



 **Toole**DesignGroup

# ***CITY OF HOLLYWOOD***

## **RFQ for Traffic Engineering Services**

Solicitation CRA 17-020 - September 7, 2017



The boardwalk and downtown Hollywood, FL

credit: flickr Phillip Pessar



# CITY OF HOLLYWOOD

## RFQ for Traffic Engineering Services Solicitation CRA 17-020

September 7, 2017



Toole Design Group, LLC

8484 Georgia Avenue, Suite 800

Silver Spring, MD 20910

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Jeremy Chrzan, P.E., PTOE, LEED® AP

Project Manager

301.927.1900 x155

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September 5, 2017

City of Hollywood  
Office of the City Clerk  
2600 Hollywood Boulevard, Room 220  
Hollywood, FL 33020

**RE: Solicitation CRA 17-020  
RFQ for Traffic Engineering Services**

Dear Ms. Susan Goldberg and Members of the Selection Committee:

**Toole Design Group, LLC (TDG)** is pleased to submit this proposal for Traffic Engineering Services for the City of Hollywood. We have reviewed your Request for Qualifications (RFQ), and have assembled a team that is specifically tailored to meet the City's request.

### **Project Understanding**

TDG understands that the City's Community Redevelopment Agency (CRA) is seeking three full-service engineering teams to assist with engineering, designing, planning, and construction administration related to capital projects within the Downtown and the Beach CRA districts. The City has identified three projects in the RFQ, 1) the Young Circle Roadway Design and Construction project, 2) the East/West Streets Reconfiguration project on the beach, and 3) the Downtown Streets Reconfiguration project. TDG is intimately familiar with the vision and aspiration of the City, especially with regards to Young Circle, as we worked closely together with the CRA on developing the concept that was well received by the residents, business owners, and elected officials. We look forward to the opportunity to fully develop the concept and prepare construction drawings that preserve the essence of the concept through to construction.

Additional services can be requested on an as-needed basis, and may include a wide variety of tasks including planning, design, and permitting for streetscape and transportation infrastructure projects, assistance with grant proposal application, and assistance with preparing construction documents related to implementing capital improvement projects within the CRA districts. TDG Team members have been carefully selected to provide the diverse range of skills and experience needed to deliver the broad range of assignments anticipated under this contract.

### **Our Qualified Team**

The TDG multidisciplinary team has planned, designed and overseen construction for hundreds of miles of streetscape improvements, bikeways, walkways and green infrastructure in cities large and small across the country. Our keen understanding of context sensitivity, placemaking, and safety of all travel modes is legible in all the projects delivered by the TDG Team. TDG will serve as the Prime Consultant, and will provide project management, engineering, planning, and urban design services for the project. We are pleased to partner with **IBI Group, Inc. (IBI)** who's Pompano Beach office will provide support on utility design, construction administration and local permitting; **Leiter, Perez & Associates, Inc. (LPA)**, who will conduct the necessary topographic, utility, and right-of-way surveys; and **Nutting Engineers of Florida, Inc. (NEF)**, for geotechnical studies and analysis.

**Bill Schultheiss, P.E.**, will serve as Principal-in-Charge and ensure that project recommendations and deliverables are technically accurate, compliant with appropriate standards and representative of national best practices. Our team will be led by **Jeremy Chrzan, P.E., PTOE, LEED® AP** who will serve as the Project Manager and the CRA's main point of contact. Jeremy is a professional engineer with 17 years of experience in transportation, municipal, and site engineering projects. His engineering background is varied, encompassing multimodal transportation design projects, roundabout design, bridge replacement and rehabilitation projects, streetscapes, and green street projects. Jeremy has served as project manager or project engineer for numerous complex transportation and infrastructure projects that involved the coordinated design of roadway, bridge, bicycle and pedestrian facilities, lighting, drainage, traffic signals, utility installation and relocation, landscaping, and environmental contamination remediation, as well as public engagement and project permitting.

**Sagar Onta P.E., PTOE**, will serve as a Traffic Engineering Lead. Sagar is an expert in traffic engineering and transportation planning projects with 16 years of experience in transportation, municipal, and site engineering projects. He has experience in a wide variety of project types, including complex traffic circulation and analysis, separated bike facility design, roundabout design, and streetscape projects. **Ken Ray, PLA** will serve as the project's Streetscape and Urban Design Lead. Ken is an urban designer and landscape architect who specializes in the design of innovative streetscapes that provide mobility and access for all modes, and incorporate features like low-impact development stormwater management and high quality landscapes that serve multiple functions and turn public spaces into vibrant community assets.

TDG is joined by IBI who has a long history of quality work in Florida, and has successfully completed numerous utility infrastructure projects for Broward and Miami-Dade Counties, and the City of Hollywood. **Patricia Ramudo P.E. LEED® AP** will serve as IBI's lead engineer for utility-related tasks. Patricia has nearly 40 years of experience in preparing preliminary designs and study reports, computations, final construction drawings, specifications, cost estimates, permit processing, and construction administration for public facilities. Her experience includes design of water and sewer lines, pump stations, storm drainage and stormwater management facilities, roads, parking facilities, trails, and sites for other public facilities.

TDG acknowledges receipt of Addendum 1 issued 8/24/2017 and Addendum 2 issued 8/31/2017.

TDG has a long history of meeting project objectives on time and on budget. We are proud of our reputation for excellence in the field of multimodal engineering and planning, and encourage the selection committee to contact our current and former clients to inquire about our work. TDG is a Woman Owned Business and certified as a Disadvantaged Business Enterprise (DBE) in more than 35 states, including the State of Florida. We are committed to meeting your time schedule and will commit our staff and resources throughout the duration of this project. We are excited by the opportunity to continue working with the City of Hollywood and the CRA. We appreciate the opportunity to submit this proposal; I encourage you to contact our proposed Project Manager Jeremy Chrzan directly with any questions.

Thank you for your consideration of our team.

Sincerely,



Jennifer L. Toole, AICP, ASLA, President  
8484 Georgia Avenue, Suite 800, Silver Spring, MD 20910  
301.927.1900 x103, [jtoole@tooledesign.com](mailto:jtoole@tooledesign.com)

Contact information for:

Jeremy Chrzan, P.E., PTOE, LEED® AP, Project Manager  
8484 Georgia Avenue, Suite 800, Silver Spring, MD 20910  
301.927.1900 x155, [jchrzan@tooledesign.com](mailto:jchrzan@tooledesign.com)

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# 1

# STANDARD FORM 330

TDG-developed rendering for a multimodal downtown street

**ARCHITECT – ENGINEER QUALIFICATIONS**  
**PART I – CONTRACT SPECIFIC QUALIFICATIONS**  
**A. CONTRACT INFORMATION**

1. TITLE AND LOCATION (City and State)

**RFQ for Traffic Engineering Services, Hollywood, FL**

2. PUBLIC NOTICE DATE

**8/9/2017**

3. SOLICITATION OR PROJECT NUMBER

**CRA 17-020**

**B. ARCHITECT – ENGINEER POINT OF CONTACT**

4. NAME AND TITLE

**Jennifer Toole, AICP, ASLA, President**

5. NAME OF FIRM

**Toole Design Group, LLC**

6. TELEPHONE NUMBER

**301.927.1900**

7. FAX NUMBER

**301.927.280**

8. E-MAIL ADDRESS

**jtoole@tooledesign.com**

**C. PROPOSED TEAM**

*(Complete this section for the prime contractor and all key subcontractors.)*

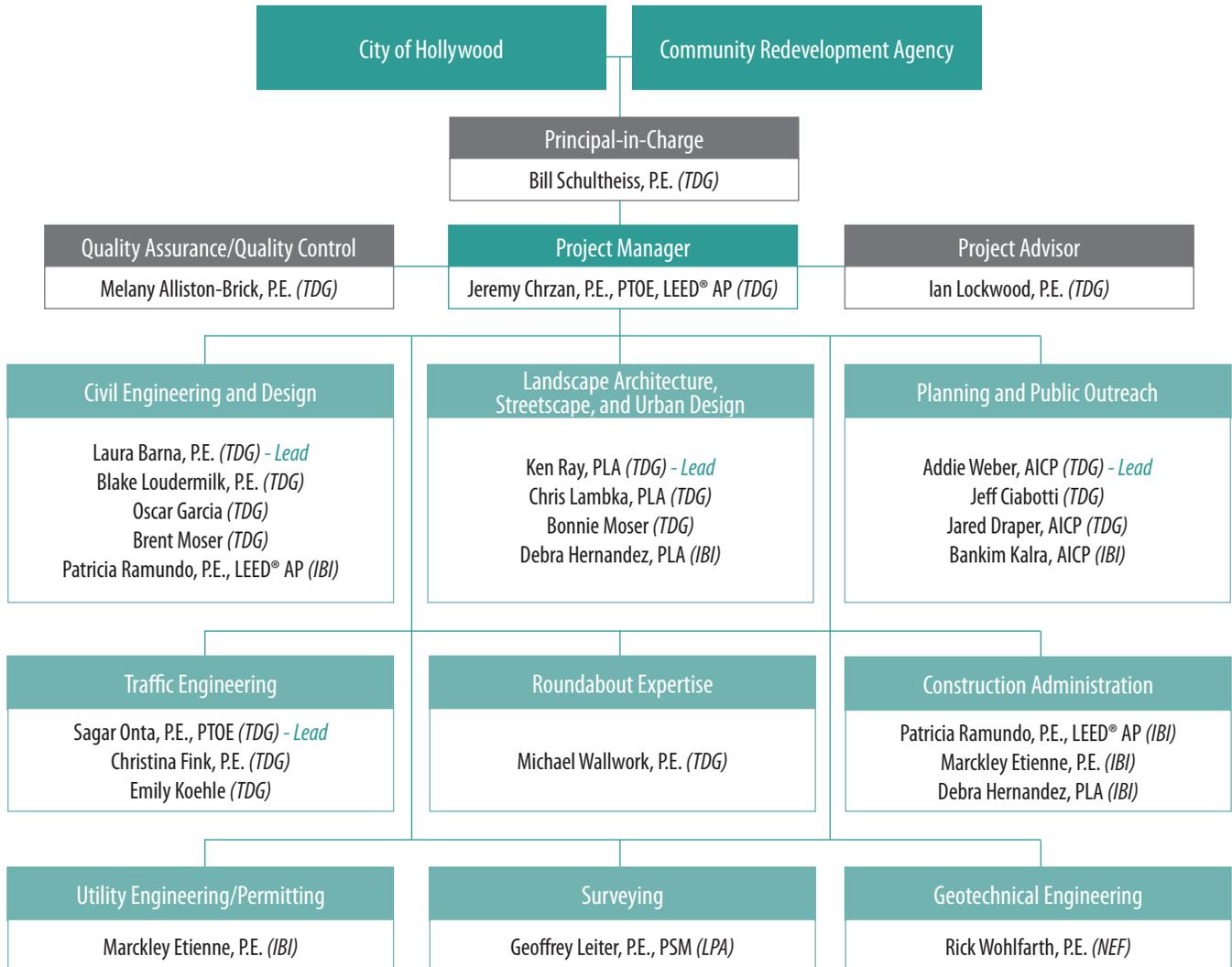
	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	X			Toole Design Group, LLC	8484 Georgia Avenue, Suite 800 Silver Spring, MD 20910	Project management, engineering, design, traffic analysis
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
b.	X			Toole Design Group, LLC	2624 Tuscarora Trail Maitland, FL 32751	Public engagement
				<input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE		
c.	X			Toole Design Group, LLC	172 E. Main Street, Suite 300 Spartanburg, SC 29306	Engineering, streetscape design, public outreach
				<input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE		
d.			X	IBI Group (Florida), Inc.	2200 Park Central Boulevard, Suite 100 Pompano Beach, FL 33064	Utility design, permitting, construction management, streetscape design, onsite meeting
				<input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE		
e.			X	Leiter, Perez & Associates, Inc.	520 N.W. 165 <sup>th</sup> Street, Suite 209 Miami, FL 33169	Surveying services
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.			X	Nutting Engineers of Florida, Inc.	2051 NW 112 <sup>th</sup> Avenue, Suite 126 Miami, FL 33172	Geotechnical engineering
				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

**D. ORGANIZATIONAL CHART OF PROPOSED TEAM**

*(on following page)*

# Organization Chart

Below is the **Toole Design Group (TDG)** Team’s organizational structure, which shows project leadership and key staff members associated with specific tasks.



- TDG** | Toole Design Group, LLC
- IBI** | IBI Group, Inc.
- NEF** | Nutting Engineers of Florida, Inc.
- LPA** | Leiter, Perez, and Associates, Inc.

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Bill Schultheiss, P.E.</b>		<b>Principal-in-Charge</b>		a. TOTAL 22	b. WITH CURRENT FIRM 13
15. FIRM AND LOCATION (City and State)					
Toole Design Group, LLC - Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION)				17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
BS, Civil Engineering, Northeastern University: 1998				Professional Engineer: FL and over 20 other states	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Bill Schultheiss has a broad civil engineering background relating to many facets of engineering, planning, design and construction administration. Bill has personally overseen and designed over 250 miles of street improvements. Bill is a nationally recognized expert in bicycle and pedestrian facility design and effectively communicates multimodal engineering concepts and solutions that gain support from communities. As an active member of the Bicycle Technical Committee of the NCUTCD, Bill stays on the forefront of emerging engineering practices.					
<b>19. RELEVANT PROJECTS</b>					
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Redesigning Dillard Street, Winter Garden, FL</b>			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
As a lead engineer, Bill oversaw the development of a roadway master plan. This project to redesign a mile-long arterial serves as a catalyst for redevelopment along the corridor. The plan's recommendations focused on road diets, lane narrowing, bike lanes, cycle tracks, transit stop improvements, and various traffic calming treatments along the corridor. Budget: \$61K					
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Capital City Bikeway and Jackson Street Reconstruction, Saint Paul, MN</b>			PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) 2017
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
As Principal-in-Charge, Bill's responsibilities included providing technical assistance to resolve key project challenges, such as protected intersection design, ADA design, conflict management, and conformance to federal and state guidelines. Bill provided peer review at each deliverable stage of the plans, specifications, and estimates construction documents package. Budget: \$3M					
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>North Lynn Street Esplanade, Arlington, VA</b>			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Est. 2019
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
Bill established a conceptual design to improve pedestrian and bicyclist safety along Lynn Street at intersections with limited access roadways and the Key Bridge. During the development of construction documents, Bill provided final oversight. Budget: \$1.7M					
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>FHWA Guide for Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts</b>			PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) N/A
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
Bill served as the Project Advisor for the development of the Guide. The publication explains design flexibility found in AASHTO, FHWA, and MUTCD policies for: speed limits, lane widths, separated bike lanes, signal phasing, signal warrants, crosswalk marking, transit stop design, intersection geometry, traffic calming, and design vehicles among many street design topics. Bill led research efforts and provided overall quality control for the document. Budget: \$171K					
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Jacksonville Pedestrian and Bicycle Master Plan, Jacksonville, FL</b>			PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable) N/A
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
As senior engineer, Bill developed multimodal engineering concepts and solutions designed to gain support from the community, and address general pedestrian safety concerns. The Plan includes a list of priority projects for implementation, developed using the NCHRP ActiveTrans Priority Tool. Budget: \$300K					

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Jeremy Chrzan, P.E., PTOE, LEED® AP</b>		13. ROLE IN THIS CONTRACT <b>Project Manager</b>		14. YEARS OF EXPERIENCE	
		a. TOTAL 18	b. WITH CURRENT FIRM 3		
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC - Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS and MS, Civil Engineering, Drexel University: 2002			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: CA, DC, MN, NJ, PA, VA, FL- <i>in process</i> Professional Traffic Operations Engineer LEED Accredited Professional		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Jeremy Chrzan is a professional engineer with experience in transportation, municipal, and site engineering projects. His engineering background is varied, encompassing bicycle, pedestrian, highway, and roundabout design, green street projects, project management and permitting, traffic mitigation, stormwater management, erosion control, maintenance and protection of traffic, utility coordination, and construction management.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Capital City Bikeway and Jackson Street Reconstruction, Saint Paul, MN</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			2016	2017	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
Jeremy was the Engineer of Record for the redesign of Jackson Street and the development of the Capital City Bikeway. Jeremy's work included development of alternatives for the roadway, identifying green stormwater infrastructure opportunities, construction plan development, and preparation of specifications and cost estimates. Budget: \$3M					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Spartanburg Professional Services Oncall - Mary Black Trail Extension, Spartanburg, SC</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	2018	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
Jeremy is the Assistant Project Manager developing conceptual and final design plans to connect the Mary Black Trail to downtown Spartanburg. Jeremy's design responsibilities include drainage and green street infrastructure, protected intersection design, and a road diet to accommodate the proposed improvements. Budget: \$120K					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Massachusetts DCR Master Services Agreement - Improved Bicycle Facilities on the Arborway, Boston, MA</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
Jeremy is developing various design alternatives to maximize park space and improve multimodal connections at intersections and along the corridors. Some of the improvements have included multilane roundabouts, turbo-roundabouts, and alternatives that reduce pedestrian crossing distances to a single lane at all locations. Budget: \$259K					
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Jacksonville Pedestrian and Bicycle Master Plan, Jacksonville, FL</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			2017	N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
Jeremy developed recommendations to improve pedestrian crossings, enable access to transit, improve connection between retail and residential land uses, and increase pedestrian safety using a Vision Zero approach to design. Budget: \$300K					
e.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Chamber Avenue Corridor Enhancement, Capitol Heights, MD</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
Jeremy is the Project Manager responsible for the preliminary engineering and feasibility study. Jeremy performed drainage calculations to size the green infrastructure along the corridor to meet the project stormwater requirements. He is currently managing the final engineering plan development and public stakeholder engagement. Budget: \$400K					

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Melany Alliston-Brick, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Quality Assurance/ Quality Control</b>	14. YEARS OF EXPERIENCE	
		a. TOTAL 30	b. WITH CURRENT FIRM 3

15. FIRM AND LOCATION (City and State)  
Toole Design Group, LLC – Silver Spring, MD

16. EDUCATION (DEGREE AND SPECIALIZATION) MS, BS, Civil, Environmental and Infrastructure Engineering, George Mason University: 2015, 2004 AS, Mechanical Engineering Technology, Pennsylvania State University: 1987	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: MD, DC, NJ, VA
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)  
Melany Alliston-Brick is a civil engineer with 30 years of experience in planning, permitting, and design of civil infrastructure projects primarily in the northeast U.S. Her technical strengths include the areas of transportation, stormwater management, site drainage, grading and erosion control, surveying, road design, and utilities.

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
a.	<b>North Lynn Street Esplanade, Arlington, VA</b>	Ongoing	Est. 2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Melany was the senior engineer reviewing design and constructability of proposed improvements including: intersection redesign, upgrading sidewalks, shared use paths, crosswalks, signals, lighting, the addition of bicycle lanes, landscaping, and aesthetic elements. Melany executed quality control reviews for milestone design submissions and assisted with scoping for engineering services during construction. Budget: \$1.7M		
b.	<b>Capital City Bikeway and Jackson Street Reconstruction, Saint Paul, MN</b>	2016	2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Melany served as the senior engineer, providing oversight and quality control reviews for the reconstruction of Jackson Street and the development of the separated bike lanes that will comprise the Capital City Bikeway. The project involved preliminary design through bidding and construction. Her project responsibilities included detailed quality control review of all milestone submissions of construction plans, specifications, and estimates. Budget: \$3M		
c.	<b>Anacostia Waterfront Initiative - South Capitol Street Segment 3, Washington, DC</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Melany was Project Manager for a one-mile segment of Suitland Parkway in Southeast DC. The project included design of a new interchange at Suitland Parkway and Martin Luther King Jr. Avenue, a shared use path connection between the I-295 Interchange and the Suitland Parkway Trail, and the reconfiguration of the Firth Sterling Avenue intersection and tie-in to the DC-295 interchange. Melany provided oversight and design guidance for preparation of Preliminary Engineering (30%) PS&Es for design build procurement of the project, including roadway, drainage, stormwater management, traffic signal, landscaping, and intersection/interchange lighting design. Budget: \$333K		
d.	<b>Improvement of Pennsylvania Avenue SE and Minnesota Avenue SE Intersection, Washington, DC</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Melany is serving as the Principal-in-Charge, providing oversight and quality control reviews for traffic analysis and the design of traffic signals, streetlights, and bicycle and pedestrian enhancements for the reconstruction of the Pennsylvania Avenue and Minnesota Avenue, SE intersection. The project includes preliminary through final design, permitting, public and stakeholder engagement, and bid phase support. Budget: \$153K		



**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Laura Barna, P.E., LEED® AP</b>		13. ROLE IN THIS CONTRACT <b>Project Engineer</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 10	b. WITH CURRENT FIRM 4
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC – Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, Pennsylvania State University: 2007			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: MD, DC LEED Accredited Professional		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Laura Barna has a diverse civil engineering background and has been involved in a variety of projects from multimodal street design to streetscapes and land development projects. Laura’s experience has involved various aspects of project development, beginning with planning through environmental analysis, design, and construction. Laura is skilled in geometric design, stormwater management (LID and conventional), erosion and sediment control plans, drainage plans, bicycle and pedestrian facility design, developing maintenance of traffic plans, right-of-way plans, and construction administration.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>North Lynn Street Esplanade, Arlington, VA</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Est. 2019	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Laura provided quality control, design, and coordination for the Lynn Street construction plans. The design includes extensive roadway reconstruction, construction sequencing, erosion and sediment control, drainage, signing and striping, lighting, signals, landscaping, and structural details for modifications to the existing Lynn Street bridge over I-66. Budget: \$1.7M		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Charlottesville Multimodal Transportation Services - Elliott Avenue Streetscape Improvements, Charlottesville, VA</b>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Laura was a design engineer responsible for this project for streetscape improvements to an urban corridor in Charlottesville. Laura developed conceptual grading and stormwater management documents for the corridor. Budget: \$45K		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Downtown Columbia Trail, Columbia, MD</b>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) 2016	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Laura completed Phase 3 and 4 Stormwater Management Reports for a proposed shared use trail. The project consisted of a 10-foot wide paved trail using permeable asphalt and the removal of existing impervious areas to achieve compliance with both Howard County and Maryland Department of the Environment requirements for Stormwater Management. Budget: \$622K		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Alger Park and Dix Street LID/Green Infrastructure, Washington, DC</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Laura is serving as the lead drainage engineering on the planning and design efforts for this project. She attended site visits and assessed each site and recommended best areas of stormwater facilities. Laura will lead the design and computations associated with all implemented facilities and assist with plans and construction documents. Budget: \$562K		<input checked="" type="checkbox"/> Check if project performed with current firm		
e.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Mill Street Streetscape Enhancement, Manning, SC</b>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mill Street Streetscape Enhancement was a sidewalk widening and pedestrian enhancement project. The existing sidewalk was upgraded with ADA-compliant stamped sidewalks to match the design of the other portions of Mill Street. Laura was responsible for the roadway drainage analysis and calculations to ensure compliance with South Carolina DOT requirements. Budget: \$31K		<input checked="" type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Blake Loudermilk, P.E.</b>		<b>Project Engineer</b>		a. TOTAL	b. WITH CURRENT FIRM
				9	1
15. FIRM AND LOCATION (City and State)					
Toole Design Group, LLC - Spartanburg, SC					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
MBA, American Public University: 2012 BS, Civil Engineering, Clemson University: 2008			Professional Engineer: SC		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Blake Loudermilk is a professional civil engineer with experience in transportation design, site development design, and project management for new construction and retrofit projects. He also has experience in the application of civil engineering principles for roadway designs, grading and drainage, erosion control, site analysis and other construction issues related to various projects, including the preparation of engineering documents such as cost estimates and construction drawings. Blake has led numerous projects from feasibility to construction and utilizes efficient design practices and management.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Hillsboro Gateway, El Dorado, AR</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
As project engineer, Blake is part of the design team creating a context sensitive solution for the Hillsboro Gateway corridor, the City of El Dorado's main thoroughfare into downtown. Blake is assisting with the development of roadway alignments, streetscape features, and gateway elements. One of the major goals of the study is to craft a transportation and land use solution that the community can embrace while reducing impacts of the project. Budget: \$169K					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Spartanburg Professional Services Oncall - Mary Black Trail Extension, Spartanburg, SC</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	2018	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
As senior engineer, Blake is responsible for design and construction documents that illustrate roadway improvements, separated bike facilities, pedestrian facilities, storm water and erosion control being designed and implemented under his guidance. The project will enhance the bike and pedestrian infrastructure for Spartanburg, SC allowing the community safe and accessible multimodal transportation facilities. Budget \$120K					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Columbia Avenue Roadway Improvements, Chapin, SC</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	2020	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
As project engineer, Blake is part of the design team creating a context sensitive solution for the Columbia Avenue corridor, the City of Chapin's main thoroughfare into downtown. Blake is assisting with the development of context sensitivity elements and public involvement. Through public involvement, needs and wants of the community are identified so the proper elements are designed. Budget: \$60K					
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>West Wateree Transportation Study, Kershaw County, SC</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
			Ongoing	N/A	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm			
As senior engineer, Blake is part of the design team creating conceptual designs and cost estimates for improvements to existing intersections and roadways. Traffic flow and vehicle movements were redesigned for improved performance and improved driver safety. The project included conceptual designs for a new roadway which would provide opportunity for development and connectivity. The needs of the community were a major consideration in the creation of the new concepts and redesign. Budget: \$100K					

