoring

	CROFT	GSST&J	POH	WM2A
	0.85	0.7	0.75	0.7
	0.75	0.5	0.7	0.6
	0.85	0.65	0.85	0.7
	0.75	0.7	0.7	0.5
	0.35	0.25	0.45	0
	0.6	0.6	0.7	0.2
Total	**4.15**	**3.4**	**4.15**	**2.7**

Final Points

	CROFT	GSST&J	POH	WM2A
	17	14	15	14
	11.25	7.5	10.5	9
	12.75	9.75	12.75	10.5
	15	14	14	10
	3.5	2.5	4.5	0
	12	12	14	4
Total	**71.5**	**59.75**	**70.75**	**47.5**

Scoring

	CROFT	GSST&J	POH	WM2A
	0.85	0.8	0.8	0.75
	0.75	0.5	0.8	0.5
	0.8	0.6	0.8	0.5
	0.75	0.7	0.75	0.5
	0.5	0.5	0.75	0
	0.5	0.7	0.8	0.25
Total	**4.15**	**3.8**	**4.7**	**2.5**

Final Points

	CROFT	GSST&J	POH	WM2A
	17	16	16	15
	11.25	7.5	12	7.5
	12	9	12	7.5
	15	14	15	10
	5	5	7.5	0
	10	14	16	5
Total	**70.25**	**65.5**	**78.5**	**45**

Scoring

	CROFT	GSST&J	POH	WM2A
	0.8	0.7	0.6	0.75
	0.8	0.6	0.8	0.5
	0.7	0.6	0.7	0.6
	0.75	0.7	0.7	0.5
	0.25	0.35	0.6	0
	0.7	0.75	0.7	0.2
Total	**4**	**3.7**	**4.1**	**2.55**

Final Points

	CROFT	GSST&J	POH	WM2A
	16	14	12	15
	12	9	12	7.5
	10.5	9	10.5	9
	15	14	14	10
	2.5	3.5	6	0
	14	15	14	4
Total	**70**	**64.5**	**68.5**	**45.5**

Scoring

	CROFT	GSST&J	POH	WM2A
	0.85	0.75	0.8	0.7
	0.9	0.7	0.85	0.7
	0.85	0.7	0.9	0.7
	0.9	0.7	0.9	0.49
	0.4	0.2	0.67	0
	0.8	0.9	0.95	0.2
Total	**4.7**	**3.95**	**5.07**	**2.79**

Final Points

	CROFT	GSST&J	POH	WM2A
	17	15	16	14
	13.5	10.5	12.75	10.5
	12.75	10.5	13.5	10.5
	18	14	18	9.8
	4	2	6.7	0
	16	18	19	4
Total	**81.25**	**70**	**85.95**	**48.8**

Overall Scoring Total	21	16.6	22.52	12.29

Overall Point Total	360.5	289.75	378.7	216.8

ARCHITECTURE
PROGRAMMING
PLANNING
INTERIORS
GRAPHICS

3000 ROYAL BOULEVARD SOUTH ALPHARETTA, GEORGIA 30022 770-569-1706 www.poharchitects.com

September 9, 2022

Ms. Anquinas Woods
Procurement Manager
The City of Fairburn
56 Malone Street
Fairburn, GA 30213

PIEPER O'BRIEN HERR ARCHITECTS

Re: RFP#22-015 The Design Services for City of Fairburn Fire Station 23

Dear Members of the Selection Committee:

Pieper O'Brien Herr Architects is pleased to submit our qualifications to the city of Fairburn for the Architectural and Engineering Design Services for Fire Station No. 23 RFP NO-22-015. Our previous experience with fire station and government building design makes us uniquely qualified to serve you.

Our design team brings the city of Fairburn strong experience in master planning, needs assessments, and fire station design.

- **Master Plan Expertise.** The team has the knowledge and skill to produce an excellent master plan for Fairburn. Our master planning experience with city, county, state and private institutions has been refined over many decades of service. The city owned land is a limited resource and must be utilized to its best potential.
- **Needs Assessment Expertise.** Our team of designers listens to our clients and understands their needs while also sharing our expertise. This collaboration will ensure a successful design project that meets the needs of Fairburn.
- **Design Expertise.** Pieper O'Brien Herr Architects has designed fire stations and fire training facilities for clients over the years. We will work closely with Fairburn to design a fire station that best suits the needs of the city and its residents.

The team leading our design effort of Chuck O'Brien IV, Jeff Loman, and Ian Halsey have more than 80 years of design experience between them. Many of their projects have focused on fire stations and government facilities. They understand the intricate details that are important for projects such as fire stations. Our firm understands that this is an important project as it will serve the citizens of Fairburn.

When selecting an architectural firm for your projects, you want to know you are dealing with experienced professionals. You want people who will listen to your ideas, needs and requirements, and combine them with their own expertise and creativity to design a successful project - in both functional and aesthetic terms. We place our emphasis where it should be - on quality service and client satisfaction. We look forward to the opportunity of presenting our credentials and ideas in person. Our firm recently completed a master plan for the city of South Fulton's Fire Department which will include their new Fire Training and Administrative Complex and we are currently working on design documents for the Cobb County Fire Training Center.

Thank you for your consideration.

Sincerely,

PIEPER O'BRIEN HERR ARCHITECTS

Jeffrey Loman, AIA
Government Studio Principal,
Project Manager

Hamilton E. Holmes, Jr.
Business Development
Director

FIRM'S PHILOSOPHY

The philosophy of **Pieper O'Brien Herr Architects,** since our founding in 1971, remains simple and consistent:

- Create Innovative Design
- Give Responsive Service
- Pursue Sustainability
- Give to the Community

The firm provides comprehensive programming, planning, architectural design, interior design, construction administration services, and graphic design services for both public and private sector clients throughout the U.S. Our design portfolio includes a diverse range of projects including government, fire stations, fire training, and many others.

OFFICE LOCATIONS:

Atlanta
Pieper O'Brien Herr Architects
3000 Royal Boulevard South
Alpharetta, GA 30022
770-569-1706

Pittsburgh
800 Vinial Street
Suite B 314
Pittsburgh, PA 15212
412-321-8313

Our Atlanta office is located only 45 minutes from the project and will lead the effort.

STRUCTURE OF THE FIRM:
Georgia-based Corporation

IN PRACTICE 51 YEARS

PRIMARY CONTACT:
Jeff Loman, AIA | Government Studio Principal
770-569-1706 ext. 226 | jeff.loman@poharchitects.com

ORGANIZATION DESCRIPTION:
Pieper O'Brien Herr Architects is a successor firm to The Fischer Organization founded in 1971. The firm has built lasting business relationships through responsive and quality service. These solid client relationships have resulted in a high percentage of repeat business and firm stability. The firm is organized with seven managing Principals, six Sr. Associates and six Associates. In 2006 we opened a second location in Pittsburgh to better serve our national portfolio of clients.

FIRM OVERVIEW

43 Professionals - Architects & Interior Designers

51 Years in Business - Founded in 1971

2 Office Locations - Atlanta + Pittsburgh

FIRM RANKINGS

ATLANTA BUSINESS CHRONICLE — **#15** Top 25 Architectural Firms in Atlanta
The Atlanta Business Chronicle 2022

ATLANTA BUSINESS CHRONICLE — **#14** Top 20 Interior Design Firms in Atlanta
The Atlanta Business Chronicle 2022

2022 ARCHITECTURAL RECORD TOP 300 U.S. ARCHITECTURAL FIRMS — **#224** Top 300 Architecture Firms in US
Architectural Record Magazine 2022

FIRM PRINCIPALS
Charles O'Brien III, AIA | Charles O'Brien IV, AIA | Loren Wright, AIA
David Howell, AIA | Jeffrey Loman, AIA | Eric Clementi, AIA | Hyontae Kang, AIA

PIEPER O'BRIEN HERR ARCHITECTS

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Fairburn
Situated to Succeed

Fairburn
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PIEPER O'BRIEN HERR ARCHITECTS

Chuck O'Brien IV, AIA, NCARB, LEED AP
Senior Vice President,
Design Principal

Jeffrey Loman, AIA
Government Studio Principal,
Project Manager

Ian Halsey
Project Architect

SUB-CONSULTANT TEAM

COLUMBIA ENGINEERING
Civil Engineering/Landscape Architecture

SHEAR STRUCTURAL
Structural Engineer

HAMMOND & ASSOCIATES
Mechanical/Electrical/Plumbing Engineer
& Fire Protection

J&A ENGINEERING CONSULTANTS
AV/IT/Communications

GLEEDS
Cost Management

ORGANIZATIONAL CHART

Our Senior Associates and Associates provide our firm with a tremendous reservoir of experience. Their combined years of service with Pieper O'Brien Herr Architects is in excess of 200 years. We routinely draw upon this vast experience to assist with solutions and options for consideration.

PROFESSIONALS ON STAFF

We have sufficient staff to support all current and future workload.

TOTAL STAFF

Design Studio*	38
Administrative	5
Total	43

*Design Studio includes:
Architects
Interior Designers
Graphic Designers

WE HAVE CREATED A TEAM OF EXPERTS TO BRING YOU THE BEST IN FIRE STATION DESIGN

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TRUSTED TEAM OF CONSULTANTS

Fairburn
Situated to Succeed

For this project, we have assembled a diverse and very talented team that is tailored to address the unique programming requirements for Fire Station 23. Our team includes firms that are Minority Business Enterprises (MBE) and Women Owned Business Enterprises (WBE). All of the consultants on our team are experienced in supporting fire station and government projects. The city of Fairburn will benefit from our uniquely qualified team, with the ability to depend on a successful project delivered on time and within budget. Our hands-on approach and continuous commitment to understanding your vision will allow us to create a project for you that will meet the needs of the men and women who will operate in Fire Station 23. We offer a proven track record of successful teamwork.

TEAM TIME COMMITMENT

Our team at Pieper O'Brien Herr Architects and our team of consultants currently has the capacity to work on the Fire Station 23 project and will commit the time needed to ensure a successful project from start to finish.

PIEPER O'BRIEN HERR ARCHITECTS

ARCHITECTURE

Pieper O'Brien Herr Architects (POH) will lead the project for the design team. Jeff Loman, our Government Design Principal, will serve as the team leader. In this role, Jeff will be Fairburn's main point of contact and will lead the team from start to finish. POH has extensive fire station and government design experience. In 2021, POH celebrated its 50th anniversary and has a long history of exceeding clients' project design expectations.

Columbia Engineering

CIVIL ENGINEER & LANDSCAPE ARCHITECT

Columbia Engineering and Services, Inc. (CES) (SBE–Small Business Enterprise) is a professional services corporation that provides transportation design, transportation planning, traffic engineering, water resources, landscape architecture, survey services, land development, construction inspection, and program management. Headquartered in Duluth, CES employs more than 48 talented project engineers, project managers, landscape architects, planners, surveyors, and technical support professionals.

SHEAR STRUCTURAL

STRUCTURAL ENGINEER

Shear Structural (FBE–Female Business Enterprise) is Georgia's only certified women-owned structural engineering firm. The firm's principals and team have worked on numerous fire station and government projects over the years. They understand the nuances of projects such as Fire Station 23 and the team has structural experience with the design of similar facilities which gives them an established foundation of expertise in complex and multifaceted projects. Holly Jeffreys will serve as the team lead for this project.

HAMMOND & ASSOCIATES, INC. CONSULTING ENGINEERS

MECHANICAL/ELECTRICAL/PLUMBING ENGINEER AND FIRE PROTECTION

Hammond & Associates, Inc. (HAMMOND) (MBE–Minority Business Enterprise) is a minority-owned firm specializing in the design of Mechanical, Electrical, Plumbing, Fire Alarm and Fire Protections systems. Since 1988, they have delivered engineering designs for many government facilities including fire stations with a similar scope ranging between new construction and renovations. Nate Hammond leads their Atlanta office and will serve as the project lead for their team.

J&A ENGINEERING CONSULTANTS

AV/IT/COMMUNICATIONS

J&A Engineering (MBE–Minority Business Enterprise) is a minority-owned firm which specializes in designing AV/IT and Communications systems for projects throughout the United States. Jorge Gomez will serve as the lead for J&A's participation in this project.

gleeds

COST MANAGEMENT

Gleeds is a full-service construction cost management firm and has been providing expertise to their clients for more than 130 years. They will provide cost estimates and cost controls for our team for this project.

PIEPER O'BRIEN HERR ARCHITECTS

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CHUCK O'BRIEN IV, AIA, NCARB, LEED AP

Senior Vice President | Design Principal
PIEPER O'BRIEN HERR ARCHITECTS

As Senior Vice President, Chuck brings over 24 years of outstanding design experience. He leads the firm's Design Studio, translating the Owner's goals, objectives, and budget into a creative design solution. The team collaborates seamlessly to deliver an innovative, cost-effective solution. He is a registered architect and a LEED accredited professional, with design experience spanning all of Pieper O'Brien Herr Architects' 18 markets.

Education

Bachelor of Architecture, Auburn University, 1994

Registrations

Registered Architect

LEED Accredited Professional

Certified by NCARB

Affiliations

American Institute of Architects

National Council of Architectural Registration Board

Experience

Roswell Fire Station No. 4, Roswell, GA.
The station features a 3-bay, drive-thru engine room that features hi-speed, bi-folding doors for the firefighters to respond quickly to an emergency. Pieper O'Brien Herr Architects worked with the Fire Chief and firefighters to incorporate their ideas into the facility. The station houses two shifts of 12 with bunk rooms, a living room, and an enormous kitchen. The building was designed with sustainability in mind. Among the many features, the site was designed with bio-swales to filter storm water and the station includes waterless urinals to save water.

Fayetteville Fire Station No. 93,
Fayetteville, GA. Pieper O'Brien Herr Architects designed this 15,560-SF fire station with four engine bays, gear room, decontamination area, apparatus/drill space, sleeping quarters for 11, locker room, laundry, public lobby, offices, weight room, kitchen/dining area, day room/training, and a communications/server room. The design was completed, however, the project did not move forward as they city was unable to secure a suitable site.

City of Hartwell Fire Station Needs Assessment, Hartwell, GA.
Pieper O'Brien Herr Architects completed a Needs Assessment and Programming for a new fire station consisting of three engine bays, a training room for 50 occupants, and bunks for up to eight full-time firefighters.

Snellville Police Headquarters, Snellville, GA.
Positioned to create an urban street edge in the walkable community, the public lobby welcomes visitors to the secure 2-story center. The multipurpose room provides efficient use of space, where officers muster, attend class and have physical training. The program includes spaces for CID, Evidence Processing, Uniform Patrol, and Salley Port with holding.

PIEPER O'BRIEN HERR ARCHITECTS

JEFFREY LOMAN, AIA

Government Studio Principal | Project Manager
PIEPER O'BRIEN HERR ARCHITECTS

Jeff is a Studio Principal and a proven team leader with over 38 years of experience leading diverse projects from conception to reality. Familiar with all phases of architectural service, Jeff excels in coordinating efforts of our team with outside consultants. Jeff's dedication and experience helps to build lasting relationships. He has a very strong technical background and extensive experience in coordinating bidding documents and reviewing construction documents for coordination errors.

Education

Bachelor of Science in Architecture, Georgia Institute of Technology, 1981

Master of Architecture, Georgia Institute of Technology, 1983

Registrations

Registered Architect, GA

Affiliations

American Institute of Architects (AIA)

International Council of Shopping Centers (ICSC)

Georgia Association of Fire Chiefs (GAFC)

PIEPER O'BRIEN HERR ARCHITECTS

Experience

Cobb County Fire Training Facilities, Marietta, GA. Pieper O'Brien Herr Architects provided master planning services for the redevelopment of the existing Fire Training Facilities in Cobb County. The new plan consists of a classroom building, burn building, 5-story fire training building, driving course, and vehicle storage as well as miscellaneous support buildings. This new facility will help Cobb County grow to a regional fire training facility.

Roswell Fire Station No. 4, Roswell, GA.
The station features a 3-bay, drive-thru engine room that features hi-speed, bi-folding doors for the firefighters to respond quickly to an emergency. Pieper O'Brien Herr Architects worked with the Fire Chief and firefighters to incorporate their ideas into the facility. The station houses two shifts of 12 with bunk rooms, a living room, and an enormous kitchen. The building was designed with sustainability in mind. Among the many features, the site was designed with bio-swales to filter storm water and the station includes waterless urinals to save water.

Fayetteville Fire Station No. 93, Fayetteville, GA.
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Gainesville Fire Station, Gainesville, GA.
Pieper O'Brien Herr Architects provided a conceptual design and graphic visuals to a private developer for an 8,800-SF, 3-bay fire station to be located on Highway 53. The completed building will be leased to the City. The project is awaiting City Council approval.

City of South Fulton Fire Training Facility Master Plan, South Fulton, GA.
Pieper O'Brien Herr Architects worked with the city of South Fulton Fire Department to design a master plan on 50-acres the city recently purchased. The complex will include buildings for a headquarters and training center, fire station, logistics center, maintenance facility and a fitness center. The city included a park with walking trails for the citizens of South Fulton to use for exploration and recreation.

IAN HALSEY

Associate | Project Architect
PIEPER O'BRIEN HERR ARCHITECTS

With over 19 years of experience, Ian is well-versed in all phases of the design process. Ian's duties include the production of construction documents, budgeting, contracts, manpower allocation, specification writing, the development of criteria documents, review and approval of submittals, and close-out procedures. Associate duties include office management with a lead role in software training, information technology, mentoring, and continuing education.

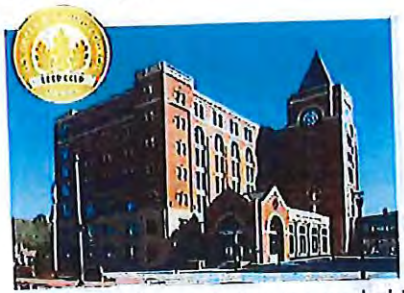
Education

Bachelor of Architecture
School of Architecture,
Auburn University 2003

Experience

Cobb County Fire Training Facilities, Marietta, GA. Pieper O'Brien Herr Architects provided master planning services for the redevelopment of the existing Fire Training Facilities in Cobb County. The new plan consists of a classroom building, burn building, 5-story fire training building, driving course, and vehicle storage as well as miscellaneous support buildings. This new facility will help Cobb County grow to a regional fire training facility.

Cobb County Fleet Maintenance Facility, Marietta, GA. 26,000-SF maintenance facility to support Cobb County's extensive vehicle fleet. Estimated to increase operations by 15%, the facility streamlines laborious processes with effective approaches, suited to accommodate a variety of work on thousands of vehicles. The fleet's administrative areas include a parts department, a service write-up area, and a flexible, modern office. The building utilizes SMART Technology, designed to be energy efficient for both traditional and alternative fuel vehicles to lessen negative environmental impacts and introduce sustainability. Delivered with a Design-Build approach, the project was completed early and under budget.



Cobb County Superior Courthouse Building, Marietta, GA. Interspersed with historical tributes, this 8-story building accommodates 12 superior courtrooms and a larger ceremonial courtroom. Queuing and screening equipment placement was studied to provide optimal configuration. The basement level is dedicated to the secure confinement of 180 male and female inmates, with delivery to each of the courtrooms via 4 secure elevators. The project was awarded LEED Gold certification and remains one of the largest LEED Gold courthouses in the Southeast.

Cobb County Precinct 6, Marietta, GA. The bridging document process began with in-person meetings with the stakeholders to establish a program that was consistent with their needs. Based on the program, a building footprint and exterior image was produced along with siting of the building in the land available. The engineering disciplines provided both diagrammatic and narratives describing the necessary building systems.

PIEPER O'BRIEN HERR ARCHITECTS

Jason Hurst, PE

Senior Engineer
COLUMBIA ENGINEERING

Columbia Engineering

Mr. Hurst has over 25 years of experience in civil engineering design. He has served as Engineer of Record for several large commercial shopping centers and road improvement projects as well as various engineering consulting roles for county and city governments, private landowners, legal professionals, and the oil and gas industry. Project locations span 14 states and over 100 individual city/county jurisdictions. As Project Manager he has led many successful project teams, including architects, specialty engineers, surveyors, landscape architects, and wetland consultants to provide comprehensive A/E design and permitting. Project services include initial Feasibility Studies and Public Information Meetings through final design and permitting.

REGISTRATIONS
Professional Engineer: GA, AL, MS
GSWCC Level II Certified Design Professional

EDUCATION
B.S., Civil Engineering
Georgia Institute of Technology, 1996

AFFILIATIONS
International Council of Shopping Centers
American Council of Engineering Companies
Society of American Military Engineers

RELEVANT EXPERIENCE

City of Snellville Police Department, Snellville, GA, 2009-2011. Engineer of Record.
Vacuum Struck Storage Building, Gwinnett Co. DWR Lawrenceville, GA, 2014-15. Engineer of Record.
Pump Station Maintenance Building, Gwinnett Co. DWR Lawrenceville, Gwinnett County, GA, 2012-2013. Engineer of Record.
City of Suwanee Consulting Engineer Services, Various Task Orders, Suwanee, GA. Principal-in-Charge and Lead Consulting Engineer.

Roger Grant, RLA, LEED® AP, ISA®

Landscape Architect and Land Planner
COLUMBIA ENGINEERING

Columbia Engineering

Mr. Grant has 15 years of experience in landscape architecture & land planning. Mr. Grant is an ISA® Certified Arborist and a leader in implementing environmentally appropriate design strategies. Responsibilities include land planning, landscape & irrigation design, and GIS analysis & management. His work has emphasized the use of native & adapted plants, custom plant mixes & specifications for stormwater detention areas, landscaped bio-infiltration design & calculations, and cistern-irrigation catchment design & specifications. Mr. Grant has skills in hand sketching, CAD design & drafting, Photoshop renderings, 3D modeling, GIS compilation & presentation, due diligence studies, rezoning, variance, permitting documentation & coordination, cost estimation, storm water & soil conservation site review, construction presentation & reports, and LEED® analysis design.

REGISTRATIONS
Landscape Architect: GA, AL, SC
LEED® Accredited Professional 2008
ISA® Certified Arborist SO-6686A

EDUCATION
Bachelor of Landscape Architecture,
University of Georgia, 2006

AFFILIATIONS
American Society of Landscape Architects
Georgia Arborist Association
Georgia National Plant Society

RELEVANT EXPERIENCE

Gwinnett County Department of Water Resources Maintenance Building, Gwinnett County, GA. Lead Landscape Architect.
Gateway 85 CID Stormwater Park & Plaza Design, Gwinnett County, GA. Lead Landscape Architect.
City of Suwanee, Peachtree Industrial Boulevard Median Landscape Design, Suwanee, GA. Lead Landscape Architect.
City of Duluth, Peachtree Industrial Boulevard Median Landscape Design, Duluth, GA. Lead Landscape Architect.

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HOLLY JEFFREYS PE, SE

Structural Engineer | Managing Partner
SHEAR STRUCTURAL

SHEAR STRUCTURAL

Holly Jeffreys has over 20 years of experience in structural engineering. Her expertise lies in structural design, preparation of structural specifications, and construction administration for public and government buildings, higher education facilities, office buildings, recreation facilities, and commercial buildings. Holly has experience working with all types of structural systems including concrete, steel, wood, and masonry and is proficient in AutoCAD, Revit (BIM), and RAM software.

REGISTRATIONS

Professional Engineer: GA, FL, TN, LA, VA
Professional Structural Engineer: GA

EDUCATION

Bachelor of Civil Engineering
Georgia Institute of Technology

AFFILIATIONS

American Institute of Steel Construction
American Concrete Institute
Structural Engineers Association of Georgia
American Council of Engineering Companies
CANSTRUCTION - Atlanta, Volunteer Judge
City of Chamblee - Architectural Review Board
Named one of 50 'Women in the Know' by Engineering Georgia Magazine, 2020 & 2021

RELEVANT EXPERIENCE

Forsyth County Fire Station #11, Forsyth County, GA
Structural Engineer.
Forsyth County Fire Station #9, Forsyth County, GA
Structural Engineer.
Cartersville Fire Station #3, Cartersville, GA
Structural Engineer.
Cornelia Municipal Complex - City Hall, Police Station, and Fire Station, Cornelia, GA
Structural QA/QC.
Atlanta Police Foundation at Promise Youth Center, Atlanta, GA
Structural Engineer
Duke Field, Eglin Air Force Flightline Fire Station VE Study, Okaloosa County, FL
Structural Engineer

Nathan Hammond, PE

Managing Director | Mechanical Engineer
HAMMOND & ASSOCIATES

Nathan Hammond is the Managing Director for Hammond Engineering, Inc. and a Mechanical Engineer. He has over 17 years of experience in business operation and project management. Nathan handles the daily operations of Hammond Engineering's Atlanta's Office and is responsible for the overall client satisfaction of all projects. Nate ensures all resources are made available to Hammond Engineering's clients. His main goal is to confirm that all designs are up to design criteria protocols, are delivered on time and within the contract's allotted budgets.

REGISTRATIONS
Professional Engineer: GA

EDUCATION
Bachelor of Science in Mechanical Engineering, Florida State University, 2003

AFFILIATIONS
National Fire Protection Association

RELEVANT EXPERIENCE

Fire Station #54, Fort Lauderdale, FL. Managing Director | Mechanical Engineer.
Clayton County Administration Building, Jonesboro, GA. Managing Director | Mechanical Engineer.
City of Atlanta - City Hall Annex, Atlanta, GA. Managing Director | Mechanical Engineer.
City of Miramar Police Department, City of Miramar, FL. Managing Director | Mechanical Engineer.
City of South Fulton Public Safety Building, South Fulton, GA. Managing Director | Mechanical Engineer.

