CITY OF COLLEGE PARK

CONTRACT

THIS CONTRACT is made by and between the City of College Park, (hereinafter referred to as the "City") and A. Morton Thomas and Associates, Inc., a corporation located at 4601 Presidents Drive, Suite 365, Lanham, MD 20706, (hereinafter referred to as "Contractor").

WHEREAS, the City, for itself and on behalf of the University of Maryland, College Park ("UMD"), seeks the services of a civil engineer to be part of the development team to redevelop a key block in downtown College Park to include a Class-A City Hall and University office building and a prominent public plaza ("Project"); and

WHEREAS, the Contractor is willing to provide said services as a civil engineer.

NOW THEREFORE, the parties hereto agree as follows:

I. SCOPE OF WORK

The scope of services to be performed by the Contractor as civil engineer, who will act as an independent contractor, follows:

Project Planning and Subdivision

a. Perform a boundary and topographic survey of the property. Analyze existing conditions to prepare existing conditions plans for the site as a baseline for the future Project plans. At the direction of the owner, engage with the utility companies to determine existing conditions, options for creating the necessary line feeds to the proposed Project, and identify risk and constraints.

b. Provide technical information for the site, parking, the utilities, the storm water management system, the connections to buildings, and the infrastructure in support of the planning and entitlement of this complex mixed-use development.

c. Work with the architect and other team members to develop a comprehensive sustainability document and provide specific sustainability approaches for this discipline. Storm water management concept plan approval from Prince George's County will be required.

d. Prepare and submit a Preliminary Plan of Subdivision application to the Maryland-National Capital Park and Planning Commission (M-NCPPC) for approval. Prepare all final plats as required. A Subdivision Record Plat will be provided to reflect the two or more lots that will result from the re-subdivision.

e. A minimum of LEED Silver certification or equivalent will be required.

f. As a critical member of the entitlements team, provide all necessary materials and support for the public process and meetings, including attending all public meetings and hearings.

g. Prepare the documents required for Detailed Site Plan submittals, submit the application and supporting documents required for development approvals, coordinate with other team members to submit for required zoning review and approvals and obtain required approvals. While it is anticipated that mandatory referral may be the development approval format, a full detailed site plan review may be necessary.

Ongoing: Design and Cost Support

Prepare conceptual design outline and drawing for the site, infrastructure, building connections, and storm water management sufficient to describe the Project.

a. Prepare schematic design for the site, infrastructure, building connections, site storm water management, and the infrastructure including provisions for elevations and grades.

b. Provide complete design for all civil engineering required for the completion of this Project.

c. Provide cost estimates for infrastructure design and any potential off-site improvements.

Project Management Structure

The Contractor, while under contract to the City, will work under the direct supervision of Redgate Real Estate Advisors, LLC (the "Project Manager"), and in cooperation with the architect, environmental engineer, traffic engineer and the landscape architect and produce documentation in alignment with the design schedule and with the design deliverables for the design and permitting team. The Contractor will be required to attend and participate in weekly Project meetings and/or conference calls to discuss progress, procedures, issues and changes. The Contractor will provide contract administration services specific to the design work performed under the contract by the Contractor, to include without limitation site work and utilities.

Miscellaneous

a. If required, DPIE peer review services will be addressed as a change order to this contract.
b. Civil engineering design services will be limited to the proposed site and associated frontage. Work in the public right-of way will be limited to streetscape improvements and utility service connections and relocations on adjacent streets. The site, as defined for this project, will be the area bordered by Lehigh Road to the north, Knox Road to the south, Yale Avenue to the east and Baltimore Avenue (Route 1) to the west. If required, offsite improvements (e.g. non-adjacent utility relocation, roadway improvements, etc.) will be addressed as a change order to this contract.
c. Presentation graphics and renderings will be provided by other members of the design team.

d. Assistance with electric, gas and telecom providers (including utility disconnect letters). Electric, gas and telecom utilities will be shown on the civil engineering plans for coordination purposes and will based on collaboration with the design team.
e. Geotechnical engineering services will be provided by other members of the design team and will include information necessary for the design of stormwater management and site paving.
f. Structural design (including retaining walls) will be provided by other members of the design team
g. Site lighting design and photometrics will be provided by other members of the design team.
h. Permit fees will be paid by the City of College Park.