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Oscar Garcia</b>		13. ROLE IN THIS CONTRACT <b>Project Engineer</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 12	b. WITH CURRENT FIRM 2
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC – Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) ME, University of Florida: 2002 BS, Civil Engineering, Pontificia Universidad Javeriana, Colombia: 1999			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Landscape Architect: MD, MT, OR		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Oscar Garcia is a civil engineer with experience in roadway, bicycle, and pedestrian facility design. He has experience in the application of civil engineering principles for roadway designs, maintenance of traffic, drainage, and analysis of safety and other construction issues related to highway projects, including the preparation of engineering documents such as cost estimates and construction drawings.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State) <b>Florence Pine, McQueen, Cedar and Park Corridor, Florence, SC</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Oscar was the lead project engineer and was involved in the preparation of plans and geometric design of the proposed sidewalk and traffic calming measures for a segment of Park Avenue and Cedar Street. Oscar provided assistance with Inroads modeling to develop plan, profiles, and cross sections for the upgrades to this corridor. Budget: \$50K			<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION ( and State) <b>City of Easley - Brushy Creek Greenway, Florence, SC</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As part of the project team, Oscar is involved in the preparation of plans and geometric design for this existing trail. Oscar is assisting in the evaluation of the existing conditions and the Inroads modeling to develop plan, profiles, and cross-sections for the upgrades to the existing trail. Budget: \$18K			<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State) <b>Alger Park and Dix Street LID/Green Infrastructure, Washington, DC</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Oscar is the lead project engineer. He has been responsible for the preparation of plans for proposed Green Infrastructure facilities in Washington D.C. Oscar has been involved in the geometric design for the sidewalk and intersections upgrades in the vicinity of both projects. Budget: \$562K			<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State) <b>Spartanburg Professional Services Oncall - Mary Black Trail Extension, Spartanburg, SC</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Oscar was the lead project engineer and was involved in the preparation of plans and geometric design of the proposed bicycle facilities that will provide connectivity to the Mary Black trail. Budget: \$120K			<input checked="" type="checkbox"/> Check if project performed with current firm		
e.	(1) TITLE AND LOCATION (City and State) <b>East Riverdale- Beacon Heights Sector Plan, Riverdale Park, MD</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As part of the project team, Oscar is providing assistance on the analysis of the existing conditions and the current improvement plans for MD 410 and MD 201. The purpose of this project is to determine if conditions meet the Maryland State Highway Administration (MDSHA) criteria and satisfy the future pedestrian demands due the construction of the Purple Line stations in the vicinity of these corridors. Budget: \$179K			<input checked="" type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Michael Wallwork, P.E.</b>		<b>Roundabout Expert</b>		a. TOTAL 46	b. WITH CURRENT FIRM 20 Contract Employee
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, Footsray Institute of Technology, Australia			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: FL		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Michael Wallwork has over 46 years of experience in traffic engineering, including road construction, transportation design, and traffic calming, that includes a wide range of projects from a single intersection design to large-scale road projects that integrate attractive landscaping with transit, pedestrian, bicycle and vehicle facilities. Michael is an expert in roundabout design, he has assisted in the design and evaluation of more than 850 roundabouts in Australia, Bahamas, Canada and the U.S. Michael has presented more than 1,350 roundabout presentations and 60 roundabout training courses to public sector agencies and commissions, political leaders, and citizens in over 40 states.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Honore Avenue Roundabout Design, Sarasota, FL</b>			PROFESSIONAL SERVICES 2009	CONSTRUCTION (if applicable) 2010
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Six roundabouts were designed by Michael along Honore Ave in Sarasota, FL. This allowed a two-lane road to operate efficiently instead of a four lane road that required signals. Budget: \$10K			<input type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Clearwater Beach Roundabout, Clearwater, FL</b>			PROFESSIONAL SERVICES 1998	CONSTRUCTION (if applicable) 1999
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The City of Clearwater commissioned Michael to design a large two lane roundabout on SR-60 in Clearwater Beach. Michael used a four lane road to replace an 8 lane road and incorporated three signed intersections to replace three signalized intersections. Budget: \$5K			<input type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Morongo Interchange, Morongo, CA</b>			PROFESSIONAL SERVICES 2004	CONSTRUCTION (if applicable) 2008
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Michael designed a freeway interchange in Morongo, CA using twin roundabouts for Caltrans at the Morongo Casino. Budget: \$8K			<input type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>LA Jolla Boulevard, San Diego, CA</b>			PROFESSIONAL SERVICES 2003-2005	CONSTRUCTION (if applicable) 2008
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Michael assisted with the La Jolla Boulevard charrette, prepared concept plans and assisted with the construction plans. The design changed a five-lane road to two lanes with a median, on street parking and one lane roundabout at each block for a total of five roundabouts. Budget: \$8K			<input type="checkbox"/> Check if project performed with current firm	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Brent Moser</b>		<b>Engineer</b>		a. TOTAL 7	b. WITH CURRENT FIRM 1
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC - Spartanburg, SC					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, University of Florida: 2009			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Brent Moser is an engineer with experience in both the public and private sectors in the greater Orlando area, with a focus on roadway project feasibility and constructability reviews. Brent is a strong advocate of the outdoors and loves the opportunity to provide communities with more bikeable and walkable networks. Brent received his bachelors degree in civil engineering from University of Florida. He has a wide breadth of experience in the U.S. and internationally, with work ranging from small design projects to large-scale infrastructure design builds. He is passionate about bridging the divide between technical design and the communities that benefit in order to create a sound, sustainable product.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Mary Black Rail Trail Extension, Spartanburg, SC</b>			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) 2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brent is responsible for design and construction documents of improvements within downtown Spartanburg. Roadway improvements include separated bike facilities and pedestrian facility updates throughout the corridor. The project will connect the existing trail through downtown and will provide accessible multimodal transportation facilities, overall enhancing the bike and pedestrian access to greater Spartanburg areas. Budget \$120K			<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>SR 500 (Orange Blossom Trail) Access Management, Orlando, FL</b>			PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brent developed final construction plans for a 2.5 mile access management and pedestrian facilities project in downtown Orlando. This resurfacing and restriping project included the closure of the bi-directional left turn lane with the construction of a raised median in effort to reduce pedestrian deaths. The project included overhaul to pedestrian facilities throughout the corridor to provide safe routes for non-vehicular traffic. Budget: Unknown			<input type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>FDOT Districtwide Local Agency Project Review and Funding Allocation, Deland, FL</b>			PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brent coordinated with local agencies and FDOT to reduce financial risk for Federal Fund allocation for the five year programming. Projects were vetted through a detailed process of locating potential risks and impacts to the proposed project. Project types include corridor studies, turn-lane addition, intersection improvements, access management, right of way, trails, and pedestrian facilities. Brent liaised between city and county governments in coordination of project scheduling, right-of-way requirements, utility impacts, and feasibility. Budget: Unknown			<input type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>SR 5 at Seminole Woods, Flagler, FL</b>			PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brent was a project engineer responsible for the addition of a left turn lane and the addition of mast arm signals at the intersection. Brent coordinated with all utility companies for the proposed locations of mast arm foundations and completed survey and soft digs to mitigate potential impacts. Budget: Unknown			<input type="checkbox"/> Check if project performed with current firm	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Sagar Onta, P.E., PTOE</b>		<b>Senior Traffic Engineer</b>		a. TOTAL 16	b. WITH CURRENT FIRM 1
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC - Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) MS, Civil Engineering, Transportation, Purdue University: 2000 BS, Civil Engineering, Thammasat University: 1998			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: AR, TN, WA, FL - <i>in process</i> Professional Traffic Operations Engineer		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Sagar Onta has professional experience in traffic operations, transportation engineering, and planning. He is also a licensed Professional Traffic Operations Engineer with an in-depth understanding of traffic signals, roadway geometry and traffic simulations. He has worked on numerous traffic operational studies, signal timing plans, traffic impact studies, parking studies, roundabout design and operation plans, and long range transportation systems plans. He is well versed in traffic analysis software including Synchro, VISTRO, VISSIM, HCS, etc., as well as CADD design software.					
<b>19. RELEVANT PROJECTS</b>					
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Young Circle Charrette, Hollywood, FL</b>			PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) Ongoing
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Sagar conducted two one-week long design charrettes that transformed Young Circle by incorporating Complete Street and multimodal access principals. The project was received extremely positively by the residents, as well as, business owners, elected officials and city staff. A total of 12 concepts were developed as part of the first week of charrette. The second week was dedicated in identifying the preferred concept, refining the concept that included conducting preliminary traffic analysis and preparing rendering to illustrate the concept. Budget: \$50K			<input checked="" type="checkbox"/> Check if project performed with current firm	
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Florida DOT Review PD&amp;E Reports for FDOT</b>			PROFESSIONAL SERVICES 2006-2008	CONSTRUCTION (if applicable) N/A
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Sagar reviewed traffic operational analysis section of PD&E reports on behalf of FDOT, prepared by various consultants and development teams that assessed the impact of new residential, commercial, industrial and office developments on the existing infrastructure. The evaluation included analysis of SYNCHRO, CORSIM, Traffix, HCS and other operational analysis data, methodology and results. Based on the evaluation, he assisted FDOT in determining the mitigation package and/or transportation impact fee to be conditioned on the development. Budget: Unknown			<input type="checkbox"/> Check if project performed with current firm	
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Local Road Master Plan, Davie, FL</b>			PROFESSIONAL SERVICES 2008	CONSTRUCTION (if applicable) N/A
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As Project Manager, Sagar led the development of the Town of Davie's Local Road Master Plan. The project evaluated the existing and future transportation issues faced by the community to accommodate economic and population growth, and developed a list of short-, mid-, and long-term projects. The project required managing transportation analysts, collection of traffic and crash data, and preparation of a final report with illustrative figures in GIS format. Sagar prepared three public outreach workshops and secured approval of the Master Plan. Budget: Unknown			<input type="checkbox"/> Check if project performed with current firm	
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Multimodal Mobility Study for Metro, Nashville, TN</b>			PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable) N/A
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Sagar served as Project Manager and prepared the Multimodal Mobility Study for Metro Nashville that evaluated the multimodal impact of anticipated 10 year growth. The project required preparing several technical memoranda on budget and schedule. Sagar prepared a traffic model of downtown with over 100 signalized intersections using VISTRO software. In addition, a Complete Streets LOS analysis was conducted to identify pedestrian and bicycle deficiencies. Budget: \$450K			<input type="checkbox"/> Check if project performed with current firm	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Christina Fink, P.E.</b>		13. ROLE IN THIS CONTRACT <b>Traffic Engineer</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 13	b. WITH CURRENT FIRM 6
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC - Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, Rensselaer Polytechnic Institute: 2004			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: PA		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Tina Fink is a professional engineer with experience in transportation design, parking analysis, and traffic engineering. She combines her knowledge of traffic engineering, signal design, and traffic modeling to develop project-specific analysis techniques and balanced solutions for multiple modes of transportation. Tina has served a lead role on numerous project types including planning studies, traffic impact studies, parking turnover and demand studies, road diet analysis, and signal design where she applied vehicular modeling tools such as Synchro, SimTraffic, and HCS. Additionally, she has applied her traffic engineering background on various projects to improve multimodal safety and to develop context sensitive solutions that maximize the efficiency of transportation networks.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State) <b>Charlottesville Multimodal Transportation Services - Cherry Avenue Traffic Analysis, Charlottesville, VA</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Tina served as the lead traffic engineer for this task to justify the removal of left-turn lanes. Her work included the development of several options at two busy signalized intersection. Budget: \$15K			<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) <b>Franklin Avenue Corridor Study, Chapel Hill, NC</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2014	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Tina served as Deputy Project Manager and oversaw the traffic analysis to support a road diet on Franklin Street. This corridor serves as a main street through the heart of the Town of Chapel Hill and University of North Carolina's campus. The project also includes a conceptual design of a separated bike lane and a charrette with Town staff to discuss existing conditions, projects goals, and generate ideas. Budget: \$11K			<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) <b>Wilmapco Route 9 Corridor Study, Wilmington, DE</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Tina served as QA/QC for the traffic analysis of a road diet along Route 9 in Wilmington. In the existing condition, the roadway is predominantly focused on motor vehicle facilities, providing access to regional highways, the Port of Wilmington, and various other commercial and industrial businesses situated along the corridor. Tina and other traffic engineers collaborated with TDG planners and urban designs to analyze various options to provide a pedestrian and bicycle-friendly corridor that still accommodated relatively high volumes of truck traffic accessing the Port of Wilmington. Recommendations included a four- to three-lane road diet, conventional or separated bicycle lanes, shared use paths, roundabouts, new sidewalks, upgrading ramps and intersections to be ADA compliant. Budget: \$56K			<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) <b>Arlington Public Schools Multimodal Traffic Planning Services, Arlington County, VA</b>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE TDG developed recommended strategies to improve pedestrian, bicycle, and motor vehicle traffic operations and safety, as well as transportation demand management strategies to mitigate the demand for increased single-occupancy vehicle (SOV) travel to and from schools in Arlington County. Tina's primary role on this project was to complete detailed traffic analysis using SYNCHRO to evaluate several physical improvement options. Tina presented findings at multiple community and County meetings. Budget: \$600K			<input checked="" type="checkbox"/> Check if project performed with current firm	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Emily Koehle</b>	13. ROLE IN THIS CONTRACT <b>Traffic Engineer</b>	14. YEARS OF EXPERIENCE	
		a. TOTAL 4	b. WITH CURRENT FIRM 1

15. FIRM AND LOCATION (City and State)  
Toole Design Group, LLC - Silver Spring, MD

16. EDUCATION (DEGREE AND SPECIALIZATION)  
BS, Civil and Environmental Engineering, Bucknell University: 2014

17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)  
Emily Koehle is a traffic engineer in TDG's Silver Spring office. She is experienced in the use of traffic simulation modeling to analyze transportation improvement alternatives, optimizing traffic signal timings to benefit all modes of travel, and long range transportation planning and freight planning. Emily graduated from Bucknell University with a bachelors degree in civil and environmental engineering. During her time at Bucknell, she also studied environmental and sustainable transportation planning and developed a sustainability rating system for shared use paths

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State) <b>Massachusetts DCR Master Services Agreement - Improved Bicycle Facilities on the Arborway, Boston, MA</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A

a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  Check if project performed with current firm  
Emily evaluated traffic operations for three multilane roundabouts with separated bike lanes and pedestrian trails that will replace two existing high speed traffic circles. Using VISSIM traffic simulation software, she analyzed the proposed roundabout designs to balance the queue lengths and delay while maintaining access for local roads and improving bike and pedestrian safety. Recommendations from the traffic analysis will be carried through to the final design of the roundabouts. Budget: \$259K

	(1) TITLE AND LOCATION (City and State) <b>National Pedestrian and Bike Info Center (PBIC)</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) N/A

b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  Check if project performed with current firm  
Emily is using VISSIM, a multimodal traffic simulation program, to create 3D animations illustrating how various crash types occur. These animations depict the roadway network, surrounding environment, and events leading up to the crash from the perspective of the motor vehicle driver, pedestrian and bicyclist. A separate set of animations will demonstrate how the crash could be avoided by proper behavior. The animations will ultimately be used for social media and educational materials. To date animations have been created for a right-hook bicycle crash and a multiple threat pedestrian crash. Budget: \$80K

	(1) TITLE AND LOCATION (City and State) <b>Montgomery County Bike Share Wayfinding, Montgomery County, MD</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) N/A

c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  Check if project performed with current firm  
Emily designed two wayfinding routes for this project. The routes connected destinations including new and existing bikeshare stations, transit centers, and a regional trail. She performed fieldwork to verify locations of the bikeshare stations and identify sign locations. Emily prepared the final plan set which will be used to install the wayfinding route signs. Budget: \$10K

	(1) TITLE AND LOCATION (City and State) <b>Stevens Creek Boulevard Bikeway Design, Cupertino, CA</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) N/A

d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE  Check if project performed with current firm  
Emily developed existing and proposed conditions Synchro models for four intersections along Stevens Creek Boulevard. The proposed conditions include two-way or directional protected bike lanes with varying traffic impacts at each intersection. Emily developed signal timings to accommodate the bike lanes under the proposed conditions. She then analyzed the traffic operations compared to existing conditions to inform decision making on the location of the protected bike lanes. Budget: \$50K

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Ken Ray, PLA</b>		13. ROLE IN THIS CONTRACT <b>Streetscape/ Urban Design Lead</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 13	b. WITH CURRENT FIRM 4
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC – Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) MLA, University of Florida: 2007 BA, Agriculture Area of Horticulture, Murray State University: 2000			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Landscape Architect: FL, MD, VA, MN, OH, SC		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Ken Ray is an urban designer with experience ranging from small design projects to large statewide and national research and planning initiatives focused on multimodal transportation planning and design. Trained in both landscape architecture and planning, Ken is adept at working toward successful project solutions with both design and policy implications. Ken co-leads the firm’s Urban Design Group and is one of the thought leaders in a place-making approach to the design of streets, parkways, and other open spaces. Ken is recognized for his passion for and design approach to making great places for all users.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State) <b>Redesigning Dillard Street, Winter Garden, FL</b>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The goal of this project is to redesign this mile-long arterial to serve as a catalyst for redevelopment along the corridor. Ken is developing an overall conceptual master plan with the intent to convert Dillard Street into a Complete Street, inclusive of a beautiful and comfortable pedestrian realm, a protected bikeway, and reduced motor vehicle space. Ken is focused on finding opportunities to integrate green infrastructure and placemaking opportunities along the corridor. Budget: \$61K		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION ( and State) <b>Whiteview Parkway Trail, Gateway Sign, and Median Landscape Design, Palm Coast, FL</b>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Ken led this project and provided conceptual design options for Whiteview Parkway during a one-day design charrette with city staff. The design went from being a simple trail on the south side of the parkway to being a road diet project that removed two travel lanes and installed a linear park with a trail in its place. Ken will be assisting the City with further design considerations along the Parkway and will be providing guidance for intersection improvements, trail heads, trail alignment, and overall landscape design in the park. Budget: Unkown		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State) <b>Clermont Mobility Plan, Clermont, FL</b>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Ken is co-leading TDG’s efforts to develop a general framework of trail hierarchy and routing through the downtown that connects the planned downtown redevelopment with the waterfront. The team is developing a primary trail recommendation that acts as the waterfront pathway that then connects with other recreational spur trails that link the waterfront to downtown Clermont. Budget: \$28K		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State) <b>Bonita Beach Road Visioning, Bonita Springs, FL</b>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The Bonita Beach Road Visioning project is focused on creating a new vision for a major arterial in Bonita Springs, FL. Ken is an urban designer and planner on this project, tasked with creating a legible, cohesive conceptual streetscape design for the six-mile corridor. He is particularly focused on improving the walking and bicycling experience and maximizing the potential for green infrastructure. He is also working with the subconsultant to review and develop land use policies that encourage appropriately scaled development. Budget: \$124K		<input checked="" type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Chris Lambka, PLA</b>		<b>Landscape Architect</b>		a. TOTAL 9	b. WITH CURRENT FIRM 2
15. FIRM AND LOCATION (City and State)					
Toole Design Group, LLC - Spartanburg, SC					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
BLA, Clemson University: 2009			Professional Landscape Architect: SC		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Chris Lambka is a landscape architect in TDG's Spartanburg, SC office. He has a diverse background in transportation planning and landscape design. Prior to joining TDG, Chris worked for the Spartanburg Area Transportation Study (SPATS) as a Special Projects Manager. He has a strong understanding of the transportation planning and implementation process, as well as department of transportation procedures. He has a passion for integrating multimodal transportation, quality urban design, and sensitive landscape solutions into projects that move communities toward more sustainable futures.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Spartanburg Professional Services Oncall - Mary Black Trail Extension, Spartanburg, SC</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) 2018	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm		
Chris is serving as urban designer for the Mary Black Rail Trail Extension, which will extend the existing trail into Downtown Spartanburg. The new section of trail will include South Carolina's first separated two-way bike lane and protected intersections, resulting in a safe and comfortable connection between the trail and Barnett Park, a regional recreation and entertainment destination. Utilizing national best practices TDG has developed on previous projects, Chris is helping to design a trail extension that will be attractive to users of all ages and abilities. Budget: \$120K					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Irby Street Streetscape Project, Florence, SC</b>		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm		
Chris served as Deputy Project Manager for the Irby Street Streetscape. He provided both landscape and hardscape design for this enhancement project located in Downtown Florence. The project intent is to improve the pedestrian environment surrounding the new Francis Marion University School of Business and adjacent condominiums. The project is part of a larger, \$19 million multi-project Complete Streets program for which TDG is providing national best practice design services. Budget: \$40K					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Capital City Bikeway and Jackson Street Reconstruction, Saint Paul, MN</b>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) Est. 2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm		
Chris served as landscape architect for the Jackson Street Reconstruction Project in Downtown Saint Paul. The half mile roadway project included a separated two-way bike lane, stormwater management through Best Management Practices (BMPs), landscape, and pedestrian facilities. Chris provided construction details for custom elements within the project such as rails around the BMPs and arbors over the separated two-way bike lane and pedestrian areas. Budget: \$3M					
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Country Club Road Corridor Study, Spartanburg, SC</b>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) 2021	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm		
Chris served as landscape architect for the Country Club Road Corridor Study. The study recommended the implementation of a complete street overlay on an existing two lane road with low shoulders and mature trees. Additionally, the shared use path element will be a true transportation facility, connecting the existing Mary Black Rail Trail to the Glendale Shoals, a regional attraction. Budget: \$190K					

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Bonnie Moser</b>		13. ROLE IN THIS CONTRACT <b>Landscape Designer</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 7	b. WITH CURRENT FIRM 1
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC - Spartanburg, SC					
16. EDUCATION (DEGREE AND SPECIALIZATION) MLA, University of Florida: 2011 BS, Agriculture Education, University of Florida: 2008				17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Bonnie Moser is trained as a landscape architect and is passionate about creating strong, sustainable urban places. Bonnie has a wide variety of experience both in the Eastern U.S. and internationally. Bonnie is extremely talented in developing visualization products to assist the public and key decision-makers in understanding the design intent of recommendations. She is adept at perspectives, SketchUp renderings, photo simulations, branding and marketing, and gateway and wayfinding signage.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>River of Grass Greenway Everglades Trail Feasibility Study, Miami-Dade, FL</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Bonnie worked on a feasibility study and design of a non-motorized transportation, educational and recreation corridor, extending from Naples, FL across the Everglades and terminating in Miami. Bonnie facilitated three, week-long workshops engaging community members and introducing unique design decisions that help show the trail feasibility through sensitive areas and become a world class trail facility in south Florida. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>The Yard at Ivanhoe Development Plan, Orlando, FL</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The Yard at Ivanhoe is a community development that incorporates mixed-use development, industrial properties, local artists communities and neighborhood amenities. The 7.6 acre site will ultimately transition bordering roadways into complete streets. Bonnie helped develop the conceptual design, presentation graphics and construction documents. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Port St. Joe Wayfinding, Port St. Joe, FL</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Bonnie worked with the City as a landscape architect to develop gateways and wayfinding signage. The improvements were developed to help visitors find businesses and key destinations. Bonnie completed design concepts, graphic representations and construction documents for the project. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Manatee County Transportation Guidelines, Bradenton, FL</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Bonnie worked with Manatee County to develop proposed changes to the Land Development Code in order to implement complete streets and redevelopment along urban corridors. The comprehensive plan addresses lack of redevelopment in these areas and orients the code away from sub-urban development in the outskirts of the County. Bonnie's role included graphics and guideline book compilation. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Addie Weber, AICP</b>		<b>Planner/Urban Designer</b>		a. TOTAL 16	b. WITH CURRENT FIRM 1
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC – Spartanburg, SC					
16. EDUCATION (DEGREE AND SPECIALIZATION) MCRP, Georgia Institute of Technology: 2004 BA, Design (Architecture), Clemson University: 1999			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) American Institute of Certified Planners		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Addie Weber is an urban designer and planner with extensive experience leading and collaborating with multidisciplinary teams, the public, and stakeholders on numerous livable transportation projects. She has worked with a wide range of clients to develop community-supported, context-sensitive design solutions for suburban and urban environments. Her design perspective responds to the interconnected relationship between land use and transportation in transit station area planning, corridor redevelopment, strategic land planning, and small area plans.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Atlanta Beltline Subarea 7 and Subarea 8, Atlanta, GA</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Addie was the Project Manager (Subarea 8) and urban designer (Subareas 7 and 8) on the Atlanta Beltline project. Each plan reviewed the existing land use and mobility options and market assessment. The resulting recommendations included the identification of policy changes and infrastructure investments and quantified the area's development potential. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Route 29 Urban Boulevard Urban Design, Trenton, NJ</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Addie was the urban designer for this transportation and urban design master plan for the conversion of Route 29 from a limited access highway to an at-grade urban boulevard. As part of this project, Addie worked with the team to develop concepts for an 18-acre riverfront development. This included a sketch-up model and development proforma. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Master Active Living Plan (MALP), DeKalb County, GA</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Addie served as Project Manager and urban designer to develop four area master plans that identified gaps in access to transit, recreational, and civic amenities, and retail nodes. The final documents outline implementable recommendations to improve overall connectivity. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Ypsilanti Master Plan, Ypsilanti, MI</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Addie was Project Manager and urban design lead on a multidisciplinary team to develop traffic calming solutions for two State routes through downtown Ypsilanti. Addie developed a framework for the redevelopment of several sites adjacent to downtown, including a 30-acre brownfield site and a proposed commuter rail station area. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		
e.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Omaha Comprehensive Transportation Plan, Omaha, NE</b>		PROFESSIONAL SERVICES Unknown	CONSTRUCTION (if applicable) Unknown	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Addie was the lead urban designer and planner for this project. Over the course of three week-long public charrettes, Addie helped lead the team to develop a series of transportation options and strategies to improve local and regional connections, improve safety, and encourage redevelopment along each corridor. Budget: Unknown		<input type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS OF EXPERIENCE	
<b>Jeffrey Ciabotti</b>		<b>Senior Planner</b>		a. TOTAL 22	b. WITH CURRENT FIRM 5
15. FIRM AND LOCATION (City and State) Toole Design Group, LLC - Silver Spring, MD					
16. EDUCATION (DEGREE AND SPECIALIZATION) BA, Psychology, Rollins College, Winter Park, FL: 1987			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Jeff Ciabotti is a senior planner with experience on projects throughout the U.S. Jeff's background as Vice President for Trail Development at Rails-to-Trails Conservancy and National Director of Programs, Partnerships and Health at Save the Children gives him in-depth knowledge of the connection between land use, transportation and health. Combining this national perspective with his on-the-ground project experience creates a balanced approach with each project and a keen awareness of the power of the public process.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Clermont Mobility Plan, Clermont, FL</b>			PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Jeff is developing a framework of trail hierarchy and routing through downtown Clermont that connects the planned downtown redevelopment with the waterfront. The team has designed a primary trail to serve as the waterfront pathway connecting with other recreational spur trails, the waterfront and downtown Clermont. Budget: \$28K			<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Key West Bicycle and Pedestrian Master Transportation Plan, Key West, FL</b>			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As Project Manager, Jeff is developing a Transportation Master Plan for Key West and Stock Island. TDG is developing a network of bicycle facilities based on the latest best practices and standards and by offering context-sensitive solutions that focus on environmental stewardship, accessibility, and increased mobility throughout the City. Budget: \$248K			<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Charlottesville Multimodal Transportation Services- Bicycle and Pedestrian Master Plan Update, Charlottesville, VA</b>			PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As Project Manager, Jeff's work included project, policy, and program recommendations for the development of an interconnected system of bicycle and pedestrian facilities. Priorities for the study include on-road facility connections, network implementation, project phasing, stakeholder involvement, and public outreach. Budget: \$95K			<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED	
	<b>Urban Pathways Initiative, Jacksonville, FL</b>			PROFESSIONAL SERVICES 2013	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Jeff designed, funded and oversaw implementation of this three-year program. Jeff provided multi-year in-depth technical assistance to seven urban pathways across the country by engaging with local partners to identify and implement improvements to enhance access and foster community ownership of new and existing trails. He promoted use of shared-use pathways and provided neighborhood based programming for low income populations and communities of color to confront the problems of obesity, congestion, and scarcity of open space. Budget: Unknown			<input type="checkbox"/> Check if project performed with current firm	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)