Stephen Farquharson, LEED, AP

Electrical Department Lead
HAMMOND & ASSOCIATES

Stephen Farquharson is an Electrical Engineer with over 14 years of Electrical Engineering Design and Construction Administration experience. He has served as lead Electrical Engineer on many of Hammond & Associates renovation projects. His expertise includes design of UPS, specifications of back up generators, lightning protection, lighting power systems and fire alarm systems. Mr. Farquharson has provided electrical design and construction management for municipal, government, and county projects. He has the expertise in managing complex projects requiring LEED design including several LEED Gold and Silver projects. He works in close collaboration with project owners and architects to create a lighting design that meets the needs of both the Owner and the User.

REGISTRATIONS
LEED AP

EDUCATION
BS Electrical Engineering
Florida Atlantic University (FAU) 2006

AFFILIATIONS
National Society of Fire Protection (NFPA)

RELEVANT EXPERIENCE

City of South Fulton Public Safety Building, South Fulton, GA. Electrical Designer.
Broward Sheriff's Office Everglades Fire Station, Broward County, FL. Electrical Designer.
Clayton County Administration Building, Jonesboro County, GA. Electrical Designer.
Fire Station #62, Miami, FL. Electrical Designer.
Broward County Courthouse - 17th Floor Complex Trial Courtroom Build Out, Broward, FL. Electrical Designer.

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Jorge Gomez, PE, RCDD

Senior Project Engineer | Managing Member
J&A ENGINEERING CONSULTANTS

J&A ENGINEERING CONSULTANTS

Jorge Gomez is a Professional Engineer (PE) specializing electronic systems engineering and voice/data structured cabling design. Jorge is the founder and managing partner of J&A Engineering. He has worked in a variety of roles including project manager, electronic system engineer, resident engineering inspector and applications engineer. Specific project experience includes the design of electronic security and telecommunication systems for higher education, healthcare, public safety, corporate, corrections, multifamily, government, bio-medical, sports/hospitality, aviation and broadcast facilities.

REGISTRATIONS
Professional Engineer: GA, AL, FL, LA, MD, MS, MO, NC, SC, TN, TX

EDUCATION
Bachelor of Industrial Engineering,
Georgia Institute of Technology, Atlanta, GA

Master of Business Administration,
Georgia State University, Atlanta, GA

RELEVANT EXPERIENCE

Jacksonville Transportation Authority, New Headquarters Building - Security, Telecom, A/V, Jacksonville, FL.
City of Atlanta, New Police Headquarters - Security, Telecom, A/V, Atlanta, GA.
City of Durham, Police Department and 911 Call Center - Security, Telecom and A/V, Durham, NC.
Federal Reserve Bank of Atlanta, Command Center Upgrade -A/V, Atlanta, GA.
Georgia Judicial Complex, Home of the Georgia Supreme Court and Court of Appeals - Telecom, Atlanta, GA.

Jim Gillis, CTS, DMC-D-4K

Senior Audio-Visual Engineer | Project Manager
J&A ENGINEERING CONSULTANTS

J&A ENGINEERING CONSULTANTS

Jim Gillis specializes in A/V and IT design ranging from broadcasting control room upgrades to large-scale audio visual systems, Jim has more than 37 years of experience that includes product design and development, AutoCAD design and project commissiong. his industry certifications include Avixa, CEDIA, and Crestron. He has worked extensively with Crestron, AMX, URC, Visio, Cisco, Ubiquity, VTC, and his project experience includes A/V design and integration, acoustics, and telecommunications.

REGISTRATIONS
Avixa, CEDIA, and Crestron

EDUCATION
Lebanon Valley College
– Audio technology
– Recording
Studio Technology

Institute of Audio Research
– Audio Video theory, Acoustics, Electronics

RELEVANT EXPERIENCE

Marine Corps Police Station, Blount Island Command, Jacksonville, FL. A/V Design and Project Management.
Joint Base Andrews hanger Facility, Camp Springs, MD. A/V Design and Project Management.
GA Dept. of Public Safety Headquarters Building, Atlanta, GA. A/V Design and Project Management.
Stockbridge Police Station, Stockbridge, GA. A/V Design and Project Management.
Cobb County Police, Cobb County, GA. A/V Design and Project Management.

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Todd Tanner

Director
GLEEDS

gleeds

Todd Tanner has more than 25 years of experience in the construction industry for public and private sector clients. He is a Certified Cost Professional through AACE. He has been an integral part of the costing team for projects in various sectors such as industrial, healthcare, government, commercial and education. As the Director of Pre-Construction, Todd helps in the development of reliable, accurate cost estimates. His experience includes estimations for a 1.55 million SF medical center with an initial budget of $1.2 billion. Todd is skilled in completing conceptual estimates for risk analysis reports, conceptual budget reviews and establishing best practices. His breadth and depth of cost estimation experience brings invaluable knowledge to our equally various scope of work.

REGISTRATIONS
Certified Cost Professional, CCP

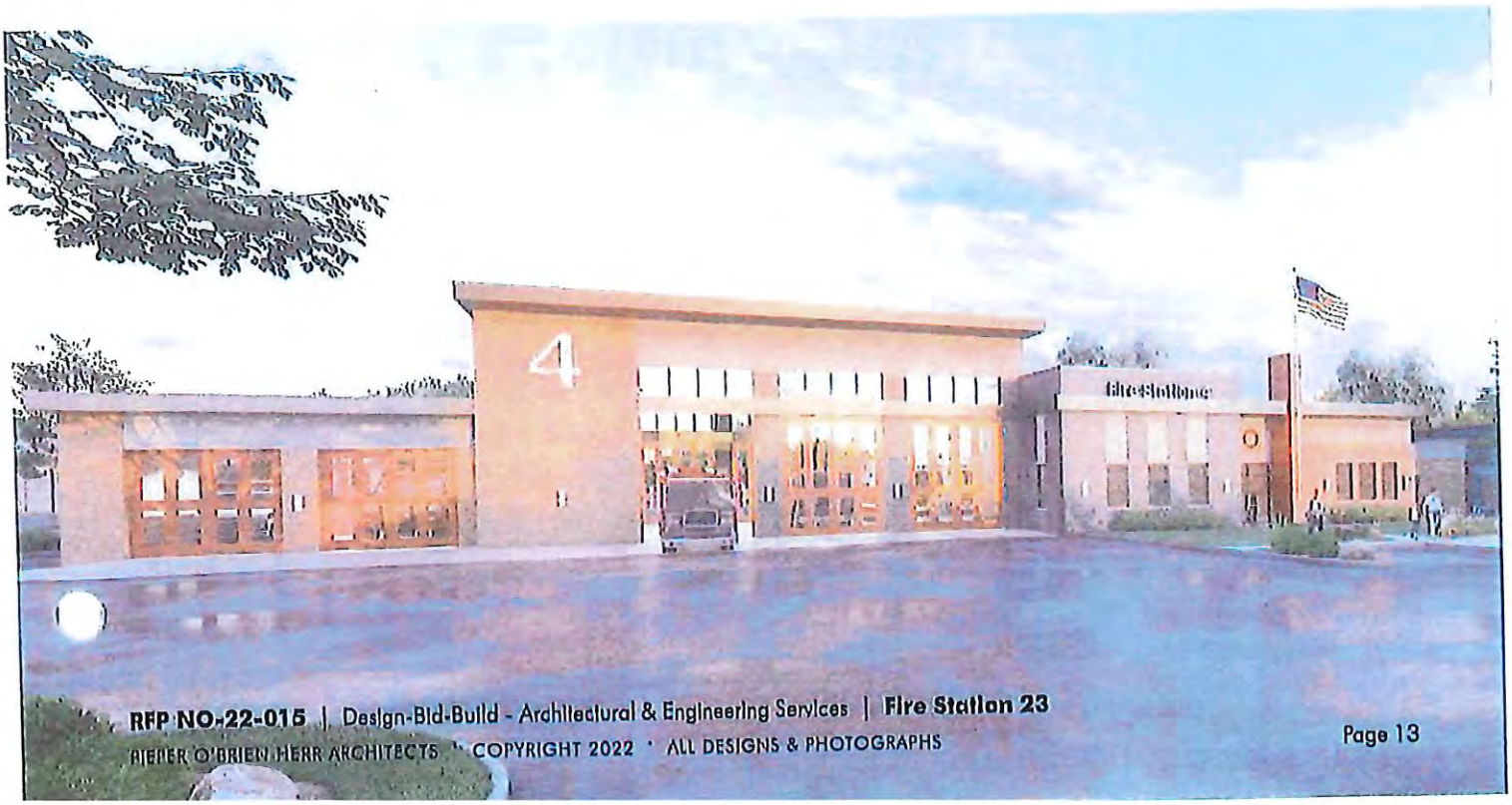
EDUCATION
Bachelor of Science, Construction,
Southern College of Technology
(Kennesaw State University)

AFFILIATIONS
Member of the Association for the Advancement of Cost Engineering, AACE

Member of the Society for American Military Engineers

RELEVANT EXPERIENCE

Rohnert Park Fire Station #3,
Rohnert Park, CA
San Rafael Fire Department Station 54,
San Rafael, CA.
Cherokee County Judicial Complex Master Plan,
Canton, GA.
Cobb County Medical Examiner's Office,
Marietta, GA.
Gwinnett County Police Training Campus Expansion, Lawrenceville, GA
Texas Department of Public Safety Regional Office Facility, Garland, TX.



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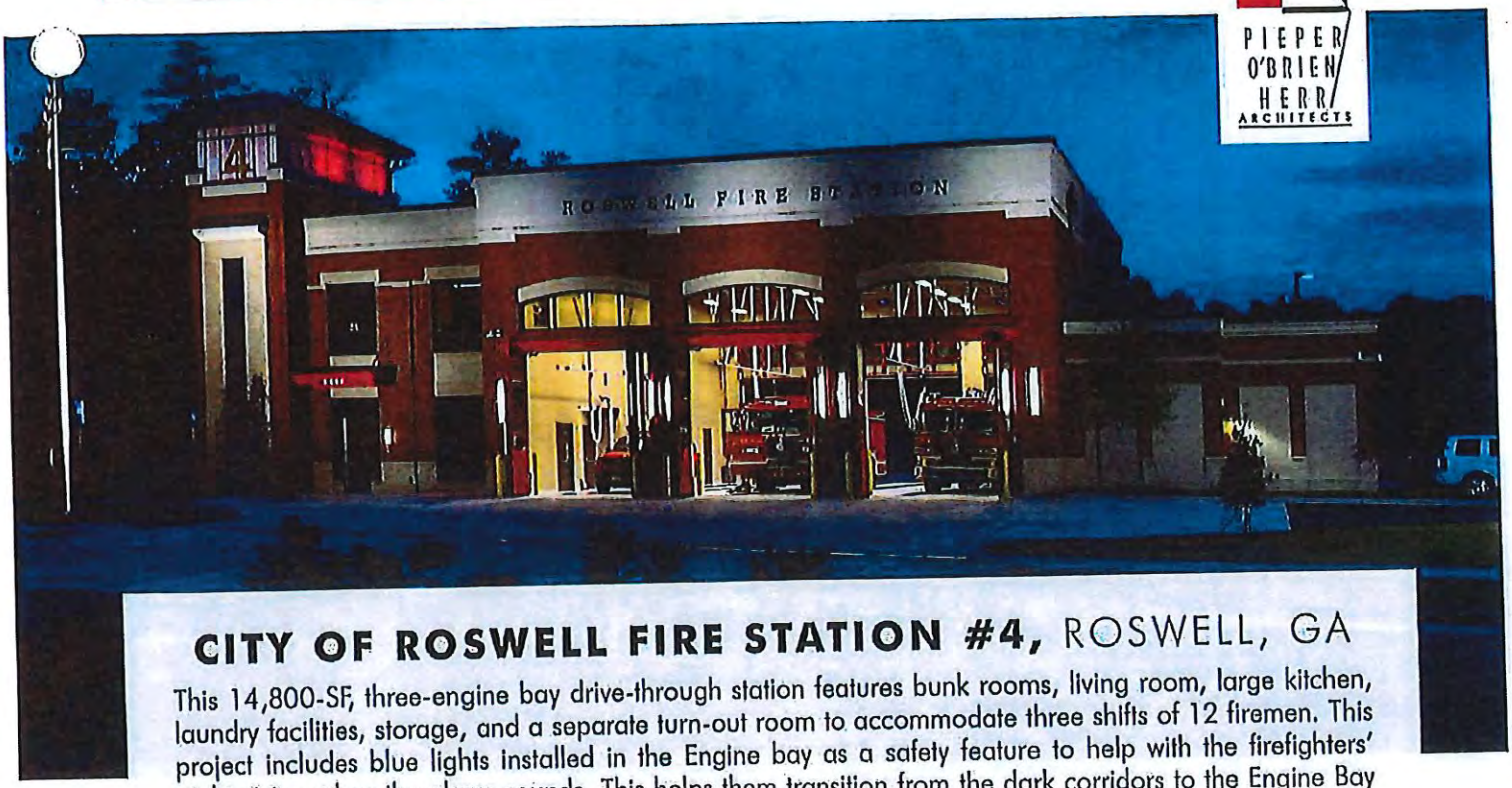

CITY OF ROSWELL FIRE STATION #4, ROSWELL, GA

This 14,800-SF, three-engine bay drive-through station features bunk rooms, living room, large kitchen, laundry facilities, storage, and a separate turn-out room to accommodate three shifts of 12 firemen. This project includes blue lights installed in the Engine bay as a safety feature to help with the firefighters' night vision when the alarm sounds. This helps them transition from the dark corridors to the Engine Bay instead of being blinded by the bright white lights and having to wait until their vision adjusts again once they leave the station. The alarm system is on a preemptive action system that works with the public traffic lights controlling the major intersection nearby. Once the alarm sounds, the traffic light turns green for approximately 20 seconds on the road where the trucks exit to clear out any traffic sitting on the road.

Reference: Tony Papoutsis, Deputy Chief
City of Roswell Fire Department
770-594-6231
tpapoutsis@roswellgov.com

Note: Project was completed on schedule and within budget.

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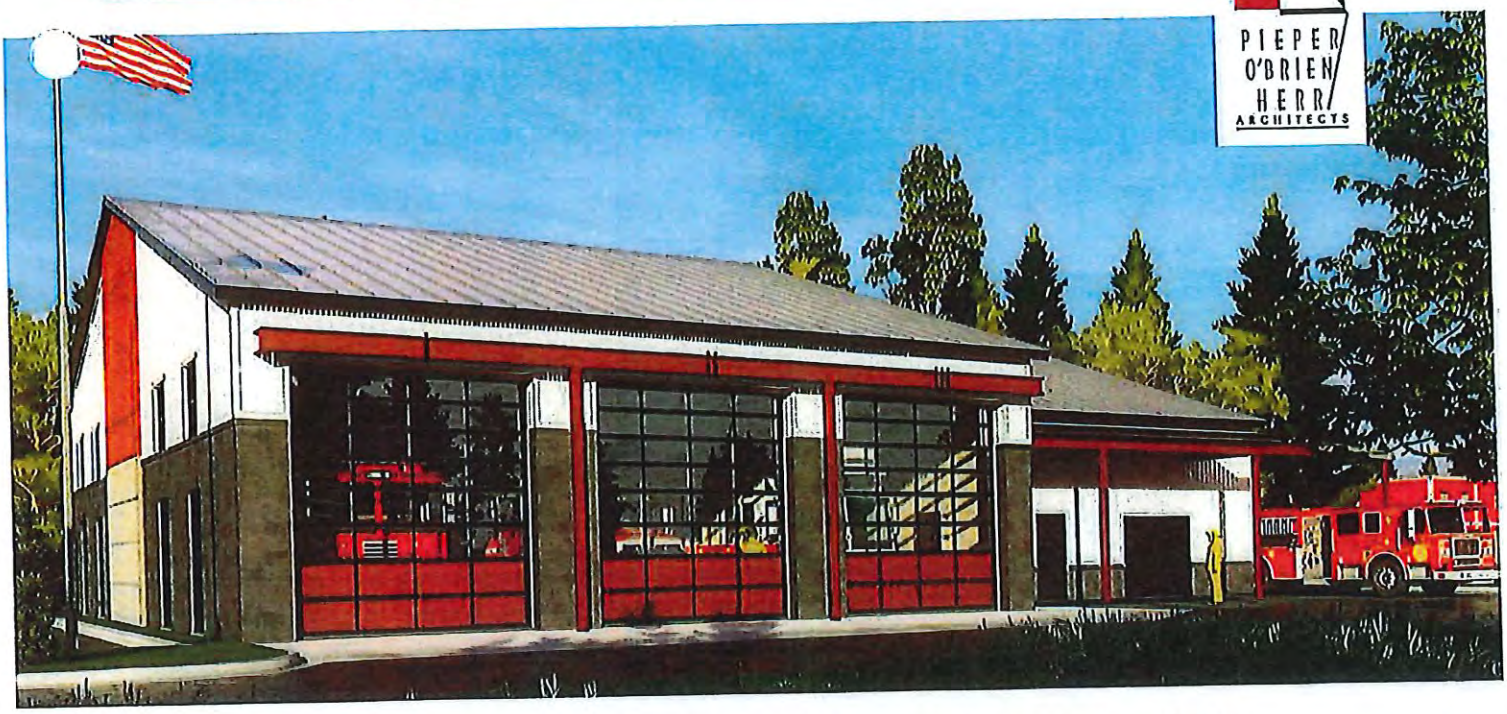

COBB COUNTY FIRE TRAINING FACILITY,

MARIETTA, GA

Pieper O'Brien Herr Architects provided master planning services for the redevelopment of the existing Fire Training Facilities in Cobb County. The new plan consists of a classroom building, burn building, 5-story fire training building, driving course, and vehicle storage as well as miscellaneous support buildings. This new facility will help Cobb County grow to a regional fire training facility.

Reference:
Adam Storey
Adam.Storey@cobbcounty.org
770-528-8000

Note: Awarded project in August 2022. All previous work was completed on schedule and within budget.

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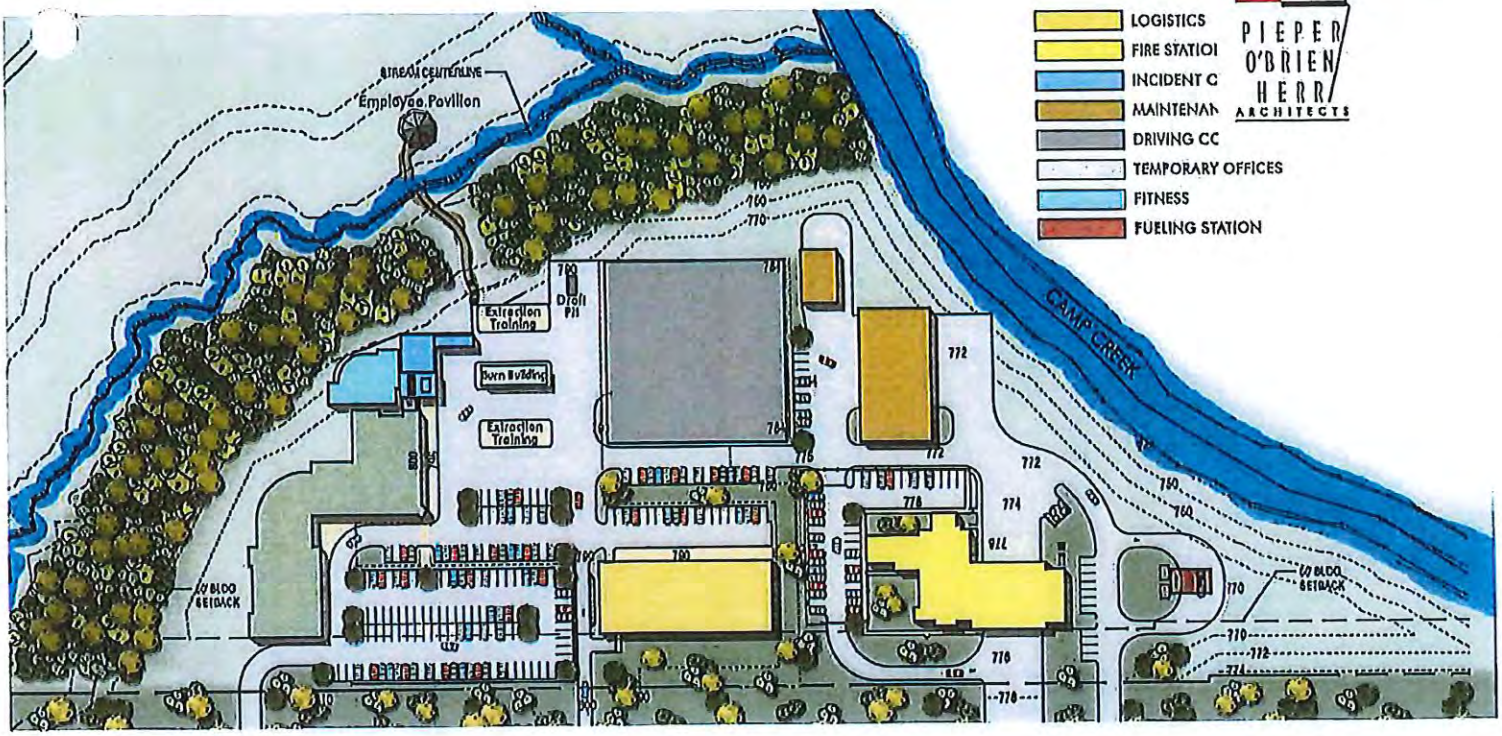
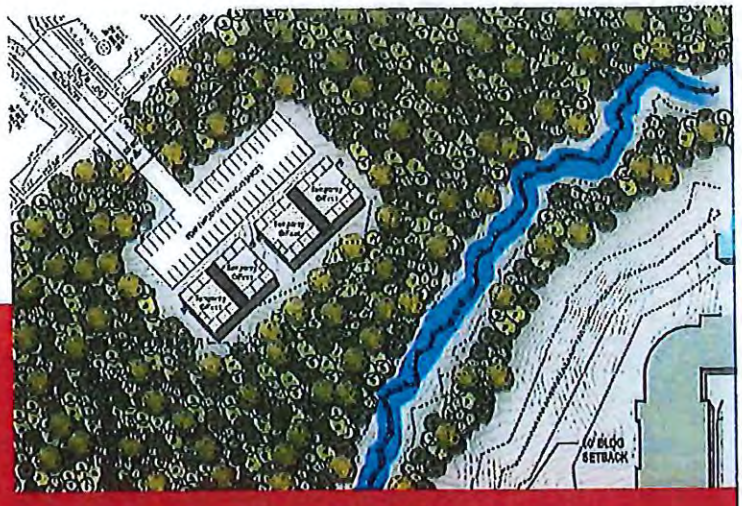


CITY OF SOUTH FULTON FIRE STATION MASTER PLAN,
SOUTH FULTON, GA

Pieper O'Brien Herr Architects worked with the city of South Fulton Fire Department to design a master plan on 50 acres the city recently purchased. The complex will include buildings for a headquarters and training center, fire station, logistics center, maintenance facility and a fitness center. The city included a park with walking trails for the citizens of South Fulton to use for exploration and recreation.



Reference:
Chief Chad Jones
chad.jones@cityofsouthfultonga.gov
470-809-7700

Note: Master Plan was completed on schedule and within budget.

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GAINESVILLE FIRE STATION, GAINESVILLE, GA

Pieper O'Brien Herr Architects provided a conceptual design and graphic visuals to a private developer for an 8,800-SF, 3-bay fire station to be located on Highway 53. The completed building will be leased to the City. The project is awaiting City Council approval.

Reference:
Chief Brandon Ellis
Gainesville Fire
770-534-3612

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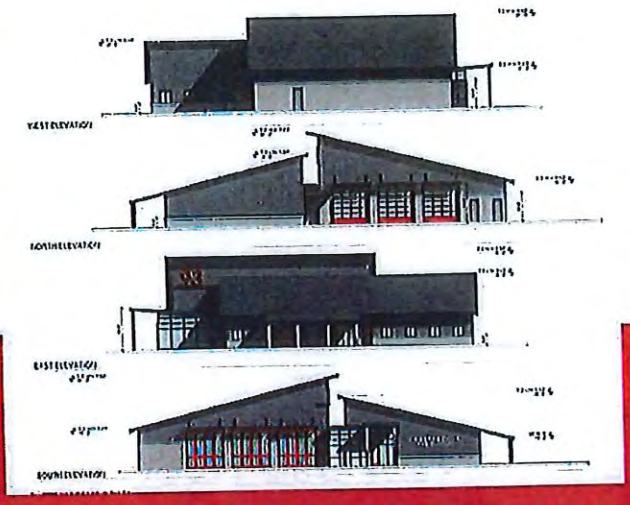
FAYETTEVILLE FIRE STATION NO. 93, FAYETTEVILLE, GA

Pieper O'Brien Herr Architects designed this 15,560-SF fire station containing four engine bays, gear room, decontamination area, apparatus/drill area, sleeping quarters for 11, locker room, laundry, public lobby, offices, weight room, kitchen and dining area, day room/ training, and communications/server room. The project design was completed however, the city of Fayetteville did not move forward with the project due to not being able to secure a suitable site.



