

File 23064



CONSULTANT SERVICES

AGREEMENT

ON-CALL CONSTRUCTION MANAGEMENT,

CONSTRUCTION INSPECTION, AND

FIELD ENGINEERING

PROFESSIONAL SERVICES

PROJECT NUMBER: 328-041110-211828005

Augusta, GA Engineering Department
Engineering Division
POC: Hameed Malik, Ph.D., PE, Assistant Director
~EMC Engineering~



**ON-CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES
PROJECT NUMBER: 328-041110-211828005**

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Augusta, GA Engineering Department

REQUEST FOR PROPOSAL

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

REQUEST FOR PROPOSAL

Request for Proposals will be received at this office until Friday, August 30, 2013 @ 11:00 a.m. for furnishing:

RFP Item #13-184 On-Call Construction Management, Construction Inspection & Field Engineering Services for Engineering Department

RFPs will be received by: The Augusta Commission hereinafter referred to as the OWNER at the offices of:

Gerri A. Sams, Director
Augusta Procurement Department
530 Greene Street - Room 605
Augusta, Georgia 30901

RFP documents may be viewed on the Augusta Georgia web site under the Procurement Department **ARCbid**. RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 530 Greene Street – Room 605, Augusta, GA 30901.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Friday, August 16, 2013 @ 5:00 P.M. No RFP will be accepted by fax, all must be received by mail or hand delivered.

No RFP may be withdrawn for a period of **90** days after time has been called on the date of opening.

Request for proposals (RFP) and specifications. An RFP shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the invitation to bid including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waiveable or modifiable by the Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark RFP number on the outside of the envelope.

Proponents are cautioned that acquisition of RFP documents through any source other than the office of the Procurement Department is not advisable. Acquisition of RFP documents from unauthorized sources places the proponent at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle July 25, August 1, 8, 15, 2013
Metro Courier July 31, 2013

cc: Tameka Allen Deputy Administrator
 Bill Shanahan Deputy Administrator
 Abie Ladson Engineering
 Hameed Malik Engineering

Revised: 8/15/2011

Augusta, GA Engineering Department

SCOPE OF SERVICES

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

**ON CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION
INSPECTION AND FIELD ENGINEERING PROFESSIONAL SERVICES
PROJECT NUMBER: 328-041110-211828005**

SCOPE OF SERVICES

I. PROBLEM STATEMENT:

The Engineering Department is currently requesting professional services that include Construction Management, Construction Inspection, and Field Engineering Services. Several of SPLOST and TIA projects are scheduled to being let for construction during the fourth quarter of 2012 and first quarter of 2013. The number will continue to increase throughout 2013 and 2014. The following projects are currently under construction or will be under construction in 2013:

1. Marvin Griffin Road Widening and Drainage Improvements
2. East Augusta Drainage Phase II - Aiken Channel Improvement
3. Belair Road Drainage and Intersections Improvements
4. Mark Church Road Widening and Improvements
5. Various Bridges Repair and Restorations
6. Druid Park Improvements
7. Dirt Roads Paving
8. Old Savannah Road / Twiggs Street Improvements
9. Dover/Lyman Drainage & Street Improvements
10. TIA Resurfacing

II. SERVICES TO BE RENDERED:

This contract will be in place for two years with an option to renew for three (3) additional years on a year to year basis. The Engineering Department expects the following services to be rendered, but not limited to the following.

1. Interpret and enforce Augusta, Georgia construction standard & specifications and Georgia Department of Transportation construction standard & specifications on projects.
2. Document in detail daily construction activities.
3. Perform field engineering designs and make field adjustments.
4. Conduct field surveys.
5. Conduct Project Team meetings.
- 6 Measure and estimate material put in place by Contractors.
7. Enforce all Federal and State regulations (e .g . EPD, EPA, NPDES, GDOT, etc.)
8. Construction Observation
9. Pay application Review and Change in Scope & Associated Cost Proposal Review
10. Project Scheduling Review
11. Schedule Tracking and Cost Tracking

Augusta, GA Engineering Department

CONTRACTOR'S PROPOSAL

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005



August 30, 2013

Geri A. Sams, Director
Augusta Procurement Department
530 Greene Street, Room 605
Augusta, Georgia 30901

**RE: STATEMENT OF PROPOSAL
ON-CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION
& FIELD ENGINEERING SERVICES (RFP ITEM 13-184)**

Dear Ms. Sams,

EMC Engineering Services, Inc. is pleased to present the enclosed *Statement of Proposal for Professional Services* for the above referenced project to the City of Augusta Georgia Engineering Department. Our Statement of Proposal includes a Design Team with extensive experience in construction management, construction inspection and field engineering services. EMC has been performing these types of services for cities, counties, architects, contractors, and private developers for over thirty-four years. From 1999 To 2008, EMC provided the Georgia Department of Transportation (District 5) Engineering Inspection services via three IDIQ contracts.

EMC is committed to providing an experienced and qualified team of professionals to ensure the success of this project. Our team has a proven track record of exceeding the expectations of our clients while executing **EMC's Mission Statement: *Fostering relationships through client-centered engineering and surveying solutions.*** We have enjoyed our 34-year relationship with clients throughout the State of Georgia and we look forward to working with and continuing our relationship with the City of Augusta.

EMC acknowledges receiving Addendum #1.

Sincerely,
EMC ENGINEERING SERVICES, INC.

Robert L. Titus, PE
Augusta Branch Manager

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SECTION 1

QUALIFICATIONS OF COMPANY

Section 1

1. INTRODUCTION TO FIRM
2. FIRM QUALIFICATIONS
3. QUALITY ASSURANCE
4. PROFESSIONAL LICENSES
5. CERTIFICATE OF INSURANCE
6. SCOPE OF WORK
7. RELATED EXPERIENCE

SECTION 1

INTRODUCTION TO FIRM

EMC Engineering Services, Inc. (EMC) is a consulting engineering firm that offers a wide range of services to municipalities, governmental agencies, industries and businesses in the Southeastern United States. EMC's corporate headquarters is located in Savannah, Georgia with production branch offices in Albany, Atlanta, Augusta, Brunswick, Columbus, Statesboro, and Valdosta. Founded in 1978, EMC has built a reputation for high quality, cost effective projects, resulting in satisfied clientele.

EMC provides engineering, surveying, landscape architecture, environmental science, and construction phase services from each of our offices.

Engineering Services

- ⊃ Land Development
- ⊃ Transportation
- ⊃ Water and Wastewater
- ⊃ Water Resources/Drainage
- ⊃ Marine
- ⊃ Geotechnical
- ⊃ Solid Waste

Environmental Science Services

- ⊃ Environmental Site Assessments
- ⊃ Underground Storage Tank Evaluations
- ⊃ NEPA/GEPA Evaluations

Surveying Services

- ⊃ Topographic and Boundary Surveys
- ⊃ Construction Staking
- ⊃ Hydrographic Surveying

Landscape Architecture Services

- ⊃ Parks and Recreation Design
- ⊃ Streetscapes
- ⊃ Landscape Design
- ⊃ Transportation Enhancement Projects

Construction Phase Services

- ⊃ Construction Management
- ⊃ Materials Testing
- ⊃ NPDES Stormwater Permitting

Solid Waste

- ⊃ Industrial Landfills
- ⊃ Municipal Landfills

Land development

- ⊃ Institutions
- ⊃ Industries
- ⊃ Commercial Developments
- ⊃ Residential Subdivisions

Transportation

- ⊃ Multi-lane State Highways
- ⊃ County and City Collector Roads
- ⊃ Local Roads and Streets

Water & Wastewater

- ⊃ Treatment and Effluent Disposal Facilities
- ⊃ Water and Sewer Line Extensions
- ⊃ Sewage Pumping Stations
- ⊃ Sanitary Sewer Rehabilitations

Water Resources

- ⊃ Canal Widening
- ⊃ Bank Stabilization
- ⊃ Urban Storm Drainage Systems
- ⊃ Stormwater Pump Stations
- ⊃ Municipal and County Drainage Masterplans

Marine

- ⊃ Docks
- ⊃ Bulkheads
- ⊃ Boat Ramps
- ⊃ Dredged Material Disposal Areas
- ⊃ Beach and Bank Stabilization Measures

EMC currently employs a staff of approximately 55 engineers, surveyors, construction inspectors, scientists, and technicians who specialize in the various services described above. EMC offers clients experience, professionalism, resources and the ability to complete projects in a timely and cost effective manner. Our mission statement of "Fostering relationships through client-centered engineering and surveying solutions" reflects the culture of our company.



SECTION 1

FIRM QUALIFICATIONS

EMC Engineering Services, Inc. is a 34-year old consulting engineering firm that provides construction management, construction inspection, engineering design services, environmental analysis, surveys and mapping, hydrological and hydraulic analysis, environmental and other agency permitting, which includes coordination with USACE, FEMA and GADNR, preliminary Construction Plans, final right-of-way plans, including staking, and final Construction Plans. EMC has six regional offices throughout the State of Georgia and has provided these services for cities, counties, architects, contractors, and private developers.

EMC's qualifications include being selected by Augusta-Richmond County to provide construction management, construction inspection and field engineering services in 2010.

Mr. Robert Titus, Augusta Branch Manager, will serve as Client Liaison. From 2004 through 2006, Mr. Titus worked side by side with the Division Director and staff of the Augusta-Richmond County Engineering Department providing technical assistance and plan review for more than 175 projects. In particular, technical assistance was provided for the planning stages of Lake Warren Restoration project, CrossBridge Baptist Church Pond and Goshen Plantation Drainage. Mr. Titus's familiarity with the department's staff and procedures will be a valuable asset to the successful execution of the project. He will also ensure compliance with regulatory regulations and provide coordination with our sub-consultant.

Participating EMC Offices:

CORPORATE OFFICE

EMC Engineering Services, Inc.
 10 Chatham Center South, Suite 100
 Savannah, Georgia 31401
 (912) 232-6533
 Mr. Timothy D. Baumgartner, PE

AUGUSTA BRANCH OFFICE

EMC Engineering Services, Inc.
 4106 Colben Boulevard, Suite 105
 Evans, Georgia 30809
 (706) 650-3057
 Mr. Robert Titus, PE

Staff Professional Registration

All Department Heads, Project Managers and other members of our firm hold current registration certificates appropriate for their areas of expertise. Engineers who have not yet attained professional registration work under the direction supervision of a registered professional engineer until they qualify to obtain their own registration. Technicians who have specialized training and skills in drafting, computation, computer operation and programming, and in materials and soils testing also perform their duties under the direction of qualified engineers.

SECTION 2

QUALITY ASSURANCE

EMC Engineering Services, Inc. (EMC) understands the importance of providing quality services. We realize that providing quality services adds value for our clients while minimizing our exposure to professional liability claims and enhancing our marketing efforts. For these reasons, we have maintained a formalized in-house Quality Control Program since 1991. The program is embraced by EMC's management team and encourages employee participation at all levels. We emphasize that a comprehensive quality control program involves everyone in the company; each with a different responsibility, acting at different times and at all levels of project participation.

Our program establishes the Performance Standards, Policies, and Procedures by which EMC's services are provided. The program is continuously monitored, eliminating what does not work and reinforcing procedures that do work. Our Quality Control Manual provides a guide for EMC's overall quality control program. It includes pre-design, design, construction, and post-construction procedures and checklists aimed at accomplishing the overall goal of providing quality services. Procedures have been established during the pre-design stage for client selection, scope development, proposal/qualification statements, and contracts.

Design quality control includes the initial planning process, development of design criteria and standards, and checking procedures. We gather the proposed project team and conduct a pre-design meeting to kick-off all new projects. EMC has standardized design techniques specific to each type of project that are continually upgraded to reflect our successful experience and changes in technology. A listing of design references available at EMC, such as books, design software manuals, standard details, standard specifications, graphic standards, and internet web sites are included in the QC Manual. Quality control procedures utilized during the design process include checking of design calculations, contract drawings, contract specifications, and cost estimates.

Procedures are in place at EMC to provide formal quality control reviews prior to submittal of all deliverables to clients and regulatory agencies. This formal review process only occurs after thorough checking by the project manager, a professional engineer or surveyor, and checking with the production group. The project is then assigned to a member of the Technical Advisory Committee for review of the submitted material. The Technical Advisory Committee is made up of EMC professionals who have had sufficient repetitive design experience to efficiently perform quality control reviews. They use their experience and the standard procedures and checklists as a base line to look for major/"big picture" type errors or omissions.

Quality control is critical during the construction phase of a project because there are many kinds of problems that can develop that can expose the owner to increased cost and the engineer to increased liability. These problems include incorrect interpretations of the documents, incorrect construction procedures, product substitutions, and project delays. EMC has developed standardized procedures for construction administrative, construction observation, and shop drawing and change order reviews which consist of guidelines and checklists. They include the establishment and maintenance of Project Evaluation Worksheets, Construction Inspection Reports, Construction Monitoring Procedure Checklists, Shop Drawing Checklists, and Shop Drawing Logs.

Post-construction procedures have been established at EMC to benefit from the lessons learned from past projects. This includes a program of project evaluation and feedback of data through communication among the owner, contractors, and designers. An Evaluation of Completed Projects Checklist is completed to document this evaluation.

