

RESOLUTION 23-226

A RESOLUTION TO AWARD THE ENGINEERING SERVICES FOR THE PETER JENKINS GREENWAY CONNECTOR GRANT

WHEREAS, the City of Spring Hill Board of Mayor and Aldermen approved Resolution 21-156 to apply for the Transportation Alternative Program for the Peter Jenkins Greenway Connector through TDOT on September 7, 2021; and

WHEREAS, the City of Spring Hill, Board of Mayor and Aldermen approves acceptance of the TAP grant award of \$1,471,459.50 from TDOT with a match of \$294,291.90; and

WHEREAS, the City of Spring Hill requires engineering services for the Peter Jenkins Greenway Connector grant; and

WHEREAS, the City publicly advertised a Request for Qualifications with an opening on August 10, 2023 for engineering services for the Peter Jenkins Greenway Connector grant: and

WHEREAS, the Parks and Recreation Commission reviewed the five (5) RFQ submittals and scored them individually using our evaluation matrix; and

WHEREAS, based on the scores from the evaluation matrix, the Parks and Recreation Commission submits a favorable recommendation to award the engineering services for the Peter Jenkins Greenway Connector grant to Kimley-Horn.

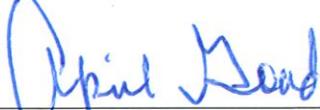
NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill, Board of Mayor and Aldermen awards the engineering services for the Peter Jenkins Greenway Connector grant to Kimley-Horn.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of November, 2023.



Jim Hagaman, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney

Peter Jenkins Greenway Connector - Professional Services

Name of Evaluator: Commissioner 1

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	28	35	28	28	28
II. Knowledge of project grants and experience with submissions and administration	20	20	20	20	20
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	20	16	16	20	20
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	16	8	12	20	20
TOTAL	84	79	76	88	88

Name of Evaluator: Commissioner 2

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided					
II. Knowledge of project grants and experience with submissions and administration					
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control					
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm					
TOTAL	0	0	0	0	0

Name of Evaluator: Commissioner 3

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn

I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	21	28	21	21	28
II. Knowledge of project grants and experience with submissions and administration	15	15	20	15	20
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	12	12	12	12	12
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	16	16	16	16	16
TOTAL	64	71	69	64	76

Name of Evaluator: Commissioner 4

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	28	28	28	28	21
II. Knowledge of project grants and experience with submissions and administration	25	20	20	20	20
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	12	16	16	16	12
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	16	8	12	16	12
TOTAL	65	72	76	80	65

Name of Evaluator: Commissioner 5

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	21	28	28	28	28
II. Knowledge of project grants and experience with submissions and administration	15	25	20	20	25

III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	8	16	12	12	16
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	12	16	16	16	16
TOTAL	56	85	76	76	85

Name of Evaluator: Commissioner 6

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	28	28	35	28	28
II. Knowledge of project grants and experience with submissions and administration	20	20	20	20	25
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	20	16	16	16	20
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	12	12	12	16	16
TOTAL	80	76	83	80	89

Name of Evaluator: Commissioner 7

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	21	28	28	28	28
II. Knowledge of project grants and experience with submissions and administration	20	25	20	20	25
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	16	16	12	16	16

IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	20	16	16	16	12
TOTAL	77	85	76	80	81

**Peter Jenkins Greenway Connector - Professional Design Services
Parks and Recreation Commission Cumulative Scoring**

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	147	175	168	161	161
II. Knowledge of project grants and experience with submissions and administration	115	125	120	115	135
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	88	92	84	92	96
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	92	76	84	100	92
TOTAL	147.3333333	156	152	156	161.3333333

Peter Jenkins Greenway Connector - Professional Services

Name of Evaluator: Staff Member 1

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	21	35	35	28	35
II. Knowledge of project grants and experience with submissions and administration	0	25	15	15	25
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	12	12	8	4	12
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	8	16	8	4	12
TOTAL	41	88	66	51	84
	5	1	3	4	2

Name of Evaluator: Staff Member 2

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	21	28	21	28	28
II. Knowledge of project grants and experience with submissions and administration	10	20	15	15	20
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	10	16	12	16	16
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	12	16	12	12	12
TOTAL	53	80	60	71	76
	5	1	4	3	2

Name of Evaluator: Staff Member 3

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	21	35	21	28	35

II. Knowledge of project grants and experience with submissions and administration	5	25	15	15	25
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	12	16	12	16	16
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	8	16	12	16	20
TOTAL	46	92	60	75	96
	5	2	4	3	1

*** Staff Evaluation Committee Cumulative Scoring**

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	63	98	77	84	98
II. Knowledge of project grants and experience with submissions and administration	15	70	45	45	70
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	34	44	32	36	44
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	28	48	32	32	44
TOTAL	46.666667	86.666667	62	65.666667	85.333333
	4	1	2	3	1

*** Parks and Recreation Commission Cumulative Scoring**

Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	147	175	168	161	161
II. Knowledge of project grants and experience with submissions and administration	115	125	120	115	135
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	88	92	84	92	96
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	92	76	84	100	92

TOTAL	147.33333	156	152	156	161.33333
	4	2	3	2	1

** TOTAL ALL SCORES					
Evaluation Criteria	Collier	CT Consultants	KCI	ESP	Kimley-Horn
I. Specialized experience or technical expertise of the firm in connection with the type of services to be provided	210	273	245	245	259
II. Knowledge of project grants and experience with submissions and administration	130	195	165	160	205
III. Past record of performance on contracts with the community and other clients, including quality of work, timeliness and cost control	122	136	116	128	140
IV. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm	120	124	116	132	136
TOTAL	194	242.66667	214	221.66667	246.66667
	5	2	4	3	1



REQUEST: Approval of Resolution 23-226

SUBMITTED BY: Parks and Recreation Commission
Kayce Williams, Director of Parks & Recreation

DATE: October 26, 2023

RE: Engineering Services for Peter Jenkins Greenway Connector Grant

ATTACHMENTS: Resolution, RFQ Submittal, Scoring Worksheet

PURPOSE:

To award the engineering services contract for the Peter Jenkins Greenway Connector Grant

BACKGROUND:

With the assistance of Planning Commission Vice-Chairman James Golias, (also of CT Consultants) the city applied for a matching grant to design and construct the Peter Jenkins Greenway Connector in 2021. While the STBG design funds were not awarded to the city, the TAP construction funds of \$1,471,459.50 were awarded to the city by TDOT in 2023. This is an 80/20 match with the city's contribution being \$294,291.90 for construction. The city is responsible for design and ROW. We are now ready to move forward with the engineering of this project.

An RFQ was put out in August 2023 and five (5) submittals were received. The submittals were reviewed by 3 staff members as well as the Parks and Recreation Commission, and scored them individually using our matrix evaluation form. One candidate, Kimley Horn, received the highest cumulative score with 2 candidates, CT Consultants and ESP Associates, Inc., tying for second. The matrix totals are attached.

The Parks and Recreation Commission recognizes the clear winner, Kimley Horn, and submits their favorable recommendation for approval.

Note: The P&R Commission also wished to put forth an additional recommendation to BOMA for ESP Associates, Inc. due to the initiative they showed during this process. Representatives from ESP regularly attended the Commission's meetings and expressed their sincere desire to work on this project. After reviewing the final scores at the October meeting, ESP stated that they now realize their submittal undersold their knowledge and experience in working on grants but assured they have it. The P&R Commission was impressed by their tenacity and formally voted to have me include this information in my staff report.

FINANCIAL IMPACT:

This was an RFQ so financial impact is unknown and was not a part of this process.

ACTION REQUIRED (INCLUDE DEADLINE /PRIORITY):

Engineering services could take up to 6 months. This grant is on a timeline, so an immediate action is preferable.

August 2023

Statement of Qualifications



PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE PETER JENKINS GREENWAY CONNECTOR



Kimley»Horn



August 10, 2023

April Goad
City Recorder
199 Town Center Parkway
Spring Hill, TN 37174

Kimley-Horn
10 Lea Avenue
Suite 400
Nashville, TN 37210

RE: Professional Architectural and Engineering Services for the Peter Jenkins Greenway Connector

Dear Ms. Goad and Members of the Evaluation Committee:

Every greenway project has its own set of opportunities and challenges, including environmental planning, design plans, right-of-way (ROW) acquisition, utility coordination, bid preparation, and construction oversight. Rarely are these unique to the project, but how the design team develops solutions is. For the Peter Jenkins Greenway Connector project, the City of Spring Hill needs a pedestrian infrastructure design team with experience navigating the Tennessee Department of Transportation (TDOT) Local Programs process, expertise in Americans with Disabilities Act (ADA) and Public Right-of-Way Accessibility Guidelines (PROWAG) design standards, the ability to work together seamlessly, and a shared passion to deliver a constructible project that is functional and reflects the City's pride in your greenway system. **Kimley-Horn is that team.**

As you review our statement of qualifications, please keep in mind the following benefits of the Kimley-Horn team:

You get a team of familiar faces with extensive experience with the City of Spring Hill. The Kimley-Horn team is comprised of individuals who have had the opportunity to learn the City's parks and recreation system, explore the pedestrian infrastructure network, foster valuable relationships with City staff, and gain extensive experience with completed and ongoing projects. Kimley-Horn has been delivering high-quality projects and plans for the City of Spring Hill for over a decade, including the recent Tennessee Department of Environment and Conservation (TDEC) Local Parks and Recreation Fund (LPRF) grant-funded improvements to Walnut Street Skate Park and Fischer Park at Port Royal as well as Buckner Lane Road Widening, Crossings Circle Study, and Port Royal Park Master Plan. Kimley-Horn also prepared the City's Parks, Recreation, and Greenways Master Plan Update, which gives our team an unmatched perspective on the unique needs of the community and, most importantly, inside knowledge of the grant application and the importance of this project. You can depend on these familiar professionals to be with you every step of the way—from start to finish.