Reference:
Chris Peacock
Deputy Fire Chief
Fayetteville Fire
770-719-4055 | cpeacock@fayetteville-ga.gov

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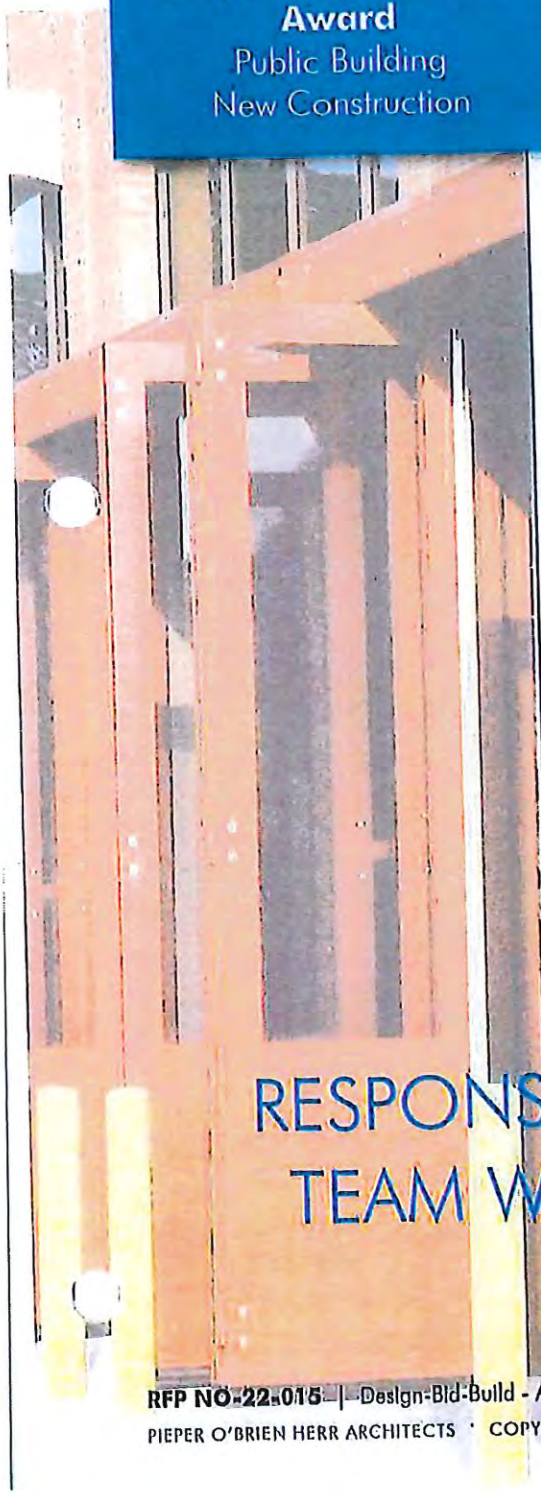
ROSWELL FIRE STATION #4

CMAA-SAC
Project Achievement Award
Public Building
New Construction



Roswell
georgia

This is a letter of recommendation for Pieper O'Brien Herr Architects (POH), who the City of Roswell, Georgia employed to design our new Fire Station #4. When POH was awarded the design contract the POH team met with firefighters to understand the functions of each area in the building, safety issues, and get general design ideas. They took the information gathered from the firefighters and developed a fire station that was safe, functional, and had many of the features the firefighters asked for while keeping the costs below our budget.

Charles O'Brien III, Chuck O'Brien IV and Jeff Loman were on the POH Team and there were a host of support staff behind them on the team as well. As the Fire Department Project Manager I had an open line of communications with everyone on the POH Team to address problems and design issues. Responses from the POH Team were prompt and decisive.

I don't think I want to work with another architectural firm after dealing with the POH Team. I definitely want them on the next fire station project scheduled to start in July of this year! The citizens of Roswell have a beautiful new fire station; the firefighters are proud to have a functional and safe fire station; and Pieper O'Brien Herr Architects designed that fire station. Please feel free to contact me for any further recommendations at 678-756-2878.

Tony Papoutsis
Deputy Fire Chief
Roswell Fire Department, Georgia

1810 Hembree Road, Alpharetta, GA 30009
www.roswellgov.com

ROSWELL FIRE

"RESPONSES FROM THE POH TEAM WERE PROMPT AND DECISIVE."

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SNELLVILLE POLICE DEPARTMENT

"THEIR PLANS AND DRAWINGS WERE PHENOMENAL AND TREMENDOUSLY WELL RECEIVED BY OUR EMPLOYEES, OUR ELECTED OFFICIALS, AND OUR COMMUNITY.

SNELLVILLE, GA
Striving for the Highest

February 17, 2011

RE: Pieper, O'Brien and Herr Architects

To Whom It May Concern:

Pieper, O'Brien and Herr conducted a needs assessment for the Snellville Police Department to help design a new facility. They investigated our entire department working closely with members from every area of responsibility. It was apparent to all that everyone from Pieper, O'Brien was knowledgeable, accessible and dedicated to providing us an excellent product.

From the needs assessment, they developed a concept plan and then all drawings and plans necessary to build a state of the art facility. It was important to us to have a facility designed to be a police department and built as state of the art, by people with experience in the law enforcement arena. Their plans and drawings were phenomenal and tremendously well received by our employees, our elected officials and our community.

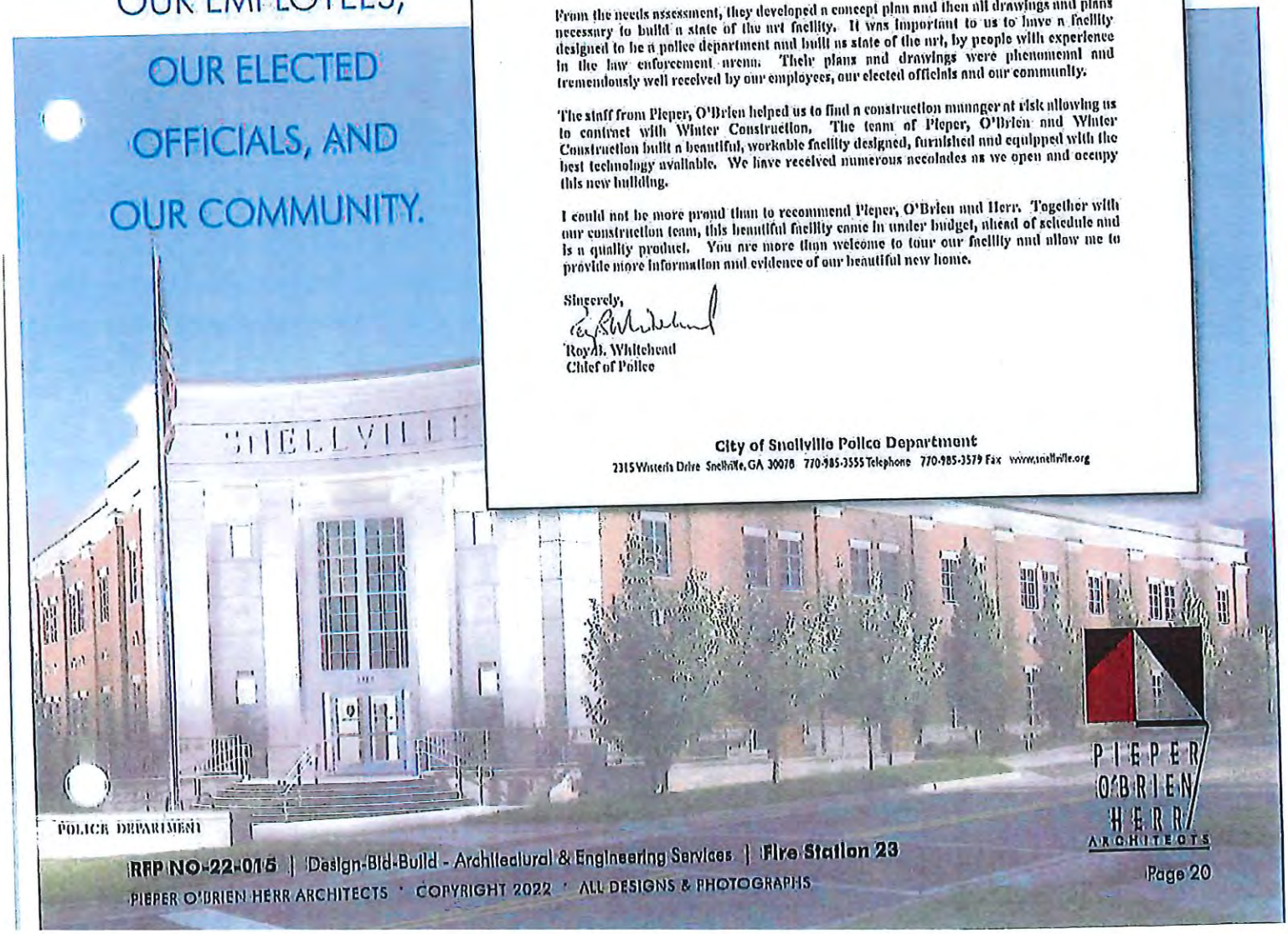
The staff from Pieper, O'Brien helped us to find a construction manager at risk allowing us to contract with Winter Construction. The team of Pieper, O'Brien and Winter Construction built a beautiful, workable facility designed, furnished and equipped with the best technology available. We have received numerous accolades as we open and occupy this new building.

I could not be more proud than to recommend Pieper, O'Brien and Herr. Together with our construction team, this beautiful facility came in under budget, ahead of schedule and is a quality product. You are more than welcome to tour our facility and allow me to provide more information and evidence of our beautiful new home.

Sincerely,

Roy B. Whitehead
Chief of Police

City of Snellville Police Department
2315 Wisteria Drive Snellville, GA 30078 770-985-3555 Telephone 770-985-3579 Fax www.snellville.org



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ALPHARETTA PUBLIC SAFETY CENTER + EXPANSION

THE CITY OF
ALPHARETTA
GEORGIA

2 Park Plaza
Alpharetta, GA 30009
Phone: 678.297.6000
www.alpharetta.ga.us

Friday, February 08, 2019

To whom it may concern,

POH Architects played an integral role in creating a more resourceful and highly functional Department of Public Safety Headquarters. Our Public Safety Headquarters has evolved to be the home to our police officers, E-911 personnel, executive Fire Department members, and Civilian Support staff, so it was crucial to our operations that our building remains safe and secure.

We knew from the beginning that undertaking a large expansion/renovation project would be challenging to our personnel in completing their daily tasks and objectives. The POH team clearly understood these issues and took the extra steps during design that would allow the Construction Manager to implement construction phasing that would ensure our interruptions were minimal.

The challenges that POH and their team inherited were significant, and yet they were able to not only manage the project successfully and efficiently, but also with great success.

We would highly recommend POH Architects to any of our public safety partners who are looking for an experienced and reputable architect.

Respectfully,

Wesley McCall
Deputy Chief
Alpharetta Department of Public Safety
678-297-6308

MAYOR
Jim Gilvin

MAYOR Pro Tem
Donald F. Mitchell

COUNCIL MEMBERS
Jason Brook
Ben Burnett
John Heffes
Dan Merkel
Karen Richard

CITY ADMINISTRATOR
Robert J. Regus

"WE WOULD HIGHLY RECOMMEND POH ARCHITECTS TO ANY OF OUR PUBLIC SAFETY PARTNERS."

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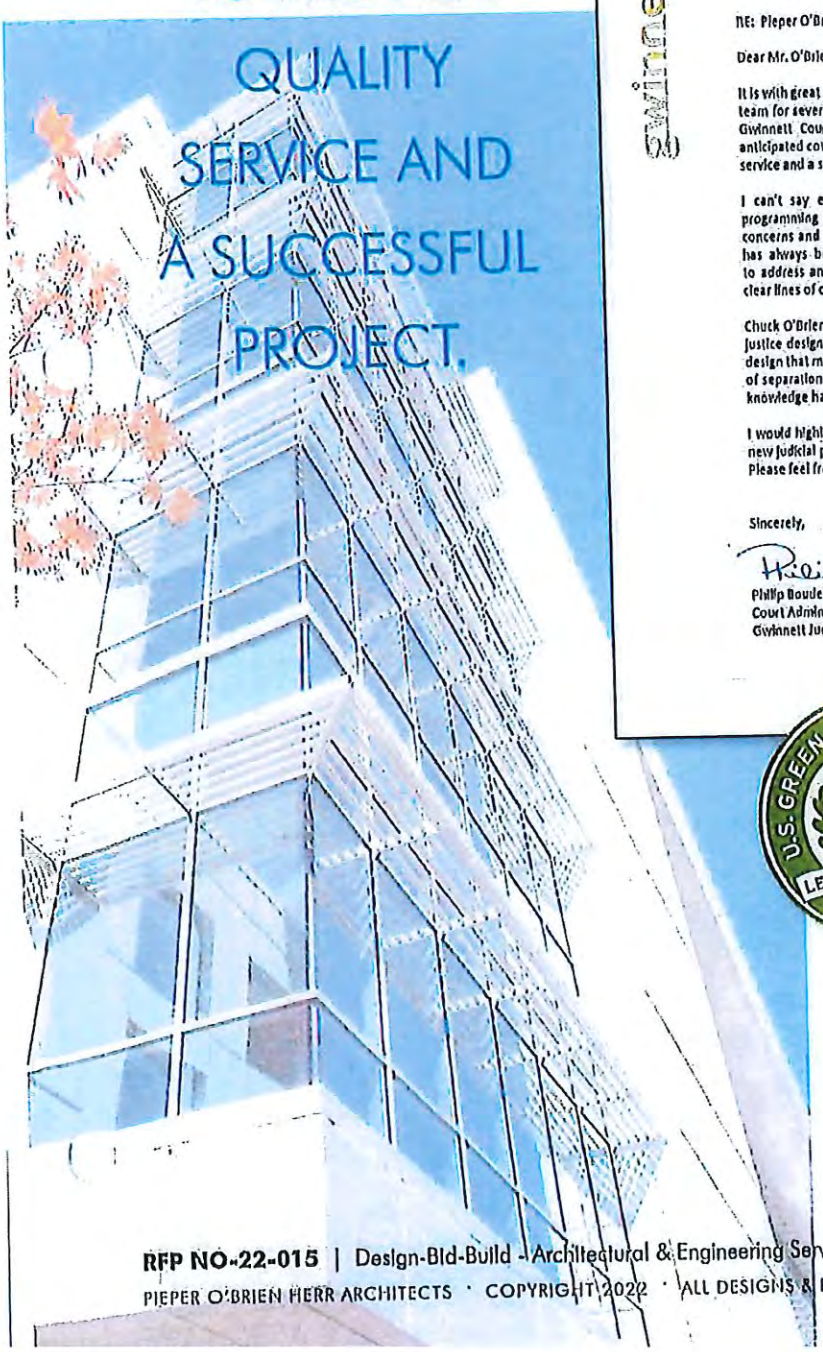
GWINNETT COUNTY COURTHOUSE EXPANSION

"I CAN COUNT ON POH TO PROVIDE QUALITY SERVICE AND A SUCCESSFUL PROJECT."



Gwinnett Judicial Circuit
Office of the Court Administrator

Phillip M. Boudewyns
Court Administrator

gwinnettcounty

April 4, 2014

Mr. Charles O'Brien III
President
Pieper O'Brien Herr Architects
3000 Royal Blvd South
Alpharetta, Georgia 30022

RE: Pieper O'Brien Herr Architects' Justice Design Studio

Dear Mr. O'Brien,

It is with great pleasure that I commend the POH Justice Design Team. I have worked with your team for several years now, and have confidence in their level of knowledge that they bring to Gwinnett County. As we continue working together through the design process of our anticipated courthouse project, I know that I can count on POH to continue to provide us quality service and a successful project.

I can't say enough about your team who has been instrumental in the planning and programming for our courthouse. You have worked with us on the project's administrative concerns and have been very hands-on throughout the life-cycle of this project. Your team has always been very responsive and have made themselves available to our staff, helping to address any questions or concerns. This is one of the many great things about this team - clear lines of communication.

Chuck O'Brien, IV, the Project Designer, has also been a huge asset to the team. He is a great justice designer and very capable of taking our words and our visions and turning them into a design that meets the needs and expectations of our staff. He has demonstrated areas and lines of separation that we may not have thought of while going through this process. This level of knowledge has proven invaluable to our planning staff.

I would highly recommend Pieper O'Brien Herr Architects and its Justice Design Studio for any new judicial project. They would get not only a great team to work with but a great new facility. Please feel free to contact me if you have any questions at 770.822.8563.

Sincerely,

Phillip Boudewyns
Court Administrator
Gwinnett Judicial Circuit

Gwinnett Justice and Administration Center
[illegible] Drive • Lawrenceville, GA 30046

U.S. GREEN BUILDING COUNCIL
LEED CERTIFIED
USGBC

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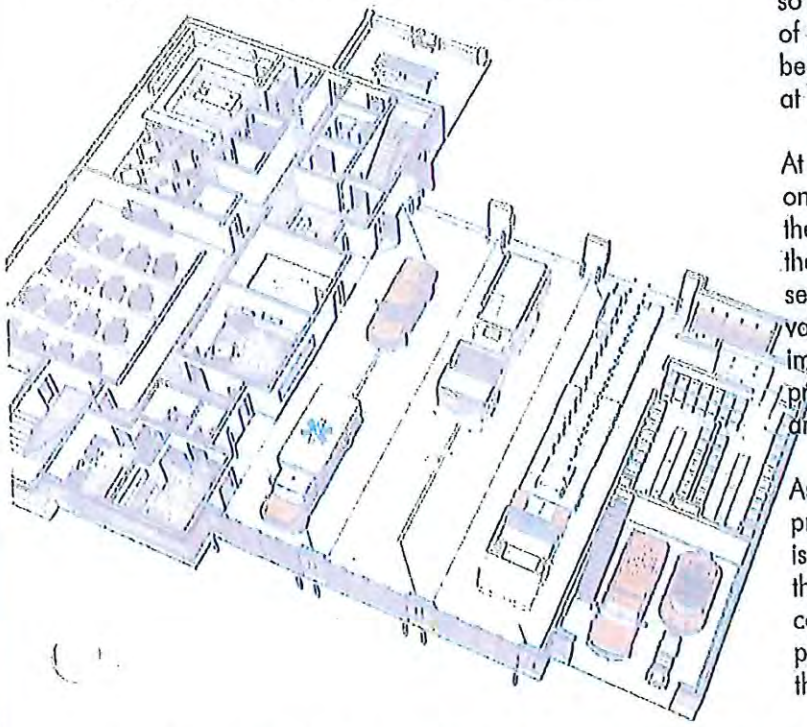
Pieper O'Brien Herr Architects looks forward to working with the city of Fairburn on the design and construction of Fire Station 23. The city will use the design-bid-build method for the project. Fire Station 23 will be located near 5650 Milam Road in Fairburn, GA which is located near the intersection of Milam Road and Senoia Road near Interstate 85. Our firm's task will be to provide architecture, engineering, surveying and other related services as needed for the project. We would lead the site study analysis, programming, and all phases of design documents throughout the entire delivery of the project. The building will be 9,000-sf and include three drive-thru bays, sleeping quarters for eight, day quarters, office space, and a meeting room for firefighters and citizens to use.

We have worked with local city and county governments to design fire stations and other government buildings. Our architectural design team, along with our experienced team of consultants, are well versed in designing these types of projects. Our firm is currently working with the Cobb County Fire Department on renovation and new construction projects at their Fire Training Complex. We recently completed a master plan for the city of South Fulton that includes a fire station, fire administrative headquarters, training center, logistics building and a workout facility. We also worked with Roswell to design Fire Station #4 which has been well received by fire departments across the metro Atlanta area.



COST CONTROL

Pieper O'Brien Herr Architects will implement cost control methodologies right at the project start of Predesign and Programming by developing clear project goals and program priorities, that have buy-in from a broad base of stakeholders, that are associated to cost. Programming sets the direction for the project, so it is important to associate cost at the very beginning of programming discussions. We find it very helpful to begin this association with building the project program at the start of the project.

At this stage we use historical cost data to put price tags on program scope items so that we can then prioritize the scope items. This allows for us to determine where the appropriate budget threshold is for the program and separates the project needs that are most important/valuable and most needed from the needs that are least important/valuable and least needed - prioritizing the project needs in a comprehensive way with schedule and budget without tunnel vision.

As we progress into Design, our program foundation cost model is enhanced and used throughout the project to ensure that costs are communicated clearly and that the project goals can be achieved within the budget.

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BUILDING INFORMATION MODELING (BIM)

Pieper O'Brien Herr Architects has significant, practical knowledge in BIM. Our experience, over many years and projects, ranging in size and type, has led to a refined, streamlined process. We always strive to utilize the strengths of any tool and have found the following advantages in BIM modeling:

As a basic project production tool:

- Improved coordination of construction documents across disciplines
- Visual conflict detection
- Reduced documentation errors
- Reduced duplicity in the production workflow
- Increased information for cost control
- Enhanced conflict detection
- Construction sequencing
- Post Construction tool use by the Owner
- Owner's facility management

3D TECHNOLOGY

Pieper O'Brien Herr Architects' 3D technology and presentation techniques are very immersive. You will be able to virtually "walk" through the proposed concept designs. Many times, we have revised and refined 3D vignettes of discussion points during workshops to demonstrate key factors discussed.

The immediacy of this 3D capability offers decision makers very positive and direct feedback which promotes confidence to make the best choice. We are committed to the use of technology to assist in servicing you more efficiently and effectively.

Immersive 3D Design Work Session

As a Design Tool, our designers use various 3D modeling programs to quickly develop design alternatives in 3D. The 3D modeling capabilities allow the building to be studied from any vantage point "on the ground" or "in the air", as well as from anywhere inside the building. Our software allows us to render the building to simulate the actual materials and colors that will be used on the building to create a realistic impression of what the finished building will look like. We can efficiently alter the design during schematics to study and present multiple solutions The flexibility of the software we use affords us the capability of transferring the design into a range of visual media including live manipulation of the model, short animations, color elevations, and 3D renderings. As the project develops, our team utilizes the 3D model to translate the design concept into a working set of construction documents. The project team continues to reference the 3D model during Construction Documents to identify issues and develop real world solutions.

As a production tool, the firm utilizes Revit (BIM) on a Windows based network. Our Revit (BIM) operators are all design professionals (architects and interior designers). We utilize Revit's full capabilities as a professional tool, not simply as a means of production by non-design professionals.

Pieper O'Brien Herr Architects utilizes current technology through a fully networked studio, current computer programs, desktop internet accessibility, e-mail and voice mail systems. We employ firewalls, information protection with multiple levels of data redundancy, and anti-virus protection to ensure data safety, which enables us to efficiently communicate and share documents directly from our office to our Clients and Consultants.

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Pieper O'Brien Herr Architects has worked on many similar contracts including On-Call, On Demand, Task Order Contracts, Indefinite Delivery Indefinite Quantity, as well as serving as a Standby Architect for clients.

PREDESIGN SERVICES

PreDesign Services typically consist of Master Planning, Programming, Budgeting, and Schedule Development. These efforts establish a foundation for a project and serve as a road map, which guides the project through its completion. Most importantly, these services are the standards against which all design decisions are measured and tested.

PROGRAMMING

We will employ a team-oriented approach working with Fairburn during the Programming Phase that will involve the Owner and the end-users as integral components of the Design Team. We will work closely with your team as active participants to provide you guidance and input into the project at hand. We will define the specific user needs that establish the spatial requirements for each of the critical components of the facility and develop an overall Preliminary Building Area to use as a benchmark for designing the project. This information will be distilled into a comprehensive Program Document, which will serve as a "road map" for designing the project and assist in establishing/confirming a Preliminary Construction Budget for the project.

BUDGETING

We will evaluate the developed program in light of various alternatives to achieve a cost-effective budget, which will meet the program requirements. This information will provide a basis for the overall project budget that will be studied and reviewed by the team's Cost Management Consultant and Fairburn. A discussion of sustainable construction options will be included in these discussions.

SCHEDULE DEVELOPMENT

We will work with Fairburn to establish a realistic time frame for accomplishing each phase of a project, should it be a feasibility study, a conceptual or programming effort or a complete design and construction project. Our schedule will build-in sufficient time for reviews by your staff and other agencies, as required. A part of the scheduling process will be a review of the permitting and phasing options for the construction process.

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DESIGN SERVICES

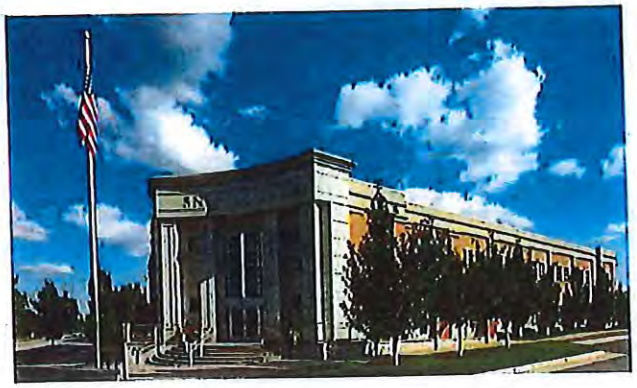
Pieper O'Brien Herr Architects team of qualified professionals will design a first-class facility to support Fairburn. In 51 years of practice, we have designed various buildings including courthouses, administration buildings, fire stations, police precincts, and fleet management facilities. Our team understands the dynamics of meeting the needs and expectations of multiple stakeholders with varying outlooks when designing these types of projects.

We have had the opportunity to manage some difficult and challenging projects – in return, these past experiences prove our ability to successfully navigate and solve unique circumstances. We incorporate evidence-based design into our philosophy. After each project, there is a "lessons learned" meeting with the team – what worked well, and what can we improve upon going forward. Each new project improves by applying these valuable lessons. We strive to make sure the client is very satisfied when the project is complete.

SCHEMATIC DESIGN

Pieper O'Brien Herr Architects is adept at taking Program Document requirements and developing them into viable design solutions. We organize the functional requirements and establish spatial relationships among the various components of the project around the critical adjacencies and functional sizes to lay-out preliminary floor plan alternatives utilizing 3-D design software which allows the team and Fairburn to evaluate the spatial qualities at this early stage of project development.

Considering this project is a new building, we will develop the exterior design within our 3D model along with potential materials palette options. Building systems and services will be evaluated relative to impact on space requirements, sustainability, cost, and schedule to determine optimal impact on the project. The final schematic design will be evaluated relative to the budget and adjustments made to keep the project within the budget limits.