SECTION 2

PROFESSIONAL LICENSES



STATE OF GEORGIA
Brian P. Kemp, Secretary of State
State Board of Engineers and Land Surveyors
Engineer Firm

License No. PEF001366

Status: Active

EMC Engineering Services, Inc.
23 E. Charlton St.
Savannah GA 31401

Expires: 6/30/2014
Issued: 4/28/1992



Real-time license verification is available at sos.georgia.gov/PLB



STATE OF GEORGIA
Brian P. Kemp, Secretary of State
State Board of Engineers and Land Surveyors
Land Surveyor Firm

License No. LSF000051

Status: Active

EMC Engineering Services, Inc.
23 E. Charlton St.
P. O. Box 8101
Savannah GA 31401

Expires: 6/30/2014
Issued: 1/16/1991



Real-time license verification is available at sos.georgia.gov/PLB



SECTION 2

CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/31/2013

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

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

PRODUCER ASC & Associates, LLC P.O. Box 30723 Savannah, GA 31410 153288		CONTACT NAME: PHONE (A.C. No. Ext): (912) 748-2663 FAX (A.C. No.): (912) 988-3703 E-MAIL ADDRESS: pat.ascins@comcast.net	
INSURED EMC Engineering Services, Inc. Post Office Box 8101 10 Chatham Center South Suite 100 Savannah, GA 31405 912 232-6533		INSURER(S) AFFORDING COVERAGE INSURER A: RLI Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

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

INSURER	TYPE OF INSURANCE	ADDITIONAL INSURER	INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	Y	PSB0003236	6/1/2013	6/1/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCUR) \$ 100,000 MED EXP (A/10/10/1000) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALLOWED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	PSA0001488	6/1/2013	6/1/2014	COMBINED SINGLE LIMIT (EA OCCUR) \$ 1,000,000 BODILY INJURY (Per Person) \$ BODILY INJURY (Per Accident) \$ PROPERTY DAMAGE (Per Accident) \$
A	UMBRELLA LIAB EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$10,000	Y	Y	PSE0003038	6/1/2013	6/1/2014	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETARY PARTNERS/EXECUTIVE OFFICERS/EMER. EXCLUDED? (Indicate in NH) (If yes, describe in the DESCRIPTION OF OPERATIONS below)	N/A	Y	PSW0001985	6/1/2013	6/1/2014	<input checked="" type="checkbox"/> INC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional & Pollution Liability	Y		RDP00010854	6/1/2013	6/1/2014	\$1,000,000/\$2,000,000

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

CERTIFICATE HOLDER Sample Certificate	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

SECTION 1

SCOPE OF WORK

The EMC Team will provide the professional services outlined in the City of Augusta's Request for Proposal No. 13-184. This shall include construction management, construction inspection, and field engineering services as follows:

- ▷ Interpret and enforce Augusta, Georgia construction standard & specifications and Georgia Department of Transportation construction standard & specifications on projects.
- ▷ Document in detail daily construction activities.
- ▷ Perform field engineering designs and make field adjustments.
- ▷ Conduct field surveys.
- ▷ Conduct Project Team meetings.
- ▷ Measure and estimate material put in place by Contractors.
- ▷ Enforce all Federal and State regulations (e.g. EPD, EPA, NPDES, GDOT, etc.)
- ▷ Construction Observation
- ▷ Pay application Review and Change in Scope & Associated Cost Proposal Review
- ▷ Project Scheduling Review
- ▷ Schedule Tracking and Cost Tracking

More specifically, the EMC Team members will:

- ▷ Inspect construction projects to ensure all requirements are met regarding materials, construction plans, standard specifications, supplemental specifications and special provisions.
- ▷ Direct field measurements and documentation of contract pay item quantities and preparation of related Inspector's Pay Item Reports and Monthly Field Construction Reports.
- ▷ Test roadway and bridge materials for specification compliance.
- ▷ Review construction plans for errors prior to work taking place.
- ▷ Ensure contractor compliance with erosion control and traffic control requirements.
- ▷ Maintain Inspector's and Project Diaries.

The production portion of the contract will be performed on a percentage basis. EMC will perform 80% of the production effort, and our sub-consultant, Coastline Consulting Services (CCS), will perform 20%.

The registered professional engineer and client liaison for the project will be Robert Titus, P.E. He is the branch manager of our local office. Since it was originally established in the City of Augusta in 2003, this office has built a reputation for providing quality services for reasonable fees. EMC has provided services to the City of Augusta on several projects including, plan reviews of proposed developments, Rocky Creek Flood Mitigation, Colony Park Stream Bank Restoration, and Augusta Mall Stream Restoration. Mr. Titus grew up in Augusta, and is very knowledgeable of the area and project requirements. He will evaluate and respond to RFIs, Change Order Requests, and other conflicts that may arise.

SECTION 1

SCOPE OF WORK

It is our goal to provide a 20% DBE involvement on this contract. To accomplish this objective, we will contract with Coastline Consulting Services (CCS), a well-established Disadvantaged Business Enterprise. They have performed exceptionally in previous Ga. DOT CEI projects. CCS has contracted with EMC on previous projects and have excellent reputations as a stand alone CEI firm, who meets their commitments with quality. CCS will perform 20% of the projected labor based on workload and project demand and every effort will be made to reach this utilization.

EMC Engineering Services and CCS share a commitment to quality in the formation of a team of construction managers to supply quality assurance inspections and materials testing services to support Augusta's construction efforts.

The following uniform levels of training and equipment for all Inspectors to be provided under this contract:

Training

Maintain current GDOT certifications in the following areas:

- ▷ Worksite erosion control specialist
- ▷ Asphalt paving
- ▷ Concrete testing
- ▷ Worksite traffic control

Other Training:

- ▷ Defensive driving

Equipment

All personnel will be provided the following equipment:

- ▷ Company Owned Vehicle
- ▷ Mobile Devices
- ▷ Laptop Computer
- ▷ OSHA Approved Protective Footwear



SECTION 1

RELATED EXPERIENCE

PROJECT	CLIENT/CONTACT	DESCRIPTION	YEAR
CITY OF METTER VARIOUS PROJECTS CEI Metter Georgia	City of Metter Cliff Hendrix Director of Public Works P.O. Box 74 Metter, GA 30439 (912) 685-7847	As part of the long-term contract with the City, EMC provided construction engineering and inspection services for various city projects including Vertia Street, Hiawatha Street and Cotton Street drainage, sewer and roadway improvements, Metter High School Pump Station, Metter Airport Pump Station, and Downtown Streetscape Phase I and II. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer.	Present
REMAGEN AIRSTRIP RUNWAY REHABILITATION CEI Fort Stewart Georgia	Georgia Air National Guard CRTG Chief Marianela Smith 1401 Robert B. Miller Jr. Drive Garden City, GA 31408 (912) 963-3304	EMC provided construction engineering and inspection services for the rehabilitation of an existing air strip on the Fort Stewart Army Installation to expand the threshold for safe aircraft approach and drop zone utilization. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer.	2013
CITY OF RINCON FORT HOWARD ROAD ROADWAY & DRAINAGE IMPROVEMENTS CEI Rincon, Georgia	City of Rincon LaMeisha Hunter City Planner 302 S. Columbia Ave. P.O. Box 232 Rincon, GA 31326 (912) 826-5996	EMC provided construction engineering and inspection services for the widening of an existing 2.2-mile section of road from two to three lanes, drainage improvements (deep side ditches, storm piping, catch basins), and sidewalks. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer (EMC). The project was envisioned to help move traffic more effectively along the route, which is used by 20,000 plus vehicles, including truck traffic to Georgia Pacific.	2012
GLENNVILLE STREETSCAPE CEI Glennville Georgia	City of Glennville Amy Murray City Manager 134 South Veterans Boulevard Glennville, GA 30427 (912) 654-2461	EMC provided construction engineering and inspection services for the Congressional Earmark/TE project which encompassed several blocks of streetscape enhancement on SR 144 in the Downtown Glennville historic area. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer (EMC).	2012

SECTION 1

RELATED EXPERIENCE

PROJECT	CLIENT/CONTACT	DESCRIPTION	YEAR
LOST PLANTATION GOLF COURSE REUSE WATER MAIN CEI Rincon Georgia	City of Rincon <i>LaMeisha Hunter</i> <i>City Planner</i> 302 S. Columbia Ave. P.O. Box 232 Rincon, GA 31326 (912) 826-5996	EMC provided construction engineering and inspection services for the installation of 18,000 LF of 12" reuse water main, effluent pumping station and golf course irrigation system wet well and pump house. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer (EMC). Coordination with the City and Golf Course made it possible for the course to remain open during all construction activity.	2011
MORAN-CRESCENT TOWING FACILITY CEI Savannah Georgia	Hutchinson Island Development, LLC <i>Ronald Droop</i> P.O. Box 2704 Savannah, GA 31402 (912) 236-2571	EMC provided construction engineering and inspection services for the construction of a ship towing facility along the Savannah River. The facility included a 800-ft long steel bulkhead for mooring of up to 12 tugboats, two office buildings, two maintenance buildings, parking lots, travel ways, water well and distribution system, and an on-site waste management system. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer.	2011
MCINTOSH ROD AND GUN CLUB HOIST MODIFICATIONS CEI McIntosh County Georgia	GA Department of Natural Resources <i>Shawn Jordan</i> One Conservation Way Brunswick, GA 31520 (912) 266-5618	EMC provided construction engineering and inspection services for the replacement of piles for an existing boat hoist, lengthening it by approximately 20 feet, and replacing the existing floating dock with a new dock approximately 100 feet longer. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer.	2011
DNR COASTAL HEADQUARTERS DOCK AND BOAT HOIST IMPROVEMENTS CEI Brunswick Georgia	GA Department of Natural Resources <i>Shawn Jordan</i> One Conservation Way Brunswick, GA 31520 (912) 266-5619	EMC provided construction engineering and inspection services for the removal of an existing dock, installation of a new floating dock and concrete piles, widening of the boat hoisting slip, and the replacement of the monorail system cross members. The scope of work included compliance and adherence to construction plans, verification of quantities, review and approval of requested field adjustments, and also served as the liaison between the client, contractor and engineer.	2010

SECTION 1

RELATED EXPERIENCE

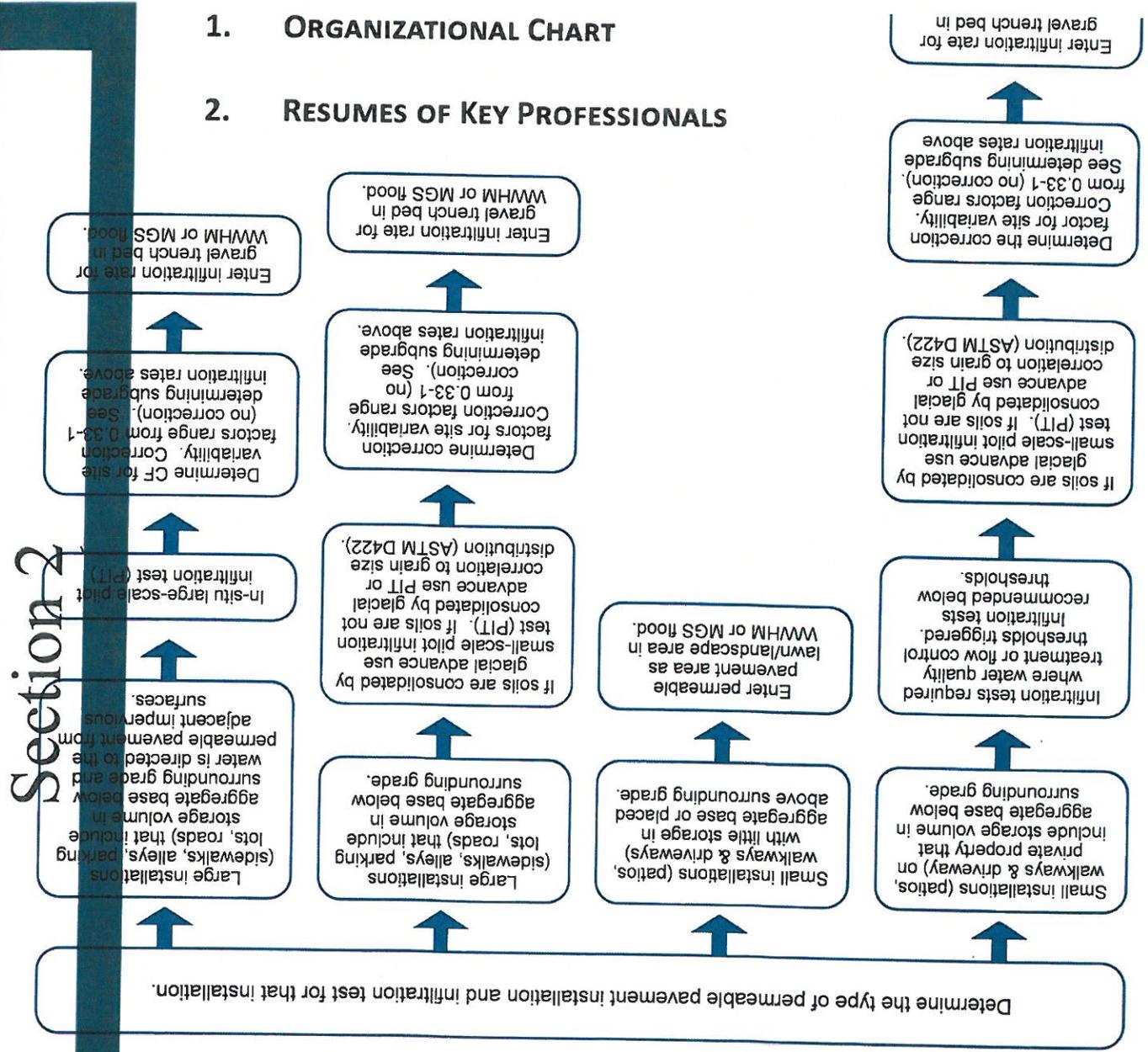
PROJECT	CLIENT/CONTACT	DESCRIPTION	YEARS
<p>GDOT DISTRICT 5 NORTH 2005-2008 CEI Georgia</p>	<p>Georgia Department of Transportation District Five 204 North Highway 301 Jesup, GA 31546 (912) 427-5711</p>	<p>EMC was awarded a three (3) year Construction Engineering Inspection (CEI) contract in 2005. EMC employed 11 Senior Inspectors and 8 Inspectors II and Inspectors assigned for this contract. Under this contract, EMC provided qualified CEI personnel as requested by the district to assist the GDOT Area Offices on various construction projects within District 5 North. EMC inspectors perform routine duties such as project documentation, quantity verification of pay items, erosion and traffic control inspections and on-site materials testing duties. The contract is valued at \$10.2 million.</p>	2005-2008
<p>GDOT DISTRICT 5 NORTH 2002-2005 CEI Georgia</p>	<p>Georgia Department of Transportation District Five 204 North Highway 301 Jesup, GA 31546 (912) 427-5711</p>	<p>EMC was awarded a Construction Engineering Inspection (CEI) contract for three years in December 2002 with a scheduled completion date of December 2005. EMC had 12 Senior Inspectors and 16 Inspectors assigned to this contract. Under this contract, EMC provided qualified CEI personnel as requested by the district to assist the GDOT Area Offices on various construction projects within District 5 North. EMC inspectors performed routine duties such as project documentation, quantity verification of pay items, erosion and traffic control inspections and on-site materials testing duties. The contract was valued at \$16.8 million.</p>	2002-2005
<p>GDOT DISTRICT 5 NORTH 1999-2002 CEI Georgia</p>	<p>Georgia Department of Transportation District Five 204 North Highway 301 Jesup, GA 31546 (912) 427-5711</p>	<p>The Georgia Department of Transportation awarded EMC a Construction Engineering Inspection (CEI) contract in October 1999. EMC had 20 Senior Inspectors, 20 Inspectors, and 12 Inspector Aides assigned to this contract. Under this contract, EMC Inspectors were utilized by the Area Offices within District V to supplement GDOT's construction staff with inspection and materials testing experience during the construction of highways and bridges throughout District V. EMC's inspectors performed construction inspection duties such as daily documentation and reporting, contract compliance inspections, quantities verification, and incidental survey to assure location and grade. These men routinely perform concrete slump tests, air entrainment, temperature, cylinder preparation and other materials testing procedures as directed by the department. When the project was completed, \$6.5M of the projected \$8.5M contract was utilized.</p>	1999-2002