You'll save time and money by getting your project through the Local Programs process smoothly. Kimley-Horn has been involved with the TDOT Local Programs process since its inception, and our team can help you navigate the hurdles quickly and efficiently to deliver your project on schedule. Kimley-Horn team members have collectively worked on more than 110 Local Programs projects and are fluent in the process of getting projects to construction. We currently are working with TDOT on the Local Programs and National Environmental Policy Act (NEPA) on-call contracts, and are serving multiple municipalities on TDOT Local Programs pedestrian infrastructure projects. We know what the state and federal requirements are for your project. We will apply this experience to help the City minimize, or avoid altogether, the delays that often occur with these projects—which means your citizens will see results faster.

We provide a project team with exceptional expertise in the design of greenways and pedestrian infrastructure. Kimley-Horn works with municipal clients to deliver greenways, sidewalks, parks, and other pedestrian infrastructure projects in communities across Middle Tennessee, including Nashville, Gallatin, Hendersonville, Mt. Juliet, Thompson's Station, in addition to Spring Hill. Kimley-Horn has significant experience in planning, designing, and permitting for safe, comfortable, and enjoyable pedestrian-focused projects. Our goal for these projects is to minimize environmental impacts, maximize long-term benefits for the community, and reduce future maintenance costs.

The Kimley-Horn team is excited to partner with the City to make the Peter Jenkins Greenway Connector project a success. If you have any questions or need additional information as you review our statement of qualifications, please do not hesitate to contact me at 205 764 8882 or Harrison.Turner@kimley-horn.com.

Thank you for your consideration of our qualifications.

Sincerely,
KIMLEY-HORN



Harrison Turner, P.E.
Project Manager

MINIMUM QUALIFICATIONS

<p>a. Demonstration of similar plans completed and implemented through the consultant's services, including the cost of the improvements directly implemented through the consultant's services. Please include photographs and descriptions of a minimum of three (3).</p>	<p>Kimley-Horn's experience with similar greenway projects that have been completed and implemented—along with cost of the improvements—can be found on pages 3-4.</p>
<p>b. Professional qualifications of the firm and the individuals in the firm who will be assigned to this project, including resumes of those assigned to the project.</p>	<p>An overview of Kimley-Horn's professional qualifications is found on page 6. Resumes detailing our key personnel's professional qualifications can be found on pages 7-11.</p>
<p>c. Five references: name, date and status of the project (i.e., planning phase, construction phase, completed), location, contact person's name, title, contact information including email address, and phone number.</p>	<p>Our five reference projects with contacts for each can be found on page 6.</p>
<p>d. Knowledge and experience with project grants, grant submission and grant administration.</p>	<p>Our experience with project grants, grant submission, and grant administration is detailed on pages 12 and 18.</p>
<p>e. An outline of proposed project approach, detailing project steps and work product associated with each step.</p>	<p>Our detailed project approach can be found on pages 13-16.</p>
<p>f. Registered and authorized to do business in the state of Tennessee</p>	<p>Kimley-Horn is licensed in the State of Tennessee. Our license ID from verify.tn.gov is 2817, and our Tennessee Secretary of State number is 39000. Additionally, Kimley-Horn has unlimited prequalification status with TDOT.</p>

EVALUATION CRITERIA

<p>a. Specialized experience or technical expertise of the firm in connection with the type of services to be provided.</p>	<p>Kimley-Horn's specialized experience in greenway design is described on page 18.</p>
<p>b. Knowledge of project grants and experience with submissions and administration</p>	<p>Our experience with project grants, grant submission, and grant administration is detailed on pages 12 and 18.</p>
<p>c. Past record of performance on contracts with the community and other clients including quality of work, timeliness, and cost control</p>	<p>Our past record of performance with the City as well as other clients can be found on page 19.</p>
<p>d. Capacity of firm to perform the work within the time limitations, taking into consideration the current and planned workload of the firm</p>	<p>To monitor our staff workload to help ensure projects are completed on schedule, Kimley-Horn employs an intensive forecasting technique known as our "cast-ahead" process. This effort involves assessing our project milestones and staff loading on a weekly, monthly, and six-month basis, drilling down to the project team level. This process is further detailed on page 20.</p>

PROJECT TEAM

NAME OF FIRM

- ▶ Kimley-Horn and Associates, Inc.

CONTACT PERSON

- ▶ Harrison Turner, P.E.
Project Manager

ADDRESS

- ▶ 10 Lea Avenue
Suite 400
Nashville, TN 37210

EMAIL

- ▶ Harrison.Turner@kimley-horn.com

TELEPHONE

- ▶ 615 564 2701 (office)
- ▶ 205 764 8882 (cell)

KEY STAFF MEMBERS

The chart below outlines our key staff members and assignments. Their individual resumes can be found on pages 7-11. The organizational chart on page 6 illustrates our proposed team structure.

Staff Member	Assignment
Harrison Turner, P.E.	Project Manager
Zac Dufour, P.E., CPESC	Senior Oversight and QC/QA; Concept Planning; Construction Engineering and Inspection (CEI); EPSC Plans; ROW/Easements; Environmental Permitting/TDEC/U.S. Army Corps of Engineers (USACE)/ Federal Emergency Management Agency (FEMA); Bid Phase Services
Alisha Eley, PLA, LEED AP, ASLA	Concept Planning; Landscape and Hardscape; ROW/Easements
David Corley, P.E.	Horizontal/Vertical Alignment
Meridith Krebs	NEPA Documentation
Sam Billingsley, PLS	Survey Services
Trevor O'Connor	Survey Services
Kelley Frank, P.E.	CEI; Horizontal/Vertical Alignment; Utility Coordination; Local Programs Coordination
Lauren Barnette, EIT	EPSC Plans; Environmental Permitting/TDEC/USACE/FEMA; Local Programs Coordination
Ashley Akers	Landscape and Hardscape
Brad Waldschmidt, P.E., PTOE, RSP	Traffic Signals, Signing and Marking, Traffic Control

PROOF OF PROFESSIONAL LICENSE

Kimley-Horn is licensed in the State of Tennessee. Our license ID from verify.tn.gov is 2817, and our Tennessee Secretary of State number is 39000. Additionally, Kimley-Horn has unlimited prequalification status with TDOT. Our key staff members' licensure information, where applicable, is included on their resumes on pages 7-11.

MINIMUM QUALIFICATIONS

A. DEMONSTRATION OF SIMILAR PLANS

The following projects demonstrate Kimley-Horn's similar greenway plans with completed designs and/or constructed with the cost of improvements directly implemented. Additional examples of Kimley-Horn's greenway and multiuse trail experience can be found on page 17.

TOWN CREEK GREENWAY, PHASES 1-3

Gallatin, TN

Kimley-Horn led a multidisciplinary team that provided conceptual design and construction services for all three phases of the Town Creek Greenway. This two-mile section traverses settings that vary from rural woodlands to residential neighborhoods and connects the downtown area to the City's regional park. Because this greenway was the first in the City of Gallatin, education of the public and steering committee was an integral component of the project. Kimley-Horn served as a direct liaison with the City, facilitating public meetings, coordinating with city/state/federal agencies, meeting with landowners, and giving numerous presentations. The theme of education was further underscored through trail signage that highlights environmental protection, greenway significance, and City history.

The promotion of alternative forms of transportation was another key objective of this project. Kimley-Horn worked with City staff throughout preliminary design and construction to develop trail routing options that met the needs of the City's bicyclists and pedestrians. These options included residential neighborhood connectors, two pedestrian bridges, and low-water bridge crossings. We also collaborated with City staff on environmental permitting and stream bank restoration to protect the natural environment.

This project consisted of multiple design and construction phases made possible through a variety of funding methods. The first phase was funded by federal Surface Transportation Project (STP) funds and Congestion Mitigation Air Quality (CMAQ) grants along with local matches, and the second phase was funded through the American Recovery and Reinvestment Act (ARRA). Following the first phase of construction, Kimley-Horn helped the City apply for additional funds to implement future phases of the greenway by applying its knowledge of funding sources, the grant process, reporting requirements, and reimbursement.

Kimley-Horn provided engineering and design services including public outreach, preliminary design, construction and bid documents, and CEI consistent with TDOT's local programs CEI requirements. The firm assisted the City with trail routing options, public and property owners' meetings, easement discussions, and environmental permitting. The first phase was funded by federal STP and CMAQ grants, along with local funding matches; ARRA funds were used for the second phase. Kimley-Horn helped the City apply for additional funds for future phases.

The design comprised many different elements, including a rural wooded trail connecting a residential neighborhood to an urban downtown setting. Other elements included a promenade, residential neighborhood connectors, pedestrian bridge, low-water bridge crossings, streambank restoration, trailheads, and trail signage. Kimley-Horn also led the public engagement efforts for this project, from public information meetings to one-on-one coordination for impacted residents and neighborhood associations.

Cost of improvements: \$4 million (final construction value)



SMALL TOWNS CONNECTIONS TRAIL

Nolensville, TN

Kimley-Horn assisted the Town of Nolensville with the design of a multiuse greenway trail to connect their core business area to the local Williamson County park system. The trail is approximately 4,300 feet long and includes a traditional concrete trail, sections of existing asphalt pavement, and re-stripping of wide existing roadways to include bike lanes. Trail amenities consist of landscaping, benches and trash receptacles, trailheads, and signage. Design efforts of this project included survey, NEPA documentation, archaeological investigation, historic architecture survey, wetland delineation, and jurisdictional determination and no-rise flood study.

Kimley-Horn's landscape architects and engineers visited the site to review existing conditions and create a layout that balanced functionality with an aesthetic and experiential emphasis. Kimley-Horn provided landscape design throughout the project with an emphasis at the trailhead and bridge connector. We also provided furnishing selections for pedestrian facilities.