DESIGN DEVELOPMENT

Embellishment of the schematic floor plans to a more thoroughly developed set of plans, elevations and sections, including preliminary designs of any structural, mechanical, electrical, plumbing, security systems and audio/visual involved will be developed utilizing BIM software and directed by our Project Manager. Building materials for the project will be evaluated for their sustainability, performance and aesthetics, as well as the technological requirements of the project.

The final result of the design development phase will be detailed floor plans, interior elevations and typical details. In addition, an outline set of project specifications will be developed for the project's building materials, systems and any FF&E (furnishings, fixtures and equipment) included in the project scope. Throughout the design development we will evaluate the design relative to the budget and adjustments made to keep the project within the budget limits.

INTERIOR DESIGN

Pieper O'Brien Herr Architects will provide interior design services including the lobby, public areas, and living areas. Interior design would include selection of materials and colors and coordinate with furniture for the spaces indicated. Selection of furniture will be coordinated with the fire department.

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CONSTRUCTION DOCUMENTS

Upon approval of the Design Development Phase, our team will provide a detailed set of drawings and specifications required to bid and construct the project. We also facilitate more intense coordination among the various consultants (Civil, Structural, MEP, etc.). Pieper O'Brien Herr Architects' is planning to have two collaborative meetings during the Construction Documents phase of the project. An updated cost estimate will be provided at the end of this phase.

CONSTRUCTION ADMINISTRATION

Pieper O'Brien Herr Architects realizes the critical nature of the construction process and thereby commits first priority to serve clients' projects when they are under construction. No project is more important than a project under construction. Our project team is proactive during this phase, providing additional information to the field quickly. This rapid response minimizes schedule interruption and inconvenience to the GC and ultimately Fairburn. We will coordinate consultant visits to coincide with the levels of activity taking place.

In administering the Construction Contract, our Pieper O'Brien Herr team will make monthly visits to the job to observe and assess the construction progress for compliance with the Construction Documents and conduct Owner, Architect, Contractor (OAC) meetings. We will monitor the project's compliance with the project schedule and budget, review shop drawing submittals, issue responses to questions from the field and certify GC pay applications. A detailed Field Report will be prepared and submitted to Fairburn for review based on our observations.

We feel that construction proceeds smoother by developing a team approach with the General Contractor to develop a collaborative approach. To enhance this approach, we have developed procedures that make the construction process easier for the GC, including:

- Time is scheduled in our office for material shop drawing review and coordination. Budgeting time in this manner assures that submittals proceed efficiently, and the project schedule is maintained or bettered.

- Highly effective electronic (iPad-based) punch list system that provides the GC with a detailed set of plans indicating the specific location of the problem rather than trying to locate it. The bottom line for the GC and the client is a significant reduction in days required for corrective work to be accomplished.

DESIGN REVIEW SERVICES

Pieper O'Brien Herr Architects has provided Design Review services including the review of design documents and specifications for constructability and code compliance, interdisciplinary coordination, value engineering and adherence to specific Owner standards and practices. We have a reputation within the industry for producing excellent construction documents and utilize our design management tools and checklists in the review of all of our work.

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COORDINATION/ COMMUNICATION WITH FAIRBURN

Communication is the key to successfully solving complex project issues; it is the thread that will provide consistency, accurate sharing of information, build trust and provide a design that addresses concerns of all key stakeholder parties balanced with the realities of budget and schedule. Our firm is often recognized for our effective communication style in working successfully with our clients, contractors and subcontractors. We are proud of our accomplishments, as they are a testament to our partnering and work ethic. We use a diverse set of design tools ranging from physical models and drawings to advanced computer models and virtual reality simulations ensuring that all key stakeholders understand the space program, technical issues, cost and schedule implications of design decisions.

We strive to maintain open lines of communication among all the project team members by listening to all sides of an issue. Often the solution to complex issues comes from the most unlikely source and being open to dialogue is key.

We utilize many types of communication systems to maintain team connectivity, from simply being available by phone or e-mail and remote server access for those times when an individual is out of the office, to weekly team updates with Newforma (action items) and regularly scheduled meetings. Electronic transfer of documents, posting documents to websites such as eBuilder and other collaborative web-based systems such as Newforma are regularly used.

Through conscientious listening, programming, and knowledge, the Pieper O'Brien Herr Architects' team will respond to the **City of Fairburn's** needs by providing innovative design solutions that combine the appropriate function and efficiency with aesthetics, enhance the environment and safety, incorporate technology, and fulfill budgetary and scheduling objectives.

MANAGEMENT TOOLS

Pieper O'Brien Herr Architects uses Newforma Project Center as a full-spectrum project information and project management (PIM) software for the design team management. It helps our teams execute projects faster, streamline work processes, improve coordination and communication, increase visibility into costs and quantities, enable greater repeatability of project success and improve client service.

We also utilize Deltek Vision as our enterprise management software. It consolidates business processes and streamlines delivery of projects. Deltek Vision application suite meets our project-based information needs including time and expense capture, billing, financial, clients and business development. Additionally, we utilize Deltek scheduling software and other planning systems to track project progress and schedule resources for the timely completion of projects. We believe that this proactive approach to the planning of the project helps us ensure the success of the project.

QUALITY ASSURANCE / QUALITY CONTROL

Pieper O'Brien Herr Architect's Quality Assurance Program is based on the belief that the success of any project depends upon proper planning, follow-through and adherence to the following key factors:

- **Continuity of the Team.** Both in-house and consultant team members are selected based on their experience and expertise relative to a particular project and remain on that project team from start to finish.
- **Vigilance at Every Level.** Every individual assigned to the project team, from Principal to draftsperson, understand that quality is their responsibility.
- **Communication.** Open communication channels are established and maintained among the in-house team, consultants and client. All issues are documented and confirmed throughout every phase of each project, from programming through construction contract administration.
- **Review.** A period of time for in-house review and consultant coordination is set aside at the completion of each phase of the project prior to submittal to the client.

For each project, the Project Manager maintains a project manual, which provides step-by-step quality control check lists to be completed for every phase of each project. The assigned Project Manager conducts a thorough review of construction documents at 50% and 75% completion. As an additional quality control measure, our computerized specification (Masterspec) system can interface with our CADD system to provide the Project Manager with coordination checklists.

Final construction documents go through a final in-house review process, which includes:

- Project Manager Review
- Principal Review
- Consultant Coordination Review
- Redlines
- Constructability Review
- Submittal to the Client

PIEPER O'BRIEN HERR ARCHITECTS

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Fairburn
Situated to Succeed

SPECIALIZED EXPERIENCE - FIRE STATION, PUBLIC SAFETY TRAINING, AND POLICE STATIONS

Pieper O'Brien Herr Architects brings you a wealth of experience designing a wide variety of public buildings. We have worked with many Federal, State, and Local jurisdictions, as well as the Department of Homeland Security. We understand the nuances associated with codes and criteria for public facilities. Specialized buildings demand a breadth of expertise from a design team capable of incorporating the many influences in security, technology, and wayfinding. Our team has a clear understanding public building design, including:

Fire Station Design
- Roswell Fire Station #4
- Roswell Fire Station #1 Bunk Room Renovations
- Fayetteville Fire Station #93
- Cobb County Fire Station #29 Site Study
- Hartwell Fire Station Needs Assessment and Concept Design
- Canton Fire Station #9 Concept Design
- Canton Public Safety Center Concept Design
- Gainesville Fire Station Concept Design

Public Safety - Police and Training
- City of South Fulton Public Safety Center
- Albany Law Enforcement Center
- Alpharetta Police Headquarters
- Alpharetta Police Headquarters Expansion
- Brookhaven Police Headquarters Renovation
- City of Arcade City Hall and Police Headquarters
- City of Duluth Public Safety Center
- Gwinnett County Westside Police Precinct
- Gwinnett County Police Training Facility
- Hartwell City Hall, Police Department and Jail
- City of McDonough Courts/Police Facility
- City of Roswell Public Safety Complex
- City of Snellville Police Headquarters

Current On-Demand Contracts
- City of Atlanta
- Clayton County
- Cobb County
- Dekalb County
- Gwinnett County
- Gwinnett County Transportation
- City of Roswell Park and Recreation

GOVERNMENT AGENCIES

County Governments:
- Athens-Clarke County
- Banks County
- Bleckley County
- Catoosa County
- Cobb County
- Cherokee County
- Clayton County
- Crawford County
- Crisp County
- Dawson County
- DeKalb County
- Dodge County
- Douglas County
- Gordon
- Floyd County
- Forsyth County
- Gordon County
- Gwinnett County
- Hall County
- Hart County
- Johnson County
- Madison County
- Oglethorpe County
- Paulding County
- Pulaski County
- Rockdale County
- Stephens County
- Sumter County
- Towns County
- Union County
- Whitfield County

City Governments:
- Atlanta
- Albany
- Alpharetta
- Arcade
- Athens
- Brookhaven
- Canton
- Conyers
- Cordele
- Covington
- Cumming
- Doraville
- Duluth
- Eastman
- East Point
- Hartwell
- Kennesaw
- McDonough
- Milan
- Milton
- Norcross
- Rome
- Roswell
- Snellville
- South Fulton
- Vienna

Federal Agency:
- General Services Administration

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IN-HOUSE INTERIOR DESIGN STUDIO

Our award-winning interior designers innovatively create design solutions that reflect the client's vision, balance function and efficiency with aesthetics, enrich the environment, and fulfills budgetary and scheduling objectives. The Interior Design Studio constantly presents fresh ideas and lasting experience to clients to enhance their vision and invigorate their environments.

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PIEPER O'BRIEN HERR ARCHITECTS

IN-HOUSE GRAPHIC DESIGN STUDIO

Our in-house Graphic Design team produces wayfinding and environmental graphics, often utilized to enliven interior spaces to exceed their potential. Utilizing state-of-the-art hardware and a wide range of the latest graphics software, we work with clients to unify their ideas with our expertise and technology to produce quality visuals and suit an array of unique uses.

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LITIGATION STATEMENTS AND FINANCIAL STATUS

Pieper O'Brien Herr Architects, Ltd.'s financial status is solid and debt free, having all accounts payable current and an operating. The strength of the firm is evident by our celebrating being in business 51 years in 2022. The firm has been ranked among the **Top 25 Architectural Firms** in Atlanta for the past 29 years, and the **Top 25 Commercial Interior Design Firms** for the past 20 years, by the Atlanta Business Chronicle. We are also ranked among the Top 300 US Design Firms by Architectural Record Magazine. We can supply a balance sheet any time during the negotiation process.

Pieper O'Brien Herr Architects Ltd. does not have any actions taken by any regulatory agency against or involving the firm or its agents or employees with respect to any work performed.

Pieper O'Brien Herr Architects Ltd. does not have any litigation against the firm or its agents or employees with respect to any work performed and has not had any litigation during the past five years.

Pieper O'Brien Herr Architects Ltd. has never been removed from a design service contract or failed to complete a contract as assigned. See next page for insurance coverage information.

Pieper O'Brien Herr Architects has not been involved with any projects in the last three years where the initial program, project budget or initial schedule was exceeded. Also, no contract penalties or damages have been assessed during that time period. We pride ourselves in working closely with our clients on the front-end and throughout the project to quickly resolve any issues that may arise to the client's satisfaction.

Annual revenue for the past five years:

2021 - $13,044,000.00
2020 - $10,073,000.00
2019 - $15,379,000.00
2018 - $17,390,000.00
2017 - $16,396,000.00

Financial & Main Banking Reference

Kathy French | Ameris Bank
Vice President, Branch Manager, NMLS #545255
1325 Hembree Road, Roswell, GA 30076
(D) 404-553-2451 | (F) 770-667-4909
Kathy.French@amerisbank.com

PROJECT TIME-LINE: DELIVERABLES:

PIEPER O'BRIEN HERR ARCHITECTS

Award of Project | Release Site Surveying

PROGRAMMING **3 weeks**

- Meeting with FD staff to determine needs
- Develop programming documents
- Meeting with FD staff to review program and spatial plans
- Finalize programming document

SCHEMATIC DESIGN **3 weeks (design) 2 weeks (cost estimate)**

- Based on approved programming document, develop floor plans and elevations for review
- Begin work on Site plan, utilities and retention documentation
- Meeting to review proposed plan and design
- Finalize design documents
- Cost Estimator to provide ballpark s.f. cost at this stage based on historical data of similar projects
- Review cost estimate
- Presentation to City Council as req'd

DESIGN DEVELOPMENT **(4 weeks design) 4 weeks (cost estimate)**

- Further develop the building and site plans based on the approved SD package and budget estimate
- The MEP and Structural would start planning the appropriate systems for the building
- The Civil engineer will continue with the site design
- Begin discussions on AV/Security needs
- Begin discussions on interior design for materials
- Begin discussion with Furniture and Equipment Vendors, produce plans for their use
- Provide cost estimate based on DD drawings
- Presentation to City Council as req'd

CONTRACT DOCUMENTS **(4 weeks)**

- Begin final Contract Documents based on approved DD documents and cost estimates
- Produce specifications
- Review Vendor FF&E proposals with FD and City Staff
- Review final documents with FD
- Finalize Civil documents and prepare to submit for LDP
- Provide cost estimate based on CD drawings

BIDDING **(6 weeks)**

- Prepare bid package along with FD and staff (electronic documents only)
- Review bids and contractor qualifications with FD and Staff (offer opinions of suitability)

CONSTRUCTION ADMINISTRATION **(8 months)**

- An eight-month construction period is anticipated
- Monthly site visits and attendance at OAC meetings
- Provide Punchlist at substantial completion
- Provide Punchlist follow-up
- Commissioning of systems between GC and FD and City Staff

APPROXIMATE DURATION FOR DESIGN AND CONSTRUCTION.....14 months

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PIEPER O'BRIEN HERR ARCHITECTS

EXHIBIT A - ARCH FEE SCHEDULE

	SITE PLAN STUDY	PROGRAMMING	CONCEPTUAL DESIGN	SD (15%)	DD (40%)	CD (40%)	PERMITTING	BIDDING AND NEGOTIATION (5%)	CONTRTUCTION ADMIN (5%)	COMMISSIONING *****	TOTALS
ARCHITECTURAL AND INTERIOR DESIGN	**	4,535	***	6,720	22,560	3,7000	2,000	4,700	2,6500		104,015
MEP/FP				10,055	2,6813	2,6813			3,352		67,032
STRUCTURAL ******				1,403	3,740	3,740			468		9,350
CIVIL				6,518	1,7380	1,7380			2,173		4,3450
SURVEY/ GEOTECHNICAL/ ENVIRONMENTAL	6,050										6,050
LANDSCAPING				990	2,640	2,640			330		6,600
SECURITY/AV *											
FF&E ******					3,360						
COST ESTIMATING				1,815	3,630	6,655					12,100
GRAND TOTAL	**6,050**	**4,535**		**27,500**	**80,123**	**94,228**	**2,000**	**4,700**	**32,822**		**248,597**

*Included in MEP Fee
** Included in Schematic Design
*** Included in Schematic Design
***** Performed by GC - AE Punchlist included in CA
****** Provide furniture plans for vendor to price from - coord with Vendor
****** Structural Cost based on pre-fab structure - Additional $ 14,700 for conventional structure

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EXHIBIT A - ARCH FEE SCHEDULE REVISED

PIEPER O'BRIEN HERR ARCHITECTS

	SITE PLAN STUDY	PROGRAMMING	CONCEPTUAL DESIGN	SD (15%)	DD (40%)	CD (40%)	PERMITTING	BIDDING AND NEGOTIATION (5%)	CONTRTUCTION ADMIN (5%)	COMMISSIONING *****	TOTALS
ARCHITECTURAL AND INTERIOR DESIGN	**	4535	***	6720	22560	37000	2000	4700	26500		104015
MEP/FP				10055	26813	26813			3352		67032
STRUCTURAL ******				3608	9620	9620			1203		24050
CIVIL				6518	17380	17380			2173		43450
SURVEY/GEOTECHNICAL/ENVIRONMENTAL	6050										
LANDSCAPING				990	2640	2640			330		6050
SECURITY/AV *											6600
FF&E ******					3360						
COST ESTIMATING				1815	3630	6655					12100
GRAND TOTAL	6050	4535		29705	86003	100108	2000	4700	33557		266,660

Included in MEP Fee

** Included in Schematic Design

*** Included in Schematic Design

***** Performed by GC - AE Punchlist included in CA

****** Provide furniture plans for vendor to price from - coord with Vendor

PIEPER O'BRIEN HERR ARCHITECTS

EXHIBIT C- Hourly Rates

Category	Hourly Rates
Project Manager	$165 - $180
Principal	$220
Associate	N/A
Senior Engineer	$180
Engineer	$150
Designer	$160
CADD Operator	$110
Administrative	$80
Site Visit	$1,200

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CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: RESOLUTION AUTHORIZING THE CITY OF FAIRBURN TO ENTER INTO AN IGA WITH THE CITY OF SOUTH FULTON FOR THE WHITE MILL ROAD FULL-DEPTH RECLAMATION PROJECT

(X) AGREEMENT	( ) POLICY / DISCUSSION	( ) CONTRACT
( ) ORDINANCE	(X) RESOLUTION	( ) OTHER

Submitted: 09/30/2022 **Work Session: N/A** **Council Meeting: 10/10/2022**

DEPARTMENT: Community Development

BUDGET IMPACT: The budget impact will be $158,400. The project expenditures will come out of account number (360-0000-54-1410) T-SPLOST Infrastructure-Roadway.

PUBLIC HEARING: ( ) Yes ( ) No

PURPOSE: For Mayor and Council to approve a Resolution authorizing the City of Fairburn to enter into an Intergovernmental Agreement with the City of South Fulton for the White Mill Road Full-Depth Reclamation Project.

HISTORY: White Mill Road is partially inside the City of South Fulton and partially inside the City of Fairburn and is in desperate need of maintenance. Both Cities feel that it is in the mutual interest of both parties to enter into this Intergovernmental Agreement for the purpose of this regional transportation improvement project which will beautify and provide roadway improvements to both Cities.

FACTS AND ISSUES: Through the proposed agreement the City of Fairburn will be responsible for $158,400 or 9% of the construction costs ($1,760,000). The City of South Fulton would be responsible for $1,601,600 or 91% of the construction costs. The proposed IGA is the means by which the funding agreement between the two Cities will be formalized.

FUNDING SOURCE: The project expenditures will come out of the T-SPLOST Infrastructure-Roadway account (360-0000-54-1410).

RECOMMENDED ACTION: Staff recommends that Mayor and City Council approve the Resolution to enter into the Intergovernmental Agreement with the City of South Fulton for the White Mill Road Full-Depth Reclamation Project.

Tony M. Phillips, City Administrator

STATE OF GEORGIA RESOLUTION NO:_____
COUNTY OF FULTON

A RESOLUTION AUTHORIZING THE CITY OF FAIRBURN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF SOUTH FULTON FOR THE WHITE MILL ROAD RECLAMATION PROJECT; TO ESTABLISH AN EFFECTIVE DATE; AND FOR OTHER RELATED PURPOSES.

WHEREAS, the City of Fairburn (the "City") and the City of South Fulton ("South Fulton") are each a municipal corporation duly organized and existing under the laws of the State of Georgia (the City and South Fulton collectively referred to as the "Cities"); and

WHEREAS, the duly elected governing authority of the City, is the Mayor and Council thereof ("City Council"); and

WHEREAS, the Georgia Constitution, Article IX, Sec. II, Par. III (b)(2) authorizes the Cities to enter into intergovernmental agreements with other counties or municipalities; and

WHEREAS, South Fulton is working as the project sponsor for the White Mill Road Full-Depth Reclamation Project; and

WHEREAS, the City of Fairburn wishes to coordinate with the City of South Fulton for the White Mill Road Full-Depth Reclamation Project, which includes SR 92 (Campbellton-Fairburn Road to Rivertown Road) (the "Project") that are primarily inside the City of South Fulton, but does include portions within the City of Fairburn; and

WHEREAS, the City, after due consideration, has determined that it is in the best interest of the City to enter into an Intergovernmental Agreement (the "IGA") for the purpose of this the Project which will beautify and provide roadway improvements to both Cities.

NOW THEREFORE BE IT RESOLVED that the Mayor is authorized to execute the Intergovernmental Agreement, in substantially the form attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED, in the event any section, subsection, sentence, clause, or phrase of this Resolution shall be declared or adjudged invalid or unconstitutional, such adjudication shall in no manner affect the previously existing provisions of the other sections, subsections, sentences, clauses or phrases of this Resolution, which shall remain in full force and effect as if the section, subsection, sentence, clause or phrase so declared or adjudicated invalid or unconstitutional were not originally a part thereof. The City Council declares that it would have passed the remaining parts of this Resolution if it had known that such part or parts hereof would be declared or adjudicated invalid or unconstitutional.

BE IT FURTHER RESOLVED, this Resolution shall become effective immediately upon signature by the Mayor.

BE IT FINALLY RESOLVED, that any and all resolutions in conflict with this resolution be and the same are hereby repealed, only to the extent of such conflict.

This ____ day of _____, 2022.

_____
Mario B. Avery, Mayor

ATTEST:

_____
Brenda B. James, City Clerk

APPROVED AS TO FORM:

_____
Rory K. Starkey, City Attorney

EXHIBIT A

INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF SOUTH FULTON FOR THE WHITE MILL ROAD RECLAMATION PROJECT

(STATE OF GEORGIA)

(COUNTY OF FULTON)

INTERGOVERNMENTAL AGREEMENT

White Mill Road Full-Depth Reclamation Project – SR 92 (Campbellton-Fairburn Rd to Rivertown Road)

This agreement made by and between City of South Fulton, Georgia, a subdivision of the State of Georgia (hereinafter referred to as "**City of South Fulton**") and City of Fairburn, Georgia, a subdivision of the State of Georgia (hereinafter referred to as "**City of Fairburn**"), each of whom has been duly authorized to enter this agreement,

WITNESSETH:

WHEREAS, the City of South Fulton is working as the project sponsor for the White Mill Road Full-Depth Reclamation Project; and

WHEREAS, the City of South Fulton wishes to coordinate the full-depth reclamation of White Mill Road Full-Depth Reclamation Project – SR 92 (Campbellton-Fairburn Rd to Rivertown Road) under the above-mentioned project which is mostly inside of the City of South Fulton and partially inside of the City of Fairburn; and

WHEREAS, both Cities feel that in it is the mutual interest of both parties to enter into this Intergovernmental Agreement for the purpose of this regional transportation improvement project which will beautify and provide roadway improvements to both Cities; and

NOW, THEREFORE, for and in consideration of the mutual promises and covenants set forth herein, the sufficiency and adequacy of which are hereby acknowledged, the parties agree as follows:

1. Description of Project – The project consists of full depth reclamation, asphalt paving and striping on White Mill Road from SR 92 (Campbellton-Fairburn Rd) to Rivertown Road.

2. Design Costs - The City of South Fulton conducted the preparation of the construction plans for the project. The South Fulton was responsible for all engineering costs ($18,120.00) associated with the preparation of procurement documents necessary to design that portion of the project inside of the boundary of the City of Fairburn.

3. Right-of-Way (ROW) Costs: There are no anticipated ROW costs.

4. Utility Relocations - The City of South Fulton shall be responsible for one hundred percent (100%) of the necessary cost of utility relocations associated with the project inside of their City boundary. The City of Fairburn shall be responsible for one hundred percent (100%) of the necessary cost of utility relocations associated with the project inside of their boundary. All effort will be made to avoid utility relocation for this project.

5. Construction Cost – The City of South Fulton will contract with a contractor to construct the project. The City of Fairburn shall be responsible for all construction costs necessary to construct the project inside the boundary of the City of Fairburn. The City of Fairburn's total estimated cost for construction is **$ 158,400 or 9% of the construction costs ($1,760,000) of the full-depth reclamation of White Mill Road, from SR 92 (Campbellton-Fairburn Road) to Rivertown Road.** Said payment to the City of South Fulton shall be due within 30 days after final completion of the construction activities. Please reference Exhibit "A" for the itemized breakdown of estimated construction cost.

6. Funding – In consideration of and with respect to funding to be provided by the City of Fairburn, the City of South Fulton agrees that it shall maintain records of the expenditures of all funds and such records shall be maintained in accordance with generally accepted accounting procedures. The City of South Fulton shall comply with all Federal, State and County regulations governing the use of any of the funds provided by the City of Fairburn for this project.

7. Notices – All notices pursuant to this agreement shall be served as follows:

   As to City of South Fulton, Georgia:

   Mayor
   5440 Fulton Industrial Blvd.
   Atlanta, Georgia 30336

   As to City of Fairburn, Georgia:

   Mayor
   56 Malone St., SW
   Fairburn, Georgia 30213

8. Term of Agreement - The term of this Agreement shall commence upon the date set forth above and shall terminate either one (1) year from that date or at such time as the construction of the **White Mill Road** Full-Depth Reclamation Project has been completed and fulfilled. The let date for this project was _____, 2022. The anticipated Notice of Award date is _____, 2022.

9. Termination - This Agreement may be terminated by written agreement between City of South Fulton and the City of Fairburn, by the failure of a party to fulfill a material obligation, or by operation of law.

10. Governing Law - This Agreement shall be governed in all respects as to validity, construction, and performance by the laws of the State of Georgia.

11. Entire Agreement - This Agreement and its exhibits, incorporates and includes all prior negotiations, correspondence, agreements, or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained

in this document. No other writings or oral agreements or conversations shall affect or modify any of the terms or obligations herein contained. This agreement is for the benefit of the parties hereto only and is not intended to benefit any third party, and no provisions contained within this agreement are intended to nor shall they in any way be construed to relieve any contractor performing service in connection with this Project of any liability or responsibility to perform the services in a safe and responsible manner or to complete the work in a good, substantial, and workmanlike manner. No provision in this agreement is intended to nor shall it be construed to in any way waive immunities or protections provided to either City of South Fulton of City of Fairburn by the Constitution and laws of the State of Georgia.