SECTION 2

QUALIFICATIONS OF KEY PROFESSIONALS

1. ORGANIZATIONAL CHART

2. RESUMES OF KEY PROFESSIONALS



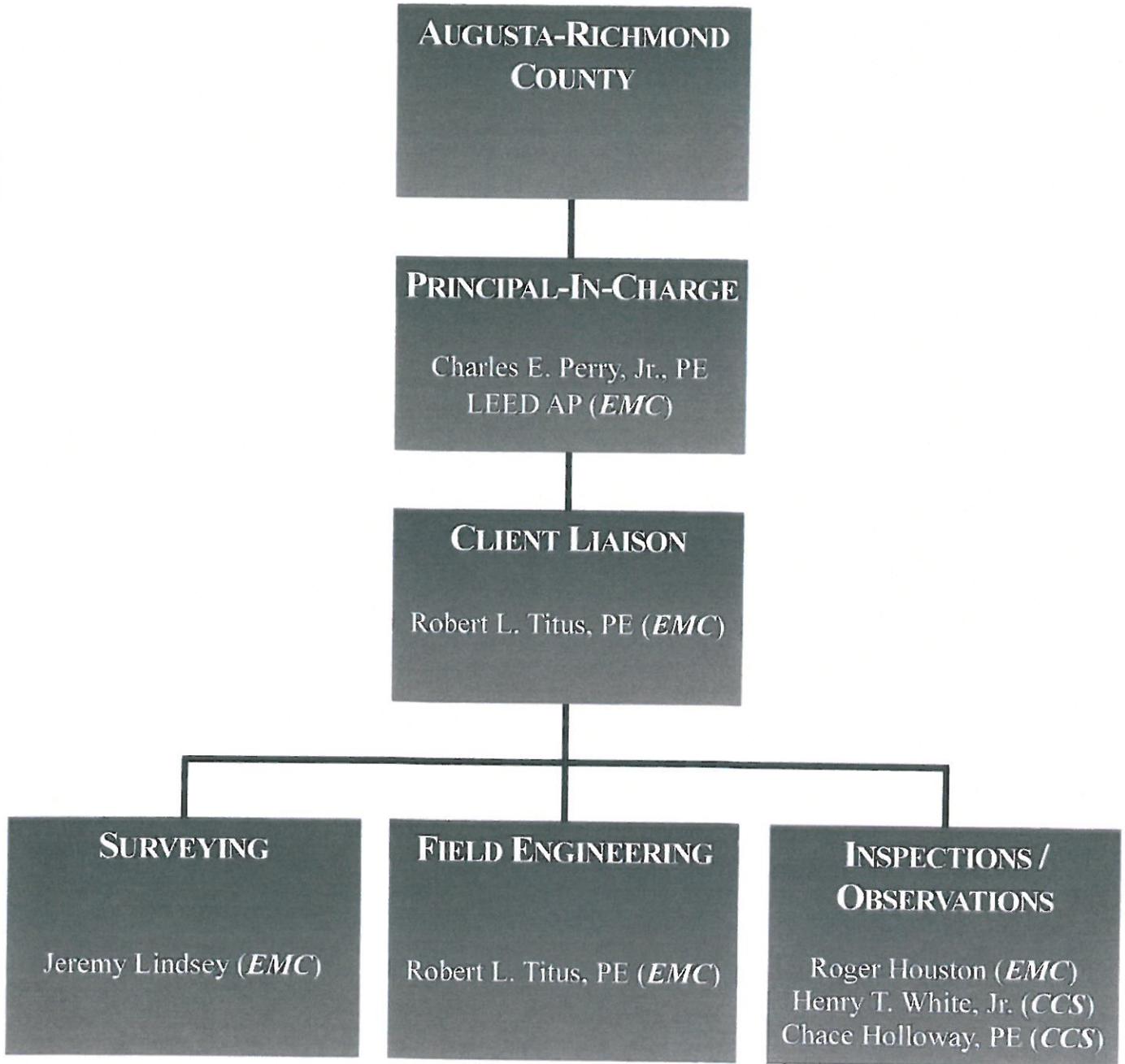
Section 2

Figure 6.3.12
Determining subgrade infiltration rates for permeable pavement installations.

6.3.2 design & construction

SECTION 3

ORGANIZATIONAL CHART



Two qualifications for use of permeable paving and designing for ADA should be noted. Sidewalk designs incorporate bonding of more permeable finished doweled and installed concrete. Sidewalk should have bonding strength, auto storage at ports, and highways (Hossain, Scofield and Meier, 1992). Property

Company Key

Two qualifications for use of permeable paving and designing for ADA should be noted. Sidewalk designs incorporate bonding of more permeable finished doweled and installed concrete. Sidewalk should have bonding strength, auto storage at ports, and highways (Hossain, Scofield and Meier, 1992). Property

- CCS** Coastline Consulting Services, Inc.
- EMC** EMC Engineering Services, Inc.

6.3.2 design & construction

6.3 Permeable Pavement

9



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 (706) 650-3057
 www.emc-eng.com

SECTION 3

RESUMES OF KEY PERSONNEL

CHARLES E. PERRY, JR., P.E., LEED AP -Principal-In-Charge

EDUCATION:

BSCET, Georgia
 Southern University,
 1993

CERTIFICATIONS/ REGISTRATIONS:

P.E. GA #27091

LEED AP

GSWCC Level II
 Design Professional
 #0000017314

PROFESSIONAL AFFILIATIONS:

NSPE

ACEC of Georgia

Rotary Club

PROFESSIONAL CAPABILITIES

Mr. Perry has been with EMC for over 20 years, he has extensive experience as a design engineer, project manager, and principal-in-charge on site development, environmental, drainage, transportation and marine projects for state, county, and municipal governments as well as industries and private developers. As a principal-in-charge, Mr. Perry allocates manpower and resources, maintains the overall quality of the completed work, and serves as the liaison with the client. He is responsible for project coordination with the Owner/Client, negotiations and applications with reviewing agencies having jurisdiction over the project. As a project manager, he has provided guidance in the design process, coordinated the work efforts of various designers, performed quality control reviews and construction observation. As a design engineer, Mr. Perry has been involved in all aspects of projects, including site layouts, horizontal and vertical alignments for roadways, grading and drainage plans, soil erosion control design, hydrological and hydraulic calculations for stormwater conveyance systems, water system modeling, and sewage pump station design. Mr. Perry is also a LEED Accredited Professional, and is an advocate for sustainable site developments, conserving water, energy and materials, to achieve low environmental impact. He is a senior principal of the firm as is currently serving as Chief Executive Officer.

MUNICIPAL PROJECT EXPERIENCE

- ▷ City of Metter High School Pump Station and Force Main, Metter, GA
- ▷ City of Metter Streetscape Phase I, II, III, Metter, GA
- ▷ City of Savannah MLK Streetscape Improvements, Savannah GA
- ▷ City of Metter 2000 & 2002 CDBG Project, Metter, GA
- ▷ City of Blackshear Water and Sewer Extension, Blackshear, GA

INSTITUTIONAL PROJECT EXPERIENCE

- ▷ Centennial Place, Georgia Southern University Student Housing, Statesboro GA
- ▷ Bob Cat Village, Georgia College and State University, Milledgeville GA
- ▷ Student Health Center, Valdosta State University, Valdosta GA
- ▷ Health Science Building, Kennesaw State University, Kennesaw GA
- ▷ Student Housing, Armstrong Atlantic State University, Savannah GA

TRANSPORTATION PROJECT EXPERIENCE

- ▷ Fort Howard Road Improvements, Rincon GA
- ▷ Brampton/Veterans Memorial Bypass Intersection Improvements, Statesboro GA
- ▷ Pooler Parkway, Chatham County, GA
- ▷ Buster Walker Road, Pierce County, GA
- ▷ City of Blackshear Southwest Central Avenue Roadway Design, Blackshear GA

COMMERCIAL LAND DEVELOPMENT PROJECT EXPERIENCE

- ▷ Sea Island Bank, Savannah GA, Metter GA
- ▷ Form @ Statesboro, Statesboro GA
- ▷ Abercorn Commons, Savannah, GA
- ▷ CARBO Ceramics Millen Plan, Millen GA
- ▷ Kentucky Fried Chicken, Brunswick Vidalia and Waynesboro GA



SECTION 3

RESUMES OF KEY PERSONNEL

ROBERT TITUS, PE -Client Liaison

EDUCATION:

BSCET, Georgia
 Southern University,
 1991

PROFESSIONAL REGISTRATIONS:

P.E. GA #26352

CPSWQ #0505

GSWCC Level II
 #000008775

GSWCC Level 1A
 #000008775

PROFESSIONAL AFFILIATIONS:

GSPE

YMCA Advisory
 Board

Builders Association
 of Metro Augusta

Columbia County
 Engineering Advisory
 Committee

PROFESSIONAL CAPABILITIES

Mr. Titus joined EMC in 1992 as a Civil Engineer and has 21 years of transportation related experience acting as Project Manager or Lead Design Engineer for public and private sector projects. Mr. Titus utilizes the GDOT Plan Development Process as a roadmap for project development.

The GDOT specific processes used on the projects listed below include: Plans for these projects are prepared in accordance with the Plan Presentation Guide, Electronic Data Guidelines, and other design-related documents, standards, and applications listed on the R.O.A.D.S. website. GDOT and AASHTO design policies and manuals include; AASHTO "Green Book", GDOT Design Policy Manual, Drainage Design Manual, Georgia Stormwater Management Manual, Signal Design Guidelines, Signing and Marking Design Guidelines, MUTCD, Roadside Design Guide, Driveway and Encroachment Control Manual, Pavement Design Manual and the NPDES General Permit. Software programs include; MicroStation, InRoads, CAiCE, Pavement Design Tool, Flexible Lining Design/Channel Lining Design Program, Sediment Basin Design Program, HY-8, HYDRAFlow, StormCAD, Culvert Master, Flowmaster and PondPack. Construction cost estimates are prepared using the GDOT Cost Estimation System.

SELECT TRANSPORTATION PROJECT EXPERIENCE

- ▷ **STP00-7073-00(001), William Few Parkway Ph. II Extension, Columbia County GA:** Project manager for the design of roadway widening, reconstruction, bridge, and new location: 1.9-mile rural collector; topographic surveys, database preparation, preliminary plans, right-of-way plans, ESPC plans and final plans.
- ▷ **Owens Roadway and Drainage Improvements, Columbia County GA:** Project manager for roadway & drainage improvements: 1.52-mile rural collector; Concept, topographic & property line surveys, database preparation, preliminary plans (including drainage design), right-of-way plans, and final plans. Included environmental permitting.
- ▷ **SR 28 @ Hardy McManus Rd Intersection Improvements, Columbia County GA:** Project manager for intersection improvements to a rural minor arterial. Project included auxiliary lanes for side road and mainline as well as realigning side road to improve sight distance and level of service. Concept, preliminary plans, right of way plans and final plans.
- ▷ **Holder Road (C-621) Improvements, Aiken County SC:** Project manager for Roadway & Drainage Improvements: 1.1-mile rural collector; Concept, topographic & property line surveys, database preparation, preliminary plans (including drainage design), environmental permitting, right-of-way plans, and final plans.
- ▷ **STP-005-5(22), US 80/SR 26 Widening/Reconstruction, Bulloch County GA:** Lead design Engineer responsible for design of 3.5 mile rural arterial, Concept, topographic & property line surveys, database preparation, environmental document (NEPA & EA),
- ▷ **STP-005-00(829), US 80/SR 26; Widening/Reconstruction, Bulloch County GA:** Lead design engineer for 1.9 mile rural arterial, Concept, topographic & property line surveys, database preparation, environmental document (NEPA & EA).
- ▷ **EDS 84(26) & (27), US 84/SR 38 Widening/Reconstruction, Ware County GA:** Lead Design Engineer for 14 miles of rural arterial roadway widening & reconstruction, Concept, database preparation, preliminary plans (including culvert hydraulics), right-of-way plans, traffic signal plans (including capacity analysis), bridge design (Greasy Branch Creek and Little Alligator Creek) and final plans for widening and reconstruction from 2 lanes to 4 lanes with depressed median.



SECTION 3

RESUMES OF KEY PERSONNEL

JEREMY D. LINDSEY, LSIT -Survey Manager

EDUCATION:

Surveying
 Certificate, Middle
 Georgia College,
 2008

CERTIFICATIONS/ REGISTRATIONS:

LSIT GA #1042

OSHA Certification
 for Construction
 Safety and Health

PROFESSIONAL AFFILIATIONS: SAMSOG

PROFESSIONAL CAPABILITIES:

Mr. Lindsey joined EMC in 2006 and has gained experience in the both the field and in the office as a Survey Manager. He has a vast array of experience in the preparation boundary and topographic surveys, easement surveys, construction staking as well as elevation certificates, and other technical surveying Projects. He is experienced in AutoCAD and Microstation and also translates field data into the drawing files for submittal to the client. Mr. Lindsey is a skilled user of the total station, automatic level, GPS, and robotic total station.