The project also includes a vital connection across Mill Creek with a 100-foot-long prefabricated pedestrian bridge as well as a timber boardwalk and several smaller, wet area timber bridge crossings. The bridge over Mill Creek connects to sections of elevated timber boardwalk on one side due to its location in the floodplain and to achieve a no-rise condition. The other side of the bridge is a public parking lot that accesses the Historic District of Nolensville.

The funding for this project was managed through the TDOT Office of Local Programs. Kimley-Horn also worked with the Town on three separate grant submittals for additional funds to complete the entire project in one phase of construction.

Cost of improvements: \$850,000 (final construction value)



DRAKES CREEK GREENWAY

Hendersonville, TN

Kimley-Horn developed a conceptual master plan and final design for a one-mile greenway along the banks of Drakes Creek on Old Hickory Lake. Once complete, the greenway will link several residential communities to public recreation areas maintained by the City of Hendersonville and USACE. Kimley-Horn conducted public meetings, developed a preliminary design, completed construction and bid documents, performed utility coordination, provided landscape design, coordinated USACE and TDEC permitting, and is now providing construction phase services. The funding for this project is being managed through the TDOT Office of Local Programs.

Cost of improvements: \$375,000 (contract value)



B. PROFESSIONAL QUALIFICATIONS OF THE FIRM

Since 1967, clients nationwide have found Kimley-Horn their top source for comprehensive consulting services. Our experienced staff delivers work you can depend on—projects that can be successfully developed, permitted, and built, on time and within budget, taking advantage of the industry's best-proven techniques and technologies. During our 56-year history, Kimley-Horn has grown from a small group of traffic engineers and transportation planners to a more than 7,000-person multidisciplinary consulting firm recognized as a leader in full-service engineering consulting. The firm has extensive experience planning and designing for pedestrian improvements. Throughout Tennessee, our team has designed sidewalk, Safe Routes to School (SRTS), greenways, pedestrian signalizations, and streetscape projects as well as municipal roadway projects that included adjacent sidewalks.



Kimley-Horn is one of the largest greenway design specialty consulting firms in the nation, having performed roadway and greenway projects for city, county, and state government agencies throughout the country. Collectively, our engineers and planners have been responsible for the design of more than 400 miles of greenways across the nation.

Kimley-Horn is well equipped to address all related aspects of greenway projects. We understand the crucial aspects of cross-sectional analysis and greenway design. In planning and designing a pedestrian project, we give careful consideration to sidewalk widths, ideal crossings, streetscaping, crosswalk design elements, access, and relation to transit, lighting, cross-sections, and drainage. Our experience with policy analysis, intergovernmental coordination, and facility network planning has provided a pragmatic perspective on designing bicycle and pedestrian facilities.

Our greenway experience also has provided us a thorough understanding of TDOT standards as well as ADA requirements related to the Access Board's PROWAG, which TDOT has adopted as their standard. Our team has a working relationships with the TDOT statewide ADA Coordinator, TDOT statewide Bicycle and Pedestrian Coordinator, and TDOT Region 3 Traffic Office that will prove beneficial during review of the planned improvements.

Resumes of the individuals assigned to this project can be found on pages 7-11.

C. REFERENCES

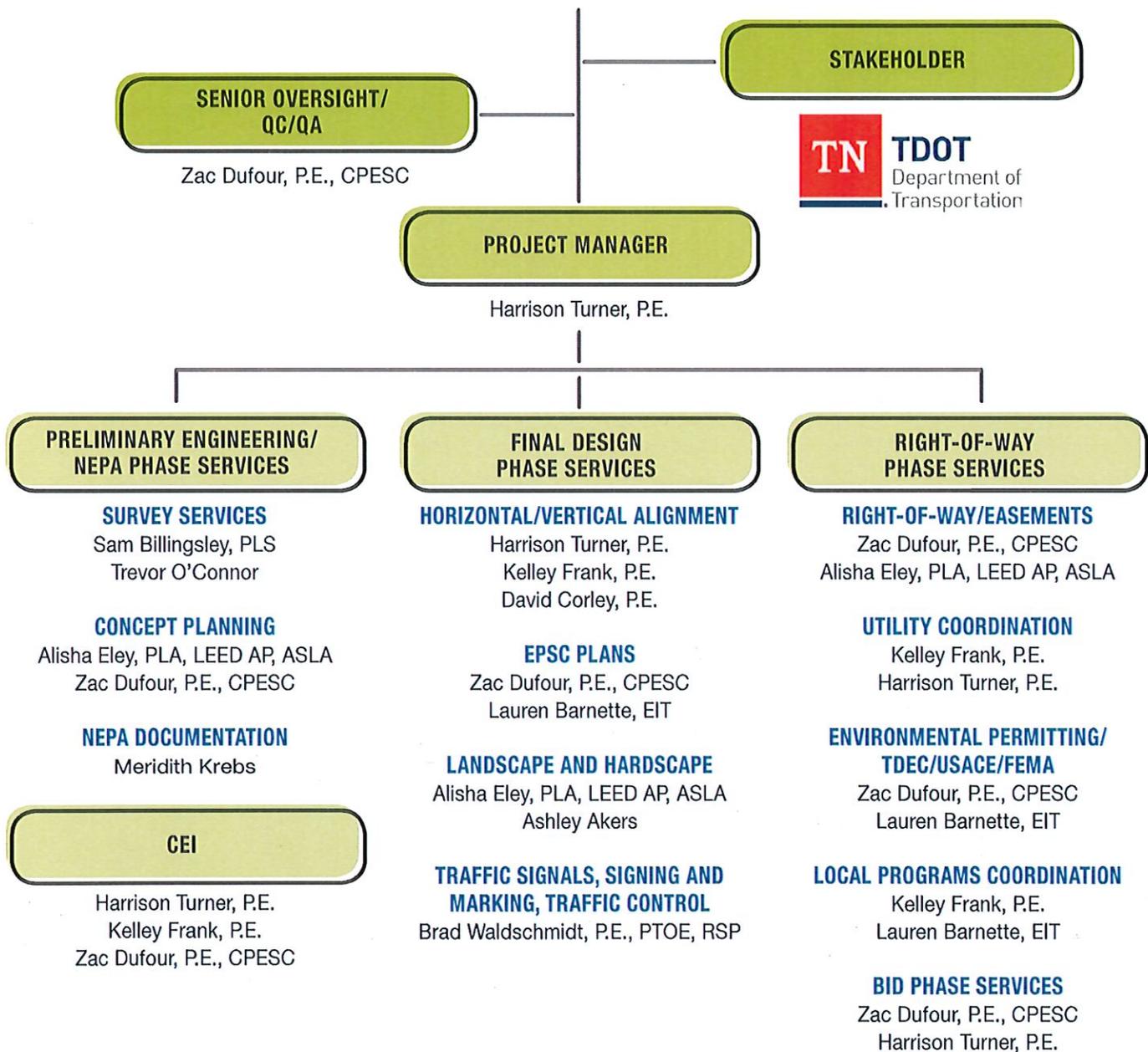
Our clients know that with Kimley-Horn, they experience better. How do we know this? They consistently tell us we deliver remarkable results and we're really good people to work with—and we live for that. We invite you to contact them personally regarding our work history and quality of service.

Project Name and Location	Dates	Status	Contact Name and Title	Email and Phone
Town Creek Greenway, Phases 1-3, Gallatin, TN ¹	2007–2017	Complete	Rosemary Bates Special Projects Director City of Gallatin	rosemary.bates@gallatin.tn.gov 615 946 0822
Drakes Creek Greenway, Hendersonville, TN ¹	2012–Present	Under Construction	Sarah Lock Public Works Director City of Hendersonville	slock@hvilletn.org 615 822 1016
Small Town Connections Trail, Nolensville, TN ¹	2013–2019	Complete	Don Swartz Town Engineer Town of Nolensville, TN	dswartz@nolensville.tn.gov 615 776 3323
Thompson's Station Greenway, Phases 2-3, Thompson's Station, TN ²	2020–Present	In Design	Micah Wood, AICP Town Planner Town of Thompson's Station	mwood@thompsons-station.com 615 794 4333
Belinda Parkway Pedestrian Connector Design and CEI, Mt. Juliet, TN ²	2016–2022	Complete	Matt White Director of Public Works City of Mt. Juliet	mwhite@mtjuliet-tn.gov 615 773 7957

1. Project descriptions can be found on page 3-4.

2. Project descriptions can be found on page 17.

ORGANIZATIONAL CHART





HARRISON TURNER, P.E. // PROJECT MANAGER

Harrison has eight years of wide-ranging civil and transportation engineering experience that includes developing preliminary concepts, site design plans, roadway design plans, traffic studies, preliminary opinion of cost estimates, and utility plans. His experience involves working on various pedestrian, multimodal, and complete street infrastructure projects in Middle Tennessee, including project planning, design, and construction administration services. His program management experience includes coordination efforts between municipal entities and departments, long- and short-term budgeting efforts, project identification and selection, and review of consultant plan sets.