12. Amendment - No variation or modification of this Agreement shall be valid unless made in writing and executed by all parties.

13. Severability - If any section of this Agreement is found to be void or invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.

14. Counterparts - This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

IN WITNESS WHEREOF, the parties hereto acting through their duly authorized agents have caused this agreement to be signed and delivered on the date set forth below.

This 27th day of May, 2022

CITY OF SOUTH FULTON, GEORGIA

ATTEST: _____ By: _____

Corey E. Adams, Sr.
City Clerk (Seal)

Khalid kamau, Mayor
City of South Fulton

APPROVED AS TO CONTENT:

_____

Antonio Valenzuela
Director, Public Works Department

APPROVED AS TO FORM:

_____ 5/24/22

Vincent D. Hyman
City Attorney

CITY OF FAIRBURN, GEORGIA

ATTEST: _____ By: _____

Deannia Ray
City Clerk

Mario Avery, Mayor
City of Fairburn

APPROVED AS TO CONTENT:

APPROVED AS TO FORM:

_____

Director, Community Development/Public Works

_____

City of Fairburn Attorney

EXIBIT "A" CONSTRUCTION COST

	White Mill Road Full-Depth Reclamation Project – SR 92 (Campbellton-Fairburn Rd to Rivertown Road)				
	ITEM DESCRIPTION	**QUANTITY**	**UNIT**	**UNIT PRICE**	**TOTAL**
	Traffic Control				
	Temporary Silt Fence, TP C				
	Full Depth Reclamation of 14 IN of Existing Asphalt, Conc. and Subgrade with Cement Stabilization				
	Cement for Stabilization @ 90 LBS/SY				
	Recycled Asph Conc. 12.5 MM Superpave, GP 2 only, Incl. Bitum Matl & H Lime				
	Recycled Asph Conc. 19 MM Superpave, GP 1 or 2, incl. Bitum Matl & H Lime				
	Tack Coat				
	Thermoplastic Solid Traf Stripe, 5 IN, White				
	Thermoplastic Solid Traf Stripe, 5 IN, Yellow				
	Thermoplastic Solid Traf Stripe, 24 IN, White				
	Raised PVMT Markers, TP 1				
	Raised PVMT Markers, TP 3				
	Mill Asph CONC PVMT, Variable Depth				
	Adjust Manhole to Grade				
			PROJECT SUBTOTAL		**$**

City of South Fulton 91% match = $

City of South Fulton 9% match = $

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: APPROVAL OF CONTRACT AWARD FOR ON-CALL PROFESSIONAL ENGINEERING & LANDSCAPE ARCHITECTURAL SERVICES WITH POND & COMPANY

( ) AGREEMENT	( ) POLICY / DISCUSSION	(X) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	( ) OTHER

Submitted: 09/30/2022 **Work Session:** 1 **Council Meeting: 10/10/2022**

DEPARTMENT: Community Development

BUDGET IMPACT: The budget impact will be based on project specific task orders.

PUBLIC HEARING: ( ) Yes ( ) No

PURPOSE: For Mayor and Council to approve a Contract Award with Pond & Company for On-Call Professional Engineering & Landscape Architectural Services.

HISTORY: The Request for Proposals (RFP) was released on May 25, 2022. The scope of the work includes civil engineering/site development plan review services to include landscape plan review services and other special projects as needed over a period of three years. The proposals were due on June 24, 2022, and a total of five (5) proposals were received.

FACTS AND ISSUES: After completion of the evaluation of the proposals received, it was determined that Pond & Company was the respondent most qualified to perform the work based on the established evaluation criteria.

FUNDING SOURCE: The funding source will be determined by project specific task orders. However, plan review assistance services project expenditures will come out of the Public Works Administration Professional Services Account (100-4100-52-1200).

RECOMMENDED ACTION: Staff recommends that the Mayor and Council approve a Contract Award with Pond & Company for On–Call Construction Management & Project Management Services and authorize the Mayor to sign the Agreement for Professional Services for these services.

Tony M. Phillips, City Administrator

RFP# 22-009 On-Call Professional Engineering Landscape Architectural Services Evaluation Form - Committee Totals

Rank	Firm	Proposal Evaluation					
		Committee Member/Evaluator 1	Committee Member/Evaluator 2	Committee Member/Evaluator 3	Committee Member/Evaluator 4	Weighted Totals	Notes, Comments, etc.
4	CPL	82.0	92.5	84.0	90.8	349.3	
3	Atlas Technical Consultants, LLC	76.5	98.5	85.5	92.1	352.6	
2	Keck & Wood, Inc.	79.0	98.5	87.0	90.4	354.9	
5	Robert and Company	77.0	89.5	67.5	85.0	319.0	
1	Pond & Company	88.5	98.5	90.5	91.9	369.4	

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is made and entered into this 10th day of October 2022 by and between **POND & COMPANY**, a Georgia corporation ("Contractor") and THE CITY OF FAIRBURN, a municipality incorporated in the State of Georgia ("City").

Recitals:

A. The City desires to secure professional service associated with the management of the construction of several improvement projects (the "Project").

B. The City has selected Contractor to perform certain Professional Services in connection with the Project, as more specifically set forth below.

C. The City and Contractor desire to enter into this Agreement to set forth the terms and conditions of the services to be provided by Contractor.

D. The City has established the necessary funding for the project through a combination of local, state, and federal funds.

NOW, THEREFORE, in consideration of the matters recited above, the mutual covenants set forth herein, and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. Recitals. The foregoing recitals are true and correct and incorporated herein.

2. Services by Contractor. Contractor shall perform the following services as directed by the City, or its designee, and in compliance with requirements of the proposal dated June 24, 2022, and approved by City Council on October 10, 2022:

(a) Perform the Professional Services as indicated on the Request for Proposal dated June 24, 2022 (Attachment 1);

(b) Compile or provide the necessary database of information to complete the scope of work;

(c) Keep the City, or its appointee, informed and apprised as to the status of progress by way of regular status reports;

(d) Coordinate with the City staff and any stakeholders in the performance of all of Contractor's services;

(e) Prepare and maintain files and records in compliance with requirements of the City and Georgia Open Records Act.

3. Contractor's Compensation. For the services to be performed by Contractor described in Section 2 hereof, Contractor will be compensated by the City as outlined on Attachment 2 – Fee Proposal. Payments will be due as follows:

(a) Payment for services rendered will be invoiced monthly and due 30 days after receipt by the City;

(b) Payment for reimbursable and hourly expenses may be invoiced on demand and will be due 30 days after receipt by the City;

No expenses of Contractor shall be reimbursable by the City unless approved in advance in writing by the City. Any additional services, not enumerated in this Agreement or its attachments, which might be required will be outside the scope of this agreement unless mutually agreed by City and Contractor.

4. Contractor's Duties. Contractor shall perform all services required hereunder in a professional manner, adhering to the requirements of Georgia law and standard policies and procedures. Contractor shall be solely responsible for obtaining and maintaining all licenses, if any, required under applicable laws, rules and ordinances necessary for the performance of its services described herein. Contractor shall keep the City and its project manager informed (on at least a weekly basis through informal meetings and correspondence) as to the status of the Project.

4.1 *Contractor Personnel.* Contractor acknowledges that the City selected Contractor for the Project because of the knowledge and experience of certain of Contractor's personnel. Contractor agrees that it shall use experienced and qualified individuals for the performance of each of Contractor's duties and obligations hereunder.

5. City's Responsibilities. The City and its agents shall endeavor to perform the following in a timely manner in order to facilitate Contractor's performance of its services required hereunder:

(a) Furnish plans, surveys, and/or plats of the parcels of property or studies in its possession needed for the Project;

(b) Coordinate with the Contractor in establishing a working relationship with the local government agencies and stakeholders;

(c) Establish procedures and guidelines for responding quickly to requests for information and documentation;

(d) Coordinate with the Contractor in establishing a management and coordination process to facilitate effective communication and coordination among the City, its agents and professionals, and the Contractor.

6. Duration and Termination. This Agreement shall remain in effect for an initial term beginning October 10, 2022 and shall terminate absolutely and without further obligation on the part of City at the close of the calendar year in which it is executed (the "Initial Term")

and at the close of each succeeding calendar year for which it may be renewed; provided, however, that this Agreement will automatically renew for three (3) additional one (1) year terms (each a "Renewal Term" and together with the "Initial Term", the "Term"), unless either party provides at least thirty (30) days' written notice of its intent not to renew to the other party prior to the start of any Renewal Term. The City may terminate this Agreement for any reason whatsoever upon ten (10) days advance notice to Contractor; provided, however, in the event that Contractor defaults with respect to any of its obligations hereunder, the City may terminate this Agreement immediately, with or without notice. In the event of such termination by the City, the City shall compensate Contractor for all services performed up to the date of termination, and the City shall have no further liability to Contractor, including without limitation, no liability for lost profits. Contractor shall deliver to the City all "work in progress" including, but not limited to, drafts of documents, contact information and status of negotiations. Notwithstanding the foregoing, this Agreement will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the City under this Agreement.

7. Status. Contractor is, as to the City, an independent contractor and is not nor shall Contractor be deemed to be an employee or agent (except as set forth below) of the City for any purpose whatsoever and nothing contained herein shall be deemed to constitute a contract of employment. In furtherance of the foregoing, Contractor acknowledges that: (a) it is not an employee of the City, (b) it will be working for the City on a temporary basis, (c) the City is not responsible for paying to Contractor or on Contractor's behalf any income tax withholding, unemployment taxes or compensation, workers' compensation premiums or benefits, health insurance premiums or benefits, or any other employment benefits, (d) it is ineligible to participate in, or receive anything from, any City benefit program. Notwithstanding the foregoing, Contractor shall act in the City's behalf for the specific land acquisition activities related herein and Contractor shall only act on the specific instructions and agreements with the City.

8. Insurance and Indemnity. Contractor shall maintain a policy of comprehensive general liability insurance in the combined single limit of at least $1,000,000 to cover any claims arising out of the performance of the services under this Agreement. Contractor shall indemnify, hold harmless and defend the City from any and all claims, charges, lawsuits and liabilities arising out of or relating to any act or omission of Contractor or its agents.

9. Assignability. The City is entering into this Agreement in reliance upon the particular qualifications of Contractor to perform the services herein described. This Agreement may not be delegated or assigned by Contractor and any purported delegation or assignment by Contractor of this Agreement (or rights hereunder) is void unless Contractor has first obtained the prior written consent of the City which consent may be withheld for any reason or no reason. The City may assign this Agreement, in its discretion, to other local government(s) or state agencies with authority for public right of way issues within its jurisdiction.

10. Confidentiality. Except as required by law or by court order, Contractor shall not disclose any information related to the negotiations or agreements with Landowners or related to the performance of its services for the City without the prior written consent of the City.

11. Notices. All notices required or permitted hereunder shall be in writing and shall be served on the parties at the addresses set forth opposite their signatures below. Any such notices shall be either (a) sent by overnight delivery using a nationally recognized overnight courier, in which case notice shall be deemed delivered one business day after deposit with such courier, (b) sent by facsimile, with written confirmation by a nationally recognized overnight courier sent the same day as the facsimile, in which case notice shall be deemed delivered upon receipt of confirmation transmission of such facsimile notice, or (c) sent by personal delivery, in which case notice shall be deemed delivered upon receipt. Any notice sent by facsimile or personal delivery and delivered after 5:00 p.m. eastern standard time shall be deemed received on the next business day. A party's address may be changed by written notice to the other party; provided, however, that no notice of a change of address or facsimile number shall be effective until actual receipt of such notice. Rejection or other refusal to accept or inability to deliver because of changed address of which no notice was given shall be deemed to be receipt of such notice. Copies of notices are for informational purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

12. Miscellaneous. This Agreement shall not be modified or amended except by written instrument signed by each of the parties hereto. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Georgia. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, and all of which counterparts together shall constitute but one and the same instrument. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision of this Agreement be for any reason unenforceable, the balance shall nonetheless remain in and be of full force and effect, but without giving effect to such unenforceable provision. Time is of the essence hereof. The section headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

[Signature page follows]

IN WITNESS WHEREOF, City and Contractor have set their hands and seals hereto as of the day and year indicated next to their signatures.

CONTRACTOR:

Address:

POND & COMPANY, a Georgia corporation.

Pond & Company (Pond)
55 Ivan Allen Jr. Boulevard, Suite 850
Atlanta, GA 30308

By:_____
President

Date signed by Contractor:

[CORPORATE SEAL]

_____, 20__

CITY:

Address:
City of Fairburn
56 Malone St., SW
Fairburn, GA 30213

THE CITY OF FAIRBURN, a municipality incorporated in the State of Georgia

By:_____
Mario B. Avery, Mayor

Date signed by City:

_____, 20___

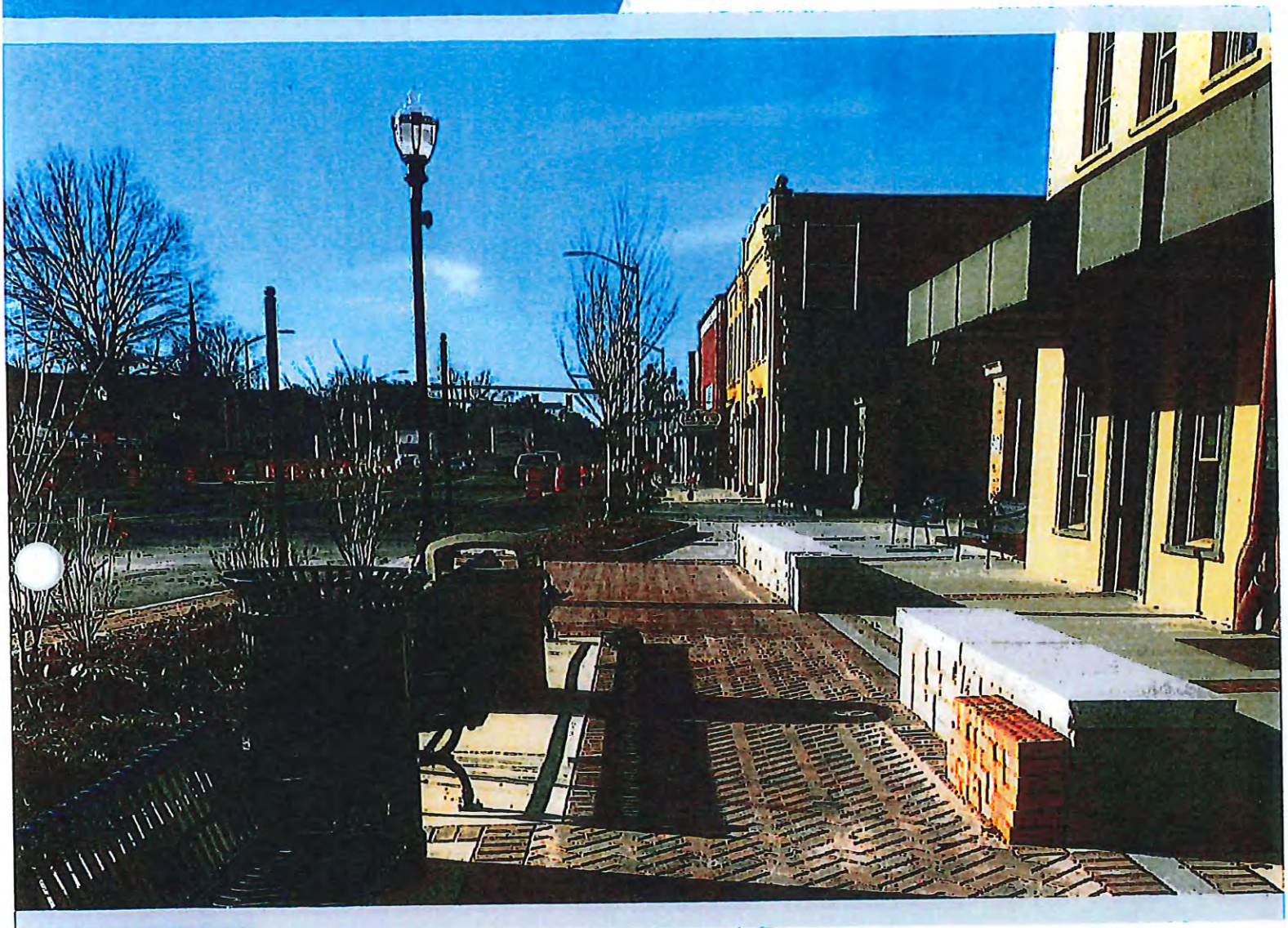
Attest:_____
Brenda B. James, City Clerk

Approved as to form:

[SEAL]

_____
Rory K. Starkey, City Attorney

Fairburn
Situated to Succeed



On-Call Professional Engineering & Landscape Architecture Services

City of Fairburn

RFP #22-009 // JUNE 24, 2022

POND

POND

55 Ivan Allen Jr. Boulevard, Suite 850
Atlanta, GA 30308

T: 678.336.7740 | F: 678.336.7744
www.pondco.com

June 24, 2022

City of Fairburn
56 Malone Street
Fairburn, GA 30213

RE: On-Call Professional Engineering & Landscape Architectural Services | RFP #22-009

Dear Community Development Director and selection committee members:

Since 2019, Pond and the City of Fairburn have maintained a successful partnership throughout the plan review and design process. We have enjoyed building this relationship with Fairburn staff and welcome the opportunity to continue that development. Our staff of 550+ experienced architects, engineers, landscape architects, planners, and constructors offers the depth and diversified experience to successfully service this contract.

We understand Fairburn's need for quality and timely plan reviews as well as thoughtful design on special projects. As a result, and as shown later in the organizational chart, we have expanded our project team to include experienced professionals who will provide the best combination of management, organization, and technical experience to exceed your expectations. Below are several differentiators that we believe make us the preferred consultant for this project:

Prior Experience with the City: Pond has a great team that has worked on numerous projects together. Many of the team members featured in our organizational chart are involved in the current on-call contract with the City. This experience creates synergy and a better planning process which will translate into a more comprehensive and thoughtful vision for the City of Fairburn. In addition to providing plan review services for the City, Pond has also worked directly with Lester Thompson on numerous park projects, pedestrian improvement projects, and GIS mapping graphics.

Additional In-House Capabilities: Pond is a full-service, multidisciplinary design and engineering firm. As noted in our organizational chart, our team features a diverse skillset that can handle almost any need Fairburn might have. Our engineers and designers have a wide range of experience from both a plan review standpoint and a design standpoint. While we clearly have a hierarchy of leadership, the entire team is empowered to interact and engage and realize that their process is not linear—the results of one discipline almost always affects many disciplines, and we must work collaboratively as an internal team and with City staff.

Scalable Design: In addition to our plan review experience, our team of experts has also executed a wide variety of projects that will benefit Fairburn. They range in scale from small pocket parks in urban areas to high-level downtown master plans. All projects are unique and require custom approaches for their successful implementation. Our diverse portfolio gives us the knowledge and resources to assist Fairburn with almost any need.

For more than 56 years, Pond has served local governments with a strong foundation of communication, professional expertise, and excellent client service. Pond will use this foundation to bring the highest quality service for managing this contract. Should you have any questions or require further information about our services, please contact Sydney Thompson at 404.748.4780 or ThompsonS@pondco.com.

Thank you in advance for your consideration.

Sincerely,
Pond

Sydney Thompson, PLA, ASLA, GSWCC Lvl II
Project Manager | Primary Point of Contact

Andrew Kohr, PLA, ASLA
Director of Landscape Architecture

Architects
Engineers
Planners
Constructors

FIRM OVERVIEW

a. Company Name

Pond & Company

b. Company Address

55 Ivan Allen Jr. Boulevard, Suite 850
Atlanta, GA 30308

c. Primary Point of Contact

Sydney Thompson, PLA, ASLA, GSWCC Lvl II
T: 404.748.4780 | E: thompsons@pondco.com

d. Company Information

Form of Ownership: Private
State of Residency: Georgia
Date of Incorporation: September 30, 1985
Number of Years in Business: 56 Years
Business Structure: Corporation

Pond was originally founded as Armour & Associates (A&A) in 1965. The firm changed is name in 1998 to Pond & Company as a reflection of the firm's exponential growth since it's founding. Now standing at approximately 550+ employees, Pond continues to grow based upon the firm's strength in providing excellent landscape architecture, architectural, engineering, transportation, environmental, and planning services for local, state, and federal government agencies.

In addition, we are an award-winning firm with a solid reputation for excellence in design innovation, service quality, and client satisfaction. We are unique in that we offer leading-edge consulting solutions to help clients manage projects from concept to completion—and everything in between—with confidence and clarity. Our full-service capabilities and dedication to service offer clients the experience, expertise, and responsiveness that make us leaders in the industry. Pond is #1 on the Atlanta Business Chronicle Top 25 Engineering Firms list.

At Pond, we are proud of our diversity of skills, staff, and experiences, especially our long history of planning, design, and construction projects throughout the metro Atlanta region. The PLACE Team (Planning, Landscape Architecture, Civil Engineering) at Pond has long had a focus on celebrating the public realm. We create urban design and long-range plans on a variety of scales—from small pocket parks in the city (Brady Pocket Park) to large county-wide Unified Development Plans (Gwinnett County).

Your Trusted Partner

Pond's approach is successful because our ultimate goal is to help each of our clients succeed. The difference is our commitment to listening to your needs, analyzing your situation, and providing cost-effective solutions. We have built strong, lasting relationships with our clients by making their needs our first priority and ensuring the highest standards of professional ethics.

Pond is a Georgia-licensed engineering firm with many licensed Landscape Architects on staff. Further requested qualifications can be found in our team resumes on pages 5-10.

e. RESUMES

Fairburn
Situated to Succeed

DISCIPLINE DIRECTOR
Andrew Kohr, PLA, ASLA

PROJECT MANAGER
Sydney Thompson, PLA, ASLA GSWCC Lvl II
Primary Point of Contact

CIVIL/STORMWATER PLAN REVIEW LEAD
Danelle Murray, PE

LANDSCAPE ARCHITECTURE PLAN REVIEW LEAD
Sydney Thompson, PLA, ASLA GSWCC Lvl II

TRAFFIC ENGINEERING PLAN REVIEW LEAD
Zack Puckett, PE, IMSA Lvl II

URBAN DESIGN/ ARCHITECTURE LEAD
Mitchell Davis, AIA, LEED AP BD+C

DESIGN & ENGINEERING SUPPORT STAFF

LANDSCAPE ARCHITECTURE
Roger Bledsoe
Allie Bishop

CIVIL ENGINEERING
Matt Felts, PE

PLAN REVIEW SUPPORT
Heike Slinin, PE, LEED AP

STORMWATER MANAGEMENT & ENGINEERING SUPPORT
David Morgan, PE

TRAFFIC ENGINEERING & PLANNING REVIEW SUPPORT
Patrick McArdle, EIT

URBAN DESIGN/PLANNING SUPPORT
Chris Barnum

Sydney Thompson, PLA, ASLA

Project Manager + Landscape Architecture Plan Review Lead

BLA, University of Georgia, 2013

Professional Landscape Architect, GA #LA001801

GSWCC Level II #81873

Sydney has nine years of experience as a landscape architect. Though she started her career in the high-end, residential sector, she has extensive project experience in the municipal world. She is skilled in all aspects of a project ranging from concept design and planning graphics, technical construction documents, code interpretation, to client communication. She has worked on a variety of on-call contracts which have included permit reviews, trail scoping studies, and public space design. By implementing the ideas and practices she learned in residential design, she is able to bring larger sites down to the human scale.

Fairburn On-Call
Project Manager/Landscape Architect

PCID On-Call – Trail Scoping Study
Project Manager

Duluth On-Call – Davenport Road Pockert Park
Project Manager

Fayette On-Call Kiwanis Park Pickleball
Project Manager

Clarkston Streetscape Projects
Landscape Architect

Smyrna Downtown Greenspace
Project Manager

Woodruff Park Improvements
Project Manager

Rowland Complete Streets

Andrew Kohr, PLA, ASLA

Discipline Director

MLA, Ball State University, 2005

BA, Historic Preservation, Mary Washington College, 2002

Professional Landscape Architect, GA #LA001614

Andrew has a passion for creating great places through holistic urban planning and design. He has led multiple small-area, city center, and downtown master plans—each with a focus on implementation. Most recently he has managed the successful completion of the Johns Creek Town Center Plan, which includes a street hierarchy to create a grid from a suburban office park layout to facilitate a more efficient multi-modal transportation system.

Aerotropolis Blueprint 2.0
Project Manager

Edge City 2.0 (Dunwoody)
Project Manager

Subarea 6 Master Plan Update (ABI)
Project Manager

Johns Creek Town Center Master Plan
Project Manager

Tyrone Town Center Master Plan
Project Manager

Downtown Winder Master Plan
Landscape Architect/Urban Designer

Johns Creek Town Center Master Plan

Danelle brings 25 years of water resources and civil engineering experience as a consultant and as a municipal engineer. Her passion is green infrastructure design and implementation, and she is an advocate for excellent stormwater design. She will serve as the Civil/ Stormwater Technical Review Lead and guide the team through the lens of her experience, assuring that the City receives a proven plan for success that speaks to its unique needs.

Danelle Murray, PE
Civil/Stormwater Plan Review Lead

BS, Geological Engineering, Colorado Schools of Mines, 1993

Professional Engineer, GA #32150

Certified Floodplain Manager

GSWCC Level II, #4531

Fayette County Stormwater On-Call Services
Civil Engineer

City of Roswell Stormwater Utility Master Plan
Project Engineer

City of Roswell Culvert Replacement
Engineer of Record

Water Distribution Model
Senior Engineer

Roswell Water Treatment Plant
Senior Engineer

Jacksonville Aviation Authority, New Boeing Maintenance, Repair, & Overhaul Hangar
Engineer of Record

Fayette County Stormwater On-Call Services

Mitchell, a veteran of the United States Marine Corps, brings strong leadership skills in his role as Program Manager at Pond. He unites project teams around a shared vision, meets even the most aggressively accelerated project schedules, and navigates complex and challenging goals. His strong foundation in experiential branding and design helps clients create immersive environments. Because he understands both the long-range holistic vision and the in-depth technical details, Mitchell partners seamlessly with Clients.