SURVEYING EXPERIENCE:

- ▷ **Rocky Creek Flood Hazard Mitigation, Augusta GA:** Preparation of a topographic survey for Rocky Creek between Wheelless Road and Gordon Highway.
- ▷ **Trans Brigade headquarters Survey, Fort Stewart GA:** Project consisted of the preparation of a topographic survey on a 7± acre site at the intersection of Gullick Avenue and West 18th Street and the preparation of a topographic survey on a 3± acre site along West 8th Street.
- ▷ **Augusta Mall Drainage Ditch, Augusta GA:** Preparation of a topographic survey along the subject drainage basin.
- ▷ **Colony Park Drainage Survey, Augusta GA:** Preparation of a topographic survey along the subject drainage basin.
- ▷ **Statesboro Crossing, Statesboro GA:** Project consisted of construction staking services of buildings and property corners, preparation of flood certificates and the preparation of an as-built survey for a 50.12± acre site.
- ▷ **Hampton Inn Savannah Airport, Savannah GA:** Project consisted of a topographic survey along the right-of-way of I-95 from the southern right-of-way Stephen S. Greene Drive to the off-ramp of I-95. Survey was performed in accordance with GDOT 6755 permit regulations.
- ▷ **International Paper-Savannah Mill, Savannah GA:** Project consist of topographic surveys of multiple sites inside of the plant. Establishing various types of datum conversions for each project. Working in hazardous areas and around various chemicals used inside the plant
- ▷ **PQ Corporation, Augusta Ga.:** Project consisted of location of multiple vertical pipe risers inside and outside of the plant to establish easements for certain pipe lines.
- ▷ **G.S.U. Centennial Place, Statesboro GA:** Project consisted of the preparation of an ALTA ACSM topographic and boundary survey and an as-built survey for close-out requirements on a 14±acre site located on the campus of Georgia Southern University. Survey was performed in accordance with Board of Regents standards.
- ▷ **Campus Apartments, Statesboro GA:** Project consisted of the preparation of a topographic and boundary survey of the 1± acre project site for the preparation of construction and landscape plans for a parking lot for Campus Apartments located on the campus of Georgia Southern University.



SECTION 3

RESUMES OF KEY PERSONNEL

ROGER HOUSTON -Senior Inspector

ACADEMICS:

B.S. History, Georgia
Southern University,
1993

ACCREDITATION:

GDOT Certified Soil
Erosion Inspector
#8946

GSWCC Certified
Inspector (Level 1B)
#2897

PROFESSIONAL AFFILIATIONS:

American Concrete
Institute

PROFESSIONAL CAPABILITIES

Mr. Houston joined EMC in 1993 as a construction inspector and has over 20 years of experience in the construction and management of various civil site work projects throughout Southeast Georgia. In his current position, Mr. Houston provides construction management services for a number of private and public development projects. Mr. Houston handles all construction phase activities including inspections, pay draw requests, contract administration, RFI's, etc. He is certified to perform inspections by the State of Georgia, the Georgia Department of Transportation and the ACI.

Prior to joining EMC, Mr. Houston oversaw two CDBG Projects in Midway and Guyton, GA. These \$12 million projects involved water and sewer distribution system improvements, as well as construction of a sewer treatment facility and water tower. In addition, Mr. Houston has been involved in numerous GDOT and U.S. Department of Defense projects as a Quality Assurance representative.

PROJECT EXPERIENCE

- **Brunswick Inner/Outer Harbor Deepening Project (USACE Savannah District), Brunswick GA:** Senior Inspector for \$100 million dollar dredging project; 2002-2007.
- **City of Ludowici Sewer Improvements, Long County GA:** Federally funded water and sewer improvements. Included sewer line extensions, sewer lift station, well, elevated water storage tank and wastewater treatment plant improvements; 2003.
- **Cuyler-Brownsville Neighborhood Development, Savannah GA:** Federally funded city grant project; 2002.
- **Martin L. King, Jr. Blvd. Corridor Enhancement, Savannah GA:** Federally funded city grant.
- **Baxley Streetscape Improvements, Appling County GA:** Georgia Department of Transportation (GDOT) funded project; 2002.
- **Sweetwater Station, Chatham County GA:** Privately and publicly funded water, storm and street improvements for a planned residential development; 2003.
- **The Links @ Georgetown, Savannah GA:** A privately funded 350-unit residential facility with extensive landscaping improvements ; 1999.
- **City of Midway, GA:** Water, sewer, treatment plant construction; 1996.
- **City of Guyton, GA:** Water, sewer, water tank construction; 1996.
- **Dutch Island, Chatham County GA:** Residential development; 1996-1998.
- **Bull River Condominiums, Whitmarsh Island GA:** Residential development inspector; 2001.
- **Newport Timber Wood Yard, Riceboro GA:** Site development inspector; 1997.
- **CVS Pharmacy, Southeast GA:** Construction inspector for five commercial developments; 1996-2001,
- **Sonic Drive-In, Southeast GA:** Construction inspector for twelve commercial developments; 1996-2002.
- **Carmike Cinemas, Savannah GA:** Inspector for a large multiplex theater complex with extensive landscape improvements; 1998.



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SECTION 3

RESUMES OF KEY PERSONNEL

HENRY T. WHITE, JR. -Construction Inspector

EDUCATION:

BA Business Administration, Savannah State University, 1982

CERTIFICATIONS/REGISTRATIONS:

OSHA 30 Hour Construction Industry Outreach Training

Worksite Erosion Control Standard (WECS) Certified #5786,

Georgia Soil and Water Conservation Commission Level 1A Certified #0000053199

PROFESSIONAL AFFILIATIONS:

American Concrete Institute

PROFESSIONAL CAPABILITIES

Mr. White has over 20 years of experience in the construction industry. He has worked on a variety of construction projects including educational facilities, churches, municipal buildings, highways, bridges, major drainage structures, water ports and dredging operations. Mr. White oversees the construction management and inspection operations of the firm.

PROFESSIONAL WORK EXPERIENCE

Mr. White is thoroughly familiar with many facets of construction including: 1. Sub-base stabilization and preparation, placement of base materials, placement of asphalt and concrete paving. 2. Survey practices for drainage, site development and field engineering. 3. Dredging inspection of hydraulic, hopper and clamshell dredging operations. 4. Bridge construction and container berth inspections. 5. Force main, water, and sanitary sewer construction installation inspections.

While employed with EMC, Mr. White gained valuable experience in the inspection of road and bridge projects as a consultant for the Georgia Department of Transportation. He was also responsible for the implementation of various civil improvement projects including the installation of water distribution and pressure piping systems, storm drainage systems, sanitary sewer conveyance systems, and pump stations. Upon being certified for Worksite Erosion Control Supervision through the Georgia DOT, Mr. White also gained experience inspecting various water monitoring and testing samples for Clifton Landfill, Carter Adams Landfill and the Georgia Department of Transportation.

Mr. White provided construction supervision as a quality assurance inspector for dredging and disposal area projects for the U.S. Army Corps of Engineers for four years. He was responsible for the administration of ACOE designed plans and specifications and for assuring that contractor's activities met ACOE safety requirements. His daily duties included environmental monitoring, testing water quality, performance of labor standards interviews and the verification of survey information and quantity calculations.

In addition to 20 years of construction inspection experience, Mr. White has a variety of significant experience with environmental law enforcement, water treatment operations, and building construction. Mr. White was employed as a Conservation Officer for the Environmental Protection Division (EPD) for four years. His duties included enforcing the game and fish laws, information and education seminars, and the enforcement of EPD laws. At Hunt Wesson Corporation, Mr. White was a water treatment operator for eight years, where he treated water used to process oil refining operations. He also was responsible for waste water treatments from by-products of refining operations, before the waste water could be released into the City of Savannah's water systems. Mr. White was also previously employed as a carpenter at Valley Construction Company on building construction projects for the construction of motor pools and barracks on Fort Stewart.



HENRY T. WHITE, JR. -Construction Inspector

PROJECT EXPERIENCE

- ▷ **Springfield Canal Flood Reduction:** Provided field surveying services to locate and provide inverts, pipe sizes, cross-sections, etc. of specific stormwater structures in order to accurately model the Springfield Basin.
- ▷ **Flood Mitigation Study – City of Savannah:** Held community wide meetings in order to gain feedback from property owners and citizens in order to determine problem areas for flooding and help provide possible solutions. Also, provided information to update flood maps.
- ▷ **Casey Canal North Basin:** Provided survey services for determining specific information about stormwater structures within the Casey North Basin. Field verified stormwater manholes, inverts, pipe sizes, flow directions, cross-sections, etc. Information was used to create a stormwater model and provide additional stormwater storage (detention areas).
- ▷ **Southwest Quadrant Phase II:** provided construction inspection services for the installation of water and sewer infrastructure on approx. a 4500 acre mixed use development which included up to 16" water mains, up to 36" sanitary sewer, and up to 16" force main. Also supervised the construction of a well and tank site for water distribution.
- ▷ **Myers Middle School:** Provided Construction Engineering Inspection services for the site development, surcharge, surveying, and as-builts of projected areas for new school building and renovations.
- ▷ **DeRenne Middle School:** Served as construction engineering inspector for surcharge placement and control point monitoring. Also facilitated weekly progress meetings.
- ▷ **Georgia Department of Transportation, Veteran's Parkway/HWY 204 Flyover:** Provided senior construction engineering inspecting services for the construction of a flyover. Monitored and compiled pertinent data for all pile driving operations, supervised construction of pile caps and deck concrete placements.
- ▷ **Georgia Department of Transportation, I-95 Lane Widening and Bridge Expansions:** served as senior construction inspector for the widening of the existing two lanes highway to three lanes and bridge expansion in Liberty County, Georgia.
- ▷ **US Army Corps of Engineers – Savannah District, QA IDIQ:** serves as the project manager and is responsible for marine construction inspections of dredging operations of the Savannah Harbor and Brunswick Harbor with adjoining rivers.
- ▷ **US Army Corps of Engineers – Mobile District, QA IDIQ, Project Manager:** serves as the project manager for marine construction inspections of dike and levee repairs, hydraulic and hopper dredging operations and weir installations. Responsible for placement of personnel per task order, billing, and coordinating all operations from the various site offices throughout Florida, Alabama, and Mississippi.
- ▷ **Georgia Ports Authority/Lockwood Greene, Container Berth 8, Senior Construction Representative:** Performed quality assurance inspections during construction of a 2700 l.f. container berth. Duties included monitoring pile driving, concrete cap construction, deck pours, and concrete tests. Also reviewed change orders and payment applications per A1A schedules.
- ▷ **City of Savannah, Carter Adams Landfill, Resident Project Representative:** Resident project representative for the coverage of fill material for Carter Adams Landfill. Inspected all contractor operations including the placement of fill materials that were compacted in six in lifts, while compaction tests and permeability tests were performed and worked closely with International Paper's Engineers and Geotechnical Materials Technicians.



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SECTION 3

RESUMES OF KEY PERSONNEL

CHACE HOLLOWAY, PE -Construction Inspector

EDUCATION:

BSCE, Georgia
 Institute of
 Technology, 2001

CERTIFICATIONS/ REGISTRATIONS:

P.E., GA #32215

P.E., SC #28018

R.L.S.I.T., GA #01040

GSWCC Level II
 Certified Design
 Professional

GDOT Worksite
 Erosion Control
 Supervisor
 Certification #14240

PROFESSIONAL CAPABILITIES

Mr. Holloway has over 10 years of experience in various aspects of transportation design, construction, and inspection as well as civil site design projects in the State of Georgia. His design experience includes rural and urban highways and site development projects including schools, offices, and churches. His construction and consulting experience includes interstates, rural and urban streets, highways, commercial site developments, and drainage and utility projects. Mr. Holloway is registered in Georgia as both a Professional Engineer and a Land Surveyor in Training. He is responsible for civil site design, survey support and management, plan review and design for transportation projects, construction management, and insuring compliance with the Corporation's administrative requirements.

PROFESSIONAL WORK EXPERIENCE

Mr. Holloway joined Coastline Consulting Services in 2007. His experience with Georgia Department of Transportation (GDOT) projects, practices, standards and specifications, as well as with local issuing authorities, makes him the prime candidate to manage transportation and civil site development projects. He has experience in both designing highway construction plans and maintaining Construction Engineering Inspection (CEI) contracts. His experience also includes the development of civil site design and plan review for large commercial sites, schools, churches, office complexes, and utility projects. As a Senior Construction Engineering Consultant at Georgia Department of Transportation for five years, Mr. Holloway worked with state and local authorities (EPD, Chatham County, City of Savannah, Georgia Power, etc.) to coordinate roadwork, bridgework, drainage improvements, and utility work within construction limits. He maintained working relationships with contractors and authorities to provide quality results in a timely manner. He performed inspection of roadway and bridge construction, traffic control and erosion control devices to ensure public safety and adherence to state and federal laws. Mr. Holloway was responsible for any recommendations regarding construction adjustments and plan modifications in order to fit field conditions. He also regulated material testing of construction materials including concrete, asphalt, and metals. He processed contractor pay reports, construction estimates, and other construction documents. Mr. Holloway conducted basic surveying for verifying drainage/sanitary invert elevations, pipe slopes, roadway grades, and locations of right of way markers.

PROJECT EXPERIENCE:

- **Southwest Quadrant Phase II – City of Savannah:** provided construction inspection services for the installation of water and sewer infrastructure on approx. a 4500 acre mixed use development which included up to 16" water mains, up to 36" sanitary sewer, and up to 16" force main. Also supervised the construction of a well and tank site for water distribution.
- **Savannah Gardens – City of Savannah:** Provided construction inspection services for the demolition and installation of water, sanitary sewer, force main, and stormwater devices. Also, provided quality control inspection for the demolition and reconstruction of roadways, hardscapes, and landscaping. Measured and recorded pay item quantities for monthly construction pay estimates.