- ▶ **Education:** M.S., Civil Engineering, University of Alabama; MBA, University of Alabama; B.S., Civil Engineering, University of Alabama

- ▶ **Professional Licensure:** Professional Engineer in TN (#124816) and AL (#39844)

EXAMPLE PROJECT EXPERIENCE

- ▶ 440 Greenway, Nashville, TN
- ▶ Nashville DOT (NDOT), Sidewalk and Bikeway Program Management, Nashville, TN*
- ▶ NDOT, 12th Avenue South Complete and Green Streets, Nashville, TN*
- ▶ Jim Sharp Park, Cleveland, TN
- ▶ Bransford Avenue Sidewalk Improvements, Berry Hill, TN
- ▶ 25th Street/SR 60 Multimodal Improvements, Cleveland, TN
- ▶ Metropolitan Development and Housing Agency (MDHA), Cayce Phase 2 Utility Improvements, Nashville, TN
- ▶ NDOT, Lower Broadway Sidewalk Repairs from 1st Avenue to Rep. John Lewis Way, Phases 2-5, Nashville, TN*
- ▶ 2nd Avenue North Streetscape, Nashville, TN
- ▶ Indian Lake Village Third Party Review, Hendersonville, TN
- ▶ East Nashville Backbones, Nashville, TN

*Prior to joining Kimley-Horn



ZAC DUFOUR, P.E., CPESC // SENIOR OVERSIGHT AND QC/QA MANAGER

Zac has 19 years of civil engineering experience, including work with municipal engineering and planning departments throughout Tennessee. He has been involved with the multimodal aspect of roadway design, specializing in designing for pedestrians, bicyclists, and vehicles. In addition, Zac's design experience includes stormwater drainage and modeling, site grading, utility design, and erosion and sediment control design. He has served as the primary CEI representative on a number of design projects.

- ▶ **Education:** B.S., Civil Engineering, Clemson University
- ▶ **Professional Licensure:** Professional Engineer in TN (#112501) and KY (#33336); Certified Professional in Erosion and Sediment Control (#5510)

EXAMPLE PROJECT EXPERIENCE

- ▶ Drakes Creek Greenway, Hendersonville, TN
- ▶ Town Creek Greenway, Phases 1-3, Gallatin, TN
- ▶ Small Town Connections Trail, Nolensville, TN
- ▶ Harpeth View Trail, Phase 2, Kingston Springs, TN
- ▶ Greenway Connectivity Study, Maryville, TN
- ▶ Bike and Pedestrian Connectivity Alternatives Study, Brentwood, TN
- ▶ Cumberland Drive SRTS, Fairview, TN
- ▶ Elzie D. Patton SRTS, Mt. Juliet, TN
- ▶ Woodridge Place Sidewalk, Mt. Juliet, TN
- ▶ Division Street Sidewalk and Road Widening, Mt. Juliet, TN
- ▶ Belinda Parkway Pedestrian Connector Design and CEI, Mt. Juliet, TN
- ▶ Downtown Connector, Phase 1, Lewisburg, TN
- ▶ Lebanon Road Sidewalks, Phase 3, Mt. Juliet, TN



ALISHA ELEY, PLA, LEED AP, ASLA. // LANDSCAPE ARCHITECT

Alisha is a landscape architect with 14 years of experience working with local municipalities across Tennessee on community enhancement projects. Her experience includes park and greenway planning and design, multimodal transportation planning, and streetscape design. She also often uses her knowledge of grant funding to assist communities in leveraging dollars to implement their project goals. Alisha's passion is enhancing the landscapes in which we live, work, and play.

EXAMPLE PROJECT EXPERIENCE

- ▶ **Education:** Bachelor of Landscape Architecture, Ball State University
- ▶ **Professional Licensure:** Professional Landscape Architect in TN (#920); LEED Accredited Professional (#10288961)
- ▶ Port Royal Park Master Plan, Spring Hill, TN
- ▶ BlueCross Healthy Places Grant Application, Spring Hill, TN
- ▶ Parks, Recreation, and Greenways Master Plan Update, Spring Hill, TN
- ▶ 440 Greenway, Nashville, TN
- ▶ Town Center Trail, Phase 3, Mt. Juliet, TN
- ▶ Town Creek Greenway, Phases 1-3, Gallatin, TN
- ▶ Drakes Creek Greenway, Hendersonville, TN
- ▶ Hike and Bike Trail Project, Portland, TN
- ▶ Caldwell Drive Sidewalk Connector, Goodlettsville, TN
- ▶ Bike and Pedestrian Connectivity Alternatives Study, Brentwood, TN
- ▶ Cumberland Drive SRTS, Fairview, TN
- ▶ ADA Self-Evaluation and Transition Plan, Gallatin, TN
- ▶ Carter Park ADA Compliance Plan, Knox County, TN
- ▶ ADA Transition Plan, Cookeville, TN



DAVID CORLEY, P.E. // ROADWAY ENGINEER

David has seven years of experience in the planning, design, and construction of roadway projects. He is proficient with MicroStation, GEOPAK, and Corridor Modeler for designing greenways, highways, and intersections at new and existing locations. David has served a wide range of clients, from state DOTs to private developers to local municipalities. He has held a variety of responsibilities, including fundamental vertical and horizontal geometry, interchange and intersection layout, erosion control design, pavement marking and signing design, and utility coordination.

EXAMPLE PROJECT EXPERIENCE

- ▶ **Education:** B.S., Civil Engineering, North Carolina State University
- ▶ **Professional Licensure:** Professional Engineer in TN (#125076) and NC (#51878)
- ▶ Buckner Lane Widening, Spring Hill, TN
- ▶ Land Planning and Civil Engineering Services for Jim Warren Road Property, Spring Hill, TN
- ▶ Beaver Creek Greenway, Apex, NC
- ▶ Caldwell Drive Sidewalk Connector, Goodlettsville, TN
- ▶ Sam Ridley Connector, La Vergne, TN
- ▶ Bransford Avenue at Iris Drive Intersection Improvements, Berry Hill, TN
- ▶ Murfreesboro Pike Complete Streets Bus Rapid Transit (BRT) Lite, Nashville, TN
- ▶ Old Nashville Highway Corridor Study, La Vergne, TN
- ▶ SR 95 Connectivity Improvements, Oak Ridge, TN
- ▶ Union Road Improvements, Farragut, TN
- ▶ Mason Road Realignment, La Vergne, TN
- ▶ East Nashville Backbones, Nashville, TN
- ▶ East Bank Mobility Study, Nashville, TN



MERIDITH KREBS // NEPA/ENVIRONMENTAL PLANNER

Meridith is an environmental planner and project manager with 21 years of experience. Her NEPA planning experience includes preparing numerous categorical exclusions (CEs), environmental assessments (EAs), NEPA re-evaluations, and environmental impact statements (EISs) in Tennessee, Mississippi, Georgia, and Florida. On behalf of the TDOT Environmental Division, Major Projects Office, she provides project oversight on several EAs and EISs across the state, serving as the intermediary between TDOT staff, FHWA, and other consultants.

- ▶ **Education:** B.S., Plant and Soil Science, Environmental Science Concentration, University of Tennessee

EXAMPLE PROJECT EXPERIENCE

- ▶ Opry Mills Multiuse Path, D-List CE, Nashville, TN
- ▶ Belinda Parkway Pedestrian Connector C-List CE, Mt. Juliet, TN
- ▶ Lebanon Road Sidewalks, Phase 3, Mt. Juliet, TN
- ▶ Connectivity Project, Phase 1 C-List CE, Hartsville, TN
- ▶ Murfreesboro Pike Complete Streets BRT Lite C-List CE, Nashville, TN
- ▶ Union Road Improvements, D-List CE, Farragut, TN
- ▶ 25th Street/SR 60 Multimodal Improvements, Cleveland, TN
- ▶ Traffic Flow Improvements and Traffic Signal Upgrades, Phase 2, Goodlettsville, TN
- ▶ Old Brownsville Road NEPA Re-Evaluation, Bartlett, TN
- ▶ Donelson Farms Parkway Improvements NEPA Re-Evaluation, Arlington, TN
- ▶ US 64 (Corridor K) EIS, Polk County, TN
- ▶ SR 49 NEPA Re-Evaluation, Cheatham County, TN
- ▶ SR 397 (Mark Hatcher Parkway) NEPA Re-Evaluation of the EIS, Williamson County, TN



SAM BILLINGSLEY, PLS // SURVEYOR

Sam has worked on surveying and mapping projects professionally for 23 years and is well-versed in all phases of reality capture projects. His project experience includes imaging and modeling for civil engineering, petrochemical plant/process facilities, heritage site, offshore installations, architectural mapping, mining, security, forensics, and more.

- ▶ **Education:** BFA, Music, East Tennessee State University
- ▶ **Professional Licensure:** Professional Land Surveyor in TN (#2652)

Example Project Experience

- ▶ MDHA, Cayce Phase 2 Utility Improvements, Nashville, TN
- ▶ Transit Routes and Shelters, Phase 1, Murfreesboro, TN
- ▶ 2nd Avenue North Streetscape, Nashville, TN
- ▶ NDOT, East Bank Area Mobility Study, Nashville, TN
- ▶ TDOT, I-75/Hamilton Place Interchange, Chattanooga, TN*
- ▶ Nashville Yards to Gulch Greenway Connection, Nashville, TN*
- ▶ Town Center Trail, Phase 3, Mt. Juliet, TN
- ▶ Williams Farm Rezoning, Chesapeake, VA
- ▶ Confidential Electric Vehicle (EV) Client, Multiple Sites, U.S.
- ▶ TDOT, I-40 Diverging Diamond Interchange, Mt. Juliet, TN*
- ▶ South Mt. Juliet Road, Mt. Juliet TN*
- ▶ TDOT, SR 381, Johnson City, TN*

*Prior to joining Kimley-Horn



BRAD WALDSCHMIDT, P.E., PTOE, RSP // TRANSPORTATION ENGINEER

Brad has 19 years of experience in transportation engineering, traffic operations, safety, and intelligent transportation systems (ITS). He specializes in access management, corridor studies, ITS, road safety assessments, signing and marking, traffic calming, traffic impact studies, traffic signal design, traffic signal timing, and traffic signal warrant analysis. He also has performed an integral role in projects for private sector clients as well as for local, state, and federal government agencies.