Mitchell Davis,
AIA, LEED AP BD+C
Urban Design/Architecture Lead

MArch, University of Tennessee, Knoxville, 2009

BFA, Interior Design, The Art Institute of Atlanta, 2005

Registered Architect, GA #RA013919

LEED Accredited Professional, Building Design + Construction

Smyrna Downtown Greenspace
Architect

Wills Park
Architect

Autrey Mill Park
Architect

Dunwoody Nature Center
Architect

Lenox Station Rehabilitation
Project Manager

Stone Mountain Downtown Master Plan
Architect

Johns Creek Town Center Master Plan
Architect

Dunwoody Nature Center

Zach Puckett, PE, IMSA II
Traffic Engineering Plan Review Lead

BS, Civil Engineering, Georgia Institute of Technology, 2012

Professional Engineer, GA #042056

GSWCC Level II, #33175

IMSA Traffic Signal Technician Level II, BD_112031

IMSA Work Zone Temporary Traffic Control Tech, ZZ_112031

Zach has experience with street improvements and urban roadway design, pedestrian safety, traffic operations analysis, traffic signal design, and Intelligent Transportation Systems (ITS) design with both local municipalities and state agencies. He is familiar with the design standards of the GDOT Plan Development Process (PDP) and has skilled knowledge and technical experience with design and analysis software. Zach has had the opportunity to work at the GDOT Transportation Management Center (TMC) and coordinate directly with the staff regarding plan review, permitting, and design.

Hardy McManus Roadway Improvements & Railroad Crossing
Transportation Engneer

AACID - Virginia Ave SPLOST Intersection Improvements
Project Manager

Clarkston SPLOST
Transportation Engneer

GDOT On-Call ITS/Signal
Transportation Engneer

Buford Highway SPLOST Sidewalks
Transportation Engneer

Davenport Road Extension & Railroad Quiet Zone
Project Manager

Renew Atlanta Traffic Control Center Combo #1
Project Manager

Hardy McManus Roadway Improvements

Roger Bledsoe
Landscape Architecture

MLA, University of Georgia, 2017

Bachelor of Forest Resources, Wildlife Management & Ecology, University of Georgia, 2006

Certified Arborist #SO-10908A

Roger is a landscape designer and certified arborist who has experience in both the public and private sectors. He has been deeply involved in the design and plan production process, permit documents, research of local development codes, and the development of construction details for a variety of project types.

Lenox Road Complete Street Phase 1
Landscape Architecture

Jones County Mountain Bike Trail & Facility
Landscape Architecture

Knight Park
Landscape Architecture

DeKalb County SPLOST Parks
Landscape Architecture

Dunwoody Parks (Roberts Drive/Vermack Road) Master Plan
Landscape Architecture

Aero ATL Model Mile
Landscape Architecture

Dunwoody Nature Center Master Plan
Landscape Architecture

Lenox Road Complete Street Phase I

Allie is a landscape designer with a year of experience. In her short time in the industry, she has gained a lot of experience interpreting code for both private and municpal clients in order to achieve permitting within Georgia and North Carolina. Allie started working with Pond's PLACE group in June as production support for the Landscape architecture team and has recently been working on multiple public park designs.

Allie Bishop
Landscape Architecture

BLA, University of Georgia, 2021

Lee + White Great Lawn*
Production / Permitting

Modera Parkside*
Production / Permitting

660 11th Street*
Production / Permitting

CROW Holdings Industrial - Coweta*
Production / Permitting

Wellstar North Fulton CyberKnife Addition*
Production / Permitting

**Denotes previous experience*

The Kourtney at Yates Road*
Production / Permitting

Bethune Elementary Landscape Renovations*
Production

The Kourtney at Yates Road

Matt is a civil engineer with over eight years experience working with municipalities and private clients throughout the Southeast. He has experience working with Pond's PLACE group on trail design and park projects including the Green Crescent Trail and AlphaLoop in Atlanta. Matt will be leading the civil engineering team efforts on this project.

Matt Felts, PE
Civil Engineering

BS, Civil Engineering, University of Virginia, 2013

Professional Engineer, GA #PE044264

AlphaLoop
Civil Engineer

City of Clemson Green Crescent Trail Design
Civil Engineer

Stout Park Renovation
Civil Engineer

GDOT On-Call ITS/Signal
Civil Engineer

Buckhead CID, Lenox Road Complete Streets Phase 1
Civil Engineer

GADNR Red Top Mountain Campground Renovation
Civil Engineer

City of Duluth Paver Lot Conversion
Civil Engineer

AlphaLoop

Heike Slinin, PE, LEED AP
Plan Review Support

BS, Civil Engineering, Clemson University, 1997

Professional Engineer, GA #029236

GSWCC Level II #000.000.30021

LEED Accredited Professional

Heike has over 19 years of experience providing a wide range of civil engineering and site services from municipal and commercial projects to heavy industrial and military projects. She has extensive experience in performing plan reviews, conducting site visits, and meeting with clients to provide project solutions. Cities she has served include the Cities of Acworth, Flowery Branch, Sugar Hill, Clarkston, and Chamblee, among others.

City of Chamblee On-Call Planning and Engineering Services
Civil Engineer

City of Snellville Unified Development Ordinance
Civil Engineer

Development Code Update, Environmental Standards
Civil Engineer

City of Duluth On-Call Staffing
Civil Engineer

City of Decatur Unified Development Ordinance
Civil Engineer

City of Flowery Branch On-Call Planning and Engineering Services
Civil Engineer

City of Newnan Culvert Replacement and Flood Study
Civil Engineer

Flowery Branch On-Call Planning and Engineering

David Morgan, PE
Stormwater Management and Engineering Support

MBA, Finance, Georgia State University, 2003

BS, Environmental Engineering, University of Florida, 1995

Professional Engineer, GA #27428

GSWCC Level II # 0000011643

David has extensive experience with stormwater management design and stormwater master planning. Specialties include hydrologic and hydraulic modeling, water quality best management practice design, detention and retention design, grading and erosion control design, plan and report production, and public process coordination. David also has extensive experience permitting with local, state, and federal jurisdictions.

Chamblee Stormwater Inventory
Project Manager

Fayette County Stormwater On-Call Services
Project Manager

Stout Park Renovation
Civil Engineer

Roswell City Hall Detention Pond Improvements*
Project Manager

Norcross Street Culvert Replacement Project*
Support Services

Roswell Stormwater Utility Master Plan*
Project Manager

Roswell City Hall Water Quality Concept*
Support Services

Fayette County Stormwater On-Call Services

**Denotes previous experience*

Patrick has experience with traffic analysis, transportation planning, GIS, and commute planning. He is skilled with traffic projections, studies, and technical analysis using software such as VISSIM, Synchro, HCS, ArcGIS, and Cube. He performed technical analysis on multiple Comprehensive/Long Range Transportation Plans and Bicycle/ Pedestrian Plans developing, evaluating, and prioritizing projects, regarding roadway, bicycle, and pedestrian network connectivity and capacity.

Patrick McArdle, EIT

Traffic Engineering Planning Review Support

BS, Civil Engineering, Valparasio University, 2018

Engineer-In-Training, GA #EIT028377

I-95 at Airways Avenue
Traffic Planning

GDOT SR 6 Truck Friendly Lanes
Traffic Planning

Henry County CTP
Traffic Planning

Douglas County Lee Road Extension
Traffic Planning

Jimmy Carter / MIB Corridor Study
Traffic Planning

Villa Rica Transportation Master Plan
Urban Planner

Roswell Bicycle Pedestrian Master Plan
Urban Planner

GDOT SR 6 Truck Friendly Lanes

Chris is an urban designer with experience in planning and community development. He has strong interpersonal skills offering him the ability to develop positive relationships with municipalities and community stakeholders. He is an accomplished researcher with experience collecting, analyzing, interpreting and presenting environmental, zoning and other city planning data through effective field investigations, surveys and research.

Chris Barnum

GIS/Planning Support

MS, Urban Design, Georgia Institute of Technology, 2021

Master of City and Regional Planning, Georgia Institute of Technology, 2020

BS, Theatre, Florida State University, 2011

City Of Atlanta Planning And Zoning Reviews*
Urban Planner/GIS

Aerotropolis Blueprint 2.0
Urban Planner

Downtown Winder Master Plan
Urban Planner

Tyrone Town Center Master Plan
Urban Planner

Lawrenceville Downtown Master Plan Update
Urban Planner

Atlanta Beltline Subarea 6 Plan
Urban Planner

City Of Atlanta Urban Design Commission*
Urban Planner

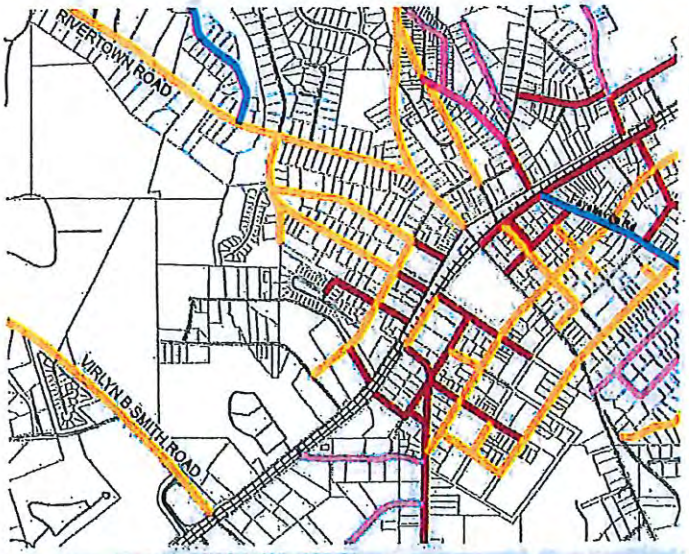
Lawrenceville Downtown Master Plan Update

**Denotes previous experience*

f. EXPERIENCE OF PROJECT TEAM

CITY OF FAIRBURN ON-CALL LANDSCAPE ARCHITECTURE AND ENGINEERING SERVICES

Since 2019, Pond has provided on-call site development review services, site inspections, engineering and planning support, and design work for the City of Fairburn on a task order basis. Since the Master Services Agreement was signed, Pond has reviewed Civil Site Development Plans and Tree Protection Plans for approximately 40 projects. In conjunction with the plan reviews, Pond has also provided landscape installation inspection services at the close of over a dozen projects in the City. In addition to work associated with plan reviews, Pond has provided designs and engineering for public greenspaces, multiple pedestrian improvement projects and assisted the City in developing numerous GIS Maps used for various City Council meetings and marketing materials. Pond is currently contracted to design a public greenspace in the Lightening Community, along with another pedestrian improvement project, that will likely go to construction at the beginning of next year.



Client: City of Fairburn
56 Malone Street SW, Fairburn, GA 30213

Contact: Lester Thompson | T: 770.964.2244
E: lthompson@fairburn.com

DULUTH ON-CALL ENGINEERING AND LANDSCAPE ARCHITECTURE SERVICES

Pond was selected to provide on-call engineering and landscape architecture services for the City of Duluth including: design services, procurements services; and construction services for a variety of engineering, landscape architecture projects, and other engineering related services. In order to meet a high demand for upgrading and maintaining the City's infrastructure due to rapid growth over the past several years, the City has undertaken a variety of capital improvement projects including sidewalks, master detention, and park improvements. The on-call services provided include the following: civil/stormwater engineering; landscape architecture/park design; transportation design; trail design; mechanical & structural engineering; full time and part time staffing; and construction administration.

Client: City of Duluth
3167 Main Street, Duluth, GA 30096
Contact: James Riker | T: 770.476.1790
E: jriker@duluthga.net

CHAMBLEE ON-CALL LANDSCAPE ARCHITECTURE SERVICES

Pond worked with the City of Chamblee to develop conceptual and detailed design for various streetscape projects to reach Chamblee's goals of becoming more pedestrian friendly and to augment the significant transit oriented redevelopment occurring near the existing MARTA station.

Full construction design services, including landscape architecture, civil engineering, surveying, and right-of-way services were provided for streetscape enhancements of Chamblee-Dunwoody Road between Harts Mill Road and Peachtree Boulevard. The project provides for safe pedestrian facilities on both sides of the street. A similar project was also undertaken for a portion of Johnson Ferry Road between Peachtree Boulevard and the City of Brookhaven.

Near downtown Chamblee, streetscape concept design and traffic studies were provided to determine the feasibility of a road diet along North Peachtree Road, allowing for landscaped medians, new sidewalks, and enhanced pedestrian entrances to the Chamblee MARTA station.

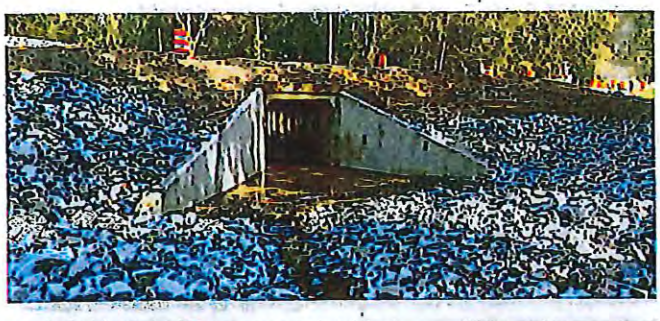
Client: City of Chamblee
5468 Peachtree Road, Chamblee, GA 30341
Contact: Courtney Frisch | T: 470.395.2369
E: cfrisch@chambleega.gov

FAYETTE COUNTY ON-CALL ENGINEERING SERVICES

Pond has an on-call contract currently with Fayette County to serve as the engineer of record for selected Public Works projects. Through this contract, Pond is performing investigation, design, and construction oversight services for multiple storm water related projects.

Typical projects may include the following:

- Culvert or bridge replacements
- Storm conveyance replacements
- Aquatic environmental assessments
- Updating MS-4 permit and inventory requirements
- Updating current FEMA flood studies
- Providing dam rehabilitation and inspections for Category I dams



Client: Fayette County
140 Stonewall Avenue West, Fayetteville, GA 30214

Contact: Courtney Hassenzahl | T: 770.305.5420
E: chassenzahl@fayettecountyga.gov

COLLEGE PARK ON-CALL PROGRAM MANAGEMENT AND SUPPLEMENTAL SERVICES

Pond has a long and proud history of servicing state and local governments in a variety of capacities. One such practice is that of Program Management, servicing needs from functioning as a City Engineer, City Building Official, Plans and Zoning Review, and related services. In the City of College Park, we embedded Pond personnel within City ranks to work and function as a city employee would. In this capacity, Pond's employees service the day-to-day responsibilities of the Chief Building Official, assisting with servicing plans intake and review, building permit issuance, and building inspections and Certificate of Occupancy issuance.

One subset of this role that Pond is performing is stormwater and erosion control inspection services. In this capacity, Pond staff work seamlessly with the City to review and process permit applications for the construction of new infrastructure, ensure that proposed designs comply with City codes, and perform site inspections to ensure compliance with erosion and sediment control requirements.

Client: City of College Park
PO Box 87137, College Park, GA 30337

Contact: Jackson Myers | T: 404.669.3763
E: jmyers@collegeparkga.com

g. PROJECT APPROACH

Team First Approach

Pond has a long and proud history of servicing state and local governments in a variety of capacities. One such practice is that of Program Management – servicing needs by functioning as a City Engineer, City Building Official, Plans and Zoning Review, and other related services. Since 2019, Pond has had the privilege of serving the City of Fairburn as an extension of Fairburn staff. We are a part of your team, and as we continue to work together to review plans and carry specific task orders, our intent is to regularly engage you in the process and align our decisions with the city's values and ordinances. Sydney Thompson will serve as the Primary Point of Contact and Project Manager responsible for this contract. She works closely with our Director of Landscape Architecture, Andrew Kohr, who oversees an experienced team of landscape architects and civil engineers that are adept at reviewing site development plans, tree removal and recompense plans, and erosion and sediment control plans.

Pond prides itself on being a full-service design firm. In addition to plan reviews, we have in-depth experience with municipal design and engineering work ranging from public parks, streetscapes, and trail systems. Our in-house urban planners can assist with GIS mapping and responding to any zoning issues. We also have in-house architects, traffic engineers, and a certified arborist (insert en dash, I can't do one in Acrobat) our expansive resources and expertise allow us to assist you with the entirety of your plan reviews and project needs.

Quality Control

Quality control is an essential component of construction plan development. Andrew Kohr, PLA will confirm our processes are being followed, adequate staff is available to review projects, and the City of Fairburn is receiving consistent, high-quality service for each review and task order. Our decisions will be documented, and as necessary, we will include in-house staff experts to address specific issues. Sydney will be in regular contact with City staff to be certain Fairburn is pleased with all task order progress and any concerns are being addressed.

Standard Review Procedures

The plan review process utilized throughout our current on-call contract has been effective and efficient. Upon selection, Pond will meet with Fairburn staff members to discuss the current process and any adjustments needed from Fairburn's standpoint so that we are meeting your needs and expectations.

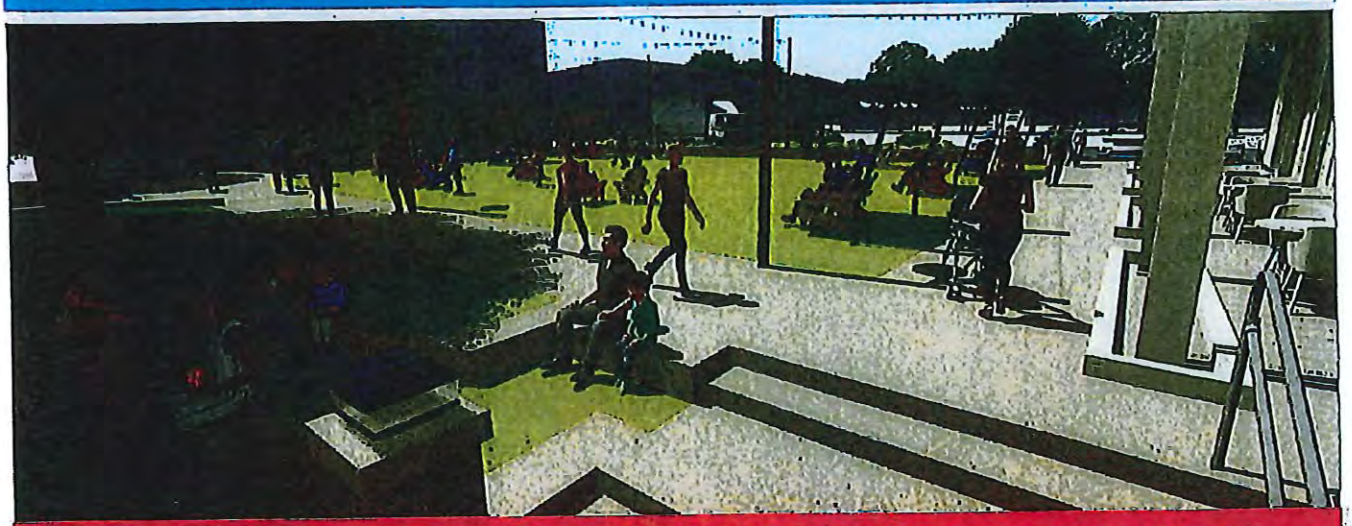
We are prepared to review plans as requested by the City. Based on the size and complexity of the project, we anticipate a five-to-seven-day turnaround with documented responses. Each project is unique, and there may be situations where we schedule a meeting with the applicant to address questions and concerns. Each response will document City ordinance and reasoning for the decision for City records. As needed, we can attend city council meetings and address specific projects. We will have an open line of communication with City staff and welcome any feedback regarding our process to improve project efficiency. We are also prepared to do site inspections as-needed during the review process.

Specialized Projects

Throughout our current contract, there have been situations that required special task orders for planning or design projects. As these opportunities continue to arise, we will meet with City staff to outline a scope of work. For specific design and planning task orders, our detailed scope will incorporate a schedule and budget for anticipated design/engineering time, review time, and permitting time. We can also support the City on zoning ordinance updates/rewrites, and land use planning assistance as needed. Whether its design review, design and engineering task orders, or assistance with program prioritization, our intent is to help the City of Fairburn manage change well in a community that is experiencing rapid growth.

h. CLIENT REFERENCES

"Pond has always completed projects on time and within our budget requirements. We have been pleased with the quality of work and the constant attention to detail. The fact that we have continually used Pond since 2003 indicates our confidence in their good service an expertise.'" James Riker, AICP, City of Duluth



"I found Pond's staff to not only be very talented and creative, but professional and proactive. They were great facilitating the process, providing innovative solutions and educating the public." – Alice Wakefield, City of Roswell

Client References from Past Five Years

Paige Singer | DeKalb County | T: 404.687.3733

Joseph Bennett | City of Smyrna | T: 678.631.5407

Brent Walker | City of Dunwoody | T: 678.382.6700

Andrew Long | Perimeter Community Improvement District (PCID) | T: 770.710.4221

Wesley Brown | Atlanta Downtown Improvement District (ADID) | T: 404.658.1877

Bill Aiken | City of Duluth | T: 770.476.1790

Larry Kaiser | City of Clarkston | T: 404.909.5619

Tony Peters | Buckhead Community Improvement District (BCID) | T: 404.842.2691

Robert Herrig | Aerotropolis Atlanta Alliance / ATL Airport Community Improvement District | T: 404.349.2211

POND

On-Call Professional Engineering & Landscape Architectural Services

RFP #22-009 | City of Fairburn, GA | June 24, 2022

FEE PROPOSAL

Service Personnel	Billing Rate	Staff Members from Org Chart
Principal-In-Charge	$260	
Discipline Director	$230	Andrew Kohr, Mitchell Davis
Project Manager	$190	Sydney Thompson

Service Personnel	Billing Rate	Staff Members from Org Chart
Engineer, Senior	$225	Danelle Murray, Zach Puckett, David Morgan, Heike Slinin
Engineer	$160	Matt Felts
Engineer, EIT	$130	Patrick McArdle
CADD Tech	$100	
Administrative Support	$80	
Landscape Architect, Senior	$155	
Landscape Architect	$125	
Landscape Designer	$100	Roger Bledsoe, Allie Bishop
Planner, Principal	$190	
Planner, Senior	$150	
Planner	$100	Chris Barnum

Engineering disciplines includes civil, mechanical, electrical, structural, and transportation

**Additional personnel roles and rates listed to cover needs unknown at this time.*

Additional Expenses

- Mileage
- Printing/Plotting
- Courier/Shipping

Reimbursable expenses will be billed at a multiplier of 1.15 times the cost incurred.
Mileage expenses will be be billed at $0.625 per mile.

CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: APPROVAL OF CONTRACT AWARD FOR ON-CALL COSTRUCTION MANAGEMENT & PROJECT MANAGEMENT SERVICES WITH ATLAS TECHNICAL CONSULTANTS

( ) AGREEMENT	( ) POLICY / DISCUSSION	(X) CONTRACT
( ) ORDINANCE	( ) RESOLUTION	( ) OTHER

Submitted: 09/30/2022 **Work Session:** **Council Meeting: 10/10/2022**

DEPARTMENT: Community Development

BUDGET IMPACT: The budget impact will be based on project specific task orders.

PUBLIC HEARING: ( ) Yes ( ) No

PURPOSE: For Mayor and Council to approve a Contract Award with Atlas Technical Consultants for On-Call Construction Management & Project Management Services.

HISTORY: The Request for Proposals (RFP) was released on May 25, 2022. The scope of the work includes construction and project management of the City's CDBG, LMIG and TSPLOST programs for a period of three years, and other special projects as required. The proposals were due on June 24, 2022, and a total of four (4) were received.

FACTS AND ISSUES: After completion of the evaluation of the proposals received, it was determined that Atlas Technical Consultants was the respondent most qualified to perform the work based on the established evaluation criteria.

FUNDING SOURCE: The funding source will be determined by project specific task orders.

RECOMMENDED ACTION: Staff recommends that the Mayor and Council approve a Contract Award with Atlas Technical Consultants for On–Call Construction Management & Project Management Services and authorize the Mayor to sign the Agreement for Professional Services for these services.

Tony M. Phillips, City Administrator

RFP# 22-008, On-Call Construction Project Management Services Evaluation Form - Committee Totals

Rank	Firm	Proposal Evaluation					
		Committee Member/Evaluator 1	Committee Member/Evaluator 2	Committee Member/Evaluator 3	Committee Member/Evaluator 4	Weighted Totals	Notes, Comments, etc.
4	Harmon Solutions, LLC	74.0	72.0	61.0	87.5	294.5	
1	Atlas Technical Consultants, LLC	88.0	97.5	95.0	98.4	378.9	
2	BM&K Construction & Engineering	86.0	95.5	94.0	95.9	371.4	
3	Keck & Wood	85.5	97.0	94.0	93.5	370.0	

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is made and entered into this 10th day of October 2022 by and between Atlas Technical Consultants, LLC, a Limited Liability Company ("Contractor") and THE CITY OF FAIRBURN, a municipality incorporated in the State of Georgia ("City").

Recitals:

A. The City desires to secure professional service associated with the management of the construction of several improvement projects (the "Project").

B. The City has selected Contractor to perform certain Professional Services in connection with the Project, as more specifically set forth below.

C. The City and Contractor desire to enter into this Agreement to set forth the terms and conditions of the services to be provided by Contractor.

D. The City has established the necessary funding for the project through a combination of local, state, and federal funds.

NOW, THEREFORE, in consideration of the matters recited above, the mutual covenants set forth herein, and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. Recitals. The foregoing recitals are true and correct and incorporated herein.