SECTION 3

RESUMES OF KEY PERSONNEL

CHACE HOLLOWAY, PE -Construction Inspector

PROJECT EXPERIENCE CONTINUED

- ▷ **K8 School at Godley Station - SCCPSS:** Responsible for master water and sewer design for 52 acre site for K-8 school facility for Savannah Chatham County Public School Board. Also provided construction management services.
- ▷ **Beach High School - SCCPSS:** Responsible for master water and sewer design for the demolition and rebuilding of Beach High School for the Savannah Chatham County Public School Board. Also responsible for construction management services.
- ▷ **Windsor Forest High School - SCCPSS:** Responsible for the master water and sewer design for the gymnasium addition and renovations to Windsor Forest High School for the Savannah Chatham County Public School Board. Also responsible for construction management services.
- ▷ **Oatland Island Wildlife Center Renovation - SCCPSS:** Prepared site design for improvement of parking area, roads, handicap access, drainage, and pedestrian paths. Approx. 90 acre site with improvements to approx. 8 acres. Also provided construction management services.
- ▷ **CAT / Greyhound Transit Station – Chatham Area Transit/Greyhound/Chatham County:** Responsible for master water and sewer design and field inspection for the renovation/transformation of an existing 10,000 SF Greyhound Transit Station into a multi-modal transit facility with Greyhound Bus platform, local bus station, bike share facilities, and trolley platform.
- ▷ **Widening of U.S. 17 from Ogeechee River to Dean Forest Road:** Served as Senior Construction Engineering Inspector. Provided quality control for the construction of 2 additional lanes of highway, bridge construction, and box culvert extensions.
- ▷ **I-95 Widening (Bryan/Liberty County):** Served as Senior Construction Engineering Inspector; responsible for inspecting grading and paving operations, staging of traffic flow, and bridge construction with pre-stressed concrete piles and drilled shaft caissons. Includes approx. 7 miles of interstate widening and 10 bridges.
- ▷ **Resurfacing U.S. 80 from Bloomingdale to I-95:** Served as general project manager and senior construction inspector for the Georgia DOT for the asphalt resurfacing of approximately 4 miles of 4 and 5 lane highway
- ▷ **Site Development / Road Construction for CEDA's Industrial Site at I-16:** Provided construction inspection services and quality control for the construction of approximately 4 miles of 4 lane roadway, 5' to 8' of fill for 300+ acre building pads, and 2 large concrete box culverts.
- ▷ **Widening of U.S. 80 from Faulkville to Bloomingdale:** Served as Senior Construction Engineering Inspector. Provided quality control and general supervision of the initial construction phases of the addition of 3 lanes of highway.
- ▷ **Widening of Stephenson Ave. from Abercorn St. to Waters Ave.:** Provided inspection services through general supervision and quality control of the construction of 2-3 additional lanes of city roadway, sanitary sewer, water mains, and stormwater.
- ▷ **Widening of Middleground Rd. from Abercorn St. to Montgomery CR:** Served as Senior Construction Engineering Inspector; provided quality control and general supervision of the construction of 2 additional lanes of city roadway, water mains, box culverts, and stormwater system.



SECTION 3

REFERENCES

Section 3



SECTION 3

REFERENCES

Chatham County Department of Engineering

Kevin Hayes, PE
124 Bull Street, Room 430
Savannah, GA 31402
(912) 652-7811

LES Development

Ellis Skinner
10164 Ford Ave, Suite A
Richmond Hill, GA 31324
(912) 667-0077

City of Savannah Stormwater Management

Roger Raines, PE-Director
802 West Anderson Street
Savannah, GA 31402
(912) 650-7855

Augusta-Richmond County

Abie L. Ladson, PE-Engineering Admin Director
505 Telfair Street
Augusta GA 30901
(706) 796-5040

City of Rincon

Ken Lee-Mayor
302 South Columbia Ave
Rincon, GA 31326
(912) 825-5745

Columbia County

Matt Schlachter
604 Government Center Way, Suite 3
Evans, GA 30809
(706) 447-7608

GA Dept. of Natural Resources

Shawn Jordan
One Conservation Way
Brunswick, GA 31525
(912) 280-6926

GA Dept. of Natural Resources

Buddy Harrison-Region Manager
One Airport Road
Douglas, GA 31535
(912) 389-4563

City of Metter

Mayor William Trapnell
P.O. Box 74
Metter, GA 30439
(912) 685-2527

Ga. Dept. of Transportation

Glenn Durrence, P.E.
District 5 Engineer
P.O. Box 610
Jesup, GA 31598
(912) 427-5711



SECTION 4

PROXIMITY TO AREA

Section 4

1. PROXIMITY AND RESPONSIVENESS
2. BUSINESS LICENSE

SECTION 4

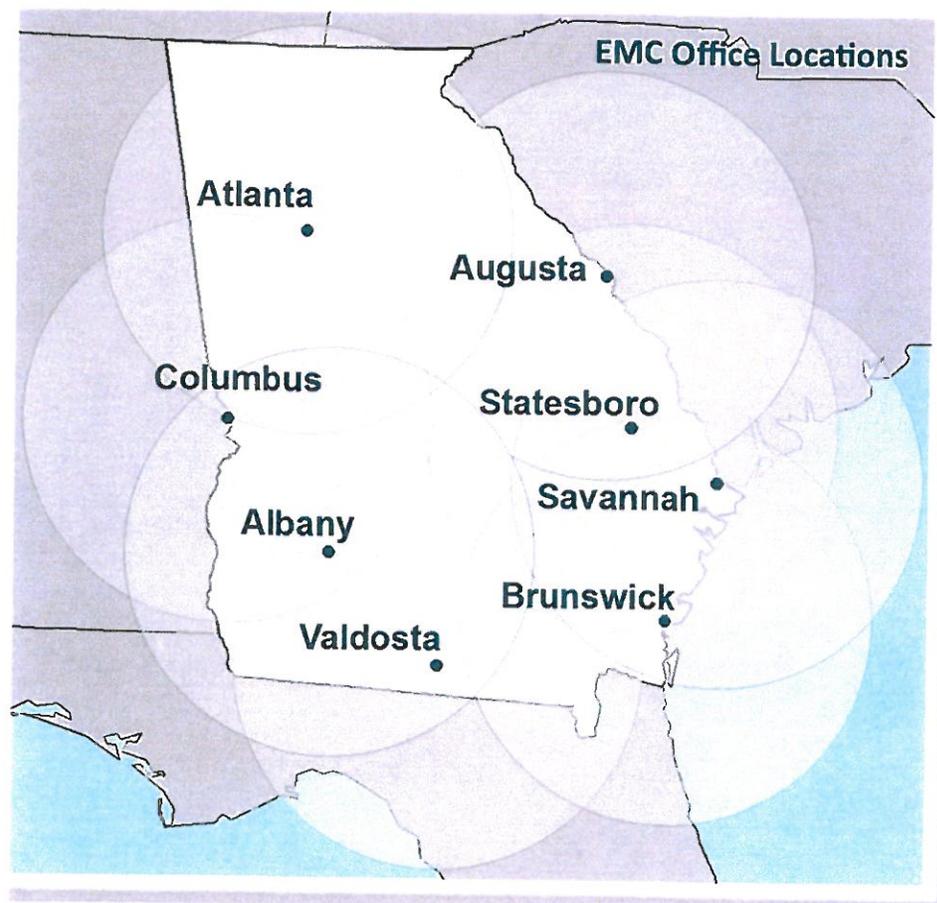
PROXIMITY AND RESPONSIVENESS

EMC's Augusta Branch Office is located right off Washington Road in Evans Georgia. This location will provide the City of Augusta the quickest response time possible as the project sites are only minutes away. Since members of our professional team live locally, we have a direct interest in the community and the success of infrastructure improvements which affect our daily lives.

EMC understands the importance for professional conduct and open communications with the City in regards to our role in the proposed project. Our staff members will always be available for meetings at the request of the City. We will set up and attend public meetings as necessary to answer questions, clarify issues, and make presentations.

Keeping the client informed throughout all aspects of the construction process is the only way to guarantee we at EMC are meeting the expectations of all parties involved. This will be accomplished by our Bi-Weekly Project Management Update Reports submitted to the Client every other Friday. These updates will detail all progress made on the project for the particular weeks, items needed from the Client, and other issues that may have surfaced. This effective tool will prevent wasted energy by all parties try to determined where the project stands.

Having a dedicated local staff and the resources of a large professional services firm, EMC guarantees quality work and quick response time to the City of Augusta.



SECTION 4

BUSINESS LICENSE

THIS TAX RECEIPT TO BE POSTED IN A CONSPICUOUS PLACE IN THE BUSINESS HEREIN DESCRIBED



**Columbia County
Occupational Tax**

This Tax Receipt Expires **December 31, 2013**

Account No. **31058**

Issued On **August 06, 2013**

Tax Receipt # **8089**

2013

AN OCCUPATIONAL TAX WAS PAID BY **EMC ENGINEERING SERVICES, INC.**
ON A BUSINESS LOCATION AT **4106 COLBEN BOULEVARD SUITE 105**

TO CONDUCT THE FOLLOWING BUSINESS SUBJECT
TO COLUMBIA COUNTY ORDINANCES
Engineering Services

REGISTRATION FEE	00
OCCUPATIONAL TAX	100.00
PENALTY AMT	.00
INTEREST AMT	.00
EXEMPT AMOUNT	.00
TOTAL TAX PAID	100.00

EMC ENGINEERING SERVICES, INC.
4106 COLBEN BLVD
SUITE 105
EVANS GA 30809

THE BOARD OF COMMISSIONERS SHALL HAVE THE RIGHT TO SUSPEND ANY OCCUPATION TAX RECEIPT IF THE BUSINESS VIOLATES ANY LAW OR ORDINANCE OF THE UNITED STATES THE STATE OF GEORGIA OR COLUMBIA COUNTY



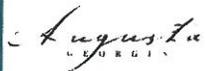
SECTION 5

PROPOSED FEE

(SUBMITTED SEPARATELY)

1. INTRODUCTION
2. HOURLY RATE SCHEDULE
3. CERTIFICATION

Section 5



ATTACHMENTS

Attachments

1. ATTACHMENT B
2. SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS PROGRAM

Augusta, GA Engineering Department

**FEE
PROPOSAL**

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

RFP #13-184
On-Call Construction Management, Construction Inspection &
Field Engineering Services
For Augusta, Georgia - Engineering Department
Best and Final Fee Proposal

	Job CLASSIFICATION	Hourly Rate*
1	Project Manager /Construction Manager	\$135.00
2	Construction Engineer	\$105.00
3	Project Engineer, P.E.	\$120.00
4	Staff Engineer	\$80.00
5	Engineering Inspector	\$60.00
6	Senior Engineering Inspector	\$75.00
7	Survey Crew - (two man crew including PLS)	\$135.00
8	Administrative Assistant	\$55.00

* Hourly rate should include direct expense cost (such as vehicle, phone, per diem, lodging, etc).
 There will be no separate pay item for these and other incidental items.

Vendor name: EMC ENGINEERING SERVICES, INC

Address: 4106 Colben Blvd., Suite 105

City/State/Zip: Evans/GA/30809 Date: 10/2/2013

Authorized Officer (Print): Robert Titus

Authorized Officers Signature: Robert Titus

Augusta, GA Engineering Department

ADDENDUMS

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005



MAILED

TO: All Bidders
Phyllis Johnson, Quality Assurance Analyst
Abie Ladson, Augusta Engineering Department

FROM: Geri Sams *Geri Sams*
Procurement Director

DATE: August 22, 2013

SUBJ: Responses to Vendor's Questions

RFP ITEM: RFP #13-184 On-Call Construction Management, Construction
Inspection & Field Engineering Services for Engineering
Department

RFP DATE: Friday, August 30, 2013 @ 11:00 a.m.

ADDENDUM NO. 1

This Addendum shall form a part of the referenced RFP Item: 13-184, and any agreement entered into in connection therewith equally as if bound into the original document. Acknowledge receipt of this addendum on the Attachment B form.

Responses to Vendor's Questions

1. Will Augusta provide furnished construction office/trailer(s) for our staff to work from?
Response 1: NO
2. Question: Or is the City expecting us to provide the offices that our staff works from?
Response 2: Firm is responsible for arranging local office space for assigned staff.
3. Question: Does Augusta expect the Construction Manager to provide onsite construction trailers or is working from one local office acceptable.
Response 3: It is ok to work from local office.
4. Question: Will Augusta provide construction material testing or will the construction contractor pay for independent labs?
Response 4: Not Applicable – Material Testing will be handled separately.
5. Question: Does Augusta want the Construction Manager to provide fees for construction material testing?
Response 5: NO

**Please acknowledge addendum in your submittal
END ADDENDUM**



Augusta, GA Engineering Department

AGREEMENT

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

**CONSULTANT SERVICES AGREEMENT
ON CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

BETWEEN

AUGUSTA, GA ENGINEERING DEPARTMENT

AND

EMC ENGINEERING SERVICES INC.

This Agreement is made and entered into this _____ day of _____, 2014 by and between Augusta, Georgia, hereinafter called the "CITY" and **EMC ENGINEERING SERVICES INC.**, a Corporation authorized to do business in Georgia, hereinafter called the "CONSULTANT."

Whereas, the CITY desires to engage a qualified and experienced consulting firm to furnish professional services:

**On Call Construction Management, Construction Inspection
and Field Engineering Professional Services**

Whereas, the **CONSULTANT** has represented to the CITY that it is experienced and qualified to provide the services contained herein and the CITY has relied upon such representation.

Now, therefore, in consideration of the mutual promises and covenant herein contained, it is agreed by and between the CITY and the **CONSULTANT** that the **CONSULTANT** shall provide the design services of the Project (*see Scope of Services.*)

AMOUNT OF CONTRACT

It is agreed that the compensation hereinafter specified to perform the services (see Scope of Services) required by this Agreement includes both direct and indirect costs chargeable to the project.

Augusta Engineering Department

The maximum obligation* of the City to the Consultant under the terms of this Agreement shall be:

\$200,000.00

** Final Contract amount may vary depending on addition to initial scope of work and funds availability, upon execution of supplemental Agreement.*

IN WITNESS WHEREOF, said parties have hereunto set their seals the day and year written below.