EXAMPLE PROJECT EXPERIENCE

- ▶ **Education:** B.S., Civil Engineering, Auburn University
- ▶ **Professional Licensure:** Professional Engineer in TN (#114815), GA (#034229), and KY (#32437); Professional Traffic Operations Engineer (#3882)

- ▶ Buckner Lane Widening, Spring Hill, TN
- ▶ Port Royal Road at Buckner Lane Intersection Traffic Analysis, Spring Hill, TN
- ▶ Peer Review of Roundabout Design – Port Royal Road at Commonwealth Drive, Spring Hill, TN
- ▶ Land Planning and Civil Engineering Services for Jim Warren Road Property, Spring Hill, TN
- ▶ NDOT, On-Call Traffic Calming Services, Nashville, TN
- ▶ Old Nashville Highway Corridor Study, La Vergne, TN
- ▶ Congestion Mitigation and Air Quality (CMAQ) Signal Timing, Brentwood, TN
- ▶ CMAQ Signal Timing, Portland, TN
- ▶ South Waldron Road Corridor Study, La Vergne, TN
- ▶ Charter Place Realignment Design, La Vergne, TN
- ▶ Implementation of TSP on Murfreesboro Pike Corridor for BRT, Nashville, TN
- ▶ ITS Signal Coordination Project, Berry Hill, TN
- ▶ Downtown Franklin Signal Timing, Franklin, TN
- ▶ TDOT, I-24 SMART Corridor, Nashville to Murfreesboro, TN



KELLEY FRANK, P.E. // CIVIL ENGINEER

Kelley has nine years of experience in civil and transportation design as well as traffic engineering. Her diverse background includes providing services from the initial planning stage through final design and construction on projects involving multimodal streetscape and roadway design, utility design and relocation, lighting design, and access management. Kelley's multimodal design experience ranges from pedestrian crossing improvements and bikeshare stations to greenways, sidewalks, and corridor-wide integrated streetscapes.

EXAMPLE PROJECT EXPERIENCE

- ▶ **Education:** B.S., Civil Engineering, University of Virginia
- ▶ **Professional Licensure:** Professional Engineer in TN (#122094)

- ▶ Land Planning and Civil Engineering Services for Jim Warren Road Property, Spring Hill, TN
- ▶ Harpeth View Trail Neighborhood Connector, Phase 2, Kingston Springs, TN
- ▶ Drakes Creek Greenway, Hendersonville, TN
- ▶ Bicentennial Trail, Ashland City, TN
- ▶ Bike and Pedestrian Connectivity Alternatives Study, Brentwood, TN
- ▶ Central Business District (CBD) Sidewalks Improvement Project, Livingston, TN
- ▶ MDHA, Cayce Phase 1 Utility Improvements, Nashville, TN
- ▶ Elzie D. Patton SRTS, Mt. Juliet, TN
- ▶ Woodridge Place Sidewalk, Mt. Juliet, TN
- ▶ Granny White Pike Bike Study, Brentwood, TN
- ▶ Lebanon Road Sidewalks, Phase 3, Mt. Juliet, TN
- ▶ Mt. Juliet Road ADA Upgrades, Phase 2, Mt. Juliet, TN
- ▶ 2nd Avenue North Streetscape, Nashville, TN



LAUREN BARNETTE, E.I. // CIVIL ANALYST

Lauren has six years of civil engineering experience working for a variety of public and private sector clients in Middle Tennessee. Her experience includes land development projects spanning education, residential, and commercial developments. She also offers experience with municipal infrastructure improvements and the TDOT Local Programs process. Through these efforts, Lauren has provided multimodal design, ADA compliance, stormwater drainage and modeling, site grading, utility design, and erosion and sediment control design.

- ▶ **Education:** B.S., Civil Engineering, University of Tennessee
- ▶ **Professional Licensure:** Engineering Intern in TN (#33508)

EXAMPLE PROJECT EXPERIENCE

- ▶ Harpeth View Trail Neighborhood Connector, Phase 2, Kingston Springs, TN
- ▶ Thompson's Station Greenway, Phases 2 and 3, Thompson's Station, TN
- ▶ Drakes Creek Greenway, Hendersonville, TN
- ▶ Town Center Trail, Phase 3, Mt. Juliet, TN
- ▶ Elzie D. Patton SRTS, Mt. Juliet, TN
- ▶ Downtown Connector, Phase 1, Lewisburg, TN
- ▶ Woodridge Place Sidewalk, Mt. Juliet, TN



ASHLEY AKERS // LANDSCAPE ANALYST

Ashley is a landscape analyst with two years of experience working on public greenways, streetscape improvements, and park master plans. She has contributed to projects across Tennessee and collaborates with local communities to create meaningful and specialized designs for the public. Ashley is passionate about promoting designed landscapes that are inclusive and accessible environments for all users. She strives to implement native plant palettes in her designs to aid in building a network that supports biodiversity, pollinator health, and ecological restoration.

- ▶ **Education:** Master of Landscape Architecture, Kansas State University

EXAMPLE PROJECT EXPERIENCE

- ▶ Clayton-Arnold Connector, Thompson's Station, TN
- ▶ Thompson's Station Greenway, Phases 2 and 3, Thompson's Station, TN
- ▶ Town Center Trail, Phase 3, Mt. Juliet, TN
- ▶ 440 Greenway, Nashville, TN
- ▶ 8th Avenue Connectivity, Berry Hill, TN
- ▶ Carter Park ADA Compliance Plan, Knox County, TN
- ▶ Peacock Hill Nature Park, College Grove, TN



TREVOR O'CONNOR // SURVEYOR

Trevor has six years of experience in land surveying and civil design. His prior experience includes survey equipment operation, civil design, and survey modeling/drafting. Trevor has been involved in multiple survey and LiDAR scanning services for public park and ADA compliance projects. As a Tennessee native and outdoors enthusiast, Trevor enjoys walking local trails and canoeing on weekends.

EXAMPLE PROJECT EXPERIENCE

- ▶ 440 Greenway, Nashville, TN
- ▶ Thompson's Station Greenway, Phase 2, Thompson's Station, TN
- ▶ Bicentennial Trail, Ashland City, TN
- ▶ Jim Sharp Park, Cleveland, TN
- ▶ 2nd Avenue North Streetscape, Nashville, TN
- ▶ Design Services for All-Inclusive Playground Site at Trey Park, Hartsville/Trousdale County, TN
- ▶ MDHA, Cayce Phase 2 Utility Improvements, Nashville, TN
- ▶ LPRF Grant for Rachel's Garden, Goodlettsville, TN

D. KNOWLEDGE AND EXPERIENCE WITH PROJECT GRANTS, GRANT SUBMISSION, AND GRANT ADMINISTRATION

Kimley-Horn has a long, successful history of supporting agencies with grant funding assistance, and decades of experience identifying and preparing local, state, and federal grants for agencies, cities, counties, Metropolitan Planning Organizations (MPOs) and DOTs in Tennessee and throughout the United States. We have carefully selected and organized our team to bring the right people, skills, and experiences needed for this contract to help ensure funding opportunities are leveraged appropriately.

Our team possesses a wealth of funding and technical expertise that allows us to help our clients identify grant programs and analyze competitiveness. Having an experienced grant-writing consultant who has a thorough knowledge of local needs and potential new or creative funding sources—not to mention an exceptional writing ability to justify and define projects, develop descriptions, and convey project benefits—can help you obtain the necessary funds. Kimley-Horn partners with our clients to create effective and compelling grant applications that secure the necessary revenue to bring visions into reality.

Additionally, Kimley-Horn has an extensive resume of completing grant-funded projects on behalf of our public agency partners, including Transportation Alternatives Program (TAP) grants. Our staff has assisted many clients with the grant application process through to project completion while adhering to the grant guidelines.

Our experience with project grants, grant submission, and grant administration is further detailed on page 18.



Strategize with clients on funding opportunities



Analyze project data and complete studies



Write and complete grant application



Work through agency organizations



See projects through to successful completion

For our public agency partners in Tennessee, Kimley-Horn has secured more than \$131 million in grant funding for 25+ agencies over the last decade. In 2020-2022 alone, Kimley-Horn authored 10 successful grant applications, representing over \$17.8 million in grant funds.

E. OUTLINE OF PROPOSED PROJECT APPROACH

Below is an abbreviated outline of Kimley-Horn's project approach detailing the major components and deliverables. The full project understanding and approach can be found on pages 13-16.

- ▶ Kick-Off Meeting
- ▶ Data Collection
- ▶ Survey of Existing Features and Site Visit
- ▶ Assemble Survey and Base Mapping
- ▶ Concept Plan Development
- ▶ Preliminary Design Services
- ▶ Preliminary Engineer's Opinion of Probably Construction Cost (OPCC)
- ▶ NEPA Documentation
- ▶ Final Design Services
- ▶ Final Construction Plans
- ▶ Environmental Permitting
- ▶ ROW (If Necessary)
- ▶ Pre-Bid Services
- ▶ Utility Coordination
- ▶ Final Sealed Construction Plans for Bidding
- ▶ Proposal Contract Preparation
- ▶ Bid Phase Services
- ▶ Construction Support Services
- ▶ Inspection of Work

F. REGISTERED AND AUTHORIZED TO DO BUSINESS IN THE STATE OF TENNESSEE

Kimley-Horn is registered and licensed to do business in the State of Tennessee. Our license ID from verify.tn.gov is 2817 and our Tennessee Secretary of State number is 39000.

UNDERSTANDING/METHODOLOGY/APPROACH

UNDERSTANDING

We understand the City of Spring Hill has been awarded a TAP grant to help fund this much-needed connector between two great sections of greenway. With this grant funding, we understand that time is of the essence, and we are ready to hit the ground running. To be obligated with construction within three years of signing the contract with TDOT to not jeopardize your funding, we have outlined the best approach below that balances efficiency with designing the best product for our community while meeting all federal and state rules and regulations.