2. Services by Contractor. Contractor shall perform the following services as directed by the City, or its designee, and in compliance with requirements of the proposal dated June 24, 2022, and approved by City Council on October 10, 2022:

(a) Perform the Professional Services as indicated on the Request for Proposal dated June 24, 2022 (Attachment 1);

(b) Compile or provide the necessary database of information to complete the scope of work;

(c) Keep the City, or its appointee, informed and apprised as to the status of progress by way of regular status reports;

(d) Coordinate with the City staff and any stakeholders in the performance of all of Contractor's services;

(e) Prepare and maintain files and records in compliance with requirements of the City and Georgia Open Records Act.

3. Contractor's Compensation. For the services to be performed by Contractor described in Section 2 hereof, Contractor will be compensated by the City as outlined on Attachment 2 – Fee Proposal. Payments will be due as follows:

(a) Payment for services rendered will be invoiced monthly and due 30 days after receipt by the City;

(b) Payment for reimbursable and hourly expenses may be invoiced on demand and will be due 30 days after receipt by the City;

No expenses of Contractor shall be reimbursable by the City unless approved in advance in writing by the City. Any additional services, not enumerated in this Agreement or its attachments, which might be required will be outside the scope of this agreement unless mutually agreed by City and Contractor.

4. Contractor's Duties. Contractor shall perform all services required hereunder in a professional manner, adhering to the requirements of Georgia law and standard policies and procedures. Contractor shall be solely responsible for obtaining and maintaining all licenses, if any, required under applicable laws, rules and ordinances necessary for the performance of its services described herein. Contractor shall keep the City and its project manager informed (on at least a weekly basis through informal meetings and correspondence) as to the status of the Project.

4.1 *Contractor Personnel.* Contractor acknowledges that the City selected Contractor for the Project because of the knowledge and experience of certain of Contractor's personnel. Contractor agrees that it shall use experienced and qualified individuals for the performance of each of Contractor's duties and obligations hereunder.

5. City's Responsibilities. The City and its agents shall endeavor to perform the following in a timely manner in order to facilitate Contractor's performance of its services required hereunder:

(a) Furnish plans, surveys, and/or plats of the parcels of property or studies in its possession needed for the Project;

(b) Coordinate with the Contractor in establishing a working relationship with the local government agencies and stakeholders;

(c) Establish procedures and guidelines for responding quickly to requests for information and documentation;

(d) Coordinate with the Contractor in establishing a management and coordination process to facilitate effective communication and coordination among the City, its agents and professionals, and the Contractor.

6. Duration and Termination. This Agreement shall remain in effect for an initial term beginning October 10, 2022 and shall terminate absolutely and without further obligation on the part of City at the close of the calendar year in which it is executed (the "Initial Term")

and at the close of each succeeding calendar year for which it may be renewed; provided, however, that this Agreement will automatically renew for [_____] (__) additional one (1) year terms (each a "Renewal Term" and together with the "Initial Term", the "Term"), unless either party provides at least thirty (30) days' written notice of its intent not to renew to the other party prior to the start of any Renewal Term. The City may terminate this Agreement for any reason whatsoever upon ten (10) days advance notice to Contractor; provided, however, in the event that Contractor defaults with respect to any of its obligations hereunder, the City may terminate this Agreement immediately, with or without notice. In the event of such termination by the City, the City shall compensate Contractor for all services performed up to the date of termination, and the City shall have no further liability to Contractor, including without limitation, no liability for lost profits. Contractor shall deliver to the City all "work in progress" including, but not limited to, drafts of documents, contact information and status of negotiations. Notwithstanding the foregoing, this Agreement will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the City under this Agreement.

7. Status. Contractor is, as to the City, an independent contractor and is not nor shall Contractor be deemed to be an employee or agent (except as set forth below) of the City for any purpose whatsoever and nothing contained herein shall be deemed to constitute a contract of employment. In furtherance of the foregoing, Contractor acknowledges that: (a) it is not an employee of the City, (b) it will be working for the City on a temporary basis, (c) the City is not responsible for paying to Contractor or on Contractor's behalf any income tax withholding, unemployment taxes or compensation, workers' compensation premiums or benefits, health insurance premiums or benefits, or any other employment benefits, (d) it is ineligible to participate in, or receive anything from, any City benefit program. Notwithstanding the foregoing, Contractor shall act in the City's behalf for the specific land acquisition activities related herein and Contractor shall only act on the specific instructions and agreements with the City.

8. Insurance and Indemnity. Contractor shall maintain a policy of comprehensive general liability insurance in the combined single limit of at least $1,000,000 to cover any claims arising out of the performance of the services under this Agreement. Contractor shall indemnify, hold harmless and defend the City from any and all claims, charges, lawsuits and liabilities arising out of or relating to any act or omission of Contractor or its agents.

9. Assignability. The City is entering into this Agreement in reliance upon the particular qualifications of Contractor to perform the services herein described. This Agreement may not be delegated or assigned by Contractor and any purported delegation or assignment by Contractor of this Agreement (or rights hereunder) is void unless Contractor has first obtained the prior written consent of the City which consent may be withheld for any reason or no reason. The City may assign this Agreement, in its discretion, to other local government(s) or state agencies with authority for public right of way issues within its jurisdiction.

10. Confidentiality. Except as required by law or by court order, Contractor shall not disclose any information related to the negotiations or agreements with Landowners or related to the performance of its services for the City without the prior written consent of the City.

11. Notices. All notices required or permitted hereunder shall be in writing and shall be served on the parties at the addresses set forth opposite their signatures below. Any such notices shall be either (a) sent by overnight delivery using a nationally recognized overnight courier, in which case notice shall be deemed delivered one business day after deposit with such courier, (b) sent by facsimile, with written confirmation by a nationally recognized overnight courier sent the same day as the facsimile, in which case notice shall be deemed delivered upon receipt of confirmation transmission of such facsimile notice, or (c) sent by personal delivery, in which case notice shall be deemed delivered upon receipt. Any notice sent by facsimile or personal delivery and delivered after 5:00 p.m. eastern standard time shall be deemed received on the next business day. A party's address may be changed by written notice to the other party; provided, however, that no notice of a change of address or facsimile number shall be effective until actual receipt of such notice. Rejection or other refusal to accept or inability to deliver because of changed address of which no notice was given shall be deemed to be receipt of such notice. Copies of notices are for informational purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

12. Miscellaneous. This Agreement shall not be modified or amended except by written instrument signed by each of the parties hereto. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Georgia. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, and all of which counterparts together shall constitute but one and the same instrument. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision of this Agreement be for any reason unenforceable, the balance shall nonetheless remain in and be of full force and effect, but without giving effect to such unenforceable provision. Time is of the essence hereof. The section headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

[Signature page follows]

IN WITNESS WHEREOF, City and Contractor have set their hands and seals hereto as of the day and year indicated next to their signatures.

CONTRACTOR:

Address:

Atlas Technical Consultants, LLC
2450 Commence Avenue, Suite 100
Duluth, GA 30096-8910

ATLAS TECHNICAL CONSULTANTS, LLC, a Corporation, incorporated in Delaware.

By:_____
President

Date signed by Contractor:

[CORPORATE SEAL]

_____, 20__

CITY:

Address:
City of Fairburn
56 Malone St., SW
Fairburn, GA 30213

THE CITY OF FAIRBURN, a municipality incorporated in the State of Georgia

By:_____
Mario B. Avery, Mayor

Date signed by City:

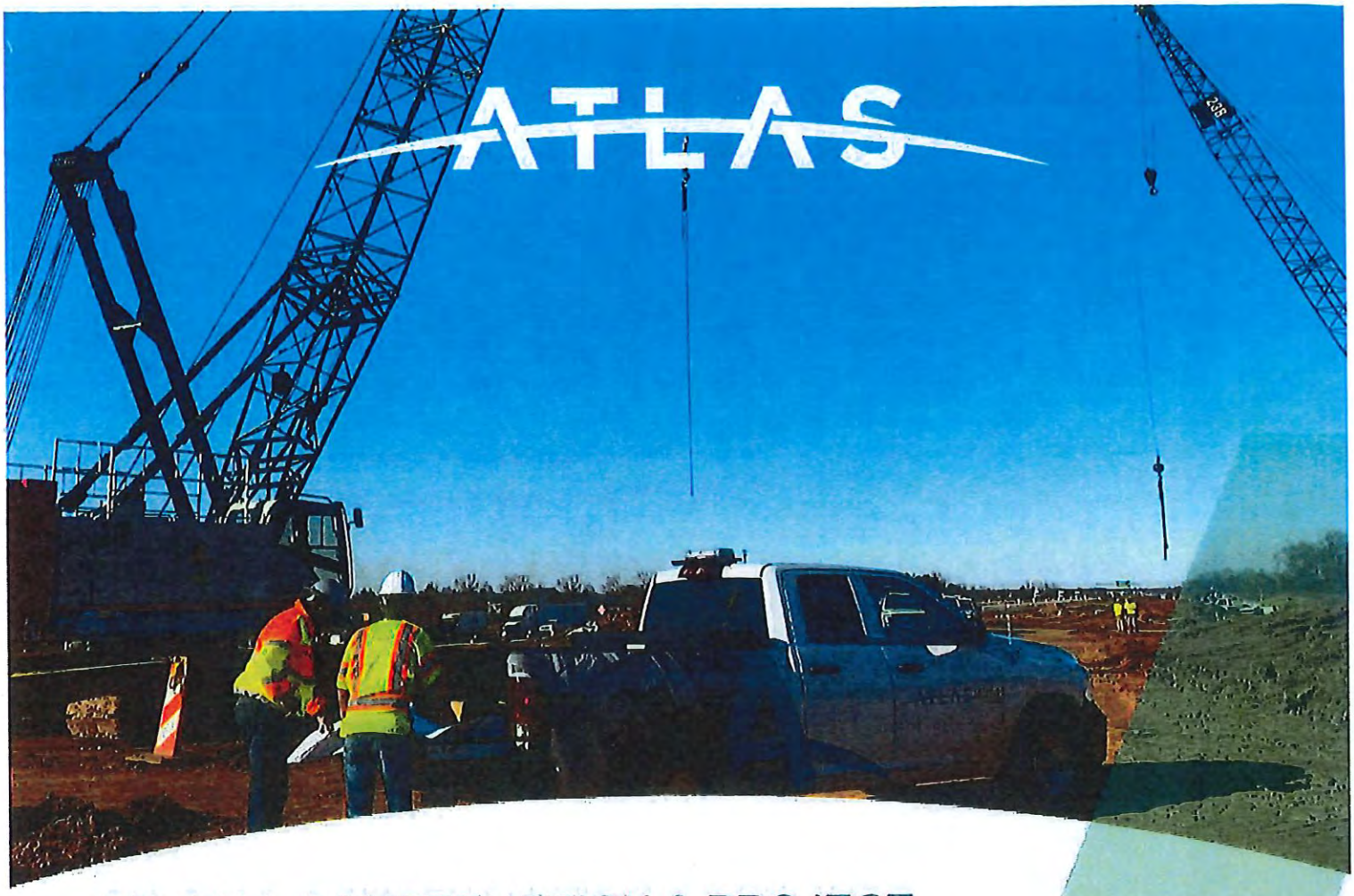
_____, 20___

Attest:_____
Brenda B. James, City Clerk

Approved as to form:

_____
Rory K. Starkey, City Attorney

[SEAL]



ON-CALL CONSTRUCTION & PROJECT MANAGEMENT SERVICES

RFP #22-008
City of Fairburn, GA
June 24, 2022

2450 Commerce Avenue | Suite 100
Duluth, GA 30096-8910
770.263.5945 | F 770.263.0166
oneatlas.com

June 24, 2022

City of Fairburn
56 Malone Street
Fairburn, Georgia 30213

Attn: Community Development Director

Subject: On-Call Construction & Project Management Services
RFP #22-008
Atlas Proposal No. 22-07031

Atlas Technical Consultants, LLC (formerly Moreland Altobelli Associates) is extremely interested in providing construction and project management services for the City of Fairburn, Georgia, in accordance with RFP 22-008. We believe you will find our qualifications, project approach, and cost proposal provide the City an exceptional combination of experience and value.

Atlas performs construction management services and program management services for local governments throughout Georgia. This has been a prime service of Atlas since its founding in 1987. In fact, we have been providing similar services for the City of Fairburn for the past 10 years. We appreciate the opportunity to express our interest and propose on this important work.

From our reading of the RFP and knowledge of City of Fairburn projects, it appears that the construction and project management services may include highway projects, park projects and buildings or vertical construction. In response to that, we have provided on the organization chart resources for all these types of construction. We understand the work would be on call and each task would be scheduled and budgeted individually. Only those resources necessary to perform the work would be provided. Atlas is highly experienced in providing on call services for Georgia local governments. We understand the responsibility that puts on the company and our personnel to serve as an extension of City staff. Our proposed program manager, Chris Parypinski, PE, is a registered professional engineer in Georgia and has over 27 years of experience providing construction and project management services for Georgia local governments. He has provided these services in Gwinnett County, Barrow County, City of Fairburn, City of Lawrenceville, City of Cumming, and the City of Buford. Recent projects in Fairburn he has been involved with include the 2022 resurfacing program and the Campbellton Road streetscape project.

To ensure that Atlas is proposing appropriate staff we have included, in Section 5, an application of staff to scope using the scope from pages 3 through 6 of the RFP.

Atlas will provide all these services from our main office in Duluth, Georgia. We are currently providing a variety of related on-call engineering services to Union City, City of South Fulton, as well as DeKalb and Clayton counties. This increases our flexibility to staff any task order issued to us with our local resources. We have arranged our qualifications and proposal in accordance with the outline shown on page 2 of the RFP. Also, we have attached a sealed envelope with our hourly rates, which I hope you will find modest. We

pride ourselves in the efficiency of our work to provide cost-effective services to Georgia local governments. If I may provide any additional information, please give me the opportunity.

Sincerely,

Todd I. Long, PE, PTOE
Georgia Division Manager

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Letter of Interest

1 Firm Profile and Qualifications

2 Staffing
Organization Chart
Resumés of Key Personnel

3 Experience of the Team with Similar Contracts and References

4 Project Approach Summary

COMPANY NAME
Atlas Technical Consultants LLC (Atlas)

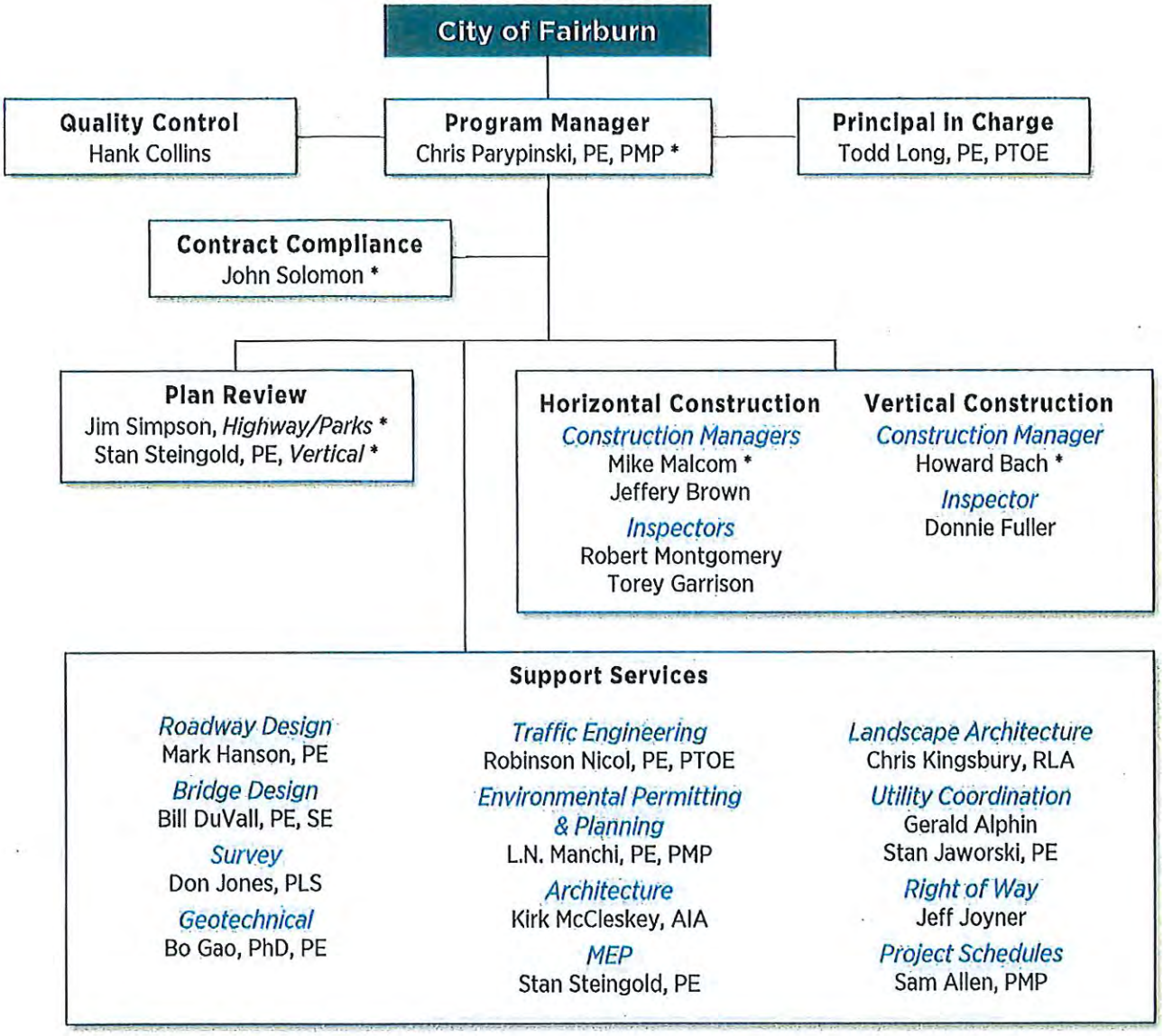
COMPANY TYPE/OWNERSHIP
Corporation, Incorporated in Delaware

CONTACT INFORMATION
Todd I. Long, PE, PTOE
todd.long@oneatlas.com
770.263.5945 (office)
770.530.9194 (cell)
770.263.0166 fax

GEORGIA ADDRESSES	STAFF SERVICES
Duluth Office 2450 Commerce Avenue Suite 100 Duluth, GA 30096 This office will be performing most of the work.	Civil and structural engineering, construction/maintenance management and inspection, project management, traffic and transportation planning, geotechnical and materials testing services, stormwater/wastewater design, architecture, landscape architecture, right-of-way acquisition services, surveying, environmental services, quality assurance, and support staff
Gainesville Office 930 Interstate Ridge Dr. Suite F Gainesville, GA 30501	Civil and site engineering, construction/maintenance management and inspection, surveying, project management, quality assurance
Cumming Office 407 East Maple Street Suite 107 Cumming, GA 30040	Civil and site engineering, project management, construction inspection, stormwater/wastewater design, quality assurance
Savannah Office 6002 Commerce Blvd. Suite 108 Garden City, GA 31408	Construction management and inspection, materials testing services, quality assurance, right-of-way acquisition
Sandersville Office 616 South Harris Street Sandersville, GA 31082	Civil engineering, construction/ maintenance management and inspection, materials testing services, quality assurance
Roswell Office 3000 Northfield Place Suite 1100 Roswell, GA 30076	Geotechnical services, material testing

ATLAS
BY THE NUMBERS

ORGANIZATION CHART



* Key team member

RESUMÉS

CHRISTOPHER M. PARYPINSKI, PE, PMP — PROGRAM MANAGER

Education
B.S., Civil Engineering, Clemson University

Professional Training
GDOT Plan Development Process

Professional Registrations
Professional Engineer: Georgia #27368

Professional Certifications
Level II Certified Design Professional #17137, Georgia Soil and Water Conservation Commission
Project Management Professional #2278216 (Project Management Institute)

Years of Experience
29

Years with Firm
28

Parypinski joined Atlas in 1994 as a construction engineer, inspecting construction of Redbone Ridge municipal solid waste landfill. This included on-site inspection of grading, construction of roads, installation of sediment ponds and storm drainage systems, erosion control, sub liner, HDPE liner, and installation of the landfill's leachate collection system.

In 1995, Parypinski began working in the Gwinnett County Road Improvement Program as a construction engineer inspecting all aspects of the road construction process. This included layout and grading of sites, installation of drainage systems, construction of concrete box culverts and bridges, curb and gutter, sidewalk, asphalt placement, and site erosion control. He also was responsible for keeping project records and diaries and filling out monthly pay estimates. He worked as a liaison with property owners on site to resolve problems and complaints that arose during construction and during construction work with contractors to resolve plan discrepancies and conflicts with existing utilities. Parypinski has managed SPLOST funded local government programs in Barrow County, Gwinnett County and in the cities of Fairburn, Buford and Cumming.

Parypinski's current duties include management of construction programs in the City of Fairburn and in Gwinnett County. Parypinski serves as liaison between Gwinnett County Department of Transportation and design consultants helping to properly prepare construction plans for roadway projects funded through the 1997 and 2001 SPLOST programs. This includes reviewing consultants cost proposals to ensure that they are reasonable to cover costs of design and working with design consultants, as well as county and state officials, throughout the design process to ensure that all county state and federal guidelines are met. He reviews all submitted plans and conducts field plan review. Other responsibilities include meeting with property owners to explain impacts to their property; designing alternative solutions to lessen impacts to adjacent properties (including retaining walls and drainage systems); reviewing proposed projects and creating cost estimates; reviewing all erosion, sediment and pollution control plans and all comprehensive monitoring plans to ensure the proposed designs meet current NPDES standards; reviewing design consultants' pay statements to verify that sufficient progress has been met to warrant the requested payment; tracking all project schedules through the design process.

Gwinnett County projects on which Parypinski has worked include:

- SR 316 @ Harbins Road Interchange
- SR 324 @ I 85 Interchange
- Constitution @ Nash Street Roundabout
- Hamilton Mill Road Widening
- Hewatt Road to Britt Road Connector
- Western Gwinnett Bikeway
- Indian Trail Road Park and Ride
- McGinnis Ferry Road @ I-85 Interchange
- New Hope Road @ Alcovy River Bridge Replacement
- Peachtree Industrial Boulevard @ Suwanee Dam Road
- Dacula Road @ SR 8 Intersection Improvement/Bridge Replacement over CSX RR
- SR 20 Widening (PIB to SR 13)
- SR 124 Widening (Pine Rd to Spout Springs Rd)

City of Fairburn projects on which Parypinski has worked include:

- Bohannon Road
- Johnson Road
- Johns River Road
- Duncan Park
- 2014 LMIG resurfacing
- 2013 LMIG resurfacing
- 2016 LMIG resurfacing
- Pedestrian improvements on various city roads, PN 17-004
- Various roadway improvements on city streets, PN 17-005 (2017 LMIG) PN 18-006 (2018 LMIG), PN 19-006 (2019 LMIG), PN 20-002 (2020 LMIG)
- Oakley Industrial Boulevard/McLarrin Road/Terminus Drive full depth reclamation
- Oakley Industrial Boulevard full depth reclamation, PN 21-001

JOHN SOLOMON — CONTRACT COMPLIANCE

John Solomon joined Atlas in 2017 after a 30+ year career with GDOT. While at GDOT, John had a wide variety of experience in different aspects of construction project management, construction contract development, contract review, construction documentation and payments, contract administration and contract compliance. Examples of positions held during his GDOT career include:

- Office of Contract Bidding Administration – Department Assistant Office Head
- Assistant State Office Engineer (Construction), Office of Construction
- Contract Audit Manager, Office of Contract Bidding Administration
- Contract Audit Engineer, Office of Contract Administration
- Construction Contract Auditor

Education
B.S., Civil Engineering Technology, Youngstown State University

Years of Experience
35

Years with Firm
5

Since joining Atlas, he has been serving as the pre-construction/construction office engineer for various local government road improvement programs. This includes the City of Fairburn, for whom he has prepared bid packages. In this role John provides office-engineering support for the program manager, assistant program manager and program manager coordinator, as well as project engineers. He handles preparation of bid packages by reviewing bid items, preparing bid schedules, reviewing right of way stipulation to ensure they are on final plans, establishes a construction schedule, prepares special notices, special provision, and reviews insurance requirements. He reviews final plans making sure all revisions have been addressed. Upon award of a contract, he is responsible for assuring that all appropriate documentation is received for contractor payment, DBE or small business compliance, and for receiving federal or state reimbursement.

STAN STEINGOLD, PE — PLAN REVIEW – VERTICAL

Stan Steingold joined Atlas as a mechanical engineer. He has 23 years of experience as an engineer charged with complex design, cost reduction, and quality control projects with a background in manufacturing and construction. He has experience with metalworking, injection molded parts, heat transfer, and FEA, and has aerospace and construction code knowledge.

His current experience with Atlas includes:

- Fulton County 3rd Party Building Inspections, Code Compliance, and Plan Reviews. Emphasis on Educational Facilities.
- Consulting on HVAC Optimization and Performance Improvement: Lumpkin County, Georgia
- Gwinnett County 3rd Party Building Inspections, Code Compliance, and Plan Reviews. Emphasis on Educational Facilities
- City of Fairburn Code Compliance Inspections

Education
MBA, Georgia State University
B.S., Mechanical Engineering, University of California

Professional Registrations
Professional Engineer:
Georgia #40351
California #25628

Professional Certifications
Level 1A Certified Personnel #77517, Georgia Soil and Water Conservation Commission
Licensed Patent Agent #34443 (USP&TO)

Years of Experience
23

Years with Firm
7

His previous work experience includes the following:

Mechanical Engineer, Contracting

- Design of Injection Molded Consumer Products (Electrical Devices)
- Audio Visual Mounting Design
- Process Analysis for HVAC Systems
- Accident Reconstruction: Seating Systems
- Automotive Aftermarket Tool Design & VAVE

Mechanical Engineer

- Designed mechanisms for communications satellites and kinematic optical mounts for military laser systems.
- Provided factory support and coordinated contract production.
- Supervised contractors and disposed of nonconforming hardware.
- Performed engineering studies on materials, structures, and thermal properties of assemblies.