Executed on behalf of CONSULTANT

RECOMMEND FOR APPROVAL:

[Signature]
Representative

AUGUSTA, GEORGIA
[Signature]
Honorable Deke Copenhagen, Mayor
AGM
3/27/14

Approved: Date: 3/10/14
[ATTACHED CORPORATE SEAL]

Approved: Date: 3/31/14
[ATTACHED CORPORATE SEAL]

ATTEST:
[Signature]

ATTEST:
[Signature]
Title: Dep. Clerk of Commission

Title: PROJECT MGR

Augusta, GA Engineering Department

GENERAL CONDITIONS

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

**ON CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION,
AND FIELD ENGINEERING SERVICES
PROJECT NUMBER: 328-041110-211828005**

GENERAL CONDITIONS

ACCURACY OF WORK

The CONSULTANT shall be responsible for the accuracy of the work and shall promptly correct its errors and omissions without additional compensation.

Acceptance of the work by the CITY will not relieve the CONSULTANT of the responsibility for subsequent correction of any errors and the clarification of any ambiguities.

At any time during the construction of the improvement provided for by the plans or during any phase of work performed by others based on data secured by the CONSULTANT under the Agreement, the CONSULTANT shall confer with the CITY for the purpose of interpreting the information obtained and to correct any errors or omissions made by it. The CONSULTANT shall prepare any plans or data required by the CITY to correct its errors or omissions. The above consultation, clarification, or correction shall be made without added compensation to the CONSULTANT. The CONSULTANT shall give immediate attention to these changes so there will be a minimum of delay to others.

ASSIGNABILITY

The CONSULTANT shall not assign or transfer whether by an assignment or novation, any of its rights, obligations, benefits, liabilities or other interest under this Agreement without the written consent of the CITY.

AUDITS AND INSPECTORS

At any time during normal business hours and as often as the CITY may deem necessary, the CONSULTANT shall make available to the CITY and/or audit representatives of the CITY for examination all of its records with respect to all matters covered by this Agreement. It shall also permit the CITY and/or representative of the audit, examine and make copies, excerpts or transcripts from such records of personnel, conditions employment and other data relating to all matters covered by this Agreement.

The CONSULTANT shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the Project and used in support of its proposal and shall make such material available at all reasonable time during the period of the Agreement, and for three years from the date of final payment under the Agreement, for inspection by the

CITY or any reviewing agencies, and copies thereof shall be furnished upon request at cost plus 10%. The CONSULTANT agrees that the provisions of this Article shall be included in any Agreements it may make with any subcontractor, assignee, or transferee.

COMPENSATION

The CITY shall compensate the CONSULTANT for services which have been authorized by the CITY under the terms of this Agreement.

The CONSULTANT may submit to the CITY a monthly invoice, in a form acceptable to the CITY and accompanied by all support documentation requested by the CITY, for payment for the services which were completed during the billing period. The CITY shall review said invoices for approval. The CITY shall have the right to reject payment of any invoice or part thereof if not properly supported, or if the costs requested or a part thereof, as determined solely by the CITY, are unreasonably in excess of the actual stage of completion of each phase. The CITY shall pay each such invoice or portion thereof as approved, provided that the approval or payment of any such invoice shall not be considered to be evidence of performance by the CONSULTANT to the point indicated by such invoice, or of receipt of acceptance by the CITY of the services covered by such invoice. The CITY shall pay any undisputed items contained in such invoices.

Each invoice shall be accompanied by a letter progress report describing the total work accomplished for each phase and any problems which have been encountered which may inhibit execution of the work. The CONSULTANT shall also submit an accurate updated schedule, and an itemized description of the percentage of total work completed for each phase during the billing period.

Compensation for design services for the Augusta Engineering Department shall be a lump sum for each phase or item of work authorized by the CITY. The CONSULTANT shall invoice based on the percentage of the work completed during the billing period. Upon completion by the CONSULTANT of each phase of the work and approval thereof by the CITY, the CITY will pay the CONSULTANT a sum equal to one hundred percent (100%) of the compensation set forth herein, less the total of all previous partial payments, paid or in the process of payment except as otherwise stated below for Water and Sewer design services.

CONFIDENTIALITY

The CONSULTANT agrees that its conclusions and any reports are for the confidential information of the CITY and that it will not disclose its conclusions in whole or in part to any person whatsoever, other than to submit its written documentation to the CITY, and will only discuss the same with it or its authorized representatives. Upon completion of this agreement term, all documents, reports, maps, data and studies prepared by the CONSULTANT pursuant thereto shall become the property of the CITY and be delivered to the Director of Engineering.

Articles, papers, bulletins, reports, or other materials reporting the plans, progress, analyses, or results and findings of the work conducted under this agreement shall not be presented publicly or published without prior written approval in writing by the CITY.

It is further agreed that if any information concerning the project, its conduct, results, or data gathered or processed should be released by the CONSULTANT without prior approval from the CITY, the release of same shall constitute grounds for termination of this agreement without indemnity to the CONSULTANT, but should any such information be released by the CITY or by the CONSULTANT with such prior written approval, the same shall be regarded as public information and no longer subject to the restrictions of this agreement.

CONSTRUCTION MANAGER

The Construction Manager or his duly appointed representative(s) shall act as the Liaison Engineer between the CONSULTANT and the CITY and all utilities, and authorities or governments whose properties will be affected. The CONSULTANT shall arrange for conferences, for exchanges of data and information, and for necessary approvals.

All correspondence, data, information, and reports shall be directed to the Construction Manager to provide for proper distribution to the parties concerned.

All conferences, including telephone conversations and decisions, shall be reduced to writing by the CONSULTANT and at least two (2) copies shall be forwarded to the Construction Manager within seven (7) calendar days of the event.

The CONSULTANT shall meet with the CITY for review of the work or submit in writing a project status update on a monthly basis or as determined by the CITY.

The Construction Manager will expedite any necessary decisions affecting the performance of the CONSULTANT's Agreement, but the CONSULTANT shall not make use of the Construction Manager's services on trivial or minor matters normally to be decided by the CONSULTANT.

If the project includes work for Augusta Utilities, an AU Liaison Engineer will act in the same capacity as the AED Construction Manager does for the roadway design work. Both the AU Liaison Engineer and the AED Construction Manager shall be copied on **all** correspondence including documented phone conversations and minutes of meetings. The CONSULTANT shall coordinate directly with the AU Liaison Engineer on matters directly related to water and sewer work.

CONSULTANT COORDINATION

The CONSULTANT shall cooperate fully with the Georgia Department of Transportation, Federal Highway Administration, CONSULTANTs on adjacent projects, CONSULTANTs for final bridge plans, municipalities and local government officials, utility companies, railroads, and others, as

may be directed by the CITY. Such cooperation shall include attendance at meetings, discussions, and hearings, as may be requested by the CITY, furnishing plans and other data produced in the course of work on the Project, as may be requested from time to time by the CITY to effect such cooperation and compliance with all directives issued by the CITY in accordance with this agreement.

It is understood and agreed that the Georgia Department of Transportation and Federal Highway Administration may have access to the work and be furnished information as directed by the CITY.

CONTRACT DISPUTES

This Agreement shall be deemed to have been executed in Augusta, Georgia, and all questions of interpretation and construction shall be governed by the Laws of the State of Georgia.

All claims, disputes and other matters in question between the Owner and the CONSULTANT arising out of or relating to the Agreement, or the breach thereof, shall be decided in the Superior Court of Richmond County, Georgia. The CONSULTANT, by executing this Agreement, specifically consents to venue in Augusta and waives any right to contest the venue in the Superior Court of Richmond County, Georgia.

CONTRACT TERMINATION

Pursuant to O.C.G.A. 36-60-13, this Agreement shall terminate absolutely and without further obligation on the part of the CITY at the close of the calendar year in which this Agreement is executed and at the close of each succeeding calendar year for which the agreement may be renewed by the parties hereto.

This Agreement shall nevertheless automatically be renewed unless the CITY provides written notice to the CONSULTANT of its intention to terminate the Agreement at least thirty days prior to the close of the calendar year for which the Agreement is presently effective between the parties and/or has been renewed by the CITY. This Agreement shall obligate the CITY solely for those sums payable during the initial term of execution or in the event of renewal by the CITY for those sums payable in such individual renewal terms.

Notwithstanding the foregoing language, the CONSULTANT agrees to continuously render the professional services specified by the Agreement to the CITY for such terms or renewal terms as are effective pursuant to this Agreement and for which the CITY agrees to pay in accordance with the terms of the Agreement or any future amendments thereto.

The CITY may terminate this contract in part or in whole upon written notice to the CONSULTANT. The CONSULTANT shall be paid for any validated services under this Contract up to the time of termination.

COORDINATION WITH THE NATIONAL GEODETIC SURVEY

If a National Geodetic Survey control point is found during the surveying phase, it is to be identified and brought to the attention of the Construction Manager. If it is to be affected based on the proposed design, at the direction of the Construction Manager, the CONSULTANT shall contact the National Geodetic Survey (NGS) advisor at the Georgia Department of Community Affairs (DCA) and request data on geodetic control points during the preliminary evaluation phase of project design. (Address: NGS c/o DCA, 1200 Equitable Building; Atlanta, Georgia 30303. Telephone: 404-656-5527, FAX: 404-656-9792. CONSULTANT shall provide the NGS Advisor with a clear copy of the pertinent USGS 7.5' Quad sheet(s) showing the project location.

Preliminary information, even in rough outline, is sufficient to allow the advisor to determine impact of the proposed project on NGS and USGS control points. Continued coordination with the advisor to relocate and/or preserve affected control points will be maintained throughout the project life. This coordination shall be implemented as soon as possible after receipt of Notice to Proceed by the CITY.

COORDINATION WITH UTILITIES

Where privately, publicly or cooperatively owned utility companies will require rearrangements in connection with the proposed construction, the CONSULTANT shall furnish prints or reproducible for the utility owners as directed by the CITY and check the utilities' submitted plans for avoidance of conflicts with the road construction details or with the facilities of other utilities. This may require numerous submittals to the utility companies. The CONSULTANT shall also submit a final set of construction plans to all utilities. The CONSULTANT shall make no commitments with the utilities which are binding upon the CITY.

If the project includes work for the Augusta Utilities (AUD), the CONSULTANT shall research all Augusta Utilities records and act on behalf of the AUD to identify the existing facilities on the submitted roadway plans for avoidance, or resolution, of conflicts with the road construction details or with the existing or proposed facilities of other utilities.

COVENANT AGAINST CONTINGENT FEES

The CONSULTANT shall comply with the relevant requirements of all Federal, State, County, or local laws. The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gifts, or any consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the CITY shall have the right to annul this Agreement without liability, or, at its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

DELIVERY OF NOTICES

All written notices, demands, and other papers or documents to be delivered to the CITY under this Agreement shall be delivered to the CITY's Engineering Department office, 505 Telfair Road, Augusta, Georgia 30901, Attention: Construction Manager, or at such other place or places as may be subsequently designated by written notice to the CONSULTANT. All written notices, demands, and other papers or documents to be delivered to the CONSULTANT under this Agreement shall be directed to or at such a place or places subsequently to be designated in writing by the CONSULTANT to the CITY.

DRUG FREE WORK PLACE

CONSULTANT shall be responsible for insuring that its employees shall not be involved in any manner with the unlawful manufacture, distribution, dispensation, possession, sale or use of a controlled substance in the workplace. For purposes of the policy, "workplace" is defined as CITY owned or leased property, vehicles, and project or client site. Any violation of the prohibitions may result in discipline and/or immediate discharge.

CONSULTANT shall notify the appropriate federal agencies of an employee who has a criminal drug statute conviction for workplace violations.

CONSULTANT may require drug or alcohol testing of employees when contractually or legally obligated, or when good business practices would dictate.

EMPLOYMENT OF COUNTY'S PERSONNEL

The CITY has incurred considerable expense for advertising, recruiting, evaluating, training and retaining its employees. As such, CONSULTANT hereby agrees that it will not directly or indirectly, solicit or hire any employee of the CITY, or induce any employee to terminate his employment with the CITY during the terms of this agreement, nor for a period of one year following the end of said term. CONSULTANT may not hire, employ, or allow a CITY employee to provide services without the prior consent of the CITY, except as provided herein.

INSURANCE

The Consultant shall, all time that this agreement is in effect, cause to be maintained in force and effect an insurance policy(s) that ensure and indemnify the City against liability or financial loss resulting from injuries occurring to persons or property or occurring as a result of any negligent error, etc, or omission of the Consultant in performance of the work during the term of this Agreement.

The Consultant shall provide, at all times that this agreement is in effect, Worker's Compensation insurance in accordance with the laws of the State of Georgia.

The Consultant shall provide, all times that this Agreement is in effect, Insurance with limits of not less than:

- A. Workmen's Compensation Insurance in accordance with the laws of the State of Georgia.
- B. Public Liability Insurance in an amount of not less than One Million (\$1,000,000.00) Dollars for injuries, including those resulting in death to any one person, and in an amount of not less than One Million (\$1,000,000.00) Dollars on account of any one occurrence.
- C. Property Damage Insurance in an amount of not less than One Million (\$1,000,000.00) Dollars from damages on account of any occurrence, with an aggregate limit of One Million (\$1,000,000.00) Dollars.
- D. Valuable Papers Insurance in an amount sufficient to assure the restoration of any plans, drawings, field notes, or other similar data relating to the work covered by the Project.
- E. Professional Liability Insurance in an amount of not less than One Million (\$1,000,000) Dollars or an amount that correlates to the aggregate fee on the project should it exceed \$1,000,000.

City will be named as an additional insured with respect to Consultant's liabilities hereunder in insurance coverage's identified in item (b) and (c).

The policies shall be written by a responsible company(s), to be approved by the City, and shall be no cancellable except on thirty (30) days' written notice to the City. Such policy shall name the City as co-insured, except for worker's compensation and professional liability policies, and a copy of such policy or a certificate of insurance shall be filed with the City at the time of the execution of this agreement.

PERSONNEL

The CONSULTANT represents that it has secured or will secure, at its own expense, all personnel necessary to complete this agreement, none of whom shall be employees of, or have any contractual relationship with, the CITY. Primary liaison with the CITY will be through its designee. If the project includes AU work, the CONSULTANT shall identify, in writing, a water/sewer project manager responsible for direction and coordination of this portion of the project. All of the services required hereunder will be performed by the CONSULTANT under his supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under law to perform such services.