We also understand the ever-evolving TDOT Local Programs process and how important following this process is. The Peter Jenkins Greenway Connector project will require preliminary engineering, NEPA documentation, construction plan production, bid phase services, and CEI services for this greenway that will extend the existing section of greenway at Walden Creek Apartments to the north, across Duplex Road and connect to the existing section of Peter Jenkins Greenway at Allendale Elementary. This section of greenway poses specialized care and expertise to navigate the project-specific design decisions. As we have done numerous times in Spring Hill as well as in other cities like Thompson's Station and Mt. Juliet, the Kimley-Horn team will work closely with the City of Spring Hill and TDOT personnel to accomplish this project in a logical series of steps as outlined in the following approach.

APPROACH AND METHODOLOGY

Kimley-Horn will provide effective project management services throughout the life of the project, which will be successful with frequent communication and proactive planning. We will coordinate with City and TDOT staff, host a kick-off meeting on-site, facilitate periodic project status and review meetings, prepare and distribute project correspondence, schedule meetings and activities, and report on project status.

KICK-OFF MEETING

Upon notice to proceed (NTP) from the City, Kimley-Horn will coordinate and facilitate a kick-off meeting with City staff to review project scope, design intent, proposed project schedule, and project goals; discuss key issues; and identify other potential challenges so they can be resolved early in the process. A tentative agenda for the kick-off meeting will include:

- ▶ Design intent and goals
- ▶ Opportunities and constraints
- ▶ ROW
- ▶ Project schedule review
- ▶ Identification of deliverables
- ▶ Process for submittals and review of deliverables
- ▶ Utility coordination
- ▶ Coordination protocol with TDOT Region 3 and Local Programs staff
- ▶ Schedule project and status meetings
- ▶ Site walk

DATA COLLECTION

Kimley-Horn team members will collect the base mapping and survey data necessary to develop the design plan sheets.

SURVEY OF EXISTING FEATURES AND SITE VISIT

The Kimley-Horn team will facilitate the gathering of survey data for developing the construction plans for the greenway corridor. This data will consist of existing features such as topographical contours, edge of pavement, trees, pavement markings, curb cuts, drainage features (pipes and ditches), ROW limits, property lines/property information, fences, mailboxes, utilities, and easements. This data will be collected under the supervision of a Tennessee registered land surveyor (RLS). GPS control will be established, and the survey data will be related to the Tennessee State Plane Coordinate System. In addition, Kimley-Horn staff will perform a field visit to review the survey data and analyze potential impacts to the project.

ASSEMBLE SURVEY AND BASE MAPPING

Once the survey has been performed, Kimley-Horn will convert the survey data into base mapping to use in design plan sheets. This includes incorporating additional mapping such as City-based GIS, cutting and arranging the base mapping onto plan sheets, creating match lines, labeling route numbers/adjacent roadways within the base map limits, developing title blocks, and establishing the alignment for the corridor.

CONCEPT PLAN DEVELOPMENT

Following our kick-off meeting with City staff as well as survey and site investigation, our team will develop a concept layout plan to present to City and TDOT officials for review and comment. We have found that it works best to conceptually plan the entire route before beginning design to identify potential design constraints early in the project. Additionally, this concept plan is typically easier for citizens to read and may be used by City officials to explain the scope of the project to their constituents. There is a passion in the Spring Hill community for infrastructure projects like this project, which in turn stirs interest and frequent questions regarding progress and status updates. This concept plan can be a helpful tool in several facets to keep the community generally updated without weighing in on the detailed process.

PRELIMINARY DESIGN SERVICES

Kimley-Horn will use feedback on the concept plan as a starting point to develop preliminary plans necessary for the review of the NEPA documentation. The preliminary plans will contain sufficient information to determine potential impacts during the NEPA process.

PRELIMINARY DESIGN

Kimley-Horn will design and prepare the construction plans for the proposed improvements along the corridor. We will provide preliminary construction plans to the City for review and comment. These plans will conform to TDOT's current standards and guidelines. The preliminary plans will be taken to a level necessary for the various review agencies to understand the project and potential impacts during the NEPA review.

PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST (OPCC)

Kimley-Horn staff will prepare an engineer's OPCC corresponding with the preliminary plans. The OPCC will be based on actual bid prices for recent projects that involve similar equipment and construction, to the extent that such information is available. Knowing that the City has a set budget for this project based on the TAP award amount, we will engage our team members and use recent pricing and the knowledge we have of the volatile materials and construction pricing we are currently experiencing. Having a solid preliminary cost estimate will help us make design revisions early in the process to keep within your funding budget and prevent delays or cost overruns at the time of bidding.

NEPA DOCUMENTATION

Based on our understanding of the project scope and the funding source, we expect that a C-list Categorical Exclusion or Programmatic Categorical Exclusion would be required for this project. Meridith Krebs will lead the NEPA documentation efforts for our team from our Nashville Office. Meridith has strong knowledge of the Tennessee Department of Transportation's Local Programs process through our experience in developing Local Programs NEPA documentation as well as Kimley-Horn's three consecutive NEPA Documentation On-Call Contracts with the Tennessee Department of Transportation's Environmental Division, including the most recent five-year contract in 2021. On behalf of the Tennessee Department of Transportation, Kimley-Horn has prepared numerous Categorical Exclusions, Environmental Assessments, Environmental Impact Statements, and NEPA Reevaluations across the state.

Kimley-Horn's team also includes a large group of environmental technical staff which allows us to complete all aspects of a NEPA document successfully. Our staff can complete air quality analysis, noise analysis, ecological determinations, socioeconomic analysis, coordination of public involvement activities, traffic/safety analysis, and hazardous materials surveys. For cultural resource work, Kimley-Horn has partnered with multiple firms across the state who specialize in both archaeology and historic architecture and who have a proven relationship with the Tennessee State Historic Preservation Office.

FINAL DESIGN SERVICES

Following the review of the preliminary design plans and the approval of the NEPA document, TDOT will issue NTP to Final Design. Kimley-Horn will then begin final design efforts based on comments from the City and TDOT on the preliminary plans.

FINAL CONSTRUCTION PLANS

Kimley-Horn will coordinate with the City and TDOT regarding any recommended revisions that were received on the preliminary construction plans. After the revisions have been addressed, Kimley-Horn will prepare a final plan set for submittal to both the City and TDOT. The final construction plans likely will consist of the following sheets:

- ▶ Cover sheet, index sheets, and legend
- ▶ General and special notes
- ▶ Quantities sheets
- ▶ Property map with ROW acquisition table (if necessary)
- ▶ Existing conditions and demolition plan
- ▶ Proposed layout, grading, and drainage plans
- ▶ Erosion prevention and sediment control plans

- ▶ Signing and marking plan
- ▶ Construction details and typical sections
- ▶ Final engineer's OPCC

The Kimley-Horn team will develop a final engineer's OPCC consistent with the format established during the preliminary phase with updated quantities and costs.

ENVIRONMENTAL PERMITTING

Environmental permits likely will be necessary for this project. We assume that we will have to obtain a Notice of Coverage under the Construction General Permit from TDEC. Additional permits through TDEC or the USACE may be required based on the final design of the plans.

ROW (IF NECESSARY)

Once we receive approval of the final design plans, TDOT will issue an NTP to ROW Phase. If land acquisition or easements are required, we will prepare a legal description and acquisition map for each property or easement necessary for the construction of the proposed improvements. The exhibits will be provided to the City for their use in the acquisition of the properties.

If desired by the City, Kimley-Horn can contract with a subconsultant for ROW appraisal, review appraisal, and negotiation services for property acquisition consistent with the Uniform Act as required by the Local Programs process, or the City can contract directly with these consultants. We will work with the City to establish the extent of Kimley-Horn's ROW services as necessary.

If property is acquired for this project, Kimley-Horn will submit the documentation to TDOT following the closing of all properties and request a ROW certification.

PRE-BID SERVICES

Kimley-Horn will assist the City with these pre-bid phase tasks:

- ▶ Proposal contract and engineer's OPCC
- ▶ TDOT Local Programs review
- ▶ Permitting and TDOT permit certification
- ▶ ROW certification
- ▶ Utility certification
- ▶ Bid documents preparation

UTILITY COORDINATION

Kimley-Horn will coordinate with utility companies providing water, sewer, gas, electric, cable, and telephone services in the project area. Each utility company will be provided with a set of plans to review for potential conflicts. If conflicts are found, our team will coordinate with the utility companies to design relocation plans as necessary to avoid conflicts. Once all utility companies have agreed that they have no conflict with the proposed project or have agreed to any utility relocation, we will submit to TDOT for a utility certification.

FINAL SEALED CONSTRUCTION PLANS FOR BIDDING

Upon receipt of final comments from the City and TDOT, Kimley-Horn will finalize plans, special provisions, and materials estimates to be incorporated into bidding documents. Kimley-Horn will coordinate with the City to provide reproducible originals in hard copy and electronic file format to the appropriate personnel for bid document preparation. Kimley-Horn will coordinate with the City to confirm that

plans and special provisions match procurement procedures. Final design plans will be submitted on a 22-by-34-inch set, signed and sealed by a State of Tennessee-registered professional.

PROPOSAL CONTRACT PREPARATION

Kimley-Horn team members will prepare a proposal contract (i.e., project manual) following TDOT and the City of Spring Hill standards. Kimley-Horn will prepare technical specifications for those items that are not covered by the TDOT Standard Specifications for Road and Bridge Construction. The proposal contract will contain the request for qualifications, contract documents, bid forms, specifications, required special provisions, and an 11-by-17-inch plan set. At this time, we will obtain proprietary item approval for any items we wish to use that are specific to one manufacturer. Through our experience with this process, we understand that approval is based on City standards and the City's historical use of certain products. The request for approval will be submitted to TDOT and, if approved, the items can be specified in the project documents.