12. NAME <b>Jared Draper, AICP</b>	13. ROLE IN THIS CONTRACT <b>Planner</b>	14. YEARS OF EXPERIENCE	
		a. TOTAL 7	b. WITH CURRENT FIRM 2

15. FIRM AND LOCATION (City and State)  
Toole Design Group, LLC – Spartanburg, SC

16. EDUCATION (DEGREE AND SPECIALIZATION) MCRP, Clemson University: 2011 BA, Spanish Language and Sociology: 2008	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) American Institute of Certified Planners
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Jared Draper is a planner in TDG’s Southeast Regional Office. His work has enabled communities to realize the value and benefits of planning, designing, and implementing multimodal transportation solutions that are attractive and reflect the local character. Jared has provided leadership for active transportation projects that focus on increasing the safety, comfort, and convenience for all users, ensuring that new facilities are accessible and provide key connections for people of all ages and abilities. He is known for his ability to balance the needs and the context of a community with innovative transportation solutions that improve functionality and address local needs.

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
a.	<b>Athens-Clarke County Bicycle and Pedestrian Master Plan, Athens-Clarke County, GA</b>	2017	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm As Deputy Project Manager, Jared is guiding the development of a comprehensive bicycle and pedestrian master plan for Athens-Clarke County. Jared is assisting with a multifaceted public outreach program that is intended to balance the varying desires of a diverse citizens advisory group, while also addressing the needs of the larger public. He is also leading the level of traffic stress analysis for the current and recommended bike and pedestrian network that will impact the recommended location and facility type in the final plan. Budget: \$270K		
b.	<b>West Wateree Transportation Study, Kershaw County, SC</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Jared is serving as planner on the West Wateree Transportation Study, an MPO-led small area plan focused on identifying the right balance between impending growth, transportation needs, and the community’s desires for its future. Innovative transportation solutions are being explored and coupled with land use policies that will allow for growth in harmony with the community’s long-term vision. Jared is assisting with public participation, existing conditions documentation, GIS mapping, and alternative solution development. Budget: \$100K		
c.	<b>Hillsboro Gateway Corridor Study, El Dorado, AR</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm As part of a multidisciplinary team, Jared is serving as Deputy Project Manager for the TDG land use and transportation analysis components of the Hillsboro Gateway Corridor Study. This study is being undertaken to develop a Context Sensitive Solutions alternative to a previous proposal that created too large an impact on the corridor, negatively affecting the community. Active transportation facility enhancements will be given strong consideration in the study. Budget:\$169K		
d.	<b>Country Club Road Corridor Study, Spartanburg, SC</b>	2016	2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm As a planner, Jared reviewed recommendations for the Country Club Road Corridor Study to ensure that recommendations served all modes of transportation. He also assisted in developing the final report for the client. Budget: \$190K		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*



12. NAME <b>Patricia F. Ramudo, P.E. LEED® AP</b>	13. ROLE IN THIS CONTRACT <b>Civil Engineer</b>	14. YEARS OF EXPERIENCE	
		a. TOTAL <b>34</b>	b. WITH CURRENT FIRM <b>7</b>
15. FIRM AND LOCATION <i>(City and State)</i> IBI Group (Florida) Inc., Pompano Beach, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) MS, Hydraulics and Hydrology, Cornell University: 1983 BS, Civil Engineering, University of Miami: 1979		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Engineer: FL, CO LEED Accredited Professional	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
a.	<b>Liberty Center at Monarch Lakes - Phase I and Phase II, Miramar, Florida</b>	2009 + 2015	2010
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Phase I: Civil engineering design, permitting and construction administration of the paving, grading, drainage and utilities for the 17 acre office building project, which was certified as LEED Gold. Phase II: Due Diligence research and preparation of Engineering Report covering the needed entitlements for the development of the property - a 5.23 acre site. Report included analysis of regulatory jurisdictions, land use, zoning, concurrency, previous approvals, utilities analysis, soil information, review of impact fees/processing fees and meter fees. Additional scope was added to include the production of construction documents suitable for permitting, bidding and construction phase and surveying services including Boundary Survey of entire site (17.16 + acres) and Topographic Survey for Phase II site (5.23 + acres). Budget: Phase I \$5K/ Phase II \$3K		
b.	<b>Briny Avenue Streetscape Master Plan, Hollywood, FL</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Engineering Design and Project Management for a streetscape in Pompano Beach. Initial assignments included working with project team to develop potential opportunities and constraints in the project area. A 'shared street' concept was selected that will consider the interaction of pedestrians, bicyclists, and motorists with smart growth and urban design concepts, creating a safe and enjoyable environment for the community. Budget: \$200K/ Construction Value: \$5M		
c.	<b>Hollywood Beach Streetscape Master Plan, Hollywood, FL</b>	1973	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm IBI created a Master Plan for the improvement of 52-blocks within the Hollywood Beach CRA. The Master Plan project included establishing a vision for the district, as well as the creation of prototypical designs to address specific land uses. The project included field surveying and verification of existing conditions, base plan development, inventory and analysis, public workshops, creation of an overall conceptual master plan, thematic designs for typical blocks and particular land uses, streetscape amenities selection/design and cost estimating. Budget: \$73K		
d.	<b>The Set Redevelopment Plan, Delray Beach, FL</b>	2016	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Urban Planning for the unified W. Atlantic and Southwest Neighborhood Redevelopment Plans. Assessment of the community's needs, market demands, redevelopment opportunities and development trends Community outreach and stakeholder interviews to provide community input and expression of the community's vision. Budget: \$72K		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*



12. NAME <b>Debra L. Hernandez, PLA</b>	13. ROLE IN THIS CONTRACT <b>Landscape Architect</b>	14. YEARS OF EXPERIENCE	
		a. TOTAL 23	b. WITH CURRENT FIRM 12
15. FIRM AND LOCATION <i>(City and State)</i> IBI Group (Florida) Inc., Pompano Beach, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Certificate of Landscape Architecture, University of California, Irvine, CA: 1993 AA, Orange Coast College, Costa Mesa, CA: 1976		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Landscape Architect: FL	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
a.	<b>MSA-726: Exchange Club Park, Pompano Beach, FL</b>	2017	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Debra served as the landscape architect on behalf of the Florida Inland Navigation District (F.I.N.D.). The project was to develop a 12-acre site in Pompano Beach into a functional Maintenance Spoil Area for dredging requirements along the intracoastal waterway. The same site was also used in the interim as a passive park and waterside recreational area. Debra developed design development and construction documents for clearing and grubbing, landscape design and vegetation restoration. She also preformed assessment of existing vegetation for tree preservation or relocation, contractor coordination for the vegetation removal, disposal and clearing logistics, as well as, designed and installed vegetation and restoration. Debra was able to incorporate the existing tree inventory and execute the design of a sustainable, 100% Florida native preserve park. Budget: \$82K		
b.	<b>Waste Management Center Beautification Project, Broward County, FL</b>	2010	2010
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided landscape architecture services for the conceptual and final designs, tree assessment and mitigation and construction administration of over two miles of perimeter streetscape, facility signage, entry features and amenities. Scope of work also included the coordination of the Tree Removal and Signage permits through Broward County. Budget: \$267K		
c.	<b>Briny Avenue Streetscape, Pompano Beach, FL</b>	2016	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape architect for final design, permitting, implementation and construction administration for 'shared street' roadway revitalization project. Specifics included: evaluation and preservation of existing mature vegetation, compliance with local codes and ADA requirements, and the logistical coordination to blend the new and existing paving, landscaping, lighting, site amenities and utilities. Construction phase services include construction observation, meetings and certifications. Budget: \$200K		
d.	<b>Coral Baptist Church, Coral Springs, FL</b>	2009	2010
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided landscape design for onsite improvements and construction-related services. The project included design and permitting of four-acres of paved parking, extension of a closed drainage and a monument sign. Phase 2 of project included the design and construction of a 59,000 square foot sanctuary and auditorium, expanded parking facilities and an outdoor plaza. Project included extensive landscaping and the coordination for the preservation and relocation of over 200 trees and palms. Budget: \$11K		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*



12. NAME <b>Marckley Etienne, P.E.</b>		13. ROLE IN THIS CONTRACT <b>Civil Engineer, Permitting, Inspection</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL <b>4</b>	b. WITH CURRENT FIRM <b>3</b>
15. FIRM AND LOCATION <i>(City and State)</i> IBI Group (Florida) Inc., Pompano Beach, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, Florida Atlantic University: 2011			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: FL		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> American Society of Engineers					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>500 Ocean, Mixed Use Apartment Site, Boynton Beach, FL</b>		PROFESSIONAL SERVICES <b>2017</b>	CONSTRUCTION <i>(if applicable)</i> <b>Ongoing</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering Design and Resident Project Representation. Project consists of drainage, grading, and utility design . Responsibilities include engineering design, conflict resolutions, field changes, agency coordination, site inspection and weekly coordination meetings with the Contractor during construction. (6-story building, amenities, 4.4 acre site). Budget: \$153K		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Sawgrass Bend Commerce Center, Coral Springs, FL</b>		PROFESSIONAL SERVICES <b>2017</b>	CONSTRUCTION <i>(if applicable)</i> <b>Ongoing</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering Design Project consists of drainage and grading plan , water and sewer infrastructure design and permitting. Responsibilities included the stormwater modeling with Cascade, Civil 3D grading of the project, utility design, and coordination with the jurisdictional agencies for approval. Permitting through City of Coral Springs, Broward County, SFWMD, Sunshine Water Control District, NPDES. (45+ acre site). Budget: \$86K		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Briny Avenue Streetscape, Pompano Beach, FL</b>		PROFESSIONAL SERVICES <b>2016</b>	CONSTRUCTION <i>(if applicable)</i> <b>Ongoing</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Briny Ave Streetscape required engineering design and resident project representation. Construction administration responsibilities included observation of Contractor's progress on the 4-block roadway and infrastructure project, which included full replacement of the existing roadway to provide a paved shared use roadway, parking, drainage improvements, undergrounding of franchise utilities, beach access points with amenities, project coordination, daily inspection reports, response to RFIs and submittal reviews. Fee: \$200K / Construction Value: \$5M		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Harbour's Edge, Delray Beach, FL</b>		PROFESSIONAL SERVICES <b>2016</b>	CONSTRUCTION <i>(if applicable)</i> <b>2016</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering Design and Resident Project representation - Project consists of drainage and grading plan, permitting. Responsibilities included the Civil 30 grading of the project and coordination with the jurisdictional agencies. Additional responsibilities included site inspection for drainage and sanitary sewer improvements. (ALF with amenities buildings, parking expansion). Budget: \$12K		<input checked="" type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*



12. NAME <b>Bankim Katra, AICP</b>		13. ROLE IN THIS CONTRACT <b>Urban Planner</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 15	b. WITH CURRENT FIRM 10
15. FIRM AND LOCATION <i>(City and State)</i> IBI Group (Florida) Inc., Pompano Beach, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) BA, Sushant School of Art and Architecture, Gurgaon, India: 2001 MUP, University of Michigan: 2005			17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> American Institute of Certified Planners		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Bankim Katras a member of the American Planning Association and the American Institute of Certified Planners. He has received awards from; 1) Urban Land Institute Award of Excellence, Florida Chapter from the American Planning Association in 2007 for work on the U.S. 1 Corridor Master Plan, 2) Childs Park Strategic Planning Initiative- Award of Excellence, Suncoast Section Florida Chapter American Planning Association in 2007, 3) New Directions for Vehicle City: A Framework for Brownfield Reuse in 2005, and 4) Best Student Project of the Year, Michigan Association of Planning					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED		
	<b>SunRail Station Area Study Plan, Sanford, Seminole County, FL</b>		PROFESSIONAL SERVICES 2014	CONSTRUCTION <i>(if applicable)</i> N/A	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Bankim led a group of subconsultants in the preparation of a Station Area Study Plan as a result of the newly constructed SunRail Station. This leveraged the value of land in the vicinity of this transportation hub to its maximum potential. Services: GIS analysis of roadways and properties within 1 ½ mile radius of station, thematic maps, strategies and recommendations to improve first and last mile connectivity to the commuter rail transit system. A comprehensive community and stakeholder outreach program was prepared. Budget: \$84K		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED		
	<b>The Set Redevelopment Plan, Delray Beach, FL</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(if applicable)</i> N/A	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE IBI Group is providing Urban Planning for the unified W. Atlantic and Southwest Neighborhood Redevelopment project. The scope includes assessment of the community needs, market demands, redevelopment opportunities and development trends. The project includes community outreach and stakeholder interviews to provide public input and expression of the community vision. Budget: \$72K		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED		
	<b>West Palm Beach Public Art Master Plan, West Palm Beach, FL</b>		PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(if applicable)</i> N/A	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Collaborated with 181 project team providing graphic exhibits and public presentation for Commission approval for Public Art Master Plan. The scope included community outreach through surveys and Charrettes, preparation of exhibits and finalization of master plan document. The plan is meant to be a 'guiding force' for AiPP to develop the program to evolve and succeed. Budget: \$75K		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION <i>(City and State)</i>		(2) YEAR COMPLETED		
	<b>Tavares Downtown Redevelopment Area Master Plan, Tavares, FL</b>		PROFESSIONAL SERVICES 2007	CONSTRUCTION <i>(if applicable)</i> N/A	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE The City of Tavares retained the services of IBI Group to prepare a master plan for a 400-acre area designated as the Downtown Redevelopment Area. IBI Inventoried all plans, programs and projects for presentation to stakeholders and citizens. Ultimately, detailed urban design guidelines were prepared for both public realm improvements and catalytic private sector projects in Downtown. Additional scope included preparation of detailed implementation strategies associated with identified key capital improvement projects. Budget: \$170K		<input checked="" type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
(Complete one Section E for each key person.)



12. NAME <b>Richard Wohlfarth, P.E.</b>		13. ROLE IN THIS CONTRACT <b>Geotechnical Engineer</b>		14. YEARS OF EXPERIENCE	
				a. TOTAL 26	b. WITH CURRENT FIRM 21
15. FIRM AND LOCATION (City and State) Nutting Engineers of Florida Inc. - Miami, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering, University of Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: FL Registered Building Inspector SBCCI #6528; ACI Level 1, UBCI		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Richard Wohlfarth is a Florida Engineering Society- Past Chapter President, National Society of Professional Engineers, Treasure Coast Builders Association, American Red Cross First Aid and CPR Certification.					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Coral Springs, Various Projects, Coral Springs, FL</b>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (if applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Richard provided geotechnical engineering, construction materials testing and inspection services on projects including Forest Hill Boulevard sidewalk lighting, rehabilitation of Mullins water booster station, Westside municipal site, Coral Hills force main, City garage lift removal, waste transfer station, CRA north parking lot, East Royal Palm Boulevard entrance, multiple wellhead replacements, and emergency water services interconnect upgrade. Budget: Varies		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Public Works, Building, Parks and Recreation, Broward County, FL</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As geotechnical engineer, Richard was responsible for Phase I/II environmental assessments, site and building pad preparation monitoring, construction materials testing, special threshold inspection services. Projects under this contract included West Regional Library and Parking Garage, EDP Laboratory, Pembroke Park Fire Stations #17 and #27, multiple roadway improvements, and the Aviation Department. Budget: Varies		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Qualification Based Contract, Various Departments, Miramar, FL</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Richard is providing geotechnical engineering, construction materials testing and/or inspection services per a qualification based continuing service contract. Projects include the City of Miramar Community and Cultural Amphitheater, and overflow parking facility, Fire Station #107, local Police Department, the Old City Hall site, Ansin Sports Complex, Miramar Multi-Service Center, numerous parks, and infrastructure improvement projects. Budget: Varies		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Coconut Creek, Various Projects, Coconut Creek, FL</b>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Richard is providing geotechnical engineering and construction materials testing services for various project throughout the City including storm drain improvements, watermains, various roadway projects, crosswalk repairs, NW 76th Place bridge, C-5 Canal widening, Lyons Road median enhancement, Hosfort Park, Sable Pines Park ballfield improvements, County turnaround, Lyons Gate, and NW 39th Street reclaimed water station. Budget: Varies		<input checked="" type="checkbox"/> Check if project performed with current firm		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)



12. NAME <b>Geoffrey Leiter, P.E., PSM</b>	13. ROLE IN THIS CONTRACT <b>Survey Lead</b>	14. YEARS OF EXPERIENCE	
		a. TOTAL 22	b. WITH CURRENT FIRM 22
15. FIRM AND LOCATION (City and State) Leiter, Perez and Associates, Inc. - Miami, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) MS, Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: FL Professional Surveyor and Mapper	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Geoffrey Leiter is a member of the Florida Surveying and Mapping Society and American Society of Civil Engineers.			
19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Miami-Dade County Pump Station Improvement Program, Miami Dade County, FL</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Geoffrey surveyed field and office work for topographic surveys and route surveys for engineering design of pump stations and force mains. Budget: Unknown		
b.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Miami Springs Wellfield Project, Miami-Dade, FL</b>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Geoffrey surveyed field and office work for the preparation of specific purpose surveys for the engineering design of water distribution and well houses. Budget: Unknown		
c.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>City Of North Miami Beach, 30-Inch Canal Crossing Replacement, Miami Beach, FL</b>	PROFESSIONAL SERVICES 2008	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Geoffrey was the surveyor for this project, completed in June of 2008. The project consisted of a 36-inch water main carrier pipe and a 54-inch casing, 35-feet deep cofferdam, along with approximately 2,000 lineal feet of ancillary 36-inch water main extension to complement the distribution to the East Service Area of the City of North Miami Beach Public Services Department. Planning for the construction involved preparation of temporary construction easements on private property for required staging areas for the Micro Tunneling Entrance Pit. Budget: Unknown		
d.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Miami-Dade Water And Sewer Department, Miami, FL</b>	PROFESSIONAL SERVICES 2007	CONSTRUCTION (if applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm This project consisted of 22,000 linear feet of 24-inches polybond lined ductile iron pipe with point of connections at SW 119th Avenue and SW 186th Street to SW 147th Avenue and SW 176th Street involving one SFWMD Canal Crossing, C-102 and one, 42- inch jack and boring along existing CSX Railroad tracks. LPA provided route survey services, engineering design, specifications (Miami-Dade Water & Sewer Department provided Front End format), permitting, shop drawings review, limited inspection on certain aspects as requested. Budget: Unknown		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>1</b>
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21. TITLE AND LOCATION (City and State)  <b>Young Circle Feasibility Study</b> Hollywood, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  2017	CONSTRUCTION <i>(if applicable)</i>  N/A

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Hollywood Community Redevelopment Agency	Jorge Camejo, Executive Director	954.924.2980

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



TDG staff led two one-week design charrettes that resulted in the development of a truly innovative and unique solution for Young Circle in Hollywood, FL. The Young Circle is a historic traffic circle, located east of the vibrant retail and commercial center of downtown Hollywood. It is approximately 1,000 feet in diameter with seven streets intersecting the circle, five serve as state and/or US highways. There are three travel lanes circulating in one direction with six traffic signals. The Community Redevelopment Agency (CRA) initiated a process to reimagine Young Circle's operation and design, and to integrate it with the historic charm of downtown. The purpose of the feasibility study is to develop a concept for Young Circle that aligns with the area's unique history and advances community's aspirations.

TDG staff conducted two charrettes that were open and transparent for all stakeholders to participate. As part of the charrettes, TDG staff facilitated the discussion to help understand the current issues and identify potential solutions. A total of 12 potential solutions were developed; three were selected as viable. The preferred alternative incorporated Complete Streets solutions that greatly improved multimodal access and extended the economic vibrancy of downtown to the park located in the middle of the Circle.

Highlights of the charrette included: transformed appearance of Young Circle by converting the three-lane one-way traffic circle to a two-way circle with four single-lane modern roundabouts and no traffic signals; a multimodal Complete Streets network accessible by all users; unlocked the economic opportunity of the circle by extending the vibrancy of downtown Hollywood into the circle; and widely praised by residents, business owners, and elected-representatives as a truly innovative and unique solution.

Young Circle has historically been a challenging transportation problem because it is one of the largest circles in the world at almost 1,000 feet in diameter. Its three wide lanes act as a barrier between the downtown and the park in the middle of the Circle. TDG expertise in urban design, Complete Streets, and multimodal traffic analysis was best suited to tackle this challenge.

Project Fee: \$50K

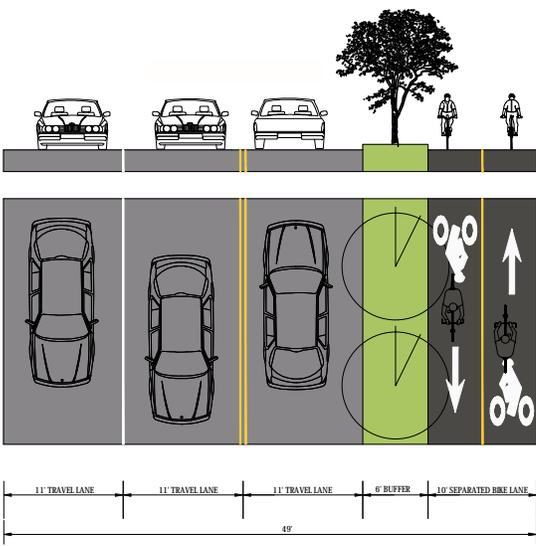
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
Toole Design Group, LLC	Silver Spring, MD	Prime Consultant

<p><b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b>  <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i></p>	<p>20. EXAMPLE PROJECT KEY NUMBER</p> <p style="font-size: 24pt; font-weight: bold;">2</p>
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<p>21. TITLE AND LOCATION <i>(City and State)</i></p> <p><b>Coral Gables Citywide Bicycle Infrastructure Design Services</b>          Coral Gables, FL</p>	<p>22. YEAR COMPLETED</p>	
	<p>PROFESSIONAL SERVICES</p> <p style="font-size: 18pt; font-weight: bold;">Ongoing</p>	<p>CONSTRUCTION <i>(if applicable)</i></p> <p style="font-size: 18pt; font-weight: bold;">Est. 2018</p>

23. PROJECT OWNER'S INFORMATION		
<p>a. PROJECT OWNER</p> <p>The City of Coral Gables Public Works</p>	<p>b. POINT OF CONTACT NAME</p> <p>Jessica Keller, Acting Director</p>	<p>c. POINT OF CONTACT TELEPHONE NUMBER</p> <p style="text-align: center;">305.733.0122</p>

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Toole Design Group (TDG) is the prime consultant on this unique bicycle infrastructure project. The City of Coral Gables is implementing the Bicycle and Pedestrian Master Plan with a low-stress bicycle network. This network aims to develop protected bike lanes, shared use paths, and bike boulevards to encourage more residents to bicycle. With a proud urban planning history, the Coral Gables Public Works Department wishes to ensure that the proposed improvements accentuate and not detract from the beauty of the city, and that the improvements are as attractive as they are functional.