All professional personnel, including subcontractors, engaged in performing services for the CONSULTANT under this agreement shall be indicated in a personnel listing attached hereto as Exhibit "A" and incorporated herein by reference. No changes or substitutions shall be permitted in the CONSULTANT's key personnel as set forth herein without the prior written approval of the Director or his designee.

The CONSULTANT shall employ in responsible charge of supervision and design of the work only persons duly registered in the appropriate category; and further shall employ only qualified surveyors in responsible charge of any survey work.

The CONSULTANT shall endorse all reports, contract plans, and survey data. Such endorsements shall be made by a person duly registered in the appropriate category by the Georgia State Board of Registration for Professional Engineers and Land Surveyors, being in the full employ of the CONSULTANT and responsible for the work prescribed by this agreement.

RESPONSIBILITY FOR CLAIMS AND LIABILITY

The CONSULTANT shall be responsible for any and all damages to properties or persons caused by its employees, subcontractors, or agents, and shall hold harmless the CITY, its officers, agents, and employees from all suits, claims, actions, or damages of any nature whatsoever to the extent found to be resulting from the CONSULTANT, its subcontractors, or its agents in the performance or non-performance of work under this Agreement. These indemnities shall not be limited by reason of the listing of any insurance coverage.

REVIEW OF WORK

Authorized representatives of the CITY may at all reasonable times review and inspect the project activities and data collected under the Agreement and amendments thereto. All reports, drawings, studies, specifications, estimates, maps and computations prepared by or for the CONSULTANT, shall be available to authorized representatives of the CITY for inspection and review at all reasonable times in the main offices of the CITY. Acceptance shall not relieve the CONSULTANT of its professional obligation to correct, at its expense, any of its errors in work. The Engineering Department may request at any time and the CONSULTANT shall produce progress prints or copies of any work as performed under this Agreement. Refusal by the CONSULTANT to submit progress reports and/or plans shall be cause to withhold payment to the CONSULTANT until the CONSULTANT complies with the CITY's request in this regard. The CITY's review recommendations shall be incorporated into the plans by the CONSULTANT.

RIGHT TO ENTER

The CONSULTANT shall notify all property owners or occupants of the intent to enter properties for the purpose of accomplishing surveys or other field investigations in accordance with the practices of the CITY. The CONSULTANT shall discuss with and receive approval from the Augusta Engineering Department prior to sending said notices of intent to enter private property. Upon request by the CONSULTANT, the CITY will provide the necessary documents identifying the CONSULTANT as being in the employ of the CITY for the purpose described in the Agreement. If the property owner or occupant denies the CONSULTANT permission to enter, such incident will be reported to the CITY and the CITY will initiate such action as is dictated by current policy and procedure.

SUBCONTRACTING

The CONSULTANT shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without the CITY's prior written approval of the subcontractor. The CITY will not approve any subcontractor for work covered by this Agreement that has not been recommended for approval the Construction Manager.

All subcontracts in the amount \$5,000 or more shall include, where possible, the provisions set forth in this Agreement.

SUPERVISION AND CONTROL

The CONSULTANT shall perform the services required to accomplish the work plan as stated above under such control and supervision by the CITY, as the CITY may deem appropriate.

Augusta, GA Engineering Department

SPECIAL PROVISIONS

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

**ON CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION,
AND FIELD ENGINEERING SERVICES
PROJECT NUMBER: 328-041110-211828005**

SPECIAL PROVISIONS

(Projects Funded 100% with Special District Transportation Sales and Use Tax Proceeds Collected Pursuant to the Transportation Investment Act (TIA) of 2010)

1. **CONTRACT TERMINATION:** To terminate this contract without further obligation of the City to the extent that the obligations exceed the availability of such the Special District Transportation Sale and Use Tax proceeds for the project as designated by the City or the City may determine in its sole discretion that a suspension period should be instituted as set forth in specification "Temporary Suspension of Work". The City's certification as to the availability of the Special District Transportation Sale and Use Tax proceeds as designated by the City shall be conclusive.

2. **PAYMENTS TO CONTRACTOR:** Any payments shall be made to the Contractor after receipt of such transportation sales and use tax proceeds from GSFIC /GDOT by the City. The parties agree that the provisions of the Georgia Prompt Pay Act, O.C.G.A. § 13-11-1 *et seq.*, do not control and that the Consultant/Contractor waives any and all rights it may have under said Act.

3. **SPECS PROVISIONS:** All provisions of this Specification shall be incorporated by and into any subcontracts entered into by the Contractor with its subcontractors.

4. **DBE, SMALL BUSINESS AND VETERAN OWNED BUSINESS:** On May 17, 2012, the GDOT, acting by and through its Board, passed a resolution in which it: (1) reaffirmed its commitment to Title VI of the 1964 Civil Rights Act of nondiscrimination in the delivery and management of Transportation Investment Act funded projects; and (2) encouraged the use of Disadvantaged Business Enterprises (DBE) (including minority and woman owned businesses), small businesses, and veteran owned businesses in any project that is funded in whole or in part by Transportation Investment Act funds, and encouraged wherever practical and feasible, the local government or governments that manage Transportation Investment Act funded projects to include the same in its delivery and management of a project.

Reference to this resolution shall be included in all subcontracts entered in by the Contractor related to this Project.

While there is no DBE, small businesses or veteran owned businesses goal required, the Contractor is required to provide the following information monthly to the GDOT regarding whether it utilized any DBE (as defined in forth in 49 CFR Part 26), small business (as defined in 13, CRR Part 121) or veteran owned, along with the following information:

- 1) The names and addresses of DBE firms, small businesses or veteran owned businesses committed to participate in the Contract;
- 2) A description of the work each DBE firm, small business or veteran owned business will perform; and
- 3) The dollar amount of the participation of each DBE firm, small business or veteran owned business participating.

All provisions of this Specification shall be incorporated by and into any subcontracts entered into by the Contractor with its subcontractors.

5. **TEMPORARY SUSPENSION OF WORK:** The City has the authority to suspend The Work wholly or in part, for as long as the City may deem necessary, because of unsuitable weather, lack of special district transportation sales and use tax proceeds remitted to the City by GSFIC/GDOT and designated by the City for the Project, or other conditions considered unfavorable for continuing The Work, or for as long as he may deem necessary by reason of failure of the Contractor to carry out orders given, or to comply with any provisions of the Contract. No additional compensation will be paid the Consultant/Contractor because of suspension except as specifically set forth below. The Work shall be resumed when conditions are favorable or when corrective measures satisfactory to the City have been applied; when, and as ordered by the City in writing. The Consultant shall not stop The Work without authority.

If The Work is stopped by the lack of special district transportation sales and use tax proceeds remitted to the City by GSFIC/GDOT and designated by the City for the Project or any temporary or permanent injunction, court restraining order, process or judgment of any kind, directed to either of the parties hereto, then such period or delay will not be charged against the Contract Time nor shall the City be liable to the Consultant/Contractor on account of such delay or termination of work.

6. **SUSPENSION PERIOD FOR LACK OF SPECIAL DISTRICT TRANSPORTATION SALES AND USE TAX PROCEEDS:** If The Work is stopped and suspension period instituted by the City in writing as a result of the lack of special district transportation sales and use tax proceeds remitted to the City by GSFIC/GDOT and designated by the City for the Project, such suspension shall last for a maximum of ninety (90) days.

This Contract does not obligate the City to make any payment to the Consultant/Contractor for said Extra Work from any funds other than from available special district transportation sales and use tax proceeds as designated by the Department for the Project.

After this ninety (90) day period, if special district transportation sales and use tax proceeds as designated by the City for the Project are available or anticipated to be available as determined in the sole discretion of the City, the Consultant/Contractor will be directed by the

City to either (1) continue The Work under the Contract or (2) agree to a new suspension period as determined by the City.

After this ninety (90) day period, if special district transportation sales and use tax proceeds as designated by the Department for the Project are not available or anticipated to be not available as determined in the sole discretion of the City, this Contract shall be terminated upon notification by the City to the Consultant/Contractor.

To the extent practically possible, the City will provide written notification to the Consultant/Contractor that The Work is going to be stopped either permanently or during a suspension period as the result of the lack of special district transportation sales and use tax proceeds three (3) months prior to the date of The Work stoppage.

The City's certification as to the availability of the special district transportation sales and use tax proceeds as designated by the City for the Project shall be conclusive.

The contract time will be extended to reflect the length of the suspension period and any resulting delays. No damages for delay or consequential damages will be recoverable as a result of any suspension period.

Augusta, GA Engineering Department

ADDITIONAL PROVISIONS

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

**ON CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION,
AND FIELD ENGINEERING SERVICES
PROJECT NUMBER: 328-041110-211828005**

ADDITIONAL PROVISIONS

1. **SUSPENSION OF THE WORK, TERMINATION AND DELAY:** To the extent that it does not alter the scope of this agreement, Augusta, GA reserves the right of unilaterally ordering, without any cause, a temporary stopping of the work, or delay of the work to be performed by the Consultant under this agreement. Augusta, GA will not be held liable for compensation to the Consultant for an extension of contract time or increase in contract price, or both, directly attributable to this action of Augusta, GA.
2. **HOLD HARMLESS:** Except as otherwise provided in this agreement, the consultant shall indemnify and hold harmless Augusta, GA, and its employees and agents from and against all liabilities, claims, suits, demands, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from the performance of its Work.
3. **CONTINGENT FEES:** The consultant is prohibited from directly or indirectly advocating in exchange for compensation that is contingent in any way upon the approval of this contract or the passage, modification, or defeat of any legislative action on the part of the Augusta, Georgia Commission the consultant shall not hire anyone to actively advocate in exchange for compensation that is contingent in any way upon the passage, modification, or defeat of any contract or any legislation that is to go before the Augusta, Georgia Commission.
4. **GEORGIA PROMPT PAY ACT :** Not applicable. The terms of this agreement supersede any and all provisions of the Georgia Prompt Pay Act.
5. **CONTRACTUAL OBLIGATIONS:** The consultant acknowledges that this contract and any changes to it by amendment, modification, change order or other similar document may have required or may require the legislative authorization of the Board of Commissioners and approval of the Mayor. Under Georgia law, the consultant is deemed to possess knowledge concerning Augusta, Georgia's ability to assume contractual obligations and the consequences of the consultant provision of goods or services to Augusta, Georgia under an unauthorized contract, amendment, modification, change order or other similar document, including the possibility that the consultant may be precluded from recovering payment for such unauthorized goods or services. Accordingly, the consultant agrees that if it provides goods or services to Augusta, Georgia under a contract that has not received proper legislative authorization or if the contractor provides goods or services to Augusta, Georgia in excess of the any contractually authorized goods or services, as required by Augusta, Georgia's Charter and Code, Augusta, Georgia may withhold payment for any unauthorized goods or services

provided by the consultant. The consultant assumes all risk of non-payment for the provision of any unauthorized goods or services to Augusta, Georgia, and it waives all claims to payment or to other remedies for the provision of any unauthorized goods or services to Augusta, Georgia, however characterized, including, without limitation, all remedies at law or equity." This acknowledgement shall be a mandatory provision in all Augusta, Georgia contracts for goods and services, except revenue producing contracts.

6. **LOCAL SMALL BUSINESS:** In accordance with Chapter 10B of the AUGUSTA, GA. CODE, the consultant expressly agrees to collect and maintain all records necessary to for Augusta, Georgia to evaluate the effectiveness of its Local Small Business Opportunity Program and to make such records available to Augusta, Georgia. The requirements of the Local Small Business Opportunity Program can be found at www.augustaga.gov. In accordance with AUGUSTA GA CODE § 1-10-129(d) (7), for all contracts where a local small business goal has been established, the consultant is required to provide local small business utilization reports. Contractor shall report to Augusta, Georgia the total dollars paid to each local small business on each contract, and shall provide such payment affidavits, regarding payment to subcontractors as may be requested by Augusta, Georgia. Such documents shall be in the format specified by the Director of Minority and Small Business Opportunities, and shall be submitted at such times as required by Augusta, Georgia. Failure to provide such reports within the time period specified by Augusta, Georgia shall entitle Augusta, Georgia to exercise any of the remedies set forth, including but not limited to, withholding payment from the consultant.

Augusta, GA Engineering Department

ATTACHMENT B

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005



Attachment B

You Must Complete and Return all 3 pages of Attachment B with Your Submittal. Document Must Be Notarized.

Augusta, Georgia Augusta Procurement Department
ATTN: Procurement Director
530 Greene Street, Suite 605
Augusta, Georgia 30901

Name of Bidder: EMC Engineering Services, Inc.

Street Address: 4106 Colben Boulevard, Suite 105

City, State, ZipCode: Evans, GA 30809

Phone: (706) 650-3057 Fax: (706) 650-9631 Email: Robert Titus@emc-eng.com

Do You Have A Business License? Yes

Business License # for your Company (**Must Provide**): 31058

Company must be licensed in the Governmental entity for where they do the majority of their business. If your Governmental entity (State or Local) does not require a business license, your company will be required to obtain a Richmond County business license if awarded a Bid/RFP/RFQ. For further information contact the License and Inspection Department @ 706 312-5162.

List the State, City & County that issued your license: _____

Acknowledgement of Addenda: (#1) X; (#2) _____; (#3) _____; (#4) _____; (#5) _____; (#6) _____; (#7) _____; (#8) _____;
NOTE: CHECK APPROPRIATE BOX(ES)- ADD ADDITIONAL NUMBERS AS APPLICABLE

Statement of Non-Discrimination

The undersigned understands that it is the policy of Augusta, Georgia to promote full and equal business opportunity for all persons doing business with Augusta, Georgia. The undersigned covenants that we have not discriminated, on the basis of race, religion, gender, national origin or ethnicity, with regard to prime contracting, subcontracting or partnering opportunities.

The undersigned covenants and agrees to make good faith efforts to ensure maximum practicable participation of local small businesses on the bid or contract awarded by Augusta, Georgia. The undersigned further covenants that we have completed truthfully and fully the required forms regarding good faith efforts and local small business subcontractor/supplier utilization.

The undersigned further covenants and agrees not to engage in discriminatory conduct of any type against local small businesses, in conformity with Augusta, Georgia's Local Small Business Opportunity Program. Set forth below is the signature of an officer of the bidding/contracting entity with the authority to bind the entity.