JIM SIMPSON

PLAN REVIEW – HIGHWAY/PARKS

Education
M.S., Technology Management, Southern Polytechnic State University
B.S., Civil Engineering Technology, Southern Polytechnic State University

Professional Certifications
Level II Certified Plan Reviewer #48161, Georgia Soil and Water Conservation Commission
Associate Public Manager, State of Georgia Certified Public Manager Program

Years of Experience
35

Years with Firm
7

Jim Simpson joined Atlas in 2016 after completing a 28-year career with Georgia Department of Transportation (GDOT). His current responsibilities at Atlas include the following:

- Gwinnett County Road Improvement Program. Mr. Simpson reviews preliminary, right of way and final plans for conformance to AASHTO, GDOT, Gwinnett County and EPD standards and specifications. He has reviewed a total of 43 sets of right-of-way plans and 17 sets of 90% construction plans with quantities and detailed estimates. These plans represent projects including roadway widenings, intersection improvements, and pedestrian/bicycle improvements. From these reviews, Mr. Simpson prepares written reports in the same general format as GDOT field plan review reports where the designer is required to respond to comments and make corrections to the plans so they meet all standards and guidelines.
- GDOT Engineering Services Review Contract. Since joining Atlas, Mr. Simpson has facilitated a number of field plan reviews. This has included thorough review of complete sets of GDOT in-house and consultant prepared design plans. These reviews helped to ensure conformance to standards including AASHTO, GDOT Design Policy Manual, GDOT Standards and Construction Details, GDOT 2013 Specifications and Special Provisions, GDOT Drainage Manual, PDP, PPG, MUTCD and other sources of design guidance. Coordinated with GDOT staff, including Environmental, Utilities, Construction, Traffic Operations, Right of Way and others to ensure accurate and complete information is incorporated. Prepared draft and final field plan review reports and facilitated FPR meetings. His reviews have included urban state route widenings, bridge replacement projects, and an LCI project. These reviews were conducted in several districts.
- City of Suwanee Capital Improvement Program Manager. Under the Atlas contract, Mr. Simpson serves as the program manager for Suwanee's CIP transportation projects. In this role, he has reviewed GDOT LCI and TE project plans where the city is the sponsor. Other projects he manages have included sidewalk and bicycle projects, park enhancement projects, trail projects, and other City transportation-related projects. He reviews plans for conformance with AASHTO, GDOT, EDP, ADA and Bike/Pedestrian as well and County and City guidelines and procedures. Participated in field plan reviews, utility plan reviews and right of way plan reviews. He has prepared design contracts, construction contracts and design-build contracts. He has also created and reviewed bid documents, proposals, and prepared project special provisions.

MIKE MALCOM — CONSTRUCTION MANAGER – HORIZONTAL

Mike Malcom worked for Atlas Technical Consultants from 2010 to 2017 as the liaison project manager for GDOT District 7. Mike enjoyed a long career at GDOT, working in various capacities, including being over preconstruction, construction, and maintenance activities. Mike's experience working with local governments includes:

- Serves as construction manager on multiple City of Fairburn roadway improvements. These include:
  - PN 21-002 (2021 LMIG), PN 22-001 (2022 LMIG);
  - Oakley Industrial Boulevard/McLarrin Road/Terminus Drive full depth reclamation
  - City of Fairburn Pavement Evaluation
  - Bohannon Road Sidewalk, PN 20-005
  - Oakley Industrial Boulevard Full Depth Reclamation, PN 21-001
  - Howell Avenue Extension, PN 20-004
  - SR 14 Campbellton Rd & CS 4050 Smith Street, PI 0012636
  - Rivertown Road SW, PN 21-002
- Serves as construction manager on the DeKalb County SPLOST program.
- Serves as construction manager on the Rockdale County Capital Program.
- Serves as construction manager for the City of Tucker.

Education
B.S., Civil Engineering, Southern Technical Institute

Professional Training
Road Construction
Asphalt Paving
Bridge Construction
Concrete Culvert Construction
Concrete Field Work
Storm Drain Pipe Construction
Construction Reports
Office Engineering
Erosion Control
Traffic Control
PCC Inspection
Context Sensitive Design
Employee Management

Years of Experience
42

Years with Firm
11

As the liaison project manager for GDOT District 7, Mr. Malcom's duties included:

- Served as primary contact and on-site liaison between Atlas and GDOT.
- Coordinated project staffing needs and inspector assignments with each Area Office.
- Planned future staffing requirements with District Construction Engineer and Area Engineers; included coordinating staffing with the subconsulting DBE firm to obtain contract DBE participation goals.
- Reviewed and approved all employee payroll time sheets, weekly vehicle reports, etc.; coordinated with the home office of Atlas to resolve employee issues with health insurance and other employee benefits.
- Compiled data for payrolls and vehicle expenses for monthly billing statement to GDOT.
- Scheduled routine training for all employees, which included concrete testing certification by GDOT Lab, Worksite Erosion Control Supervisor certification (green card), GSWCC Level 1A certification (blue card); administering and testing inspectors on the ten Engineering Skills and Development Courses used by GDOT as part of training and promotion requirements; provide initial training to all new hire inspectors as required by the Atlas training program for new employees. This training included orientation, payroll, health insurance, vehicle policy and safety policy explained; role and duties of an inspector; Atlas' organization and GDOT's organization. Arranged for on-the-job training using the "buddy" system by assigning a new employee to work with a senior Atlas inspector that will provide hands-on experience and knowledge to prepare the new hire employee to perform his or her inspection duties.
- Reviewed the performance rating of each inspector; discussed ratings with the Area Engineers and the Project Engineers to determine if any areas of the inspector's performance need improvement. Counseled inspector on the items that need improvement. Scheduled appropriate training to improve employee performance. Coordinated training with the Atlas Training Officer and CEI Coordinator.
- Took prompt action to remedy any personnel situation. Issues with non-performance or discipline of an Atlas employee discussed with the immediate supervisor. Necessary actions to resolve the situation were taken. Ensured GDOT is satisfied with the measures taken.

Mr. Malcom also served as a project manager for asset management during his previous tenure with Atlas. His duties included:

- Work with local governments in reviewing various assets such as pavements, signage, drainage performing condition assessments and determining repair priorities
- Train local government staff members on asset inspection methods and procedures

HOWARD BACH — CONSTRUCTION MANAGER – VERTICAL

Howard Bach joined Atlas in 1990 and has had primary responsibility for program and construction management for many Georgia counties' SPLOST programs. His expertise has been focused mainly on the management of county building projects including county detention facilities, county courthouses, senior citizens centers, health centers, and recreation facilities. He has extensive knowledge of building cost estimating, code compliance, and project scheduling.

Bach has worked as a District Liaison in the GDOT Transportation Enhancement Program. He has assisted the sponsors with implementing their concept development, right-of-way procurement procedures, bid document preparation, bidding assistance, and conflict resolution during the construction process. He has offered sound, cost-effective solutions when encountering unforeseen conditions during the construction phases of several projects. His guidance has resulted in minimal added cost to the overall project. Initially assigned to District 6, his hands-on approach in assisting with construction issues have had him working in Districts 3, 6, and 7, particularly with TE projects involving buildings and historic structures.

Education
Building Construction Studies, Georgia Institute of Technology
Executive Summary of Environmental Assessments, Georgia Tech Research Institute

Professional Certifications
Certified Batch Plant Operator, Georgia DOT
Level II Certified Plan Reviewer #23475, Georgia Soil and Water Conservation Commission

Professional Affiliations
Georgia Utility Contractors Association
Middle Georgia Utility Protection Committee

Years of Experience
40

Years with Firm
31

Some of Bach's specific projects involving recreation facilities are as follows:

- Seven Springs Water Park – new water park including facility offices, concessions, and showers/locker/restrooms.
- Swift Cantrell Park – new aquatic splash pad and pump house.
- Sweat Mt. Park – renovate five baseball fields, construct new concession restroom facility.
- Wildhorse Creek Park – Two new football fields, BMX bicycle track, new concession restroom building, and maintenance building.
- Powder Springs Park – redevelopment of entire park including five new baseball fields, new concession restroom building, and new maintenance building.
- Oregon Park – renovate baseball field and construct a new concession restroom facility.
- Milford Park – redevelope four baseball fields, new concession building, maintenance and storage buildings.
- Allatoona Park – wooden boardwalk and steel pedestrian bridge spanning Allatoona Creek.
- Price Park – new restroom/pavilion and parking lot.
- Green Meadows Preserve – new restrooms and parking lot.
- Jim R. Miller Park – total redevelopment of the park including construction of three new restroom buildings, new ticket booths, and the Jim R Miller Event Center.
- Mable House Barnes Amphitheatre – renovations of the back of house and construction of synthetic turf terrace seating.
- Mabry Park – new park including access road, lake/dam restoration, trails/bridges, playground.
- Discovery Park at the Riverline – new park including restroom, fencing and parking lot.
- Parking Lots – resurface 27 parks for asphalt repairs, speed tables, signage, and striping.
- Synthetic Turf Fields – Mud Creek Soccer Complex: three new soccer fields. O.C. Hubert Soccer Complex: four new soccer fields. Terrell Mill Park: one new soccer field. Fullers Park: one new multi-purpose field.

A partial listing of SPLOST projects Bach has managed for Atlas is as follows:

- Liberty County: Courthouse annex, courthouse renovation, detention facility, parks and recreation facility
- Gordon County: Municipal solid waste landfill, recycling facility
- Candler County: Jail, courthouse renovation
- Murray County: Jail, municipal solid waste landfill
- Monroe County: Judicial complex, courthouse renovations, municipal solid waste landfill, recycling centers
- Henry County: Senior citizens centers, library, jail addition, courthouse addition

3 | EXPERIENCE OF THE TEAM WITH SIMILAR CONTRACTS AND REFERENCES

DeKalb County SPLOST Program Management

Atlas manages the implementation of DeKalb County's first comprehensive SPLOST program. Initiated in 2018, this effort over the next six years will result in an over $400 million investment, including providing match funds for projects programmed by ARC for federal aid, in the unincorporated areas of the county's transportation infrastructure, public safety services, parks and community facilities. Atlas provides a multidisciplinary team of designers, managers, schedulers, cost estimators, construction inspectors and administrative support personnel. The team functions as an extension of the County's administration and reports directly to the Chief Executive Officer. Atlas also coordinates as needed with the various CIDs and cities within the County.

A significant service we provide the County administration is a web-based program management tool that allows for customized reports and a searchable database.

Transportation projects include:

- 300 miles of resurfacing – $151M
- Safety and signal improvements – $46.65M
- Sidewalks and multi-use trails – $25.45M
- Operational enhancements – $46M
- Bridge repairs – $7M

Facility projects include:

- Public safety vehicles, equipment, and facilities – $43.5M
- New fire stations – $41.2
- Renovated athletic fields, recreation centers and park facilities – $37.25M
- Capital improvements to courts, senior centers, health clinics and libraries – $20M

Reference	Zach Williams 404.371.2174 zlwilliams@dekalbcountyga.gov	DeKalb County 1300 Commerce Drive, 6th Floor Decatur, GA 30030

City of Fairburn Program and Construction Management

Atlas has provided program and construction management services to the City of Fairburn on an on-call basis. We have provided a wide range of services including but not limited to plan review, design management, utility coordination, bid support, construction inspection oversight, field plan review, right-of-way services, roadway assessments and concept studies. Projects we have worked on include:

- Johnson Road at Line Creek Bridge Replacement: project management, right-of-way acquisition, and CEI/bidding services
- Bohannon Road: design, right-of-way acquisition, and CEI/bidding services
- John Rivers Road: design and CEI/bidding services
- Duncan Park Improvements: project management
- Pedestrian improvements on various city roads, PN 17-004
- Various roadway improvements on city streets (Resurfacing), 2014, 2015, 2016, PN 17-005 (2017 LMIG), PN 19-006 (2018 LMIG), PN 19-002 (2019 LMIG), PN 20-002 (2020 LMIG), PN 21-002 (2021 LMIG), PN 22-001 (2022 LMIG)
- Oakley Industrial Boulevard/McLarrin Road/Terminus Drive full depth reclamation
- City of Fairburn Pavement Evaluation
- Bohannon Road Sidewalk, PN 20-005
- Oakley Industrial Boulevard Full Depth Reclamation, PN 21-001
- Howell Avenue Extension, PN 20-004
- SR 14 Campbellton Rd & CS 4050 Smith Street, PI 0012636
- Rivertown Road SW, PN 21-002

Reference	Lester Thompson Community Development Department 770.964.2244 lthompson@fairburn.com	City of Fairburn 56 Malone Street Fairburn, GA 30213

Gwinnett County Road Improvement Program

Gwinnett County has implemented one of the state's largest programs of road improvements dating back to 1986. This continuous series of programs has been funded with SPLOST revenues and assistance from GDOT. Projects have included freeway interchanges and modifications, addition of interstate CD lanes, major construction on primary roadways, resurfacing, paving of unpaved roads, intersection reconfigurations, operational improvements, and multiple sidewalk and multi-use path projects.

The Gwinnett County Department of Transportation has utilized Atlas' program management and construction management services for the past 30 years through five consecutive contracts to facilitate completion of more than $1.75 billion of projects. These services have included:

- General program coordination
- Concept development
- Quality control and review of designs
- Environmental permitting
- Liaison with Georgia DOT
- Coordination/supervision of bid process and contract awards
- Construction inspection and supervision
- Review, verification, and recommendations of contractor invoices
- Utility coordinator

Atlas has also provided turnkey right-of-way acquisition services. The firm has represented Gwinnett County in the acquisition of more than 10,000 parcels of right-of-way in over 30 years.

Reference	Lewis Cooksey, PE – Director 770.822.7428 lewis.cooksey@gwinnettcounty.com	Gwinnett County Department of Transportation 446 West Crogan Street, Suite 410 Lawrenceville, GA 30046

Clayton County Program and Project Management

Atlas is providing Clayton County a number of on-call services; these currently include a contract to provide engineering staff augmentation to the County's Transportation Department. Atlas staff perform tasks as assigned by County staff including solicitations for design services, plan reviews, development of bid packages, and construction phase services. Our Duluth professional staff develops construction plans, bid documents, and environmental clearance reports, and have assisted in acquiring right-of-way for SPLOST projects. These projects included Anvil Block and Flint River Road widenings and the Conkle Road bridge replacement (*photo at right*). Projects received FHWA funding through GDOT in addition to local SPLOST funds.

Our most recent contract provides an on-site program management staff to assist the County with implementation of more than $300 million of SPLOST-funded improvements to transportation, recreation, and other public facilities.

Reference	Jeff Metarko, Director 770.477.3691 Jeff.Metarko@co.clayton.ga.us	Clayton County Department of Transportation & Development 7960 North McDonough Street Jonesboro, GA 30236

City of Suwanee Program Management

Program management services for various projects since 2010. Tasks included preparation of requests for proposals, review of proposals, budget preparation, management of design, oversight of construction projects, punch list preparation, and project closeout. Projects include:

- Police substation/training facility
- Update to pedestrian and bicycle plan
- Supervision of completion of White Street Park, Playtown Pavilion, Martin Farm Park Restroom Building and Buford Highway Intersection Improvements, Brushy Creek Trail, Suwanee Creek Greenway, Sims Lake Park dock/pavilion, Station Park, pedestrian improvements on multiple city, county and state routes
- Assisted in selection of demand services firms for City engineering tasks
- Planning for redevelopment of Pierce's Corner
- Installation of new millwork in Crossroads Court Facility
- Assisted with management of emergency projects related to storm damage
- Budget preparation for emergency generator for Crossroads Court Facility
- Assisted with contract preparation for Courthouse expansion/renovation
- Right of way acquisition on City projects

Reference	Marty Allen, City Manager 678.546.2133 mallen@suwanee.com	City of Suwanee 330 Town Center Avenue Suwanee, GA 30024

City of Union City On-Call Engineering Services

Atlas is providing Union City a wide variety of engineering services under an on-call contract awarded in February 2016. Atlas was also recently awarded a Program Management contract to assist the city with their ongoing Capital Improvement Program. Tasks to date as the City's engineer have included:

- Development plan reviews
- Approval of final plat and right-of-way dedication plans
- On-site meetings with staff and developers
- Surveying
- Assistance with stormwater utility program
- Assistance with sanitary sewer evaluation
- Pavement inspections
- Construction management of CIP projects

Reference	Lonnie Ferguson Director of Public Works 678.502.0785 lferguson@unioncityga.org	City of Union City 5047 Union Street Union City, GA 30291

Bibb County Road Improvement Program

Atlas has been providing program management and construction management services for the Bibb County Road Improvement Program since 1997. This $300 million program is ongoing and includes major construction projects, paving of unpaved roads, widening and resurfacing of existing highways and traffic operation improvements. In addition to general program management services, we are providing all environmental permits, concept designs, plan reviews, and construction inspections. Also, Atlas aided Bibb County in programming coordination with GDOT and allocating various project and project functions to Bibb County and GDOT. Atlas is continuing as the liaison for Bibb County with GDOT throughout the program. Atlas has provided program management, allowing a continuous delivery of improvement projects despite fluctuating revenues from economic downturns.

Second and Mulberry

Reference	Charles Brooks, PE, RLS, County Engineer 478.337.1749	Macon-Bibb County 780 Third Street Macon, GA 31201

4 | PROJECT APPROACH SUMMARY

Atlas' methodology and strategy will be simple but effective. If Atlas is selected, Chris Parypinski, PE, will spend the time necessary with City staff to completely understand the various projects and the City's expectations on each. Project management (PM) and quality assurance/quality control (QA/QC) are intertwined and are the core of our approach to delivering a project. Our experience with the design of facilities for numerous local governments has guided the development of our internal PM and QA/QC procedures.

As is the case with all our projects, our principal in charge, Todd Long, PE, PTOE, will direct activities of the project team, with the project manager, Chris Parypinski, PE, being the single point of contact for the City of Fairburn. Mr. Long will be responsible for management level oversight of the quality of service and final deliverables, while Mr. Parypinski will actively manage the project on a day-to-day basis, from start to finish. The organization chart and resumés in Section 5 show the anticipated resources needed to deliver all the required services identified in the RFP.

Mr. Parypinski's experience in managing projects in similar programs, along with his design and construction services experience, will ensure a high level of PM and QA/QC throughout the program for each project delivered. We are very aware of the fiscal restraints local governments operate under and are committed to providing the deliverables requested within budget and meeting your schedule requirements. This translates to complete familiarity with any of the potential sources of project funding, such as GDOT LMIG, DCA CDBG, Fulton County TSPLOST, and federal aid money programmed by GDOT or ARC.

GENERAL SCOPE PHASE

Upon receipt of a Notice to Proceed we will immediately meet with the appropriate City staff to outline the scope of each project and from that scope prepare a project schedule. The schedules will be prepared using Primavera project management software and will include all major milestones for design, right of way (if required), utilities, environmental permitting, and construction. Each schedule will be reviewed with the principal-in-charge before submittal to City of Fairburn. The following are the assignments of staff to each General scope of service task outlined in the RFP:

General

a.	Meeting with the appropriate staff to establish scope.	Chris Parypinski, Mike Malcom, Hank Collins
b.	Establish schedule for each project and outline communication system.	Chris Parypinski, Jim Simpson, Mike Malcom, Sam Allen
c.	Prepare an increasingly detailed project budget and monitor expenditures.	Chris Parypinski, Mike Malcom
d.	Coordinate with professional staff and consultants associated with design and engineering activities. Maintain strict schedule.	Chris Parypinski, Jim Simpson
e.	Attend meetings as necessary with the owner and others.	Chris Parypinski, Mike Malcom
f.	Maintain complete file history of all project-related documentation and delivery.	Chris Parypinski, John Solomon

DESIGN SUPPORT SCOPE PHASE

Once the schedule is prepared and approved by City of Fairburn, the project manager will issue the schedule to all designers and city stakeholders who will participate in the project and review it with them to ensure they have a full understanding of expectations for the design.

We anticipate each project will adhere to the following process for similar projects. There will be a kick-off meeting with the City with review meetings to follow each phase of the design, i.e., preliminary design, design development and construction documents. We will also be available for meetings as necessary to review specific or in-depth design issues; for example, often a separate meeting is needed to formalize the requirements for site lighting, irrigation, and custom design features. The management team will also assist with project closeout and commissioning activities.

The project manager and appropriate support staff will attend these meetings. We will prepare detailed minutes of the meetings and issue them to all attendees. These minutes will include all items discussed and list all comments, requests, or directives from City staff. The minutes will also be issued to all members of the design team and the project manager will review them with each designer to ensure he/she has a complete understanding of what was discussed and what is required. The following are the assignments of staff to each Design Support scope of service task outlined in the RFP:

Design Support

a.	Monitor design process.	Jim Simpson, Stan Steingold, Chris Kingsbury, Kirk McCleskey
b.	Coordinate with all design entities including MEP, Civil, LA and Support Services.	Jim Simpson, Stan Steingold, Chris Kingsbury, Kirk McCleskey
c.	Monitor compliance with environmental goals for the project related to sustainability and expectation.	L.N. Manchi
d.	Properly review pay applications.	Mike Malcom (roadway), Howard Bach (vertical)
e.	Coordinate the conceptual site plan, models, sketches and coordinate with P&Z.	Jim Simpson, Kirk McCleskey
f.	Provide a constructability minimization and life cycle cost review.	Jim Simpson, Stan Steingold, Howard Bach
g.	Review final bid documents and authorization for procurement.	John Solomon, Chris Parypinski
h.	Coordinate with all involved entities for the plans and help create a conflict change order and delay resistance construction phase.	John Solomon, Chris Parypinski

BIDDING SCOPE PHASE

Atlas will provide appropriate staff to completely administer the bidding process and provide any assistance required from the City's procurement department. The following are the assignments of staff to each Bidding scope of service task outlined in the RFP:

Bidding

a.	Recommend and manage prequalification process.	Mike Malcom
b.	Prepare project advertisements.	Mike Malcom, John Solomon
c.	Ensure maintenance of a plan holder list, response to RFI's and organize process.	Mike Malcom, John Solomon
d.	Ensure proper handling of pre-bid meetings.	Mike Malcom
e.	Ensure requests to design consultants are handled in timely way.	Mike Malcom
f.	Attend bid openings, record and certify bids and provide recommendations to the City.	Mike Malcom, Chris Parypinski

PERMITTING AND CONSTRUCTION SCOPE PHASE

Personnel assigned to the project will be capable and experienced in construction inspection, sampling, and testing on buildings, asphalt paving, athletic fields, and related facilities. Construction services will be managed by the designated horizontal construction lead, Mike Malcom and our vertical construction lead, Howard Bach. We also will utilize project inspectors as needed to support the construction process. We will supplement our inspectors with additional manpower, as needed, including technical inspections from architects, engineers, and landscape architects on a periodic basis. The following are the assignments of staff to each Permitting and Construction scope of service task outlined in the RFP:

Permitting and Construction

a.	Organize and carry out preconstruction conference.	Mike Malcom

Permitting and Construction

b.	Manage submittals.	Mike Malcom, John Solomon
c.	Coordinate with contractor for materials testing and test assurance program.	Mike Malcom
d.	Maintain all records associated with any environmental compliance. Safety, sustainability and other such matters.	Mike Malcom, L.N. Manchi
e.	Conduct inspection of public works and site development construction.	Mike Malcom, Howard Bach, and team of inspectors
f.	Review and approve all pay applications, change orders requests, quantities and workmanship.	Mike Malcom, Howard Bach, John Solomon
g.	Attend substantial completion inspection and prepare punch list.	Mike Malcom, Howard Bach, David Hardeman
h.	Attend a final inspection and prepare punch list.	Mike Malcom, Howard Bach, David Hardeman
i.	Coordinate with contractor and design consultants for as-built documents.	Mike Malcom, Howard Bach
j.	Prepare written reports of all site visits, project meetings, inspections, etc.	Mike Malcom, Howard Bach

POST CONSTRUCTION SCOPE PHASE

The project manager will begin formal closeout of each project after completion of the following:

- Final inspection and correction of punch list items
- Resolution of all pending change orders
- Receipt and review of contractor's as-built drawings and close out documents
- Receipt of contractor's final affidavit

Closeout procedures will include:

- Preparations of final adjusting change order
- Preparation of agenda item concerning closeout
- Preparation of final statement and certification
- Turnover of all project records to the City of Fairburn

Typically, facility and landscaping projects are subject to a one-year warranty period. We will arrange for an inspection at 6 months and 11 months after substantial completion. The contractor, designer, and City of Fairburn staff, along with the construction manager, will identify items in need of correction. A list will be prepared and issued to the contractor and a follow up inspection will be performed to verify that all warranty items have been corrected. The following are the assignments of staff to each Post Construction scope of service task outlined in the RFP:

Post Construction

a.	Coordinate FF&E design, layout and installation.	Jim Simpson, Stan Steingold, Howard Bach
b.	Coordinate tenant/end-user move in.	Jim Simpson, Stan Steingold, Howard Bach

Atlas is excited about the potential opportunity to continue providing these services to the City of Fairburn. We believe and hope you do as well that our wide range of services and our experienced staff has provided a benefit to the City in delivering projects to your constituents.

RATES

CLASSIFICATION	RATES
Program Manager	$150.00
Construction Services Manager	$130.00
Plan Review Engineer	$110.00
Senior Inspector	$85.00
Inspector	$75.00
Senior Support Services Engineer (PE, PLS)	$135.00
Contract Compliance	$95.00
Design Engineer	$120.00
CADD Operator/Survey Technician	$90.00
Survey Crew	$130.00
Direct Expenses	
Mileage	62.5¢ per mile