TDG is overseeing design concepts, coordinating public participation, and providing construction documents for approximately 6.5 miles of low-stress bicycle infrastructure. Where possible, the TDG concepts take advantage of existing traffic-calming improvements along the City's streets, as accentuating those corridors with additional moderate improvements will be more cost effective. The design concepts recognize local environmental considerations in avoiding the root zones of large Banyan trees. TDG is also providing guidance on phasing improvements for other bicycle routes the City is considering.

Project fee: \$334K



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
<p>a.</p>	<p>(1) FIRM NAME</p> <p>Toole Design Group, LLC</p>	<p>(2) FIRM LOCATION <i>(City and State)</i></p> <p>Silver Spring, MD</p>	<p>(3) ROLE</p> <p>Prime Consultant</p>

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>3</b>
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21. TITLE AND LOCATION <i>(City and State)</i>  <b>Capital City Bikeway and Jackson Street Reconstruction</b> Saint Paul, MN	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  2016	CONSTRUCTION <i>(if applicable)</i>  Ongoing

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Saint Paul	Dan Haak, P.E., Assistant City Engineer	651.266.6084

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Toole Design Group (TDG) led one of the most important public realm improvements for the City of Saint Paul in recent history. As the first downtown project funded by the 8-80 Vitality Initiative, the Capital City Bikeway – Network Study and Design Guide (Guide) and the transformative streetscape design for the reconstruction of Jackson Street sets the standard for implementation of innovative green streets, placemaking, wayfinding, and bikeway design in the urban core.

The Saint Paul Bicycle Plan identified the development of a network of bicycle facilities in the core of downtown as a top priority for encouraging bicycle ridership and economic development. The Capital City Bikeway will be a protected bikeway network in downtown Saint Paul that also connects to regional and state trail systems located on the edge of downtown. Stakeholder engagement was a critical part of identifying routes and developing an urban design approach to create a comfortable experience for all users of the transportation system and encourage economic development.

TDG developed the Capital City Bikeway – Network Study and Design Guide, a document that will continue to guide design and implementation as funding for future phases becomes available. The Guide includes design guidance for the near-term implementation of interim bikeway treatments and initial design concepts for the phased implementation of the Capital City Bikeway vision through street and bridge reconstruction.

Jackson Street is the first fully redesigned and reconstructed portion of the Capital City Bikeway. TDG led the design and engineering for this key corridor that will fill a key gap in the bikeway network between the Sam Morgan Regional Trail along the Mississippi River and the Gateway State Trail at the State Capitol. At the core of our approach was creating a memorable, inviting urban streetscape in the heart of downtown. The design includes widened walkways, a signature protected bikeway facility, green infrastructure elements, landscaped buffers, branding, wayfinding, and sitting areas. Construction is currently underway.

Project fee: \$3M



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Toole Design Group, LLC	(2) FIRM LOCATION <i>(City and State)</i> Silver Spring, MD	(3) ROLE Prime Consultant

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

**4**

21. TITLE AND LOCATION (City and State)

**North Lynn Street Esplanade**  
Arlington, VA

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (if applicable)

Est. 2019

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Arlington County

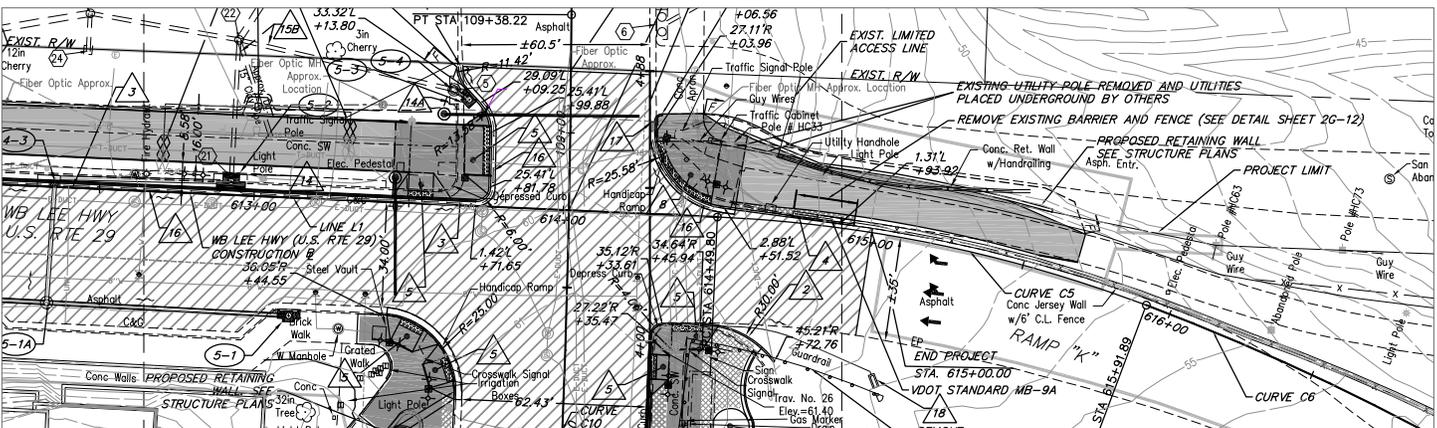
b. POINT OF CONTACT NAME

Tom Hutchings, Project Manager

c. POINT OF CONTACT TELEPHONE NUMBER

703.228.3809

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)



This project is an ambitious, public space initiative that bridges Interstate 66 (Custis Memorial Parkway) between eastbound and westbound Lee Highway and reconnects downtown Arlington to the Potomac River waterfront. Toole Design Group (TDG) was the prime consultant selected to deliver this complex project to Arlington County. The TDG Team included civil engineers, traffic engineer including geotechnical engineers, surveyors, structural engineers, artists, electrical engineers and construction managers.

The North Lynn Street Esplanade project will reconstruct an existing bridge over Interstate 66 to transform the structure and its surroundings with inviting pedestrian spaces, public art, expanded bicycle facilities, energy-saving LED lighting, and landscaping. At the same time the project incorporates multimodal safety enhancements such as crosswalk improvements, traffic signal upgrades, and sign improvements. Proper design and construction of the Esplanade required extensive coordination with a wide variety of engineering disciplines and technical specialists, as well as a project artist. The structural engineering was particularly complex due to the need to expand the existing structure, and incorporate several artistic curved retaining walls that align the Esplanade and connect to existing support walls. Geotechnical engineers were responsible for conducting subsurface investigations and providing recommendations for structures, pavements, and stormwater management features. The traffic signal and lighting work also required extensive coordination with utility relocation work.

Coordination was conducted through the planning and design process with numerous agencies and stakeholders including the National Park Service, FHWA, VDOT, internal County Departments and the public. TDG was instrumental in demonstrating the project feasibility and gaining approvals for innovative project solutions such as narrowing and reducing lanes (lane diets and road diets) to improve modal balance. TDG recently completed the final design plans and construction is currently underway.

Project fee: \$1.7M

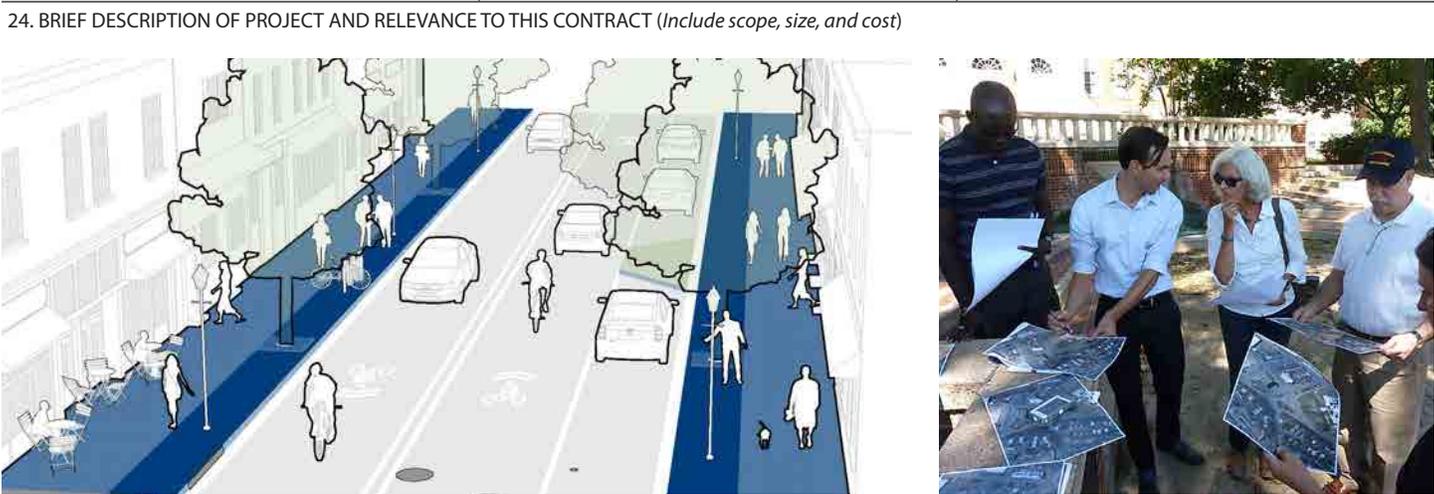
**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Toole Design Group, LLC	Silver Spring, MD	Prime Consultant

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>5</b>
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21. TITLE AND LOCATION <i>(City and State)</i>  <b>Charlottesville Multimodal Transportation Services</b> Charlottesville, VA	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  Ongoing	CONSTRUCTION <i>(if applicable)</i>  N/A

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Charlottesville	Amanda Poncy, Bicycle and Pedestrian Coordinator	434.981.2499



Toole Design Group (TDG) is working with the City of Charlottesville to improve multimodal transportation in the City. TDG led projects include:

**Bicycle and Pedestrian Master Plan:** TDG updated the City's Bike/Ped Master Plan, which included extensive public involvement and the development of a citywide bicycle network. The Plan also included detailed data collection, a thorough demand analysis, and an Implementation and Phasing Plan.

**Street Design Guidance:** TDG developed an award-winning, comprehensive set of street design guidelines for the City of Charlottesville. With the information gathered through a design charrette and several field visits, TDG identified a set of six street types for the City based on existing and planned multimodal transportation facilities and adjacent land uses. The final guidelines include illustrated cross-sections for each street type, design standards for the recommended streetscape elements, and a funding and implementation section for the City to use when putting the guidelines into practice. TDG is currently working to update the City's Standards and Design Manual to incorporate the new street design guidelines.

**Corridor/Facility Design Projects:** TDG is working on several specific design projects that include concept plans, signage and striping plans, and engineering plans for multimodal corridors. For example on Monticello Avenue, TDG developed design plans for 1.5 miles of multimodal improvements. The initial phase of the project will include a retrofit of bicycle lanes through a roadway restriping project, to be followed with a complete roadway reconstruction in the mid-term to provide enhanced pedestrian facilities.

Project fee: by task

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Toole Design Group, LLC	(2) FIRM LOCATION <i>(City and State)</i> Silver Spring, MD	(3) ROLE Prime Consultant

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>6</b>
---	--

21. TITLE AND LOCATION <i>(City and State)</i>  <b>Massachusetts DCR Master Services Agreement</b>	22. YEAR COMPLETED <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">PROFESSIONAL SERVICES</td> <td style="width: 50%; padding: 5px;">CONSTRUCTION <i>(if applicable)</i></td> </tr> <tr> <td style="text-align: center; padding: 5px;">Ongoing</td> <td style="text-align: center; padding: 5px;">N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>	Ongoing	N/A
PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>				
Ongoing	N/A				

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Department of Conservation and Recreation	Patrice Kish, Director, Office of Cultural Resources	617.626.1378

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



Toole Design Group (TDG) was awarded a Master Services Agreement by the Massachusetts Department of Conservation and Recreation (DCR) for planning, engineering and landscape architecture services. TDG is currently working with the DCR on two related projects focused on modernizing its historic parkways in the metropolitan Boston area, including converting existing traffic circles and intersections to modern roundabouts.

In the first project, TDG is leading design efforts on the Arborway corridor, which includes two large, high-volume traffic circles called Kelley Circle and Murray Circle. The circles process traffic from a complex network of local streets and vehicle-oriented parkways. The project aims to simplify and streamline vehicle operations, improve safety for all users, and provide pedestrians and bicyclists with a seamless, comfortable route between two of the park system's most popular destinations – Jamaica Pond and the Arnold Arboretum – and to connect at either end to two primary regional bicycle paths.

TDG prepared an existing conditions report for the corridor including a traffic analysis and documenting current usage patterns by all modes. The TDG Team conducted a three-day charrette with DCR staff, gathering local knowledge and priorities from public officials, community stakeholders, and interested neighbors. The team presented to the stakeholders and public a vision for the corridor, addressing community concerns, and kicking off a formal design process. The preferred alternative would convert one traffic circle to two smaller modern roundabouts and the other circle to a single modern roundabout. TDG conducted two full VISSIM analyses to simulate the impact of different lane configurations on operations for all users. TDG has obtained existing topographical survey and is currently advancing the project to construction documents.

In the second project, TDG is conducting a conditions assessment and improvement analysis of DCR parkways within the metropolitan Boston region, a network of diverse parkways that serve some of the region's greatest natural assets. As part of the improvement analysis, the project team is identifying modifications to intersections that include conversion to modern roundabouts. This includes modernizing existing traffic circles and identifying intersections that could feasibly be reconstructed as modern roundabouts based on available right-of-way and a high-level review of traffic conditions.

Project Fee: \$825K

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	Toole Design Group, LLC	Silver Spring, MD	Prime Consultant

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>7</b>
---	--

21. TITLE AND LOCATION (City and State)  <b>Spartanburg Professional Services Oncall</b> Spartanburg, SC	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  Ongoing	CONSTRUCTION <i>(if applicable)</i>  N/A

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Spartanburg	Chris Story, Assistant City Manager	864.596.2712

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*



The City of Spartanburg has retained Toole Design Group (TDG) as an oncall consultant. Through this contract, TDG is acting as an extension of staff to the City, providing project management, planning, public engagement, graphics support, landscape architecture, and civil engineering services.

The firm's first assignment was to assist the City of Spartanburg with design development of an extension of the Mary Black Rail Trail (part of the Statewide Palmetto Trail) into downtown, connecting to Barnet Park and beyond. In July 2014, TDG assisted the City's public outreach efforts by developing images depicting the proposed route, typical cross sections, and visualizing what the trail would look like on several of the streets along the route. As part of TDG's services, preliminary design recommendations were reviewed and refined to better meet traffic, safety, budget, and South Carolina Department of Transportation (SCDOT) requirements.

TDG is now developing final design construction documents. The project will incorporate both separated shared use path sections and a street-level separated bikeway (cycle track) and sidewalk combination. The separated bikeway will be the first such facility in the State of South Carolina. TDG is coordinating closely with SCDOT district and headquarters staff on the design so that acceptance and promotion of this type of facility will be supported by the department moving forward.

TDG's work aided in the City winning the "Healthy Living Challenge" a nationwide competition by the Health Coordinating Council. Spartanburg was chosen from among 42 communities to be one of five to participate in a five-year challenge to improve five measures of health and economic vitality and receive support from the Council.

Project fee: By Task

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Toole Design Group, LLC	(2) FIRM LOCATION <i>(City and State)</i> Spartanburg, SC	(3) ROLE Prime Consultant

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>8</b>
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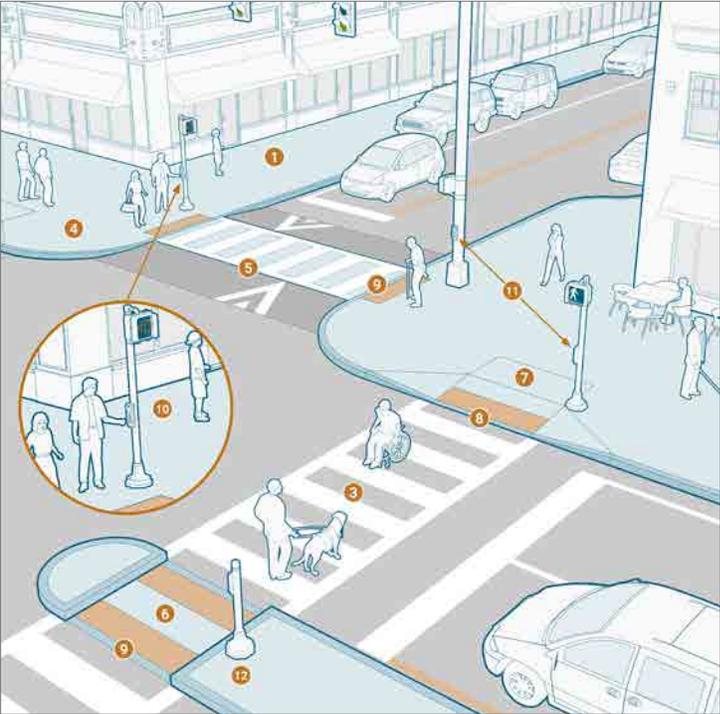
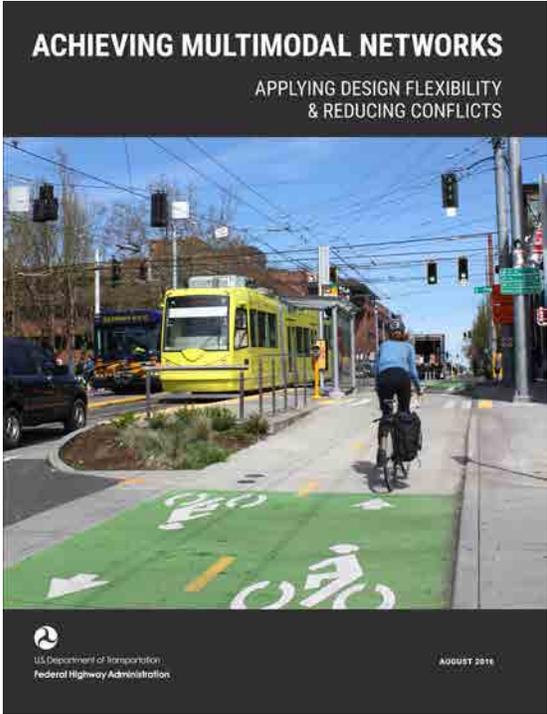
21. TITLE AND LOCATION (City and State)  <b>FHWA Guide for Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  2016	CONSTRUCTION (if applicable)  N/A

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER  Federal Highway Administration	b. POINT OF CONTACT NAME  Dan Goodman, Livability Team, Office of Human Environment	c. POINT OF CONTACT TELEPHONE NUMBER  202.366.9064

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

In recent years, the Federal Highway Administration (FHWA) and other national organizations including National Association of City Transportation Officials (NACTO), American Association of State Highway and Transportation Officials (AASHTO), and the Institute of Transportation Engineers (ITE) have called for more flexibility in roadway design to ensure the safety of pedestrians, bicyclists and transit users. In response, FHWA developed the *Guide for Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts*.

Toole Design Group (TDG) was honored to serve as the author of this ground-breaking Guide. The purpose of the Guide is to assist jurisdictions, planners, and designers on how to reduce conflicts where various transportation modes intersect, through flexible standards and guidance found in the AASHTO Greenbook, the MUTCD, the Public Rights-of-Way Accessibility Guidelines, the Highway Capacity Manual, the NACTO Urban Street Design Guide, and other sources. This resource was released in August of 2016. Project Fee: \$171K



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME  Toole Design Group, LLC	(2) FIRM LOCATION (City and State)  Silver Spring, MD	(3) ROLE  Sub Consultant

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>9</b>
---	--

21. TITLE AND LOCATION <i>(City and State)</i>  <b>Briny Avenue Streetscape and Urban Design</b> Pompano Beach, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  Ongoing	CONSTRUCTION <i>(if applicable)</i>  Ongoing

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Pompano Beach	John Sfiroopoulos, P.E., Civil Engineer III	954.786.4527

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

IBI Group (Florida) Inc. led the Briny Avenue Streetscape and Urban Design; a four-block roadway and infrastructure portion of project along Coastal Construction Line. IBI provided analysis of existing conditions of a beach access area, streetscape improvements, landscape architecture, additional design development off-site parking to meet code, permitting, construction administration services. Additional services include ongoing Construction Administration Services, public meeting presentations and coordination with City of Pompano Beach staff.

Project Fee: \$200K; Construction Value: \$5M



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
IBI Group (Florida) Inc.	Pompano Beach, FL	Prime Consultant

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>10</b>
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21. TITLE AND LOCATION (City and State)  <b>Professional Landscape Architectural Services for Streetscape Improvements, Pompano Beach, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES  2015	CONSTRUCTION <i>(if applicable)</i>  2017

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
CRA Pompano Beach	Horacio Danovich, City of Pompano Beach CIP Engineer	954.789.5535

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

IBI Group (Florida) Inc. provided professional landscape architectural services for streetscape improvement efforts along Dr. Martin Luther King, Jr. Boulevard from Powerline to the Florida Turnpike Extension. IBI's scope included: evaluation and inventory of existing trees and landscape, street lighting, drainage facilities, signage, pavement, curbing, irrigation needs, sidewalks, pedestrian and bicycle facilities, bus shelters, site furniture, land use and zoning classifications, urban design elements. Additionally, IBI helped to produce construction documents which were approved by FOOT as intended - without the need for additional changes in scope, COs or adjustments due to budget issues. IBI assisted with the review and approval of FOOT-LAP funding.

Project Fee: \$96K (multiple phases of urban planning work)



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME IBI Group (Florida) Inc.	(2) FIRM LOCATION <i>(City and State)</i> Pompano Beach, FL	(3) ROLE Prime Consultant

**G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Bill Schultheiss, P.E. (TDG)	Principal-in-Charge		X	X	X	X	X	X	X		
Jeremy Chrzan, P.E., PTOE, LEED® AP (TDG)	Project Manager		X	X	X		X	X	X		
Melany Allston-Brick, P.E. (TDG)	Quality Assurance/Quality Control		X	X		X	X	X			
Ian Lockwood, P.E. (TDG)	Project Advisor	X		X		X		X	X		
Laura Barna, P.E., LEED® AP (TDG)	Civil Engineering and Design Lead			X	X	X	X	X	X		
Blake Loudermilk, P.E. (TDG)	Civil Engineering and Design				X		X				
Oscar Garcia (TDG)	Civil Engineering and Design					X	X				
Michael Wallwork, P.E. (TDG)	Roundabout Expert										
Brent Moser (TDG)	Civil Engineering and Design						X				
Sagar Onta, P.E., PTOE (TDG)	Traffic Engineering Lead	X			X						
Christina Fink, P.E. (TDG)	Traffic Engineering		X	X	X	X		X	X		
Emily Koehle (TDG)	Traffic Engineering							X			
Ken Ray, PLA (TDG)	LA, Streetscape, and Urban Design Lead			X	X	X			X		
Chris Lambka, PLA (TDG)	LA, Streetscape and Urban Design		X	X			X	X	X		
Bonnie Moser (TDG)	LA, Streetscape and Urban Design						X				
Addie Weber, AICP (TDG)	Planning and Public Outreach Lead										
Jeff Ciabotti (TDG)	Planning and Public Outreach					X			X		
Jared Draper, AICP (TDG)	Planning and Public Outreach						X	X			
Patricia Ramundo, P.E., LEED® AP (IBI)	Civil Engineering and Design									X	X
Debra Hernandez, PLA (IBI)	LA, Streetscape and Urban Design										X
Marckley Etienne, P.E. (IBI)	Utility Engineering/Permitting									X	X
Bankim Kalra, AICP (IBI)	Planning and Public Outreach										
Geoffrey Leiter, P.E., PSM (LPA)	Surveying										
Rick Wohlfarth, P.E. (NEL)	Geotechnical Engineering										

**29. EXAMPLE PROJECTS KEY**

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Young Circle Feasibility Study	6	Spartanburg Professional Services Oncall
2	Coral Gables Citywide Bicycle Infrastructure Design Services	7	Massachusetts DCR Master Services Agreement
3	Capital City Bikeway and Jackson Street Reconstruction	8	FHWA Multimodal Conflict Points Guide
4	North Lynn Street Esplanade	9	Briny Avenue Streetscape and Urban Design
5	Charlottesville Multimodal Transportation Services	10	Pompano Beach Professional Landscape Architectural Services

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

Founded in 2003, **Toole Design Group, LLC (TDG)** is the nation’s leading engineering, planning, and landscape architecture firm specializing in multimodal transportation. As authors of national design guidance, such as the American Association of State Highway Transportation Officials (AASHTO) *Guide for the Development of Bicycle Facilities* and numerous award-winning local projects, TDG is well-equipped to provide multimodal transportation expertise to the City of Hollywood. TDG has a national reputation in multimodal transportation design, transportation master planning, Complete Streets design, traffic calming, bike share planning, pedestrian and bicycle facility design, transit accessibility, wayfinding, Safe Routes to School planning and design, safety analysis and planning, and a variety of other related areas.