The undersigned acknowledge and warrant that this Company has been made aware of understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;

That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;

That the failure of this Company to satisfactorily discharge any of the promises of nondiscrimination as made and set forth herein shall constitute a material breach of contract entitling Augusta, Georgia to declare the contract in default and to exercise any and all applicable rights remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Non-Collusion of Prime Bidder/Offeror

By submission of a bid, the vendor certifies, under penalty of perjury, that to the best of its knowledge and belief:

(a) The prices in the proposal have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or with any competitor.

(b) Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or to any competitor.

(c) No attempt has been made, or will be made, by the vendor to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition. Collusions and fraud in bid preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

Conflict of Interest

By submission of a bid, the responding firm certifies, under penalty of perjury, that to the best of its knowledge and belief:

1. No circumstances exist which cause a Conflict of Interest in performing the services required by this ITB, and

2. That no employee of the County, nor any member thereof, nor any public agency or official affected by this ITB, has any pecuniary interest in the business of the responding firm or his sub-consultant(s) has any interest that would conflict in any manner or degree with the performance related to this ITB.

By submission of a bid, the vendor certifies under penalty of perjury, that to the best of its knowledge and belief:

(a) The prices in the bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or with any competitor.

(b) Unless otherwise required by law, the prices which have been quoted in the bid have not knowingly been disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or competitor.

c) No attempt has been made, or will be made, by the vendor to induce any other person, partnership or cooperation to submit or not to submit a bid for the purpose of restricting competition. For any breach or violation of this provision, the County shall have the right to terminate any related contract or agreement without liability and at its discretion to deduct from the price, or otherwise recover, the full amount of such fee, commission, percentage, gift, payment or consideration.

You Must Complete and Return all 3 pages of Attachment B with Your Submittal. Document Must Be Notarized.

Contractor Affidavit and Agreement

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with Augusta, Georgia Board of Commissioners has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A 13-10-91. The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with Augusta, Georgia Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Augusta, Georgia Board of Commissioners at the time the subcontractor(s) is retained to perform such service.

Georgia Law requires your company to have an E-Verify*User Identification Number (Company I.D.) on or after July 1, 2009.

For additional information or to enroll your company, visit the **State of Georgia** website:

<https://e-verify.uscis.gov/enroll/> and/or http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf

****E-Verify * User Identification Number (Company I.D.) 324745**

NOTE: E-VERIFY USER IDENTIFICATION NUMBER (COMPANY I.D.) MUST BE PROVIDED: IN ADDITION, THE RECOMMENDED AWARDED VENDOR WILL BE REQUIRED TO PROVIDE A COPY OF HOMELAND SECURITY'S MEMORANDUM OF UNDERSTANDING (MOU)

The undersigned further agrees to submit a notarized copy of Attachment B and any required documentation noted as part of the Augusta, Georgia Board of Commissions specifications which govern this process. In addition, the undersigned agrees to submit all required forms for any subcontractor(s) as requested and or required. **I further understand that my submittal will be deemed non-compliant if any part of this process is violated.**

EMC Engineering Services, Inc.

Company Name

Robert Titus

BY: Authorized Officer or Agent
(Contractor Signature)

Augusta Branch Manager

Title of Authorized Officer or Agent of Contractor

Robert L. Titus, PE

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 28 DAY OF August, 2013

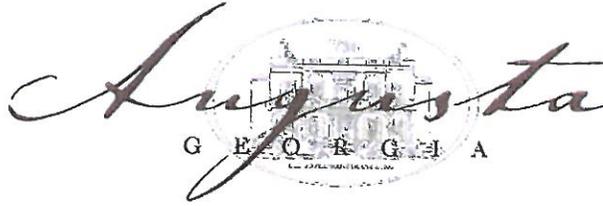
Jeremy Robert Hay
Notary Public

NOTARY SEAL

My Commission Expires
March 12, 2017

My Commission Expires: _____

You Must Complete and Return all 3 pages of Attachment B with Your Submittal. Document Must Be Notarized.



You Must Complete and Return with Your Submittal. Document Must Be Notarized

Systematic Alien Verification for Entitlements (SAVE) Program

Affidavit Verifying Status for Augusta, Georgia Benefit Application By executing this affidavit under oath, as an applicant for an Augusta, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for an Augusta, Georgia contract for **RFP Item #13-184 On-Call Construction Management, Construction Inspection & Field Engineering Services**

[Bid/RFP/RFQ Project Number and Project Name]

Robert L. Titus, PE

[Print/Type: Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

EMC Engineering Services, Inc.

[Print/Type: Name of business, corporation, partnership, or other private entity]

1.) I am a citizen of the United States.

OR

2.) I am a legal permanent resident 18 years of age or older.

OR

3.) I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Robert Titus

Signature of Applicant

Robert L. Titus, PE

Printed Name

* Alien Registration Number for Non-Citizens

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 28 DAY OF August, 2013

Jeremy Robert Day
Notary Public

My Commission Expires: March 12, 2017

NOTARY SEAL

Note: THIS FORM MUST BE RETURNED WITH YOUR SUBMITTAL



You Must Complete and Return with Your Submittal. Document Must Be Notarized

Systematic Alien Verification for Entitlements (SAVE) Program

Affidavit Verifying Status for Augusta, Georgia Benefit Application By executing this affidavit under oath, as an applicant for an Augusta, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contractor or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for an Augusta, Georgia contract for RFP Item #13-184 On-Call Construction Management, Construction Inspection & Field Engineering Services

[Bid/RFP/RFQ Project Number and Project Name]

CHASE HOLLOWAY

[Print/Type: Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

Coastline Consulting Services, Inc.

[Print/Type: Name of business, corporation, partnership, or other private entity]

1.) I am a citizen of the United States.

OR

2.) I am a legal permanent resident 18 years of age or older.

OR

3.) I am a non-immigrant alien (8 USC 1641) or a non-immigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Printed Name

* Alien Registration Number for Non-Citizens

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 28 DAY OF August, 2013

Notary Public

My Commission Expires March 12, 2017

NOTARY SEAL

Note: THIS FORM MUST BE RETURNED WITH YOUR SUBMITTAL

Augusta, GA Engineering Department

APPENDIX A

**CONSULTANT SERVICES AGREEMENT
ON-CALL CONSTRUCTION MANAGEMENT,
CONSTRUCTION INSPECTION AND
FIELD ENGINEERING PROFESSIONAL SERVICES**

PROJECT NUMBER: 328-041110-211828005

**ON CALL CONSTRUCTION MANAGEMENT, CONSTRUCTION
INSPECTION AND FIELD ENGINEERING PROFESSIONAL SERVICES
PROJECT NUMBER: 328-041110-211828005**

APPENDIX A

STANDARD SPECIFICATIONS

CRITERIA:

The Consultant shall become familiar with the latest, as determined by the AED, the American Association of State Highway and Transportation Officials' Design Manuals for Arterial Streets, Rural, Urban, and Interstate Highways, including those standards adopted by the AASHTO and approved by the Secretary of Commerce, as provided by Title 23, United States Code, Section 109 (b), with the City's and Georgia D.O.T. Standards, Procedures, Plans, Specifications and Methods, with Federal Highway Administration procedures relating to plan review and approval, and shall produce plans in accordance therewith.

DESIGN & DOCUMENT DEVELOPMENT:

The following publication shall be used as the basis for the engineering design and professional services contained herein; Georgia Department of Transportation Standard Manuals and Specifications for the Construction of Road and Bridges, current editions, and supplements thereto; American Association of State Highway and Transportation Officials (AASHTO) Manuals for Arterial Streets, Rural, Urban, and Interstate Highways, Manual on Uniform Traffic Control Design (MUTCD), Augusta Development Documents, the Augusta Utilities Design Standards and Construction Specifications, State and Federal guidance documents, Industry current standards for similar services.

The Consultant shall gather from the City all available data and information pertinent to the performance of the services for the Project. The City shall have the final decision as to what data and information is pertinent.

The Consultant shall ensure that the data and information meet applicable standards as specified herein.

The Consultant shall report in writing any discovery of errors or omissions contained in the data and information furnished by the City.

The Consultant shall visit and become familiar with project area and shall become acquainted with local conditions involved in carrying out this agreement. The Consultant may request that a representative of the City be present during the site visit.

The Consultant shall recommend and secure the City's written approval of, the manner of project plans and documents preparation and presentation and the methods to be used in the plans/documents

preparation so that these plans/documents can be utilized as determined by the Consultant and approved by the City, in the orderly preparation of the detailed construction contract plans, specifications, and contracts. Upon receipt of the City's written approval of the manner of the project plans and documents preparation & presentation, The Consultant shall proceed with implementation of plans/documents preparation.

DESIGN SPECIFICATIONS:

Design for bridges and other structures shall be in accordance with the American Association of State Highway and Transportation Officials', hereinafter referred to as "AASHTO," Design Specifications of 1992; AASHTO Standard Specifications for Horizontal Curved Highway Bridges; AASHTO Standard Specifications for Structure Supports for Highway Signs, Luminaires and Traffic Signals, current edition; and AASHTO Guide for Selecting, Locating and Designing Traffic Barriers, current edition.

Traffic engineering shall be performed in accordance with procedures outlined in the Highway Capacity Manual, Current Edition.

The lighting design shall be in accordance with the AASHTO publication, An Informational Guide for Roadway Lighting current edition, and the Standard Specifications for Road and Bridge Construction, 1983 edition, as modified by Supplemental Specifications and Special Provisions, current editions.

On facilities where driveways are included, the Consultant shall become familiar with the Georgia D.O.T. regulations and procedures and shall produce plans for upgrading driveway control.

CONSTRUCTION SPECIFICATIONS:

The plans shall be in accordance with the Georgia D.O.T.'s Standard Specifications for Construction of Roads and Bridges, as amended. The Consultant shall have access to the Georgia Standard Construction and Materials Specifications for use throughout the Project.

PLAN SIZES:

All plans for roadways, bridges, and walls may be Civil 3D or compatible generated drawings on paper having outside dimensions of 24" by 36" with 1-1/2" margin on the left and 1/2" margin elsewhere. All plans shall be of reproducible quality.

CONSTRUCTION PLAN REQUIREMENTS:

Detailed requirements for the construction plans shall meet the criteria set forth in the Augusta Public Works and Engineering Department Plan Preparation Guidelines.

The plans shall be fully dimensioned; all elevations necessary for construction shall be shown similar to the GDOT's normal practice. They shall include a fully dimensioned geometric layout to permit staking

in the field without additional computation by the survey party. Utility locations and methods of attachment shall be shown. Utilities to be carried on bridges will be established by the AED.

In steel construction, the sizes and overall dimensions of members, their exact locations, the number and arrangement of fasteners, fastener spacing, welds and other details necessary in preparation of shop detail drawing shall be shown. In concrete construction, the location of all reinforcement shall be shown and the plans shall include complete schedules of straight and bent bars with bending details. The Consultant shall check all details and dimensions shown on the plans before they are submitted to the AED for review.

Roadway plan sheets shall have the existing topography on the back of the sheet to permit manual revisions to the front of the drawing, using a screening process producing 85 lines per inch with 50% light. Existing topography may be plotted in ink if this gives a screening effect acceptable to the AED.

Topography shall remain fully legible when plans are reduced in size, but shall be less prominent and readily distinguishable from proposed work.

Profile sheets shall have the existing ground line plotted in ink on the sheet.

Utility plan sheets may be the same material as the roadway plans.

COMPUTATIONS:

All design computations and computer printouts shall be neatly recorded on 8-1/2" by 11" sheets, fully titled, numbered, dated, signed by the designer and checker and indexed. Two copies of these computations, and the computer input and output, fully checked and appropriately bound, shall be submitted to the AED with the plans for approval.

A complete tabulation of the drainage analysis along with the calculations used to determine the size of drainage structures shall be submitted to the AED with the construction plans for approval.

DELIVERABLE:

The tracings, data and all other documents prepared under this agreement shall then be submitted to the AED, AED or AUD, whose property they shall remain, without limitation as to their future use. All tracing cloth, mylar paper, and other materials required for the preparation of the plans, supplemental specifications, special provisions and computation shall be furnished by the Consultant.

The Consultant shall submit to the AED, editable electronic copy of all computer files (ACAD, Microsoft version, or other software used in creating data, data file, technical documents, etc.) depicting graphics, database, documentation, details and design for the implementation of stormwater utility, drainage improvements, and road design data, created as a result of this agreement. The Consultant shall include appropriate level schedules, documentation, and assistance to the AED to read, interpret,

and effectively utilize the computer files. The Consultant may be required to provide project drawings and files at any time as requested by the AED. The drawings and files (hard or electronic) requested by the AED shall be within the Scope of Work as defined herein. Graphics files shall be provided in AutoCAD, DXF, or Intergraph (IGDS) format. If the project includes AU work, the Consultant shall provide drawings in accordance with the utilities chapter of the AED Plan Preparation Guidelines.

NUMBER OF COPIES OF SUPPORTING DATA REQUIRED:

Data collected for this project will be property of Augusta Engineering Department. In addition to required hard copies submittals, selected Firm(s) or Team(s) will be required to provide Augusta Engineering Department one electronic (editable) copy of all documents and studies, supporting raw data, environmental data and analysis, geotechnical data and analysis, hydrology and hydraulic studies, design plans, construction plans and construction standards and specifications. Electronic copies shall be submitted in respective software and compatible with Software used by Augusta Engineering Department. Except as otherwise provided herein; the Consultant shall submit all documents, reports, special provisions, sketches, design notes, and all other required or necessary support data to the AED in duplicate.

PROGRESS REPORT AND SCHEDULE:

The Consultant shall report to the AED on suitable forms approved by the AED the status of work and schedule on the 25th day of each month during the life of the Agreement.

PROFESSIONAL ENGINEER APPROVAL:

All construction plans and documents designed, detailed, and furnished by the Consultant for the AED shall bear a valid Professional Engineer Stamp. All plans submitted to the AED for review shall have been checked by the Consultant prior to submission.

ECONOMICAL DESIGN:

The Consultant shall make every effort to provide the most economical design. The Consultant shall consider construction problems and sequencing in the design. The Consultant shall meet and discuss economic considerations and construction staging with the AED prior to final design.