BID PHASE SERVICES

Upon receiving authorization from the City and TDOT regarding final approval of the plans and bidding documents, Kimley-Horn team members will assist the City in drafting the advertisement for bids and conducting a pre-bid meeting with potential bidders. Our team will respond to questions that arise during the bidding process and issue statements of clarification or bid addenda as appropriate. Kimley-Horn can be present for the bid opening and can meet with the City following the bid opening to assist with bid review. Our team also can tabulate the bids received and evaluate the compliance of the bids with the bidding documents and in accordance with TDOT Policy No. 355-02, Awards and Construction Contracts. Kimley-Horn will prepare a written summary of this tabulation and evaluation and will submit the bid tabulation and other required documentation to the City.

CONSTRUCTION SUPPORT SERVICES

The Kimley-Horn team will provide construction support services for the City in accordance with the TDOT Local Government Guidelines for the Management of Federal and State-Funded Transportation Projects. A trusted subconsultant will provide the necessary field and office staff in accordance with the guidelines for Locally Managed Projects. Our responsibilities during the construction phase will include the following.

CEI SERVICES

Our team will provide qualified supervision of all inspection services being conducted. All field technicians must be certified in the applicable TDOT certification workshops listed below.

- ▶ OSHA 10-Hour Safety Training Construction
- ▶ Asphalt Roadway Paving Inspection (as needed)
- ▶ Asphalt Concrete Certified Plant Technician (as needed)
- ▶ Class 1 Concrete Technician
- ▶ Soils and Aggregate Technician
- ▶ Nuclear Gauge Training
- ▶ Quality Assurance, Testing for Acceptance, and Training

We will provide certified and trained personnel for field and plant testing and inspection; monitor the testing provided by the contractor in the field as defined by the contract, plans, or

specifications, and document testing on standard forms normally used by TDOT; and monitor documentation of testing by the contractor. Field testing consists of ACI tests for concrete consisting of concrete plant, nuclear density testing of subgrade and earthwork, base stone, asphalt, structural backfill, and pipe backfill as defined in the Standard Specifications, and the TDOT sampling and testing schedule.

The consultants will provide source or plant testing according to TDOT Standard Specification 106.05 to consist of asphalt plant inspection (if these materials are proposed in the plans). Team members will provide aggregate analysis and moisture testing for base stone materials as defined in the Standard Specifications and the Department's sampling and testing schedule (if these materials are proposed in the plans) as well as miscellaneous checking of application rates and dimensions are bearing to review conformance to plans and specifications. In case of notification of defective concrete, as defined in the specifications, our team will submit the initial information on TDOT standard forms and receive the final disposition of the material after review. Certifications of material submitted by the contractor will be reviewed for conformity to the specifications. A final materials and tests certification will be provided in the final records submitted to the City.

INSPECTION OF WORK

The Kimley-Horn team will provide construction observation services to determine if the work is in general conformance with the plans and specifications for items that are being incorporated into the project. Team members will observe, measure, and record quantities for payment, along with record field measurements in project records by the City, TDOT, or auditors. The records will be recorded on a standard form (field book) as normally used by TDOT and/or on field inspection forms to be submitted to the City. The consultants will check traffic control daily, and additionally as required or requested, and will notify the contractor of deficiencies or problems observed.

Kimley-Horn team members will document weekly (or as often as necessary) project traffic control on forms normally used by TDOT and distribute them as required. We will observe daily erosion control items for conformance to the plans as well as effectiveness in the field and will notify the contractor of deficiencies. Team members will prepare to justify pay quantities in the case of questions by the contractor or TDOT and will maintain a daily diary, signed by the field representative, consisting of:

- ▶ Record of the contractors on the project
- ▶ Contractors' personnel (number and classification)
- ▶ Equipment (number and type or size)
- ▶ Location and work performed by each contractor or subcontractor
- ▶ Orders given to the contractor
- ▶ Events of note on the project
- ▶ Accidents on the project or any details surrounding the accident such as police report number, fatalities, causes, time, etc.; obtain a copy of the police report for the project records whenever possible
- ▶ Weather amount of precipitation, temperature at morning, noon, and evening; cloudy; clear; etc.
- ▶ Days charged, with explanation if not charged
- ▶ Equipment arriving or leaving project; idle equipment

PROPOSED PROJECT SCHEDULE

The proposed project schedule below demonstrates how Kimley-Horn would approach the Peter Jenkins Greenway Connector project to meet the required TAP deadline within three years of signing the contract with TDOT for construction funding authorization from FHWA.

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
Local Programs Coordination (Continuous)	[Red]																					
Utility Coordination (Continuous)	[Light Red]																					
PE-NEPA Phase NTP	[Green]																					
Complete Field Survey	[Light Green]	[Light Green]																				
Develop Concept Plan and Preliminary Layout		[Light Green]	[Light Green]																			
Conduct NEPA Technical Studies			[Light Green]	[Light Green]	[Light Green]																	
Prepare and Submit NEPA Document				[Light Green]	[Light Green]	[Light Green]																
Agency Review						[Light Green]	[Light Green]															
Revise and Resubmit NEPA Document								[Light Green]														
PE-Design Phase NTP									[Orange]	[Orange]	[Orange]											
Finalize Corridor Design									[Light Orange]	[Light Orange]												
Conduct ADA Review									[Light Orange]	[Light Orange]												
Prepare Final Plans									[Light Orange]	[Light Orange]												
Obtain Necessary Permits										[Light Orange]	[Light Orange]											
Prepare OPCC											[Light Orange]											
ROW Phase NTP*													[Orange]	[Orange]	[Orange]							
ROW Negotiation and Acquisition*													[Light Orange]	[Light Orange]	[Light Orange]							
Issue ROW Plans to Utilities													[Light Orange]	[Light Orange]	[Light Orange]							
Submit for ROW Certification																[Light Orange]						
BID Phase NTP																						
Prepare Bid Book																						
Prepare Draft Advertisement																						
Prepare DBE Goals																						
Submit for Bid Book Certification																						
Advertise and Open Bids from Contractor																						
Evaluate Bids and Coordinate Award with TDOT																						

*If needed

RELEVANT PROJECT EXPERIENCE

In addition to the three projects detailed on pages 3-4, the following projects demonstrate Kimley-Horn's relevant experience with similar scope and magnitude completed within the last five years. Reference contact information is included for each.

BELINDA PARKWAY PEDESTRIAN CONNECTOR

Mt. Juliet, TN

Kimley-Horn was selected by the City of Mt. Juliet for the Belinda Parkway Connector project. Our scope of services included project management, surveying and data collection, conceptual design and alternatives analysis, community engagement, preliminary design, NEPA documentation, final design, structural design, utility coordination, bid specifications, ROW coordination, environmental permitting, and bid phase services. The project elements consisted of sidewalks, bike routes, signage, striping, landscaping, site amenities, pedestrian bridge, drainage improvements, driveway connections, and crosswalks with possible high-intensity activated crosswalk (HAWK) beacon. This project presented challenges in ADA accessibility, topography, and drainage seeing that it was a retrofit project to an existing roadway network without any existing bicycle or pedestrian facilities.

Reference:

Matt White, Director of Public Works
City of Mt. Juliet
615 773 7957 | mwhite@mtjuliet-tn.gov



THOMPSON'S STATION GREENWAY GRANT APPLICATION AND PHASES 2 AND 3 DESIGN

Thompson's Station, TN

Thompson's Station selected Kimley-Horn to prepare an Active Transportation Program (ATP) grant application through the Nashville Area Metropolitan Planning Organization (MPO) to obtain funding for Phase 2 of the Thompson's Station Greenway. Kimley-Horn collaborated with the Town and the MPO to prepare the documentation necessary to complete the grant application, including an overall project conceptual layout. The team prepared a program budget for the application, which consisted of the following phases: TDOT oversight, Preliminary Engineering (PE)-NEPA, PE-Design, ROW acquisition, and construction. The Town selected Kimley-Horn to provide engineering and design services for Phase II of the Thompson's Station Greenway. Services will include environmental and NEPA documentation, design plans, ROW coordination, construction plans, and CEI services.

Kimley-Horn was then selected by the Town to provide consulting services for the third phase of the Town's greenway, which continues from the end of Phase 1 at the Nutro Dog Park and terminates at Thompson's Station Elementary School. This TAP grant-funded project will extend the existing greenway an additional 1.9 miles, to connect many important areas of the Town, including residential neighborhoods, schools, and parks. Kimley-Horn provided survey, preliminary engineering, and NEPA services and has completed final design for Phase 3 with ROW and CEI services to be completed per TDOT Local Programs guidelines.

Reference:

Micah Wood, AICP, Town Planner
Town of Thompson's Station
615 754 2552 | mwood@thompsons-station.com

SR 95 CONNECTIVITY IMPROVEMENTS

Oak Ridge, TN

The City of Oak Ridge selected Kimley-Horn to provide planning and engineering services for the SR 95 Connectivity Improvements project from SR 62 to Laboratory Road. The proposed improvements will help to improve and create ADA accessible pedestrian connectivity along a heavily traveled mixed use corridor. The project will upgrade and construct one mile of sidewalks, more than 50 curb ramps, 10 intersections, commercial driveways, pedestrian crossings, crosswalks, signing, and pedestrian signal infrastructure to create nearly three miles of contiguous sidewalks to enhance walkability along the SR 95 corridor. Kimley-Horn provided planning, preliminary, and final design for the pedestrian infrastructure as well as conducted public involvement, utility coordination, permitting, right-of-way, bid phase, and CEI services.