We have a proven track record for producing successful projects that are tailored to the unique characteristics of each community we work in. For multimodal roadways, we have developed design plans for thousands of miles of Complete Streets, bicycle lanes, cycle tracks, shared streets, bicycle routes, shared-use paths, transit corridors as well as roadway improvements for motor vehicle traffic. Our focus is developing context-sensitive design solutions for each street that improve conditions for pedestrians and bicyclists, while also balancing the needs of transit vehicles and motorists.

The TDG Team is excited for the opportunity to assist the City of Hollywood and the Community Redevelopment Agency (CRA) in creating a transportation network that complements the community and provides residents with safe and reliable transportation options.

Our portfolio includes notable projects in complex urban environments such as the Pennsylvania Avenue protected bike lanes in Washington, DC and the Capital City Bikeway on Jackson Street in Saint Paul, MN. These projects included design work from initial concept through final Plans Specifications, and Estimates (PS&E) packages. We work with municipal and State government agencies to develop design solutions that achieve consensus among stakeholders and the general public; often in situations with significantly divergent viewpoints on how best to retrofit a roadway.

At TDG, we know thoughtful design increases the value of the natural landscape and ecological systems. The strength of our design relies on listening to our clients and the community while maintaining a clear understanding of the essential qualities of each site. We work to respond to project goals and objectives to create aesthetically rich, functional, and ecological landscapes. It is critical to present viable solutions for our clients and integrate our designs into their surroundings.

By approaching all projects with safety and improved access in mind, TDG can provide unique solutions to complex issues from initial concepts to final design. Our comprehensive vision for all transportation modes enables TDG to provide world-class transportation solutions to our clients

As a recognized Bicycle-Friendly Business by the League of America Bicyclists, we are proud of our reputation for being green: approximately 90% of our staff use transit, bicycle and/or walk to work on a regular basis. TDG has approximately 130 employees in 11 offices throughout the country. We are a Certified Disadvantage Business Enterprise (DBE) in over 35 States including the State of Florida.

I. AUTHORIZED REPRESENTATIVE  
The foregoing is a statement of facts

31. SIGNATURE



32. DATE

9/5/2017

33. NAME AND TITLE

Jennifer Toole, AICP, ASLA, President

**ARCHITECT-ENGINEER QUALIFICATIONS**

1. SOLICITATION NUMBER (If Any)  
**CRA 17-020**

**PART II – GENERAL QUALIFICATIONS**

*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME Toole Design Group, LLC - Silver Spring			3. YEAR ESTABLISHED 2003	4. DUNS NUMBER 133507090
2b. STREET 8484 Georgia Avenue, Suite 800			5. OWNERSHIP	
2c. CITY Silver Spring	2d. STATE MD	2e. ZIP CODE 20910	a. TYPE Limited Liability Company	
6a. POINT OF CONTACT NAME AND TITLE Jennifer Toole, AICP, ASLA, President			b. SMALL BUSINESS STATUS Woman Owned Business	
6b. TELEPHONE NUMBER 301.927.1900	6c. E-MAIL ADDRESS jtoole@tooledesign.com		7. NAME OF FIRM (If block 2a is branch office)	
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL REVENUE FOR LAST 5 YEARS		
a. Function Code (see below)	b. Discipline	c. No. of Employees		a. Profile Code	b. Discipline	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	21	17	C08	Codes, Standards; Ordinances	2
29	GIS Specialist	1	1	C18	Cost Estimating; Cost Engineering and Analysis	1
39	Landscape Architect/CADD	10	5	E09	Environmental Impact Studies, Assessments of Statements	2
48	Project Manager/Planner or Engineer	22	7	L03	Landscape Architecture	3
60	Transportation Engineers	34	14	P05	Planning (Community, Regional, Areawide, State)	5
47	Planner: Urban/Regional	39	12	P06	Planning (Site, Installation and Project)	4
	Other: Principal-in-Charge	1		R04	Recreation Facilities	1
				T03	Traffic and Transportation Engineering	5
<b>Total as of 7/12/2017</b>		<b>128</b>	<b>56</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work	2	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	7	2. \$100,00 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	7	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million
		4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million
		5. \$1 million to less than \$2 million	10. \$50 million or greater

**12. AUTHORIZED REPRESENTATIVE**  
The foregoing is a statement of facts.

31. SIGNATURE 	32. DATE 07/12/2017
33. NAME AND TITLE Jennifer Toole, AICP, ASLA, President	

**ARCHITECT-ENGINEER QUALIFICATIONS**

1. SOLICITATION NUMBER (If Any)  
**CRA 17-020**

**PART II – GENERAL QUALIFICATIONS**

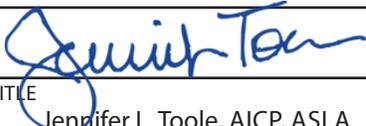
*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME Toole Design Group, LLC - Spartanburg			3. YEAR ESTABLISHED 2003	4. DUNS NUMBER 133507090
2b. STREET 172 E. Main Street, Suite 301			5. OWNERSHIP	
2c. CITY Spartanburg	2d. STATE SC	2e. ZIP CODE 29306	a. TYPE Limited Liability Company	
6a. POINT OF CONTACT NAME AND TITLE Jennifer Toole, AICP, ASLA, President			b. SMALL BUSINESS STATUS Woman Owned Business	
6b. TELEPHONE NUMBER 301.927.1900	6c. E-MAIL ADDRESS jtoole@tooledesign.com		7. NAME OF FIRM (If block 2a is branch office)	
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL REVENUE FOR LAST 5 YEARS		
a. Function Code (see below)	b. Discipline	c. No. of Employees		a. Profile Code	b. Discipline	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	21		C08	Codes, Standards; Ordinances	2
29	GIS Specialist	1		C18	Cost Estimating; Cost Engineering and Analysis	1
39	Landscape Architect/CADD	10	1	E09	Environmental Impact Studies, Assessments of Statements	2
48	Project Manager/Planner or Engineer	22	2	L03	Landscape Architecture	3
60	Transportation Engineers	34	2	P05	Planning (Community, Regional, Areawide, State)	5
47	Planner: Urban/Regional	39	3	P06	Planning (Site, Installation and Project)	4
	Other: Principal-in-Charge	1		R04	Recreation Facilities	1
				T03	Traffic and Transportation Engineering	5
<b>Total as of 7/12/2017</b>		<b>128</b>	<b>8</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	2	1. Less than \$100,000	3. \$250,000 to less than \$500,000	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million
b. Non-Federal Work	7	2. \$100,000 to less than \$250,000	4. \$500,000 to less than \$1 million	8. \$10 million to less than \$25 million	9. \$25 million to less than \$50 million
c. Total Work	7	5. \$1 million to less than \$2 million	10. \$50 million or greater		

**12. AUTHORIZED REPRESENTATIVE**  
The foregoing is a statement of facts.

31. SIGNATURE 	32. DATE 07/12/2017
33. NAME AND TITLE Jennifer L. Toole, AICP, ASLA	

**ARCHITECT-ENGINEER QUALIFICATIONS**

1. SOLICITATION NUMBER (If Any)  
**CRA 17-020**

**PART II – GENERAL QUALIFICATIONS**

*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME Toole Design Group, LLC - Orlando			3. YEAR ESTABLISHED 2003	4. DUNS NUMBER 133507090
2b. STREET 2624 Tuscarora Trail			5. OWNERSHIP	
2c. CITY Orlando	2d. STATE FL	2e. ZIP CODE 32751	a. TYPE Limited Liability Company	
6a. POINT OF CONTACT NAME AND TITLE Jennifer L. Toole, AICP, ASLA, President			b. SMALL BUSINESS STATUS Woman Owned Business	
6b. TELEPHONE NUMBER 301.927.1900	6c. E-MAIL ADDRESS jtoole@tooledesign.com		7. NAME OF FIRM (If block 2a is branch office)	
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL REVENUE FOR LAST 5 YEARS		
a. Function Code (see below)	b. Discipline	c. No. of Employees		a. Profile Code	b. Discipline	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	21		C08	Codes, Standards; Ordinances	2
29	GIS Specialist	1		C18	Cost Estimating; Cost Engineering and Analysis	1
39	Landscape Architect/CADD	10		E09	Environmental Impact Studies, Assessments of Statements	2
48	Project Manager/Planner or Engineer	22	1	L03	Landscape Architecture	3
60	Transportation Engineers	34		P05	Planning (Community, Regional, Areawide, State)	5
47	Planner: Urban/Regional	39		P06	Planning (Site, Installation and Project)	4
	Other: Principal-in-Charge	1		R04	Recreation Facilities	1
				T03	Traffic and Transportation Engineering	5
<b>Total as of 7/12/2017</b>		<b>128</b>	<b>1</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work	2	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	7	2. \$100,00 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	7	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million
		4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million
		5. \$1 million to less than \$2 million	10. \$50 million or greater

**12. AUTHORIZED REPRESENTATIVE**  
The foregoing is a statement of facts.

31. SIGNATURE 	32. DATE 07/12/2017
33. NAME AND TITLE Jennifer Toole, AICP, ASLA, President	

# ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)  
CRA 17-020

## PART II – GENERAL QUALIFICATIONS

(if a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME IBI Group (Florida) Inc.			3. YEAR ESTABLISHED 1979	4. DUNS NUMBER 96-806-0082
2b. STREET 2200 Park Central Blvd., North, Suite 100			5. OWNERSHIP	
2c. CITY Pompano Beach	2d. STATE FL	2e. ZIP CODE 33064	a. TYPE Florida Corporation	
6a. POINT OF CONTACT NAME AND TITLE Patricia F. Ramudo, P.E. LEED AP, Vice President Engineering			b. SMALL BUSINESS STATUS N/A	
6b. TELEPHONE NUMBER 954-974-2200	6c. E-MAIL ADDRESS Patricia.ramudo@ibigroup.com		7. NAME OF FIRM (if block 2a is a branch office)	
8a. FORMER FIRM NAME(S) (if any)			8b. YEAR ESTABLISHED	8c. DUNS NUMBER
IBI Group, Inc. CCL/IBI Consultants, Inc. The RMPK Group, Inc. CCL Consultants, Inc. Scharf & Associates, Inc. Tomasiino & Assoc., Inc. Rhon Ernest-Jones Consulting Engineers, Inc. Cumming Cockburn, Ltd.				

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	5		C08	Codes, Standards; Ordinances	2
08	CADD Tech/Sr. Designer	1		G04	Geographic Information Systems	2
				H07	Highways, Streets, Airfield Paving, Parking	3
12	Civil Engineer	1		H11	Housing (residential, multi-family, apartments)	3
				104	Intelligent Transportation Systems	7
14	Computer Programmer (IT)	11		I06	Irrigation Drainage	5
				L02	Land Surveying	5
15	Construction Inspector	1		L03	Landscape Architecture	6
				O01	Office Buildings, Industrial Parks	
38	Land Surveyor	1		P05	Planning (Community, regional, Areawide)	5
				P06	Planning (Site, Installation, and Project)	5
39	Landscape Architecture	1		R04	Recreation Facilities (Parks, Marinas, etc.)	2
47	Planner, Urban/regional	1		S10	Surveying, Platting, Mapping, Flood Plain Studies	5
48	Project Manager	2		S13	Storm Water Handling & Facilities	5
				U02	Urban Renewals	4
<b>Total</b>		<b>24</b>	<b>###</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	3	1. Less than \$100,000	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million	8. \$10 million to less than \$25 million
b. Non-Federal Work	8	2. \$100,000 to less than \$250,000	8. \$10 million to less than \$25 million	9. \$25 million to less than \$50 million	10. \$50 million or greater
c. Total Work	7	3. \$250,000 to less than \$500,000	5. \$1 million to less than \$2 million		

## 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE



b. DATE

08/23/2017

c. NAME AND TITLE

Patricia F. Ramudo, P.E. LEED AP, Vice President Engineering

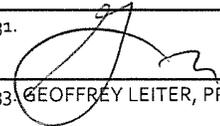
**PART II – GENERAL QUALIFICATIONS**  
(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME LEITER PEREZ & ASSOCIATES, INC.			3. YEAR ESTABLISHED 1971	4. DUNS NUMBER
2b. STREET 520 NW 165th STREET ROAD, SUITE 209			5. OWNERSHIP	
2c. CITY MIAMI	2d. STATE FL	2e. ZIP CODE 33169	a. TYPE CORPORATION	
6a. POINT OF CONTACT NAME AND TITLE GEOFFREY LEITER, PRESIDENT			b. SMALL BUSINESS STATUS SBE	
6b. TELEPHONE NUMBER 305-652-5133			6c. E-MAIL ADDRESS geoffrey@leiterperez.com	
8a. FORMER FIRM NAME(S) (if			8b. YR. ESTABLISHED 46	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL REVENUE FOR LAST 5		
a. Function Code (see below)	b. Discipline	c. No. of Employees		a. Profile Code	b. Discipline	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
12	CIVIL ENGINEERING	6		L02	LAND SURVEYING	6
38	LAND SURVEYING	6				
<b>Total</b>		<b>12</b>				

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	2	1. Less than \$100,000	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million	8. \$10 million to less than \$25 million
b. Non-Federal Work	4	2. \$100,00 to less than \$250,000	9. \$25 million to less than \$50 million	10. \$50 million or greater	
c. Total Work	5	3. \$250,000 to less than \$500,000	4. \$500,000 to less than \$1 million		
		5. \$1 million to less than \$2 million			

**12. AUTHORIZED REPRESENTATIVE**  
The foregoing is a statement of facts.

31. 	32. AUGUST 22, 2017
33. GEOFFREY LEITER, PRESIDENT	





# 2

# PROFILE OF CONSULTANT

Murals in downtown Hollywood increase the City's vibrancy and culture

# Firm Information

a. State whether your organization is national, regional or local.

**Toole Design Group, LLC (TDG)** is the nation's leading planning, engineering, and landscape architecture firm specializing in multimodal transportation. TDG is a national firm, with offices in nearby Orlando, FL and Spartanburg, SC.

b. State the location of the office from which your work is to be performed.

Work under this contract will be performed by staff in TDG's Silver Spring, MD, Orlando, FL, and Spartanburg, SC offices.

c. Describe the firm, including the size, range of activities, etc.

TDG is a Woman-Owned Business headquartered in Silver Spring, MD, with over 130 employees in 11 offices throughout the country. Our focus is on developing cost-effective, practical transportation solutions that move people efficiently, while improving the health and quality of life of the community.

## ENGINEERING

Roadway and Street Design

Traffic Engineering

Multimodal/Traffic Analysis

Drainage and Stormwater Management Design

Erosion and Sediment Control Design

Utility Coordination and Design

Permitting

Site Design

Construction Phase Services

## LANDSCAPE ARCHITECTURE/URBAN DESIGN

Greenway and Trail Design

Urban Design

Streetscape Design

Sustainable Design

Park Design

Lighting Design

Transit Access

Wayfinding

## PLANNING

Bicycle and Pedestrian Plans

Trail Master Plans and Corridor Studies

GIS Analysis and Data Collection

Community and Stakeholder Engagement

National Studies and Best Practices Research

Safe Routes to School

Prioritization and Performance Measures

Bike Share Feasibility and Business Plans

Training in All Specialty Areas

As a recognized Bicycle-Friendly Business by the League of America Bicyclists, we are proud of our reputation for being green: approximately 90% of our staff use transit, bicycle and/or walk to work on a regular basis. TDG is certified as a Disadvantaged Business Enterprise (DBE) in over 35 states, including the State of Florida.

d. Provide a list and description of similar municipal and other engagements satisfactorily performed within the past five years.

TDG's projects and references can be found in Section F of the SF330 on pages 29-38 of this proposal.

e. Provide information on any litigation (settled or pending) the firm has been involved in within the last five (5) years.

To our knowledge, TDG has no pending, threatened or contemplated administrative or judicial proceedings that are material to TDG's business or finances including, but not limited to, any litigation, consent orders or agreements between any local, state, or federal regulatory agency and TDG.

f. Describe the experience in conducting similar projects for each of the staff assigned to the engagement.

The TDG Team's key staff resumes can be found in Section E of the SF330 on pages 5-28 of this proposal.

g. Describe the organization of the proposed project team, detailing the level of involvement, field of expertise and estimated hours for each member of the team.

The TDG Team's organizational chart can be found in Section D of the SF330 on page 4 of this proposal.

With depth of staff, relevant experience, and regional knowledge the TDG Team is ready and available for this contract. The chart on the following page indicates our key team members' estimated availability

Staff	Estimated Availability		
	Year 1	Year 2	Year 3
<b>TOOLE DESIGN GROUP, LLC</b>			
Bill Schultheiss, P.E.	45-55%	65-75%	90-95%
Jeremy Chrzan, P.E., PTOE, LEED® AP	50-60%	65-75%	90-95%
Melany Alliston-Brick, P.E.	45-55%	65-75%	90-95%
Ian Lockwood, P.E.	45-55%	65-75%	90-95%
Laura Barna, P.E., LEED® AP	50-60%	70-80%	90-95%
Blake Loudermilk, P.E.	55-65%	70-80%	90-95%
Sagar Onta, P.E., PTOE	50-60%	70-80%	90-95%
Tina Fink, P.E.	55-65%	70-80%	90-95%
Michael Wallwork, P.E.	55-65%	70-80%	90-95%
Oscar Garcia	55-65%	70-80%	90-95%
Emily Koehle	55-65%	70-80%	90-95%
Brent Moser	55-65%	70-80%	90-95%
Chris Lambka, PLA	55-65%	70-80%	90-95%
Ken Ray, PLA	55-65%	70-80%	90-95%
Bonnie Moser	55-65%	70-80%	90-95%
Addie Weber, AICP	50-60%	70-80%	90-95%
Jeff Ciabotti	45-55%	65-75%	90-95%
Jared Draper, AICP	50-60%	70-80%	90-95%
<b>IBI GROUP, INC.</b>			
Patricia Ramundo, P.E., LEED® AP	45-55%	65-75%	90-95%
Marckley Etienne, P.E.	55-65%	70-80%	90-95%
Debra Hernandez, PLA	55-65%	70-80%	90-95%
Bankim Kalra, AICP	55-65%	75-85%	90-95%
<b>NUTTING ENGINEERS OF FLORIDA, INC.</b>			
Rick Wohlfarth, P.E.	55-65%	70-80%	90-95%
<b>LEITER, PEREZ AND ASSOCIATES, INC.</b>			
Geoffrey Leiter, P.E., PSM	55-65%	70-80%	90-95%

*h. Describe what municipal staff support is anticipated for this type of engagement.*

TDG will look for timely coordination and review of contract deliverables from municipal staff. TDG will also rely on municipal staff to provide any available data or prior work that is relevant projects that may come out of this contract. At TDG, we approach our clients as partners and will work closely with City staff throughout a project. However, we are also keenly aware that staff time is a finite commodity—we are confident in separating the issues that can be easily solved in-house from those that require staff input, so that we are able to use staff’s time most efficiently. The TDG Team will engage in ongoing coordination with the City, and submit monthly progress reports for each task. In addition, we typically engage City staff via monthly progress meetings and review meetings at the time of milestone project submissions. The TDG Team will also follow up with City staff on an as-needed basis to facilitate timely decision making during the design process. To make the most efficient use of the City’s time, the TDG Team will prepare and maintain an Action Items Tracking Matrix describing key decisions and actions needed to drive each task forward. Each required action item will be assigned to an individual TDG Team member, and where applicable, will also be assigned to the appropriate City personnel. The TDG Team will be responsible for following up with City staff between meetings to ensure action items are closed out in a timely manner.

# Project Understanding

## GENERAL UNDERSTANDING

The City of Hollywood has the 5<sup>th</sup> largest population in South Florida. Established by Joseph Young in 1925 as a “dream city for everyone – from the opulent to the most humble of working people”, Hollywood, FL is now known as a place for families with great amenities like the downtown business district, food and art scene and, the 2.5 miles of boardwalk by the sea. The City’s economic vibrancy and livability differentiate it from other jurisdictions in the area. In support of the City’s vision, City staff are seeking a full-service engineering team to assist with planning, engineering, design, construction administration, and services related to transportation and streetscape design.

The planning services to be provided under this contract will encompass preparing conceptual designs; conducting traffic engineering services and engaging the public, elected officials and other jurisdictions to obtain approval of proposed designs. Once each design is approved by all related City agencies, the engineering services will include preparing construction documents for the project that meet City, County, and State standards. The contract also includes providing construction administration and grant proposal application assistance. The **Toole Design Group, (TDG)** Team includes firms and individuals with a broad range of skills, experience and expertise, and can provide the City with the right staff to fulfill any type of assignment anticipated as a part of this contract. The following paragraphs describe our general understanding of the standards, specifications, and guidelines that we will apply to all tasks identified and our project management approach.

In accordance with the scope of services, specified in Section II, in the request for qualifications (RFQ), the TDG Team has successfully completed numerous similar projects in the Broward, Miami-Dade and surrounding counties. We are familiar with the standards that apply to these types of projects, and have worked with the State and Federal stakeholders and permitting agencies who will need to weigh in as work is performed under each task. TDG understands that work will be performed in accordance with the standards, specifications, and guidelines listed in the following table, some of which were developed by TDG. The preparation of the construction drawings will follow context-sensitive design principles and applicable jurisdiction requirements. The current version of each standard is shown, and updated standards will be incorporated as they become available. Applicable standards include, but are not limited to:

ORGANIZATION	STANDARD
Smart Growth America/FDOT	<ul style="list-style-type: none"> <li>Complete Street Implementation Plan 2015</li> </ul>
Florida Department of Transportation	<ul style="list-style-type: none"> <li>Traditional Neighborhood Development Handbook 2011</li> <li>2016 Florida Greenbook</li> <li>FY 2017-18 Design Standards</li> <li>Florida Intersection Design Guide, 2015</li> <li>Plan Preparation Manual 2017</li> <li>Traffic Engineering Manual 2016</li> </ul>
Broward County	<ul style="list-style-type: none"> <li>Minimum Standards Applicable to Public ROW, 2005</li> </ul>
Broward County/ WWS	<ul style="list-style-type: none"> <li>Minimum Design and Construction Standards, 2012</li> <li>Manual on Subsurface Investigations, 1<sup>st</sup> Edition</li> <li>A Policy on Geometric Design of Highways and Streets, 6<sup>th</sup> Edition, 2011</li> <li>Roadside Design Guide, 4<sup>th</sup> Edition, 2011</li> <li>Roadway Lighting Design Guide, October 2005</li> <li>Signals, 5<sup>th</sup> Edition with Interim Revisions</li> <li>Guide for the Development of Bicycle Facilities, 4<sup>th</sup> Edition, 2012</li> <li>Guide for the Planning, Design, and Operation of Pedestrian Facilities, 1<sup>st</sup> Edition, 2004</li> </ul>
American Association of State Highway Transportation Officials (AASHTO)	<ul style="list-style-type: none"> <li>Urban Bikeway Design Guide, 2012</li> <li>Urban Street Design Guide, 2013</li> </ul>
National Association of City Transportation Officials (NACTO)	<ul style="list-style-type: none"> <li>ADA Standards for Accessible Design</li> </ul>
Americans with Disabilities Act (ADA)	<ul style="list-style-type: none"> <li>Achieving Multimodal Network, Applying Design Flexibility and Reducing Conflicts, 2016</li> <li>Separated Bike Lane Planning and Design Guidelines</li> <li>Hydraulic Design Series No. 2 (HDS-2)</li> <li>Hydraulic Engineering Circular No. 22 (HEC-22), The Urban Drainage Design Manual</li> <li>Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), 2009</li> </ul>
Federal Highway Administration (FHWA)	<ul style="list-style-type: none"> <li>TRB Highway Capacity Manual (HCM)</li> <li>NCHRP 672 Roundabouts: An Informational Guide, 2<sup>nd</sup> edition</li> <li>NCHRP 350, Recommended Procedures for the Safety Performance Evaluation of Highway Features</li> </ul>
Transportation Research Board (TRB)	<ul style="list-style-type: none"> <li>Other standards and guidelines as dictated by the specific conditions of each task</li> <li>Prior planning documents and studies as they apply to each task</li> </ul>
Other	

## PROJECT MANAGEMENT APPROACH

For each assigned project, the TDG Team will implement a comprehensive project management program to ensure effective communication between the City/CRA staff, consultant team, and project stakeholders. The program employs the use of tools proven to effectively present, monitor and communicate the scope, schedule, and budget throughout the duration of the project.

Effective communication is a vital aspect of project management. As a full-service firm, TDG maintains an array of communication techniques to facilitate project management and data transfers including state-of-the-art hardware and software tools. In order to ensure that all project team members understand the City's expectations and communication channels, TDG will deliver a work plan approximately two weeks after notice to proceed for each task, including at a minimum:

- Detailed project schedule, covering key milestones and deliverables and tentative meeting dates
- Lead staff and/or departments responsible for each task
- Agencies and departments requiring approval for each task and/or deliverable
- Communication protocol
- Quality Assurance/Quality Control (QA/QC) process
- Critical decision points and dependencies

The TDG Team will engage in ongoing coordination with the City, and submit monthly progress reports for each task. Each report will include task accomplishments, status of deliverables, and expected upcoming activities. The TDG Team will provide the City Task Manager with an updated monthly project plan to reflect progress or to document any agreed changes to the task start or end date.

To facilitate timely decision-making, the TDG Team will prepare and maintain an **Action Items Tracking Matrix** describing key decisions and actions needed to drive each task forward. Each required action item will be assigned to an individual TDG Team

member, and where applicable, will also be assigned to the appropriate City personnel. The TDG Team will be responsible for following up with City staff between meetings to ensure action items are closed out in a timely manner. At the end of each task, the TDG Team will provide a compendium of all meeting minutes and other relevant documentation for the City's project record. The schedule will be an agenda topic for each project meeting, and will be re-issued following any revision to milestone dates.

Budget and deliverables tracking will be done using the "earned value" method. This method tracks efficiency of the work completed and gives an indication of the work trends. Combined with the project schedule, the earned value analysis provides a system to make ongoing adjustments regarding budget and timeline. Each deliverable will be tracked with this method throughout a project.

The use of these tools, along with the typical project correspondence (conference calls, emails, project meetings) will ensure the work tasks, schedule, and budget are reviewed and fully communicated throughout a project. In addition, the depth of the TDG Team allows additional staff resources to be allocated if project needs arise. TDG strives to diversify the skills of our staff members, which increases our firm's overall flexibility and capacity.

### **QUALITY ASSURANCE/QUALITY CONTROL**

TDG has a reputation for high quality work and outstanding performance on design and planning projects throughout the U.S. TDG staff are highly qualified, with extraordinary



Cyclists on the Hollywood FL boardwalk

attention to detail. Our projects have received accolades from state, regional, and local clients across the country. As a leader in innovative projects, our company focuses on continuing to improve staff capabilities and understanding of best practices in our field. As part of our commitment to maintaining the highest level of quality, TDG employs a rigorous QA/QC program to control the quality of our work, and that of our subconsultants. Our utmost goal is to exceed client expectations. TDG's QA/QC Program is based on the philosophy that:

**Quality is achieved** by adequate planning, coordination, supervision, and technical direction; proper definition of project requirements and procedures; the use of appropriately skilled personnel; and by individuals performing work functions carefully, accurately, and completely.

**Quality is controlled** through independent checking, reviewing and surveillance of work activities with documentation by individuals who are not directly responsible for performing the work.

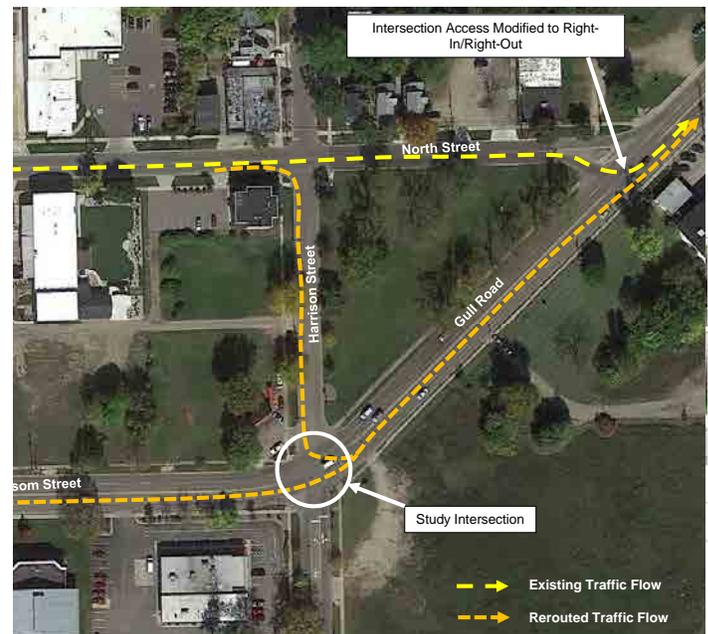
**Quality is verified** by having a manager perform QA functions consisting of surveillance and auditing of the work and the procedures followed when performing the work.

All members of TDG staff are responsible for understanding project requirements and for the quality of their own work. Every TDG project is assigned a Principal-in-Charge—a senior staff member who takes personal responsibility for the TDG team's performance on the project. Every TDG project begins with an internal kickoff meeting. At this meeting the Project Manager and Principal-in-Charge work with the project team to clearly define and document roles and responsibilities of all team members on the project and discuss the appropriate QA/QC process. Even before a project begins, the TDG Project Manager has considered the time and energy required to appropriately review and approve all project deliverables as part of the proposed cost and schedule.

The QA/QC program provides TDG Project Managers with a number of proven processes and tools to assist them in delivering a product that exceeds our clients' expectations on time and within budget. TDG also keeps internal documentation of our rigorous review process—providing our clients the confidence that, if needed, our process can be shown after the fact. The program is also constantly evolving—Project Managers are encouraged to share project management and production review processes within the company, thus improving our efficiency and attention to detail.

The quality of our work is further enhanced by our multidisciplinary and collaborative approach to all projects. Having multiple engineers, planners, and landscape architects on staff encourages each to collaborate and validate project work with their peers. The culture at TDG encourages discussion and innovation. Communication is one of our great strengths. This translates into solutions that have been tested, that are the culmination of experience from countless other projects, and that will be best suited to the City's needs.

TDG is happy to share our full QA/QC policy and program with the City. However, the program can be summed up simply—no report, drawing, or product of any kind leaves our office without a documented review. We demand the same level of performance from our subconsultants, and their work is thoroughly reviewed by our senior staff before being submitted to the client.



Traffic operations analysis for potential roundabout in Kalamazoo, MI (TDG project)

## TECHNICAL UNDERSTANDING AND APPROACH

The TDG Team is multidisciplinary, including skilled practitioners in engineering, landscape architecture, urban design, and planning. The TDG Team provides expertise in design, traffic engineering, planning, permitting and program management for transportation facilities, streetscape improvements, and green and utility infrastructure. This section of our qualifications package describes our understanding and approach to the projects anticipated to be awarded through this contract. Typically, each project is anticipated to go through two phases; Phase I: Conceptual Design and Feasibility Study, and Phase II: Construction Documents. The complexity, size and public interest in

each project will determine the level of effort needed to conduct each stage. As a full-service team, we are capable of conducting all planning, engineering, and design services needed to successfully complete either small or large projects.

The following section shows the general approach to conducting Phase I and Phase II of each project. Following this section, we have provided a detailed approach to each of the three projects outlined in the RFQ, namely, the Young Circle Roadway Design and Construction, East/West Streetscape Design on the beach and the Roadway Reconfiguration in Downtown.

## Phase I: Conceptual Design and Feasibility Study UNDERSTANDING

Cities are about bringing people together and the exchange of ideas, of goods, and services. Vibrant cities cultivate and facilitate social, cultural, and economic opportunities and do so by paying close attention to the physical design of its streets and public spaces. The TDG Team recognizes there are critical elements within the public and transportation spaces that will require careful analysis.

TDG approaches roadway design with a Complete Streets philosophy and all of our engineers and designers have been trained in the application of multimodal best practices. As a firm leading the charge for Vision Zero implementation in several major cities across the U.S., TDG is also keenly aware of the safety and operational concerns associated with complex multimodal interactions which occur on crowded streets. TDG is leading the industry in developing engineering design standards for

innovative treatments such as protected intersections, separated bicycle facilities, etc. TDG's engineers and designers augment their Complete Streets design philosophy with a targeted safety approach aimed at making compliance by motorists, cyclists, and pedestrians the "path of least resistance."

When the City identifies a project, it needs to be vetted thoroughly to ensure that all viable options and its impacts are evaluated against key parameters that define the values and vision of the City and goals of the project. Phase I of each project will be developed such that the public, City staff and elected officials are confident that the concept that eventually moves forward to construction is the correct one. It will include detailed traffic analysis; assessment of right-of-way, utility, and environmental impacts; analysis of compatibility with the City's vision and goals, etc., the TDG Team will prepare a detailed scope of services for each of the Phase I projects. Depending on the type and scale of the project, the scope of services may vary. For example, a major project that requires significant public input may be focused on a rigorous public input process for residents and businesses so that the public support is high for the approved concept. Another project may not require extensive public input if it is not controversial and simply needs to be designed so that it can be implemented. Phase I encompasses preparation of conceptual designs through to approval of the preferred concept.

## APPROACH

A key to a successful design projects is understanding the needs of the community and identifying design solutions that address those issues, while making sure that the solutions are



TDG example rendering of Complete Streets alternatives, Denison, TX

compatible with the overall planning objective of the project. The TDG Team will bring this understanding to any potential design projects issued under this contract. One of the first things that the team will do is sit down with the city staff and understand the history and goals of the project. Some projects may have gone through several rounds of public engagement and concept planning process. Hence, it may be at a stage where more detailed design is needed to verify that the concept is feasible and cost effective. Other projects may require more robust planning efforts and public engagement. Based on the type of the project and the initial information available, the TDG Team will prepare a detailed scope of services for Phase I of the project. We expect to discuss the tasks, deliverables, schedule and cost associated with the project in detail. Depending on the actual design project, a host of potential services may be required. The following provides a general approach for a street infrastructure, including multimodal facility design projects.

## PHASE I APPROACH

Task 1 – Kickoff Meeting/Project Management

Task 2 – Data Collection/Survey

Task 3 – Planning and Traffic Analysis

Task 4 – Conceptual Layout

Task 5 – Renderings and Preliminary Landscape Design

Task 6 – Public and Stakeholder Involvement

Task 7 – City/MPO/FDOT Coordination

Task 8 – Funding Assistance

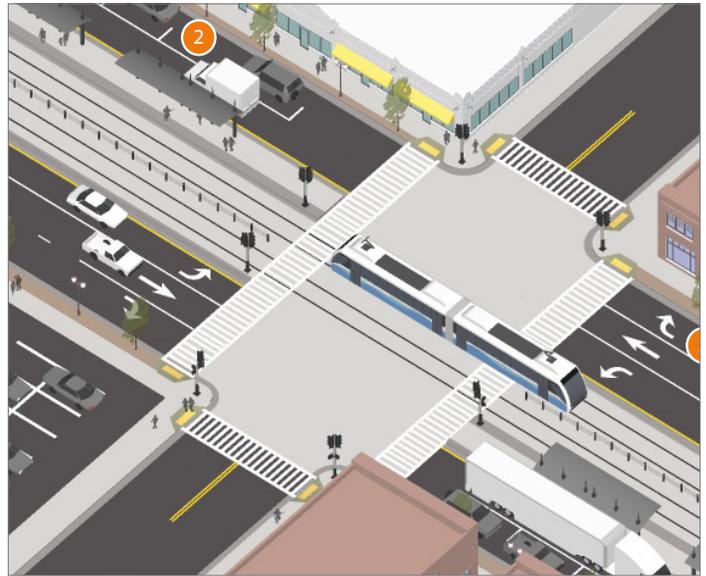
### Task 1: Kickoff and Project Management

TDG Team will prepare for, participate in, and document a kickoff meeting with the City and other appropriate agency officials to review the scope and schedule for the task as well as clearly identify the project expectations. TDG will conduct ongoing coordination with the City and will prepare monthly progress reports. Each report will include task accomplishments, status of deliverables and expected upcoming activities.

### Task 2: Data Collection/Survey

**Preliminary Traffic Data** – In order to prepare the conceptual designs, preliminary traffic data will be collected from existing sources. New traffic data may be collected at key locations based on the quality of the historic data. The types of data include turning movement counts during the AM and PM peak hours, tube counts to obtain 24-hour bi-directional vehicle data, including vehicle classification and speeds, historic traffic data, etc. Additional counts may be needed to address specific issues like weekend or special event traffic, late evening traffic concerns, school traffic, etc. TDG uses video cameras to collect

the counts so that there is recorded evidence of the counts as well as the behavior of the traveling public.



TDG assessed existing and proposed conditions for road diet (in Synchro) for a six mile segment of University Avenue in Minneapolis, MN

**Innovative Traffic Data** – Based on the complexity of the project more detailed traffic data may be needed to fully understand the impact of the proposed concept. The TDG Team has worked with innovative technologies like bluetooth and cell-phone data that provide far more robust data than traditional traffic data collection methodologies. These new technologies can provide routing of vehicles through a street network which were cumbersome and expensive to obtain via traditional methodologies. Such routings are critically important when the conceptual designs change the travel pattern of a study area. The TDG Team is well versed in these data collection technologies, and has used them on numerous projects, including Hyattsville Transportation Plan in Maryland and Central Alexandria Neighborhood Study in Virginia.

**Survey** – In order to truly understand the impact of a concept, a survey of the existing infrastructure and amenities in the study area is critical. However, obtaining detailed survey data can be expensive. TDG Team understands that not all types of projects need full survey data, especially in the initial phases when the construction of the project is not certain. For such projects, initial conceptual design and planning evaluation can be conducted with easily available data like a scaled aerial photo, GIS data on parcel or public right-of-way, etc. However, other projects would require a more detailed survey to verify previously drawn concepts. Hence, based on the type of project, TDG Team will obtain necessary survey data to ensure that the true impact of the concepts are accurately documented.

The TDG Team includes **Leiter, Perez & Associates, Inc. (LPA)**, who has extensive experience in conducting surveys in South Florida. Surveys will be developed in accordance with Florida Department of Transportation (FDOT) survey standards. Topographic data collection survey will include curb lines; pavement edges; limits of parking; sidewalks; fencing; trees; signs; walls; buildings and exposed slabs; property markers, drainage structures with inverts; fire hydrants; valves, electric/telephone poles and boxes with overhead lines; any existing utility designation markings by others; and sanitary systems including manholes. Available horizontal and vertical control will be researched. Mapping will be prepared at a scale of 1"=20' with 1' contour interval and key spot elevations. Right-of-way and property owner research will be conducted and a property mosaic will be developed. A Digital Terrain Model (DTM) of the survey areas will also be developed. If needed for property acquisitions, Metes and Bounds surveys and plats of proposed right-of-way can be developed. Where necessary, a subsurface survey will be completed to determine the location of underground utilities and features within the project area and incorporated into the project survey.

**Geotechnical Data Collection** – The TDG Team includes **Nutting Engineers of Florida, Inc (NEF)** who will review all existing available geotechnical data in the project vicinity. Nutting Engineering will conduct borings and perform analyses as necessary to obtain the geotechnical information needed for a project. This work may include obtaining necessary permits, drilling soil test borings, laboratory testing, analyses, and developing recommendations for the design and construction of the geotechnical components of the project.

A written report will be prepared to provide a review of any existing subsurface data that is available, a summary of the field and laboratory testing program, and recommendations for earthwork, undercutting requirements, pavement sections, structural foundations, retaining wall design, cut/fill slope configurations, and estimated soil infiltration rates.

### Task 3: Planning and Traffic Analysis

Multimodal transportation projects require an inherent understanding of the safety and operational needs of all users of the roadway. The TDG Team understands how to achieve a balance between moving motor vehicles, and addressing the needs of pedestrians, bicyclists and transit users.

As part of the planning analysis, the conceptual design will be evaluated against the City/CRA stated goals for the project. This may be measuring safety through crash modification factor analysis to providing additional space for outdoor seating, bike lanes, sidewalks, etc. This planning analysis will be designed such that it is accepted widely by the public and elected officials. This can only be achieved by engaging with the public at every opportunity and genuinely addressing their concerns.

As part of the traffic analysis, the TDG Team will conduct in-depth operational analysis based on the methodology outlines in the Highway Capacity Manual (HCM). The TDG Team is very familiar with the requirements of the FDOT Traffic Manual and will follow it as needed. TDG uses Synchro, SimTraffic, VISSIM, and VISTRO traffic software to perform analyses and develop traffic simulations.



Concept for the Capital City Bikeway in Saint Paul, MN (TDG project)

#### Task 4: Conceptual Layout

The TDG Team has great deal of experience in developing conceptual layouts that address the needs of the community while adhering to the Complete Street principles and ensuring that the layouts are context-sensitive. We are the nation's foremost experts in multimodal transportation and streetscape design. This reputation is based on solid foundation of successful delivery of numerous multimodal transportation design projects around the country, including Lynn Street in Arlington, VA and Jackson Street in downtown Saint Paul, MN.

TDG staff has deep knowledge and understanding of how a well-designed multimodal transportation networks can serves as the framework around which vibrant communities grow. This includes the design of public spaces, the mix of land-use, the architectural and cultural aspects, the relationship between the built and natural environments, the scale and energy of the area, etc. The TDG Team will develop concepts that respect the history of a project area, and enhance each community's unique local assets, and result in highly functional public spaces.

Generally, projects which do not require physical reconfiguration of the roadway curblines, concepts will be prepared using aerial photos and GIS mapping , supplemented by field measurements. For more complex projects, the TDG Team will obtain appropriate topographic, utility, and/or right-of-way surveys as determined during initial project scoping. The conceptual layouts include plan view drawings and typical cross sections, and will include analysis of construction feasibility, environmental, utility, and right-of-way impacts, and developing preliminary costs estimates.

#### Task 5: Renderings and Preliminary Landscape Design

Renderings and preliminary landscape design will visually display the look and feel of the concepts. These renderings are important to convey the key features of the design to the public and elected officials. It also helps to check that the design is in line with the goals and vision of the City. The primary goal of this task is to provide vivid graphical display of the proposed conceptual layout developed under Task 4.

TDG Team includes landscape architects and urban designers who are well versed in rendering software like Adobe Illustrator, Adobe Photoshop, Google SketchUp etc. Several examples of the renderings prepared by TDG staff are included in this proposal. These renderings show major features of the design, as well as the anticipated materials and colors. These elements provide a realistic representation of the conceptual designs so that the public and the elected officials can make informed decisions on the conceptual layout of the project.

#### Task 6: Public and Stakeholder Involvement

Public input is a critical component of design projects within the public right of way, and the TDG Team anticipates that it will be a key component of any task issued through this contract. The TDG Team has a great deal of experience with public outreach in a variety of settings, and is confident in our ability to effectively communicate through a wide range of public outreach methods. Meaningful engagement means more than just hosting open meetings, it means creating ways to bring diverse groups to the table to have an informed dialogue about key issues and strategic choices the City faces. We will use traditional tactics, like open houses, as well as creative approaches that emphasize interaction, innovation, and fun. The TDG Team will provide ample opportunities for interested parties to engage in meaningful ways such as interactive workshops to identify needs and wants, charrette-style events where participants can contribute to the design ideation process, and opportunities for stakeholders to respond to preferred alternatives. We believe it is important that opportunities for engagement are made available throughout the life of each project. The TDG Team will make use of innovative techniques like WikiMap, pop-up events, and pilot projects to allow stakeholders to interact with proposed solutions and provide substantial feedback.



TDG staff at an open streets event in Howard County, MD

#### Task 7: City/County/FDOT Coordination

Each project under this contract may require approval from multiple federal, state, and local government agencies at some stage of the project. If the project is entirely in the City's jurisdiction and is funded by local sources, it may only require approval from City staff, which will likely include the planning department, public works and the mayor's office. In addition, input would also be sought from other departments which will



TDG visualization of improved multimodal conditions for the Rhode Island Bus Stop Design Guide

be impacted by the project, including the police, emergency management, fire and rescue, etc. TDG's project management process ensures that the comments from various departments are documented and addressed in the final version of the conceptual layout.

The TDG Team is also familiar with obtaining approvals from various departments within FDOT. If a project requires FDOT approval, the TDG Team will conduct the required analyses to meet FDOT requirements, and prepare the necessary reports that address the issues raised by FDOT. These requirements will be determined in the beginning of the project so that the proposed scope of services will include the analysis needed to obtain the necessary approvals. The analyses may include long-term traffic impacts of the proposed design, right-of-way and utility analysis, geotechnical investigation, analysis of environmental impacts (if any) and preparation of preliminary engineering cost estimate. TDG Team includes technical experts who are able to conduct these analyses to obtain all necessary approvals from FDOT, Broward County, the metropolitan planning organization (MPO).

### Task 8: Funding Assistance

There are numerous funding mechanisms that are available through federal, state or local sources for design and construction. TDG is familiar with the latest federal authorization of transportation grants as well as other funding sources, including the refined Transportation Alternatives Program (TAP), which is now referred to as TA Set-Aside under the Surface Transportation Block Grant Program (STBG). The TAP grants provide funding for on- and off-road pedestrian and bicycle facilities, access to public transportation, safe routes to school projects, etc.

The Young Circle Design and Construction project listed in the RFQ will most likely qualify for the Congestion Mitigation and Air Quality Improvement (CMAQ) funding. The funding was recently reauthorized under the FAST Act with almost \$2.5 billion annually from 2016 to 2020. It is specifically intended to support transportation projects that improve air quality and relieve congestion. The current conceptual layout for Young Circle redesign removes the existing six traffic signals and replaces it with four single-lane roundabouts. This key feature and converting the one-way circle to two-way traffic reduces out-of-direction travel for thousands of vehicles each day. These features will improve air quality and congestion in Young Circle. The TDG Team will prepare necessary documentation to quantify these improvements to justify the project for CMAQ funding. We will work with the MPO and/or other implementing agency to ensure that the application is fully compliant with the funding requirements.

Other funding mechanism for bicycle and pedestrian projects is the Highway Safety Improvement Program (HSIP). The TDG Team is also committed to provide assistance to the city to pursue this and other funding sources that are applicable to various projects. We are highly experienced with preparing compelling grant applications that have resulted in millions of dollars in funding for our clients.

### Phase II: Construction Documents UNDERSTANDING

After the completion of Phase I of the project and securing the funding necessary to implement each project, the City is expected to authorize the preparation of construction documents (plans, specifications, and cost estimates). This will require attention to details like grading, drainage, jurisdictional

requirements for stormwater treatments, landscape, ADA compliant design, lane widths and intersection sight distances, etc. The TDG Team has completed a wide range of design projects from initial concept through development of detailed construction documents for public infrastructure projects.

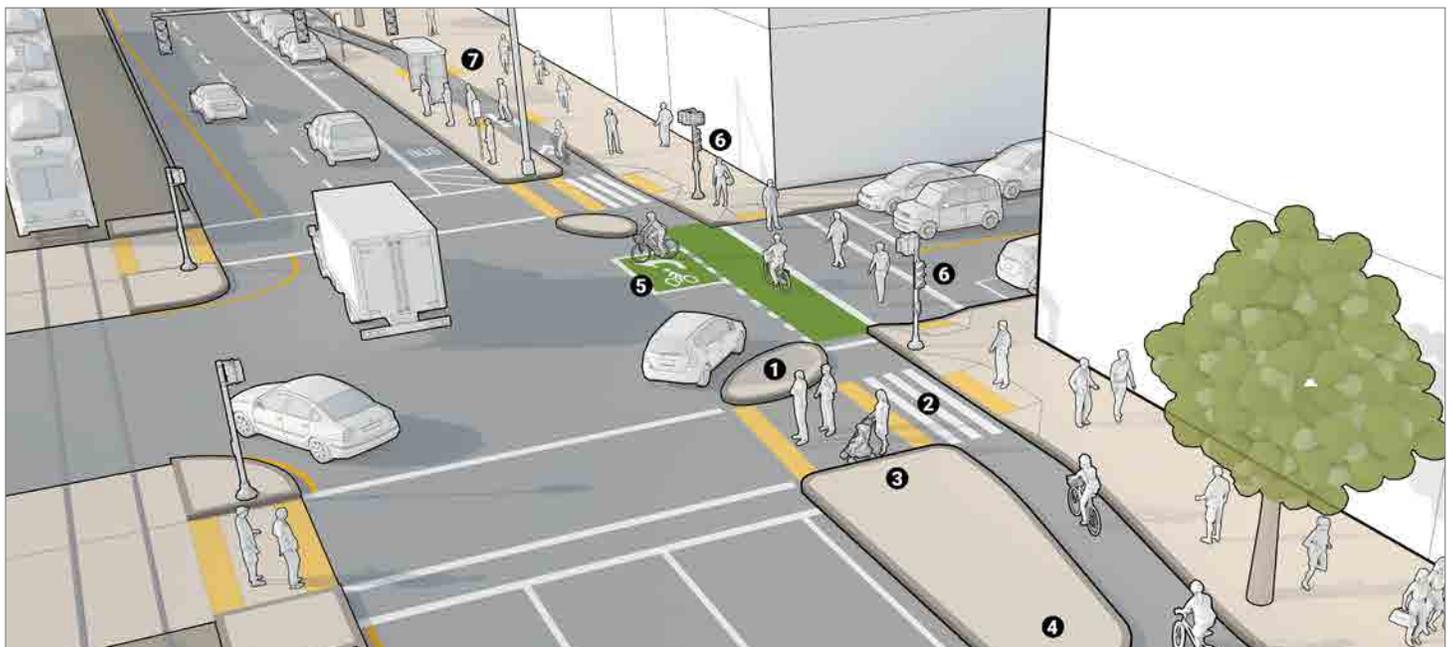
Depending on the type of project, Phase II may include any or all of the following design elements:

- Roadway or street reconstruction
- Parks and other civic spaces
- Storm drainage and utilities
- Green infrastructure and low-impact stormwater management facilities
- Multimodal transportation facilities, such as bus stops or transit stations
- Sidewalk improvements
- Bicycle facilities (bike lanes, shared lanes, signed routes, bicycle boulevards, separated bike lanes)
- Shared-use and recreational trails
- Safety spot improvements
- Traffic calming treatments
- Streetscaping and landscaping
- Pavement marking and signing
- Maintenance of traffic during construction
- Traffic signal and street light improvements/upgrades
- Special intersection treatments such as curb extensions
- Mid-block crossing design

- Topographic and right-of-way surveys
- Utility relocation
- Geotechnical investigations
- Other related transportation facilities.