Reference:

Roger Flynn, P.E., City Engineer
City of Oak Ridge
865 425 1816 | rflynn@oakridgetn.gov

KIMLEY-HORN'S ADDITIONAL GREENWAY EXPERIENCE

Kimley-Horn has designed more than 400 miles of greenways and multiuse trails across the nation, including the following:

- ▶ Hike and Bike Trail Project, Portland, TN
- ▶ Town Center Trail, Phase 3, Mt. Juliet, TN
- ▶ 440 Greenway, Nashville, TN
- ▶ First Creek Greenway, Knoxville, TN
- ▶ Chelsea Avenue Greenline, Memphis, TN
- ▶ Caldwell Drive Sidewalk Connector, Goodlettsville, TN
- ▶ North Memphis Greenline, Memphis, TN
- ▶ Wolf River Greenway, Memphis, TN
- ▶ Atlanta BeltLine Southwest Trail, Atlanta, GA
- ▶ Alta Riverwalk and Cumberland River Greenway Trailhead, Nashville, TN

EVALUATION CRITERIA

A. SPECIALIZED EXPERIENCE OR TECHNICAL EXPERTISE OF THE FIRM IN CONNECTION WITH THE TYPE OF SERVICES TO BE PROVIDED

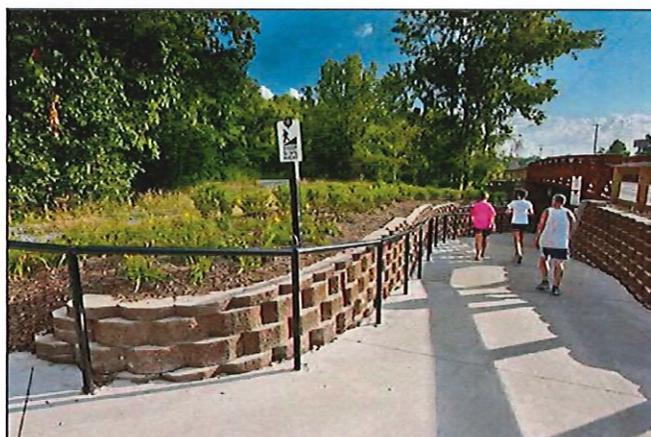
Kimley-Horn is well-equipped to address all related aspects of trails and greenway projects. We understand the crucial aspects of cross-sectional analysis and greenway design. In planning and designing a pedestrian project, we give careful consideration to sidewalk widths, ideal crossings, streetscaping, crosswalk design elements, access, and relation to transit, lighting, cross-sections, and drainage. Our experience with policy analysis, intergovernmental coordination, and facility network planning has provided a pragmatic perspective on designing bicycle and pedestrian facilities.

Kimley-Horn is renowned for our work on trails; pedestrian and bicycle greenway planning and design; parks and recreation facilities; redevelopment; streetscape; urban renewal; and town-planning projects nationwide. Our urban planners and landscape architects emphasize pleasing visual environments, meaningful themes, distinctive image, and a strong sense of place. They also are adept at developing public involvement programs, directing community workshops, and promoting consensus on complex redevelopment and improvement programs. Kimley-Horn provides these services from our Tennessee offices: Memphis, Jackson, Nashville, and Franklin.

Our team has worked on multiuse trails throughout Tennessee and the U.S. We have led numerous local trails, pedestrian, and bicycle master plans and developed comprehensive statewide plans and requirements for bicycle/pedestrian facilities, transit, rail, and fully integrated intermodal systems. We also have developed bicycle, pedestrian, and trail plans that emphasize interconnected networks of different types of facilities to serve multiple users, with each facility serving as a vital link between communities, resources, and destinations. In addition, we have provided final design, specifications, and estimates.

Our services related to greenway design include:

- ▶ Trail master planning and design
- ▶ Pedestrian and bicycle facility master plans
- ▶ Multimodal planning
- ▶ Transportation planning and traffic operations
- ▶ Neighborhood traffic studies and local street plans
- ▶ Environmental services
- ▶ Civil engineering and roadway design/drainage design
- ▶ Landscape architecture
- ▶ Public involvement and community outreach programs



B. KNOWLEDGE OF PROJECT GRANTS AND EXPERIENCE WITH SUBMISSIONS AND ADMINISTRATION

Kimley-Horn has extensive experience guiding projects through the required federal, state, and local funding agency process. Our team is familiar with the requirements of USDOT, U.S. Environmental Protection Agency (EPA), FEMA, U.S. Department of Housing and Urban Development (HUD), and American Rescue Plan Act (ARPA), among many other organizations and funding agencies. We also are thoroughly familiar with state regulations such as TDEC - Recreation Education Services (RES) as well as other TDOT standards and policies. This knowledge will help us expedite your greenway connector project from funding through implementation.

Our grant experts have helped public clients big and small to obtain and administer grant funding on hundreds of projects by making your goals our priority. Our team member Alisha Eley, PLA, LEED AP, ASLA have personally worked on a wide range of federally- and state-funded grant projects in her career covering, park master planning and improvements, street enhancement, and transportation planning. We will work with the City to help ensure project documents and records are properly coordinated and maintained.

C. PAST RECORD OF PERFORMANCE ON CONTRACTS WITH THE COMMUNITY AND OTHER CLIENTS INCLUDING QUALITY OF WORK, TIMELINESS, AND COST CONTROL

Kimley-Horn has been serving the City of Spring Hill for over 10 years. The following table lists Kimley-Horn's ongoing and completed projects with the City.

Project Name	Dates
Walnut Street Skate Park and Fischer Park at Port Royal Improvements	2023–Present
Buckner Lane Widening	2021–Present
BlueCross BlueShield (BCBS) Healthy Place Grant Application	2020–2020
Parks, Recreation, and Greenways Master Plan Update	2019–2020
Port Royal Road at Buckner Lane Intersection Traffic Analysis	2017–2018
Peer Review of Roundabout Design – Port Royal Road at Commonwealth Drive	2017–2018
2017 CMAQ Application	2017–2017
2016 CMAQ Application	2016–2016
Tennessee Children's Home Site Market Analysis	2015–2016
Crossings Circle Study	2014–2015
Buckner Road Study	2014–2016
Port Royal Park Master Plan	2013–2014

Through this experience, our team has established relationships with your staff, gained knowledge of existing infrastructure, and become familiar with your requirements and expectations. This combination will enable our team to quickly overcome challenges with solutions tailored to your exact needs.

QUALITY OF WORK, TIMELINESS, AND COST CONTROL

Kimley-Horn has a proven record of delivering high-quality projects on time and within budget. To successfully accomplish this, during project scoping, Kimley-Horn will work closely with the City to set a project schedule that meets all major milestones. From here, our staff will set up an internal workplan with all appropriate disciplines that meets or exceeds the proposed schedule. At the scoping stage, our discipline leads will work to identify any potential issues that may lead to major schedule delays and will diligently work to find solutions to mitigate those foreseeable risks.

We control project costs through a strong commitment to your budget, a thorough understanding of the project, and incorporation of this understanding into project design drawings. Cost overruns can result from many sources; however, the consultant has the greatest control over construction plans and specifications. Kimley-Horn emphasizes thorough and complete drawings and contract documents that clearly depict the physical work expected of the contractor and define the responsibilities and authority of all participants in the construction contract.

The following projects illustrate Kimley-Horn's quality of work, timeliness, and cost control.

TOWN CREEK GREENWAY, PHASES 1-3

Gallatin, TN

The Town Creek Greenway project in Gallatin, TN consisted of multiple design and construction phases made possible through a variety of funding methods. The first phase was funded by federal STP funds and CMAQ grants along with local matches, and the second phase was funded through the ARRA. Following the first phase of construction, Kimley-Horn helped the City apply for additional funds to implement future phases of the greenway by applying our knowledge of funding sources, the grant process, reporting requirements, and reimbursement. When working with Federal funding, deadlines are strict and timeliness is key.



ADA SELF-EVALUATION AND TRANSITION PLAN

Knox County, TN

Knox County selected Kimley-Horn to complete a countywide ADA Self-Evaluation and Transition Plan. The project includes a comprehensive review of all programs, procedures, and policies; employment practices; ordinances; the County's website; and design standards. All County facilities will be evaluated. The project was completed by the end of July 2018 to meet the project completion date of December 2018. This schedule was made possible by preparing a streamlined work plan, using internal tools to plan and coordinate months of fieldwork, providing almost daily communication with our clients, and having the right mix of people who have a sense of urgency tied to client service.

SHELBY DRIVE IMPROVEMENTS

Collierville, TN

For the Shelby Drive Improvements project in Collierville, TN, Kimley-Horn met an aggressive deadline on an ever-changing project site with numerous stakeholders. To ensure the infrastructure improvements were constructed in time for the opening of a new high school, Kimley-Horn had less than three months to produce construction plans for the road and drainage improvements for 1.5 miles of roadway adjacent to the school. Numerous alternatives were explored to meet site and budget constraints. The project went from survey to bidding in seven months and is now constructed.

D. CAPACITY OF FIRM TO PERFORM THE WORK WITHIN THE TIME LIMITATIONS, TAKING INTO CONSIDERATION THE CURRENT AND PLANNED WORKLOAD OF THE FIRM

We have selected a team of seasoned professionals who offer the high level of responsiveness you need for this project. The depth of our staff in the required areas of expertise and our familiarity with your needs will allow us to maximize our coordination efforts while integrating resources, adhering to project schedules, and managing the budget effectively. With these processes in place, we can meet the technical and staffing needs anticipated for this contract.

The individual members of our project team were selected using two criteria: (1) their experience with similar projects and (2) their availability to assume major technical responsibilities upon notice to proceed. We understand our clients expect us to manage and deliver project services effectively and expeditiously. This isn't something we leave to chance. Project manager Harrison Turner, P.E. will use our proactive management system known as "cast-aheads," to detail personnel needs and determine each person's availability each month. Our cast-ahead system schedules and organizes 1-, 3-, and 6-month looks into each person's future workload, providing an accurate tool for keeping projects on schedule.

Based on a review of our cast-aheads, the staff members selected for this team are available immediately to serve you and are in an excellent position to handle the workload required to complete assignments on this contract.