The preparation of construction documents for transportation and urban design projects as mentioned in the RFQ, is about making connections within the built environment, movement between places, and people’s interaction with the urban fabric. This includes aesthetic treatments and finishes and the integration of public art to development of aesthetic amenities and pocket parks within the urban villages, and the age old design philosophy that “form follows function.” The TDG Team will draw on the expertise of its civil engineers, landscape architects, and urban designers to develop a design strategy that is context-sensitive and which creates comfortable and inviting public spaces, enhances safety, and speaks to the uniqueness of individual neighborhoods throughout the City of Hollywood.

The TDG Team’s expertise in civil engineering and urban design derives from a variety of disciplines to successfully implement a project. The TDG Team is keenly aware of the many aspects needed to create a functioning infrastructure that is a distinct place that provides for social interaction, economic growth and increased recreational opportunities. Most of our expertise includes various modes of travel, including bicycles,



- 1** The deflection island reduces motorist turning speeds and improves visibility between drivers, bicyclists, and pedestrians.
- 2** Bicyclists yield to pedestrians crossing the bike lane.
- 3** Islands reduce the overall crossing distance for pedestrians and create additional space for people to wait before.
- 4** Parking is restricted at the intersection to increase visibility between all users.
- 5** Bicyclists wait at a queue box to make left turns.
- 6** Bicycle traffic signals tell bicyclists when it is safe to proceed through the intersection
- 7** Bicyclists are routed behind the bus stop, and yield to bus passengers accessing the stop.

TDG-created multimodal conceptual design for Commonwealth Avenue in Boston, MA

pedestrians, transit, and motor vehicles within urban spaces. We understand how the modes interact with each other, which has proven to be useful in understanding how improvements for one mode may impact other modes and to weigh trade-offs to achieve modal balance.

## APPROACH

Our approach to prepare construction documents is to ensure that the plans meet the intent of the design and follow all the applicable design standards. TDG Team is fully aware of the FDOT design procedure and will prepare design drawings that are in compliance with the process where necessary. However, if a project does not require following the FDOT process, TDG Team will work with the City improve the efficiency of developing construction documents.

As part of the approach, the TDG Team will prepare a design report that outlines the design scope, intent, assumptions, and standards that the design will follow. Overall, the projects under this contract will be guided by urban design standards and best practices such as Hollywood, FL Code of Ordinances, FDOT Complete Street Implementation Plan, FDOT Green Book, NACTO *Urban Street Design Guide*, AASHTO standards, and Public Right of Way Accessibility Guidelines (PROWAG), to name a few. The TDG Team's varied backgrounds in planning, urban design, civil engineering, and landscape architecture, including a certified arborist, makes us uniquely qualified to handle the requested services in this category. Our experience with related projects like the Dillard Street design project in Winter Garden, FL, and Lynn Street Esplanade in Arlington, VA highlight some of our related experience in this category.

Given our knowledge of the area, we anticipate the following critical items will be important to consider in creating a safe, comfortable, and useful multimodal environment. This is not an exhaustive list, but rather identifies some elements the TDG Team has already started to consider based on our knowledge of the City.

Street alignment and geometry that meets the intent of the design process

- Locating curb extensions, and their associated signals, streetlights, fire hydrants, trees, sidewalk cafes, and other infrastructure in the public right-of-way
- Identifying constrained right-of-way situations, influenced by objects such as utility infrastructure, buildings, and other structures
- Identifying solutions to address heavy traffic movements and curb alignments at busy intersections and other high-traffic locations
- Identifying opportunities to address and improve

pedestrian conditions as well as bicycling conditions

- Identifying opportunities to provide safe access to parking spaces



Downtown concept for Sulphur Springs, TX developed by TDG staff

A key to a successful design project is understanding the design details associated with the facilities to be constructed and understanding how project elements interact with each other. The TDG Team will bring this understanding to any potential design projects issued under this contract. Depending on the actual design project, a host of potential services may be required. The following provides a general approach for a public infrastructure design projects.

## PHASE II APPROACH

Task 9 – Preliminary (30%) Design

Task 10 – Final (60%, 90% and 100%) Design

Task 10a – 60% Engineering Design

Task 10b – 90% Engineering Design

Task 10c – 100% Engineering Design

Task 11 – Right-of-Way Services

Task 12 – Bidding and Construction Administration Services

Task 13 – As-Built Drawings

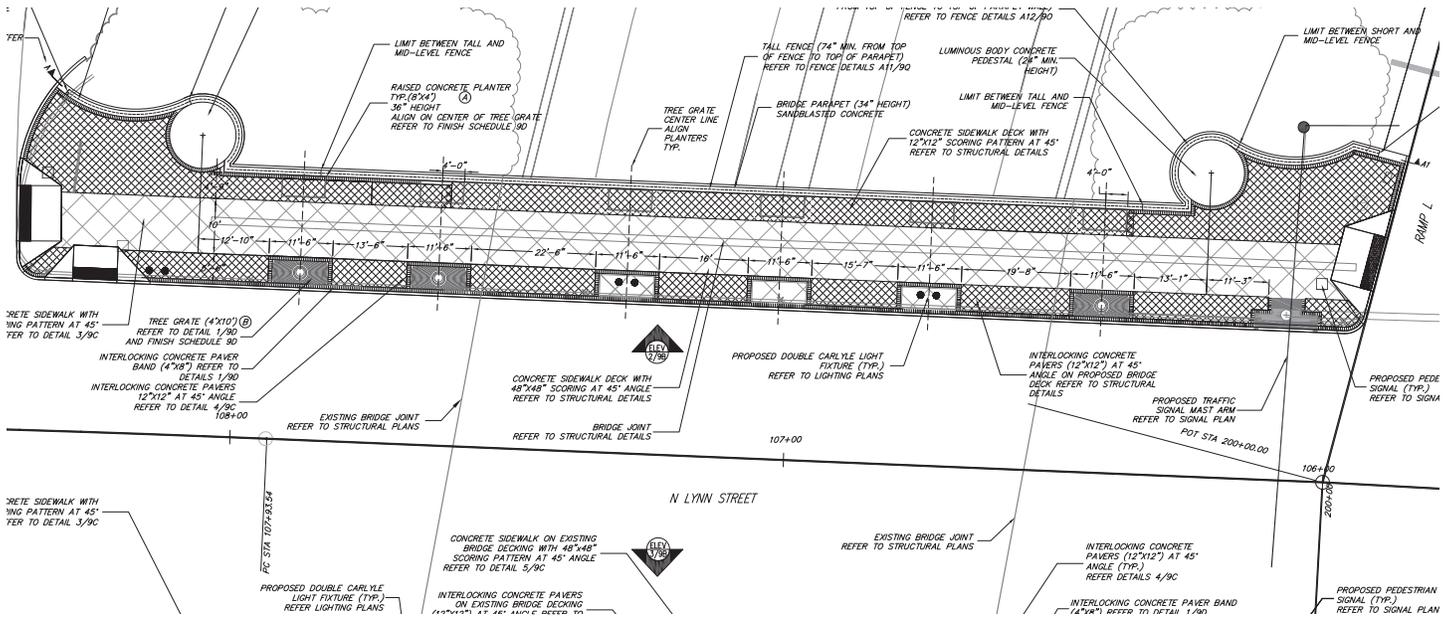
### Task 9: Preliminary (30%) Design

This task includes preparing a preliminary design package.

**Design Package:** TDG will conduct an engineering design effort that will result in a 30% design package for the project.

The 30% design documents will generally include the following:

- **Cover Sheet** – A standard cover sheet will be provided, showing location and vicinity maps, project title, owner and consultant information, and other information required by FDOT and local permitting agencies.



Final design documents for North Lynn Street in Arlington, VA (TDG project)

- **Geometric Layout** – Horizontal and vertical alignments will be developed as needed for construction of all roadway and roadside elements.
- **Typical Sections and Critical Cross Sections** - Typical sections for street or trail construction will be developed showing roadway and sidewalk widths, pavement design, side slopes and cross slopes at various locations as appropriate. Cross sections will be developed to show key features within the proposed work as needed.
- **Roadway Plans and Profiles (1" = 20' scale)** – Plan sheets will be developed and will show geometric information and annotation, pavements, roadway features, and incidental items such as curbing, sidewalks, curb ramps, etc. Drainage items will be shown as appropriate. Existing and proposed rights-of-way and easements will be shown as appropriate. The profile sheets will show the vertical profile, vertical profile annotation, and cross slope information as needed.
- **Drainage and Utility Plans** – General layout of existing and proposed storm drainage and stormwater management facilities and utilities will be shown. Coordination will be conducted with utility companies to identify relocation design that will be performed by the utilities.
- **Traffic Signal Plans** – Preliminary locations of new traffic signals and equipment will be shown, if required.
- **Landscape and Hardscape Plans** - TDG will prepare landscaping plans to include plan view sheets depicting general location of proposed planting and hardscaping materials.
- **Signing and Pavement Marking Plan** - Preliminary signing and pavement marking plans will be developed showing initial markings and significant signing changes.

- **Preliminary Cost Estimate**
- **Outline Specifications and Special Provisions**

**Task 9 Deliverables:**

- Design plans, outline specifications, and cost estimate submittals, two full-size plan sets

**Task 9 Assumptions:**

- The TDG Team will address any review comments received from the City and other reviewing agencies as a part of further developing the construction documents. A separate submission, solely for the purpose of responding to comments will not be required.
- Plans will be prepared in such a way that the package can be broken apart for phased construction of each segment of the overall project if desired.

**Task 10: Final (60%, 90%, and 100%) Design**

Once TDG receives feedback on previous design submissions from the City, TDG will continue to advance the design.

**Task 10a: 65% Engineering Design**

At this level, 30% design comments will be addressed and detailed design of the major project components will be conducted. The project's geometric design will include further refining horizontal, vertical, cross slope and edge geometrics. TDG will further refine the documents listed in Task 9 above. The following additional items will be provided at the 60% design stage:

- **General Notes and Legend Sheets** – A General Notes Sheet describing general project conditions and requirements will be provided, along with legend sheets depicting symbols

and abbreviations used throughout the plan set.

- **Drainage Plans** – Separate drainage plans showing layout of existing and proposed drainage and stormwater management facilities, drainage areas, and pertinent design information will be provided.
- **Traffic Signal Plans** – Signal plans will illustrate: intersection layout; pavement markings; signs; detection; location of signal heads; and signal pole location, number and type. A total of four sheets (Key Sheet, Tabulation of Quantities, Plan Sheet and Pole Schedule) will be developed for each intersection.
- **Erosion and Sediment Control Plans** – Erosion and sediment plans will show the limits of disturbance; general layout of silt fences, inlet protection, and other erosion control devices; and will include a general narrative describing site conditions, sequence of construction, and details as required to comply with state and local erosion and sediment control regulations.
- **Utility Plans** – General layout of existing utilities will be shown along with location of proposed utility relocations.
- **Maintenance of Traffic Plans** – Maintenance of traffic plans will be developed. The maintenance of traffic scheme will be conveyed in notes, schematic sketches, phasing plans, or a combination thereof, as appropriate.
- **Lighting Plans** - Lighting plans will include plan view sheets depicting component locations and necessary lighting details. The design will include possible street/pedestrian lighting, and supplemental intersection lighting if necessary. The design will be completed to County and FDOT standards, and other guides and recommended practices.
- **Roadway Cross Sections** - Cross sections will be developed to show the proposed work at 25-foot intervals along the portion of the corridor where physical modification of roadway features is required.
- **Landscape and Hardscape Plans** - TDG will prepare landscaping plans identifying location and species of trees and plants, and the layout hardscape materials. Schedule and details will be included.
- **Updated Cost Estimate**
- **Draft Specifications and Special Provisions**

**Coordination** –Based on the 30% design and subsurface survey potential utility conflicts will be identified. Utility test pits will be obtained and the design adjusted to avoid conflicts where possible. Coordination with utility companies will be conducted as necessary.

### Task 10b: 90% Engineering Design

Comments from the 60% engineering design review will be addressed. Construction plans will be finalized including the title

sheet, index of drawings, right-of-way data sheet, alignment data and layout sheets, maintenance of traffic plans, typical sections, general notes, quantity summary sheets, detail sheets, plan and profile sheets, signing and pavement marking plans, landscaping plans, lighting plans, artistic details, and cross sections.

TDG will further refine the documents listed in Tasks 9 and 10 above. The following additional items will be provided at the 90% design stage:

- Quantity Summary Sheets –Summary sheets will be developed in coordination with design plans and cost estimates to indicate the quantity of each pay item depicted in the design plans.
- Updated Cost Estimate
- Draft Bidding Documents per City of Hollywood requirements

**Final Quantity and Cost Estimate and QA/QC Review** – The TDG Team will provide the final design QA/QC check and furnish the plan assembly, an updated construction estimate, design notes and tabulations, specifications and final special provisions.

### Task 10c: 100% Design Package

TDG will address client and agency comments on the documents package as described in Tasks 9, 10a, and 10b above. No additional review comments are anticipated. Once all previous comments have been resolved, TDG will prepare a final bid-ready package suitable for the City's procurement of the construction contract. The TDG Team will provide assistance to City staff throughout the bidding process. This includes provide clarifications to potential bidders if they have any questions on the design, participating in meetings, preparing bid addenda, etc. If any design, material or construction process changes are suggested by the bidder, TDG Team will provide our professional opinion on the change and assist the City in making final decision.

### Task 10 Deliverables:

- Design review meetings, up to three total
- 60% Design plans, draft specifications/special provisions, and updated cost estimate
- Submittals, two full-size plan sets
- 90% Design plans, specifications/special provisions, and updated cost estimate, and draft bidding documents submittals, two full-size plan sets
- 100% Design plans, specifications/special provisions, and final cost estimate, and final bidding documents submittals, two full-size plan sets
- 100% design package electronic submittal of PDF and AutoCAD files

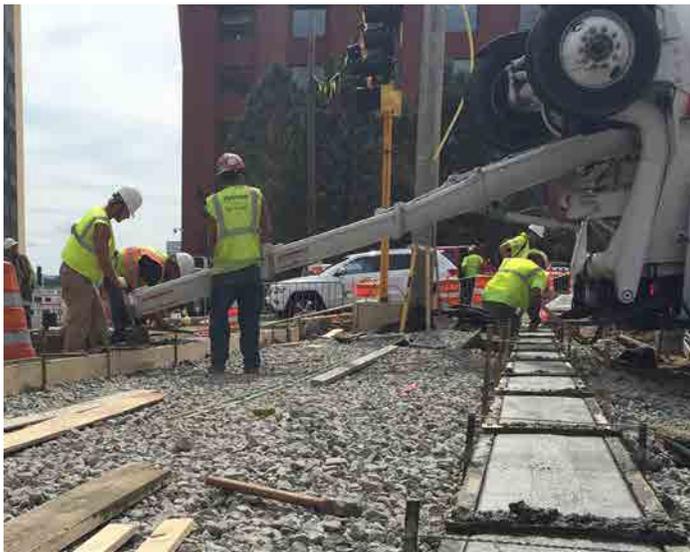
### Task 10 Assumptions:

Task 10 is based on the following assumptions in addition to those listed in Task 9:

- Meetings will include up to three design review meetings, which may include meetings with Broward County and FDOT representatives
- The final design plan set is expected to include drawings, based on a typical FDOT submission package.

### Task 11: Right-of-Way Services

If needed, work could include verification of property ownerships; determining proposed easement and right-of-way costs; and preparing required easement plats and legal descriptions for property acquisition.



Construction of separated bike lane in Saint Paul, MN (TDG project)

### Task 12: Construction Administration Services

During construction, the TDG Team will provide construction administration services which will include review of schedule and payment submittals, the TDG Team will review any change order requests and assist the city in making the final decisions on the requests. The TDG Team will assist the City in making sure that any design changes request during construction are reviewed thoroughly, and has minimal impact on the cost and schedule of the project.

### Task 13: As Built Drawings

In order to prepare as-built drawings, the TDG Team will make sure that the contractor keeps an accurate and up-to-date record of all design changes made during the course of the construction. If the design changes have not been made electronically by the contractor, the TDG Team will update all design drawings to ensure that upon completion, a set of true as-built drawings are prepared and presented to the City for record keeping.

## PROJECT 1: YOUNG CIRCLE DESIGN AND CONSTRUCTION

### UNDERSTANDING

TDG successfully completed the Young Circle Roadway Feasibility Study in May and June 2017. The study conducted two one-week charrettes that were designed for intense stakeholder interaction, as well as one-on-one meetings with business leaders, elected officials and residents. This process led to the development of the four-roundabout concept (referred to as the “Calm-Flow Option” during the feasibility study project), that was presented to the City Council on June 21, 2017. Our understanding is that the concept is supported by the vast majority of the City Council, residents and downtown businesses. Hence, it is our understanding that the final redesign of the Young Circle will closely follow the four-roundabout concept.

As the developer of the concept, the TDG Team is intimately familiar with the four-roundabout design. We know every small detail as well as the principles behind those details. Each project element was carefully selected to align with the community aspirations expressed by the residents and stakeholders at the two charrettes. Hence, we strongly feel that the TDG Team will be the best team to take the design forward to full construction documents while continuing to keep sight of the goals and aspirations of the stakeholders and the City.

Because the TDG Team prepared the initial concept for Young Circle, we are fully aware of what is required to push it through to the finish line. The concept must be vetted through detailed traffic analysis. Because the proposed concept changes the existing one-way circle to a two-way circle, the travel pattern in the circle and the surrounding street network is anticipated to change dramatically. In addition, while the existing Young Circle serves regional traffic on US Route 1, the initial four-roundabout concept is designed to change the character of the project corridor from a high speed vehicle-dominated environment to a highly pedestrian, family and business friendly setting. This change in character will likely change the perception of Young Circle and the surrounding area, and will have a tremendous impact on travel patterns. The TDG Team understands these nuances and will make sure that these anticipated travel pattern changes are taken into consideration when conducting the analysis to justify the design.

Because of Young Circle’s proposed change in character from serving regional traffic to a more pedestrian-friendly multimodal corridor serving local traffic, it may be prudent to pursue altering the designation of US Route 1 to Dixie

Highway. This will allow regional traffic, especially large WB-67 trucks to use Dixie Highway, and not the new roundabouts. Lower heavy vehicle traffic is expected to result in a safer environment in Young Circle while also reducing delay for regional truck traffic. If the City decides to pursue the change in designation, the TDG Team is fully capable to assist by providing necessary documentation, application and meeting with USDOT and FDOT staff, as necessary.

While the initial four-roundabout concept was well liked by many stakeholders in the City, further detailed traffic analysis and additional consultation with Broward County, MPO and/or FDOT staff are expected to result in further refinements to the design. If any changes are determined to add value to the design and/or address any safety or operational concerns, the TDG Team will incorporate the necessary changes to address those concerns. The goal of the TDG Team is to present the best possible solution to the City. We are confident that our design team has the technical and analytical skills necessary to deliver a successful project.



TDG-created conceptual rendering for Young Circle

## APPROACH

In order to take the Young Circle design project to the next step, the TDG Team will first make sure that all the necessary analyses are completed, and agencies having approval authority are on board with the proposed design. The most significant concern at this time will likely be the traffic circulation impact of converting the existing one-way circle to two-way circle and whether it will create significant traffic congestion or a

safety concern. TDG's approach to tackling the issue is to use innovative traffic data like cell-phone and Bluetooth data to determine the existing routing of the vehicle around the circle and in the neighborhood street network, and re-route the vehicles as required by the proposed design concept.

Another critical issue that needs to be addressed in this project is the ability to navigate around the proposed multiple roundabouts. The proposed conceptual layout has four single-lane roundabouts with by-pass lanes on the US 1 approaches. The roundabouts are an integral part of the solution due to their ability to act as a traffic claiming treatment, as well as improving pedestrian accessibility to the Arts Park in the middle of Young Circle. The TDG Team specifically includes one of the nation's leading experts in roundabout design to assist with the design, and ensure that appropriate design features and signing are incorporated. Hence, we are confident the TDG Team will be able to design very functional and safe roundabouts.

The eight existing parking pods located outside the traffic circle are another design challenge for Young Circle. They can only be accessed by a one-way driveway and creates a safety concern due to potential vehicle queue spill back onto the traffic circle. The TDG Team plans to better utilize the space by relocating some of the parking to the Arts Park side of the existing traffic circle and repurposing the parking pod area for outdoor seating space.

The TDG Team will carefully manage the agency approval process, and ensure that all stakeholder concerns are fully addressed as the design advances.

## Phase I: Conceptual Design and Feasibility Study

The Phase I tasks for the Young Circle project will follow the general design approach described on pages 54-56. The following sections describe the project specific details for Young Circle.

### Task 1: Kickoff and Project Manager

This task will follow the general description provided on page 55.

### Task 2: Data Collection/Survey

TDG will prepare a data collection plan and present it to the city for approval. The plan will include following, but not limited to the following tasks:

- Collect topographic, utility, right-of-way and geotechnical survey of Young Circle and surrounding roadway network
- Obtain 24-hour tube count data for two weeks on all key roadways in and around Young Circle. The tube count data will provide bi-directional traffic volume, vehicular classification and speed

- Verify the weekday AM and PM peak hour of the vehicular traffic based on the tube count data
- Collect turning movement counts, including bicycle and pedestrian counts, for all the intersections in Young Circle and surrounding roadway network during the weekday AM and PM peak hour
- Obtain cell-phone data from StreetLight that provides the routing of vehicles around the circle and in the surrounding roadway network. The cell-phone data will also be used to determine how much of the regional traffic uses US 1 through Young Circle so that the extent of traffic diversion can be quantified
- Obtain latest five-year crash data for all study intersections and surrounding roadway network. Police reports of the crashes will be sought to provide detail information that may help determine the cause of crashes
- The proposed changes will induce additional pedestrian, bicycle traffic and convert some existing motor vehicle trips into walking, bike, and transit trips
- The area will attract redevelopment that will focus on pedestrian, bike, and transit modes
- Transit routes will be less circuitous, helping to reduce headways, pedestrian access to bus stops will be easier, waiting areas will be more comfortable, and destinations will be closer and more convenient due to redevelopment, which will increase modal splits and ridership
- Local trips that currently use the Circle will re-route to more convenient routes along the realigned 17<sup>th</sup> Avenue as well as other north-south connections, further east, that will be restored to the east of the Circle along Hollywood Boulevard
- Analyze the Circle using the existing and future volumes to determine the changes to travel time, waiting time at intersections (Level of Service (LOS)), queuing, and volume-to-capacity ratio

### Task 3: Detailed Traffic Analysis and Qualitative Assessment

Based on the understanding of the existing traffic flow patterns using the data collected above, TDG will estimate the likely AM and PM traffic flow and routing of the preferred concept at the intersections and along the relevant streets, taking the following principles into consideration:

- Some of the regional traffic will re-route to alternate roadways due to changes in the character of Young Circle from high-speed highway to low-speed, pedestrian focus, downtown street (such 21<sup>st</sup> Avenue and Dixie Highway, especially for trucks)
- Shorter and direct routes for many of the routes due to proposed circulation of the preferred concept will change the existing driving patterns in and near the Circle, effectively lowering the traffic counts at all of the intersections (because with two-way operations, motorists will not be required to travel through as many intersections as they were with the former one-way operations)
- Conduct analysis for the existing conditions scenario. Evaluate level of service, delay and queuing results using the HCM based analysis and VISTRO software. If needed, conduct PTV VISSIM as a supplement to this evaluation
- Estimate the level of traffic stress for cyclists using the Circle under the existing and future conditions
- Estimate the level of comfort and convenience for pedestrians to walk to and from the park and around the circle under the existing and future conditions
- Analyze the amount of shade along the sidewalks around the Circle under the existing and future conditions (with awnings and shade trees)
- Quantify motor vehicle and bicycle parking proposed for the existing and future conditions
- Quantify the square footage of space available for outdoor dining and programming by adjacent businesses in the existing and proposed conditions



Rendering for the Country Club Corridor in Spartanburg, SC (TDG project)

- Quantify the seating, rest, and art opportunities (not including the unchanged park) in the existing and proposed conditions
- Estimate the change in maintenance costs between the existing and proposed intersections
- Assess the change to the aesthetics, image, and identity of the Circle with the existing and proposed conditions
- Compare and contrast the existing and proposed conditions in terms of fulfilling the desired role of the Circle with Joseph Young’s original/historic intent for the downtown
- Assess the existing and proposed conditions for emergency services
- Assess the existing and proposed conditions for flexibility and ability for accommodating special events and parades
- Compare and contrast the square footage of impervious surfaces dedicated the existing and proposed conditions (not including the unchanged portions of the park) for pedestrian facilities, bicycle facilities, motor vehicle parking facilities (i.e., aisles and parking spaces), general purpose lanes, and landscaped areas

#### Task 4: Conceptual Layout

The preliminary layout prepared as part of the previous Young Circle Roadway Feasibility Study only includes one quadrant of the circle. In this task order the topographical survey of the area will be used to develop CAD drawings of the four-roundabout option for the entire circle and the surrounding network so that a more accurate impact of the concept can be quantified. The updated conceptual layout will incorporate any modifications that may be recommended as a result of the detailed traffic analysis and further coordination with Broward County, the MPO, and FDOT.

#### Task 5: Renderings and Preliminary Landscape Design

Because the proposed four-roundabout concept is a significant change in character of Young Circle, renderings will help visualize the layouts and convey the message more convincingly. This task will incorporate preliminary landscape design in the rendering to ensure that it accurately reflects the types of hardscape and plantings that can be incorporated in the design.

#### Task 6: Public and Stakeholder Involvement

TDG Team expects to conduct additional public engagement and meetings with stakeholders to present the full conceptual layout of the Young Circle project. A series of public meetings, either stand-alone or in conjunction with on-going local events, can be organized to gain feedback from the public. Stakeholder involvement may include:

- Pop-up booth at local Farmer’s Market or other festivals may be setup to get wide input
- Setup online survey and distribute it to the public as

widely as possible to solicit comments on the proposed concept. TDG is able to provide both English and Spanish version of the survey, if needed

- Prepare a report to document and summarize the outcomes of the public engagement



Complete Streets event in Minneapolis, MN (TDG project)

#### Task 7: City/MPO/FDOT Coordination

During the course of developing the preliminary concept for Young Circle, specific meetings with Broward County, the MPO and FDOT staff was not conducted. TDG Team anticipates meeting them as part of the coordination effort to solicit their feedback and address their concerns.

#### Phase II: Construction Drawing and Administration

After the approval of the final concept for Young Circle and authorization for preparation of construction drawing, TDG Team will prepare a detailed scope of services and fees for Phase II of the project. It is our understanding that the construction drawing would follow the FDOT design procedure as Young Circle serves both US 1 and SR 820 (Hollywood Boulevard). The preparation of the construction drawing and administration will follow the tasks described in page 60:

Task 9 – Preliminary (30%) Design

Task 10 – Final (60%, 90% and 100%) Design

Task 10a – 60% Engineering Design

Task 10b – 90% Engineering Design

Task 10c – 100% Engineering Design

Task 11 – Right-of-Way Services

Task 12 – Bidding and Construction Administration Services

Task 13 – As-Built Drawings

# PROJECT 2: EAST-WEST STREET CIRCULATION AND STREETScape DESIGN

## UNDERSTANDING

City of Hollywood is well known for its 2.5-mile boardwalk along the Atlantic Ocean. The award-winning boardwalk is frequented by tourists and residents alike. It has more than 80 restaurants, boutiques, shops, three oceanfront resorts, three parks, and nearly 30 small hotels. This high density of retail and entertainment land-uses generate a significant level of vehicular, pedestrian and bicycle traffic in the neighborhood every day.

Located on the narrow island between the Florida Intercoastal Waterway and the Atlantic Ocean, the beach area is served by a series of short east-west streets that are approximately 500 feet long and have 40-foot rights-of-way. The streets are spaced approximately 200 feet apart and are currently designed as alternating one-way streets. This circulation puts a lot of vehicular pressure on N. Surf Road, which is the north-south street closest to the boardwalk. N. Surf Road only has a 15-foot right-of-way and functions more like an alley. N. Surf Road also serves as the loading zone for the restaurants on the boardwalk. This creates safety and circulation challenges on the street. These physical and geometric constraints create extensive delays and traffic circulation issues, especially during the weekend and large events at the beach.

The City is currently implementing a streetscape project and the Sage Beach project on the east-west streets as part of

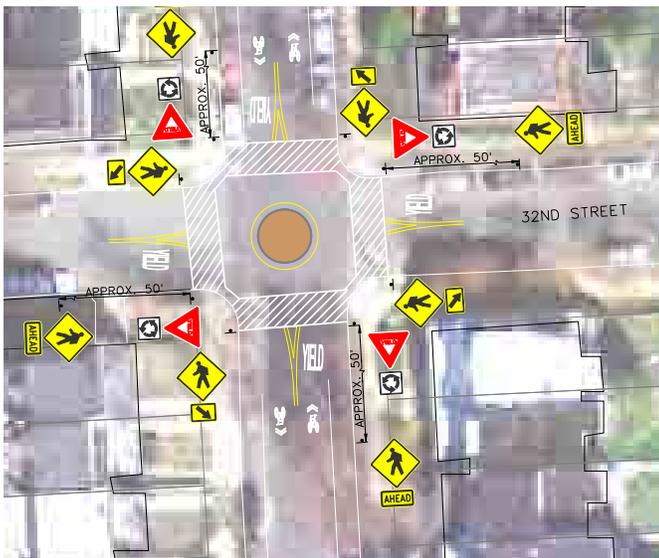
the 2015-2019 Capital Improvement Plan (CIP). The projects will update the hardscape, landscaping, and irrigation of the street. In addition, the project includes public restrooms, streetend parking, and marine turtle friendly street lighting. The total project cost is anticipated to be \$43 million.

## APPROACH

The TDG Team specializes on solving complex urban design, streetscape and traffic circulation challenges. Our approach is based on first understanding the core reasons for the existing issues faced by the community and the transportation network. We make a special effort to understand the values of the community and key items they wish to preserve. We then use our extensive nationwide experience and familiarity with state-of-art treatments to tailor solutions that address the critical transportation issues while also meeting community and stakeholder goals.

In case of the east-west streets at the beach, for example, a potential solution can be a shared-street design. Shared-streets are two-way streets with only one travel lane in the middle and intermittent on-street parking that allows cars to pass. This design slows the speed of vehicles and allows the pedestrians to walk in the middle of the street, hence potentially extending the pedestrian zone of the boardwalk. Because the east-west street is now two-way, the vehicular pressure on N. Surf Road could be significantly reduced. The TDG Team will bring this and other ideas to the table for discussion to ensure that the City is comfortable with the approach.

TDG understands that the City is currently investing resources on the east-west streets as part of the CIP projects mentioned



Concept and constructed traffic circle on Guilford Avenue in Baltimore, MD (TDG project)

above. The design and construction of the project is already underway. The TDG Team will work with the existing design and physical constraints to identify how the proposed traffic circulation solution can be implemented with minimal re-design and/or construction.

The east-west traffic circulation and streetscape design project will follow the general design approach described in pages 54-63 with the following exceptions:

## Phase I: Conceptual Design and Feasibility Study

### Task 1: Kickoff and Project Management

This task will follow the steps described on page 55

### Task 2: Data Collection/Survey

- Collection of traffic volume during the weekend and special events will be the focus for this project
- MioVision cameras will be installed on N. Surf Street to video the interaction between circulating vehicles and loading zone traffic
- An online survey will be prepared to get feedback of existing concerns from residents and business owners at the beach



Proposed conditions (modeled in Synchro) to determine impacts on vehicle delay for New Castle Avenue (DE-9) in Wilmington, DE (TDG project)

### Tasks 3 and 4: Conceptual Layout, Planning and Traffic Analysis

- Obtain the design plans for the east-west street project
- Prepare conceptual layouts of potential solutions for the east-west streets while ensuring minimal design changes to the CIP design. The layouts will take the businesses and visitors concerns into consideration. For example,

if parking is identified as major issue, the TDG Team will assess the area to determine ideal location for structured parking, if applicable. The concept will be evaluated against the planning goals and community aspirations for the area, which will likely include enhancing the economic vibrancy of the area, improving the pedestrian and bicycle realm, providing better traffic circulation, etc.

- Traffic analysis of the potential solutions will be conducted if it's found to be a concern. The analysis will take into consideration the re-routing of existing traffic based on proposed changes to the traffic circulation of the area, etc.
- Based on the analysis, the TDG Team will recommend a design solution for the east-west streets at the beach



Conceptual board created by TDG for the Capital City Bikeway in Saint Paul, MN

### Tasks 5 and 6: Rendering and Public Engagement

The tasks described on page 57 will be performed for this task order, as needed.

### Task 7: City/Broward County/FDOT Approvals

It is our understanding that the east-west streets are within city's jurisdiction. Hence, approvals from Broward County or FDOT is not required. However, if any such approvals are needed from other county or state departments (for example due to traffic impact on A1A), the TDG Team is capable of providing assistance to obtain such approval.

### Task 8: Funding Assistance

The tasks described on page 58 will be performed for this task order, as needed.

## Phase II: Construction Drawing and Administration

The east-west streets project is anticipated to follow the City of Hollywood standard design procedure. Hence, the detailed outlined in general section for FDOT procedures likely won't be needed.

### Task 9: Preliminary (30%) Design

- Prepare proposed layout of all the east-west streets in the project scope
- Prepare drawings of typical sections, roadway width, on-street parking, landscape, drainage, street lighting, etc.
- Coordinate the design with various City departments, and other stakeholders so that all are in agreement with the design details of the preferred alternative
- Submit a full set of 30% design plans to the City for comments

### Task 10: Final Design 90% and 100% Plans

Due to the relatively short block lengths, and consistent right-of-way, we currently do not think a 60% design plan submittal is necessary. This will reduce the cost of the project and expedite the schedule. However, if the City determines that 60% design plans are needed, the TDG Team will prepare such plans and present them for review.

- Comments from the 30% engineering design reviews will be addressed
- Finalized construction plans including the title sheet, index of drawings, right-of-way data sheet, alignment data and layout sheets, maintenance of traffic plans, typical sections, general notes, quantity summary sheets, detail sheets, plan and profile sheets, signing and pavement marking plans, landscaping plans, lighting plans, artistic details, and cross sections
- Submit a full set of 90% design plans to the City for comments
- Submit a full set of 100% design plans for bidding

### Task 11: Right-of-Way Services

This task is not anticipated to be required for this project.

### Task 12 and 13: Construction Administration Services and As-Built Drawings

The tasks described on page 63 will be performed for this task order, as needed.

## PROJECT 3: DOWNTOWN STREET RECONFIGURATION

### UNDERSTANDING

The downtown scene of Hollywood is vibrant and active. It has a mix of retail, office, hotel and high-density residential development which all contribute to the energy of the area. The area has a good street grid network that allows traffic to distribute evenly. The availability of the grid network also gives the opportunity to make significant changes to any of the street typical cross sections as the traffic can naturally re-distribute to other streets. Given our expertise in preparing numerous streetscape designs for downtown streets around the country, our expertise in traffic analysis, and the existing grid network in downtown, we are confident that we can find appropriate solutions for the downtown streets.

The five-year Capital Improvement Plan (CIP) for the downtown district of the City identifies four projects for future corridor redevelopment. They are 1) converting Federal Highway, north of Young Circle, into a Complete Street, 2) a road diet on Tyler Street, 3) converting Hollywood Boulevard into a pedestrian mall, and 4) converting Florida East Coast Railway (FEC) corridor into a Complete Street. In addition to these projects, TDG had identified potentially extending Hollywood Boulevard from 17<sup>th</sup> Avenue to Young Circle and realigning and converting 17<sup>th</sup> Avenue to two-way circulation.

All the projects identified above have significant impact on the operation and safety of the street network. We are fully aware of the challenges of converting these high-speed automobile-dominated streets into Complete Streets that are safe for bicycles and pedestrians. The TDG Team is committed to make these streets welcoming to families with children and tourists alike. We also know that converting these streets will boost the local economy.

### APPROACH

Our approach for the downtown street reconfiguration project is to first understand specific concerns of the existing condition of the streets and the surrounding network. We will conduct a detailed analysis to verify and quantify the existing issues in the area. We will then work closely with key stakeholders and the public to find the most appropriate solutions while adhering to Complete Streets principles. We will look to incorporate state-of-the-art innovation in downtown Hollywood, which may include protected bike lanes, protected intersections to improve safety for both bicyclists and motorists, raised intersection to slow vehicular speed, valley gutters to change the character

of the street, back-in parking to increase safety, bio-swells to filter stormwater, curb extensions to reduce pedestrian crossing distance, reduced lane width or even eliminating travel lanes where possible, etc.

The TDG Team will analyze the traffic impact of these changes and conduct a detailed traffic analysis that is in compliance with the requirements of the FDOT Traffic Engineering Manual. This will entail collecting both traditional and innovative traffic data and analyzing the existing and proposed conditions. In addition, long-term traffic impacts will also be analyzed. The TDG Team includes several staff that are capable of conducting traffic simulation models, which can be incorporated as part of the project scope, if needed.

The following tasks are outlined to provide a general guideline of how the TDG Team will approach the project. The scope can be updated to address any specific issue that may be raised by FDOT and/or Broward County staff.

## Phase I: Conceptual Design and Feasibility Study

### Task 1: Kickoff Meeting and Project Management

The tasks described on page 55 will be performed for this task order, as needed.

### Task 2: Data Collection/Survey

The downtown street reconfiguration project is anticipated to require extensive traffic data collection. Depending on the project's specific study area, TDG will collect traffic data outlined on pages 55-56. This includes both traditional traffic counts like ADT and turning movement counts to innovative data like cell-phone and Bluetooth data. Topographical, right-of-way and utility survey of the study area will also be conducted as part of the task order.

### Task 3 and 4: Conceptual Layout, Planning and Traffic Analysis

- Any changes to the configuration of the downtown street network in Hollywood are anticipated to have significant traffic impact. This can potentially include road diets, on-street parking changes, one-way to two-way street conversions, etc. Based on the input from the public and City officials, the TDG Team will prepare conceptual layouts of various options that will address the issues raised. These layouts will be evaluated against the goals of the project.
- TDG will conduct a traffic operational analysis of existing and future condition of the streets to determine the

impact of the project. The analysis will be based on HCM methodology and include vehicular, bicycle and pedestrian Level of Service. The analysis will be conducted using PTV VISTRO software which assists in trip assignment so any changes in the travel pattern can be modeled accurately. TDG is also capable to conduct PTV VISSIM micro simulation analysis if needed to quantify complex traffic operation. The TDG Team will use traditional models like HCS and SYNCHRO/SimTraffic as needed.

- TDG will prepare a traffic report with existing and future traffic conditions, conceptual layouts, existing and future traffic pattern changes, anticipated delays and queues, etc.

## Tasks 5 – 8 : Renderings, Public Engagement, City/FDOT Coordination and Funding Assistance

The TDG Team is capable of conducting all the tasks outlined on pages 57-58 for the downtown street reconfiguration project.

## Phase II: Construction Drawing and Administration

The preparation of construction documents and administration for majority of the downtown street reconfiguration projects is anticipated follow FDOT design procedures. These procedures are described on pages 62-63, which include preparing 30%, 60%, 90%, and 100% design packages. The TDG Team will follow these procedures and provide construction administration, right-of-way services, and as-built drawings, as needed for the project.



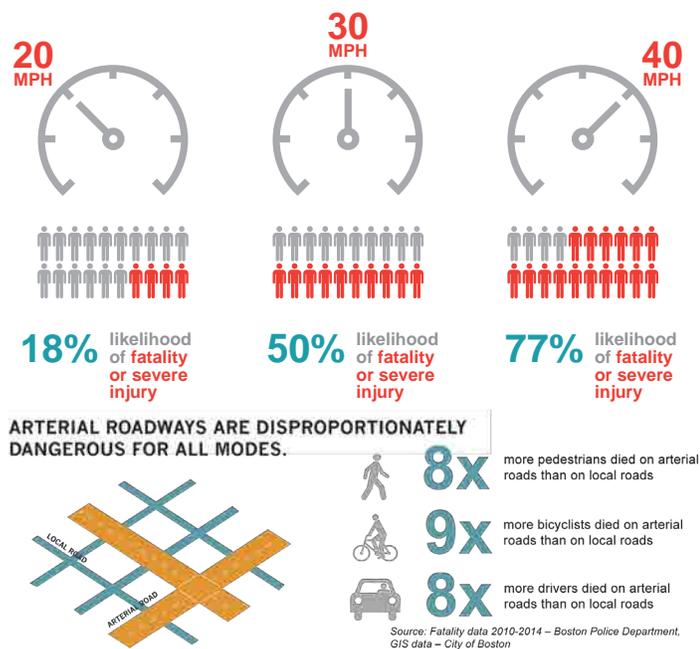
TDG staff member performing fieldwork in Montgomery County, MD

In addition to the scope of services outlined in this proposal, the TDG Team is able to provide several additional services that they City may need in the future. These include:

### Multimodal Transportation Planning

Planners at TDG transform communities into more walkable, bike-friendly places one corridor, neighborhood, city, county, region, and state at a time. We are creative multimodal transportation planners committed to meaningful public engagement, data-driven recommendations, and ambitious implementation strategies that reflect a community's values and priorities. TDG's core planning services include:

- Local, regional and statewide plans for pedestrians, bicyclists, trail development, bike share feasibility, transit access
- Community and stakeholder engagement that is dynamic, meaningful, transparent, and accessible to all
- Corridor studies addressing roadway design, transportation, economic development and land use
- GIS analysis and data collection; quality/level of service analysis, demand modeling and forecasting, and network optimization
- Performance measures, prioritization processes, and strategic plans that turn ideas into action
- Vision Zero and traffic safety plans, programs and policies; Safe Routes to Schools programs; and Open Streets events



TDG safety improvement project experience includes Vision Zero action plans

### Research and Training

Engineers, planners, landscape architects and urban designers at TDG share proven solutions and recommendations that are grounded in the latest research, best practices, and

most current techniques available in the field. We create many of the tools and resources that become the industry standard, often in collaboration with the Federal government, universities and technology transfer experts. Our trainers are certified by the National Complete Streets Coalition, National Association of City Transportation Officials, National Center for Safe Routes to School, National Highway Institute, and others. TDG's core research and training services include:

- Multimodal design best practices
- Data collection and analysis of crashes including crash types, crash locations, and predictive and explanatory crash models
- Comprehensive literature reviews and best practice compilations, including international scanning and research
- Survey design and implementation for qualitative and quantitative data gathering, public involvement and preference surveys
- Before and after project evaluations, including analysis of behavior change and user perspectives
- Development and delivery of training courses on topics such as Complete Streets, bike facility design (including separated bike lanes and protected intersections), Safe Routes to School, and walking/biking audits

### Bike Share System Planning and Design

TDG is one of the nation's premier firms in assisting cities plan for and implement bike share programs. Bike share has started to become an integral solution to reduce reliance on automobile trips for running short errands in an urban setting. Realizing that there is limited ability to add capacity to existing streets, cities are turning to implement bike share programs to encourage residents and visitors to use bikes for relatively short trips. TDG is currently working with several cities around the country to implement these systems.

### Structural and Municipal Engineering

IBI Group is a full-service engineering firm that can provide wide range of engineering and planning services. This includes structural and municipal engineering services which will be available to the City, if needed. If any of the final designs require large culverts, bridges, water treatment facilities, etc., the TDG Team will be able to provide these designs as needed.

Other services the TDG Team can provide include:

- Electrical engineering
- Mechanical engineering
- IT and communication systems engineering
- Transit oriented development plans
- Land-use and master plans



# Evidence of Insurance Coverage

The Toole Design Group (TDG) Team acknowledges the insurance requirements set forth in Section XIV of the request for qualifications. We are able to meet these minimum requirements.







**CITY OF HOLLYWOOD  
COMMUNITY REDEVELOPMENT AGENCY**

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**ADDENDUM NUMBER 1**

Date: **8/24/2017**

FOR: **RFQ for Traffic Engineering Services**  
FILE NUMBER: **CRA 17-020**

ALL BIDDERS BE ADVISED OF THE FOLLOWING CHANGES TO THE ABOVE REFERENCED PROJECT AS LISTED BELOW:

This addendum is issued as part of the Bidding Documents for the above described project. The changes incorporated in this addendum shall be considered as a part of the documents and shall supersede, amend, add to, clarify, or subtract from those conditions shown in the original documents dated August 8, 2017. The bidder shall coordinate all modifications herein with all trades and disciplines related to the work. The Bidder shall acknowledge receipt of this addendum on the Bid Form by addendum number and date. Failure to do so may subject Bidder to disqualification.

**CLARIFICATION**

**Question 1:** In Section II, Scope of Services, field tests and laboratory tests are included with traffic engineering and data collection. Will Geotechnical services be required?

**Clarification:** It is not mandatory, points will not be given or taken for this service.

**Question 2:** In Section VI, Submittals, letter d, we are required to provide a list and description of similar projects performed within the last five (5) years, and in Section V, Initial Selection Criteria, #5 requires similar projects within the last four (4) years. Which is correct?

**Clarification:** Section V, Initial selection criteria, #5, should reflect five years (5).

**Question 3:** In Section VI, Submittals, letter g, estimated hours for each member of the team are required. Since this is a general contract, are you looking for percent availability?

**Clarification:** Yes, percentage is fine.



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**ADDENDUM NUMBER 1**

**Question 4:** Under Section VII. Oral Presentation, it mentions schematic drawings with floor plans. Please confirm if this requirement is for traffic engineering services.

**Clarification:** No drawings are necessary.

**Question 5:** Section VI Submittals; Profile of Consultant; Item D. Requests a list of projects completed within the past five years. The information requested on each project (name and telephone number of contact, role, and dollar amount), is similar to the information required within the SF330, Section F. Can vendors reference the evaluation team to the SF330 section to meet the requirements of Section D, or should vendors repeat this information within section D.

**Clarification:** A reference to the SF330.

**Question 6:** Section VII. Oral Presentation. This section states that shortlisted firms are expected to provide schematic design drawings and an estimated probable cost of construction at the Oral Presentation. Can the CRA confirm whether this deliverable is required under this contract? If so, can the CRA clarify what proposed project they'd like vendors to utilize for this requirement.

**Clarification:** No schematic design drawings or estimated probable costs are necessary.

**Question 7:** VI. Submittals: Standard Forms 330 (page 10 of RFQ) Does the City want complete and separate SF330 Parts I&II for both the prime firm and the subconsultants?

**Clarification:** Only for prime firm.

**Question 8:** VI. Submittals: Profile of Consultant, d. list and description of engagements (page 10 of RFQ) Are these projects required in addition to the 10 projects included in the SF330 Part I Section F: Example Projects?

**Clarification:** No, they can be the same.

**Question 9:** VI. Submittals: Profile of Consultant, f. staff experience in conducting similar projects (page 10 of RFQ) Is this project experience/educational background information required in addition to the full page resumes included in the SF330 Part I Section E: Resumes of Key Personnel?



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**ADDENDUM NUMBER 1**

**Clarification:** No.

**Question 10:** VI. Submittals: Profile of Consultant, g. organization of staff and estimated hours for each member (page 11 of RFQ)

- a) Is the organization of staff required in addition to the organizational chart included in the SF330 Part I Section D: Organizational Chart?

**Clarification:** No.

- b) Given that this is an oncall contract, how should the estimated hours for each member of the team be calculated?

**Clarification:** Percentage estimates.

+

ALL OTHER TERMS, CONDITIONS AND SPECIFICATIONS SHALL REMAIN THE SAME.

THIS ADDENDUM SHALL BE ATTACHED TO THE CONTRACT DOCUMENTS AND THE RECEIPT OF THE SAME SHALL BE NOTED IN THE PROPOSAL IN THE SPACE PROVIDED.

Moshe Anuar, P.E., Senior Coastal Project Manager  
Community Redevelopment Agency



**CITY OF HOLLYWOOD  
COMMUNITY REDEVELOPMENT AGENCY**

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**ADDENDUM NUMBER 2**

Date: **8/31/2017**

FOR: **RFQ for Traffic Engineering Services**  
FILE NUMBER: **CRA 17-020**

ALL BIDDERS BE ADVISED OF THE FOLLOWING CHANGES TO THE ABOVE REFERENCED PROJECT AS LISTED BELOW:

This addendum is issued as part of the Bidding Documents for the above described project. The changes incorporated in this addendum shall be considered as a part of the documents and shall supersede, amend, add to, clarify, or subtract from those conditions shown in the original documents dated August 8, 2017. The bidder shall coordinate all modifications herein with all trades and disciplines related to the work. The Bidder shall acknowledge receipt of this addendum on the Bid Form by addendum number and date. Failure to do so may subject Bidder to disqualification.

**CLARIFICATION**

**Question 1:** Addendum #1 states that receipt of the addendum shall be acknowledged on the Bid Form by addendum number and date, and failure to do so may subject Bidder to disqualification. However, I did not see a bid form or any other place to acknowledge receipt of addenda included with the original RFQ.

**Clarification:** No Bid Form was included on the RFQ; however, please include a copy of the addenda and state that they were acknowledged.

ALL OTHER TERMS, CONDITIONS AND SPECIFICATIONS SHALL REMAIN THE SAME.

THIS ADDENDUM SHALL BE ATTACHED TO THE CONTRACT DOCUMENTS AND THE RECEIPT OF THE SAME SHALL BE NOTED IN THE PROPOSAL IN THE SPACE PROVIDED.

Moshe Anuar, P.E., Senior Coastal Project Manager Community Redevelopment Agency



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Indiana Street and the boardwalk Hollywood, FL

photo credits: flickr Phillip Pessar