II. CONTRACT TERM/DATES OF WORK

The Contractor shall begin work within ten days of notice to proceed. Work shall be completed in compliance with a schedule of work to be developed upon contract award and execution with the parties and the development team. Time is of the essence to the completion of work under this Contract.

III. CONTRACT PRICE

The price to be paid by the City to the Contractor for work under the Contract is:

One Hundred Ninety-Eight Thousand Two Hundred and 00/100 Dollars ($198,200.00), which includes Three Thousand Dollars in reimbursable expenses. Reimbursable expenses include mileage, reproduction (bond and mylar copies for regulatory agencies) and deliver and are billed at cost.

Invoices for payment of services may be submitted on a monthly basis and must be accompanied by any other documentation required by the City. Invoices will be paid after approval by the City Finance Officer.

Additional services related to this Contract shall be provided by the Contractor on an as-needed basis as directed by the City in writing. Such services shall be billed to the City at the hourly rates bid by the Contractor.

Except as noted herein, in no event shall the amount billed by the Contractor exceed that amount attributed to the work completed as of the date of the bill.

IV. STATUS OF CONTRACTOR

The Contractor shall perform the services described herein as an independent contractor and not as an employee of the City.

V. INSURANCE AND INDEMNIFICATION

Contractor will purchase and maintain during the entire term of this Contract, comprehensive general liability insurance, and workers' compensation insurance with limits of not less than those set forth below. On each policy, Contractor will name the City, UMD, and their respective officials, officers, employees, contactors and agents ("Indemnified Parties") as additional insureds and shall provide an additional insured endorsement ISO CG 20 10 and CG 20 37 or their equivalents for all policies or their equivalents with the exception of the Workers Compensation and Professional Errors and Omissions Insurance.

a. Commercial General Liability ("CGL"): Coverage for general liability claims arising from operations of the Contractor, subcontractors and suppliers, with terms and conditions of the CGL coverage to be provided through the use of ISO Coverage Form CG-00-01-1001 or its equivalent, and shall include at minimum the following:

1. $2,000,000 Per Occurrence Limit;
2. $4,000,000 General Aggregate Limit;
3. $4,000,000 Products/Completed Operations Limit;
4. As Additional Insureds, the City, UMD and the Indemnified Parties shall have coverage for liability arising out of the Contractors' ongoing and completed operations performed for the City;
5. Waiver of Subrogation in favor of the City and UMD;
6. Policy to be primary and noncontributory as respects the coverage afforded the City and UMD;
7. No exclusion for explosion, collapse and underground hazards
8. No exclusion for third party action over claims;
9. No exclusion for punitive damages;
10. Blanket Written Contractual Liability covering all Indemnity;
11. CGL coverage written on an occurrence form;

b. Automobile Liability: Coverage for third party legal liability claims arising from bodily injury and/or damage to the property of others from the ownership, maintenance or use of any motor vehicle, both on-site and off-site. Coverage shall include all owned, hired and non-owned vehicles for claims arising out of their use or operation. The minimum limits of such coverage shall be:

1. $1,000,000 Combined Single Limit;
2. Coverage shall provide a Waiver of Subrogation in favor of the City and UMD

c. Excess Liability / Umbrella Liability: Coverage for third party legal liability claims against the Contractor that exceed the per occurrence or general

aggregate of these underlying policies: General Liability, Employers Liability, Errors and Omissions and Automobile Liability. The minimum limits for such coverage are assigned below, based on the value of the specific agreement under which the Contractor is employed by the City:

Contract Value Excess / Umbrella Limit Less $10,000,001 to $25,000,000 $10,000,000 per Occurrence

1. Waiver of Subrogation in favor of the City and UMD;
2. Policy to be primary and noncontributory as respects the coverage afforded the City and UMD.

d. Workers' Compensation: Coverage for claims arising from Workers' Compensation statutes or other Employers Liability or third party legal liability claims arising from bodily injury, disease, or death of Contractor's employees. Contractor shall provide Workers' Compensation coverage for all employees and require their subcontractors to provide Workers' Compensation in accordance with statutory requirements of the jurisdiction in which the work is being performed. Waiver of Subrogation in favor of the City and UMD is required for Part B: Employers Liability. The minimum limits of such coverage shall be:

1. Part A: Statutory
2. Part B: Employers Liability
   - $1,000,000 Each Accident
   - $1,000,000 Disease, Each Employee
   - $1,000,000 Disease, Policy Limit

e. Professional Errors and Omissions Insurance. The Contractor shall maintain a policy with limits of not less than $2,000,000 each occurrence/aggregate, to include cyber liability/data breach coverage.

These provisions apply to all delivery methods (e.g. General Contracting, Construction Management at Risk and Design-Build) except as noted herein.

A policy which allows the costs associated with investigating, management or defense of any claim, or any other cost incurred by the insured or the insurance carrier, to be deducted from the policy limits is not acceptable.

The Contractor shall be responsible for the maintenance of this insurance, whether the work is performed directly by the Contractor; by any subcontractor; by any person employed by the Contractor or any subcontractor; or by anyone for whose acts the Contractor may be liable.

The Contractor will covenant to maintain insurance, in these amounts, which will insure all activities undertaken by Contractor on behalf of the City and UMD under this Contract. Copies of the certificates of insurance and additional insured endorsements for all required coverage shall be furnished to the City within ten (10) days following the execution of this contract and prior to commencement of any work. Required insurance policies shall be endorsed to provide sixty (60) days prior written notice by certified mail of any material change, cancellation or non- renewal to the City and UMD.

Updated certificates shall be furnished at least annually and upon renewal of policies. Certificates shall cite the contract number and Project title and location. The City or UMD may, upon written request, demand full certified copies of the insurance policies required under this contract. The required coverage shall be maintained until final completion of the Project as evidenced by final payment to the Contractor.

The required insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and must be placed with insurers rated "A-VII" or better by A.M. Best Company, Inc., provided any excess policy follows form for coverage. Coverage will be primary and noncontributory with any other insurance and self-insurance.

The Contractor shall indemnify and save harmless the City and UMD and the Indemnified Parties from all suits, actions, and damages or costs of every kind and description arising directly or indirectly out of the performance of the Contract, including attorneys' fees, whether caused by actions or omissions on the part of the Contractor, its agents, servants and employees, or to other causes.

A rider or riders to the Public Liability and/or Property Damage Insurance policy or policies is required to cover any special hazards which may develop in the course of the work with such companies and in such amounts as may be approved by the City.

Provision of any insurance required herein does not relieve Contractor of any of the responsibilities or obligations assumed by the Contractor in the contract awarded, or for which the Contractor may be liable by law or otherwise. Provision of such insurance is not intended in any way to waive the City's or UMD's immunities or any damage limits applicable to municipal and/or State government as provided by law.
The Contractor shall also furnish to the City a Certificate of Insurance and additional insured endorsement in like amounts for any approved subcontractor prior to commencement of work.

The City's review, approval or both of any documents provided or service performed by the Contractor, its subcontractors or anyone for whom they may be responsible will not relieve the Contractor of its responsibilities under the Contract or under applicable law, and the Contractor specifically waives any right to assert a claim against the City because of the City's review, approval or both of any documents provided or services performed by the Contractor, its subcontractors or anyone for whom they may be responsible.

VI. INDEMNIFICATION.

The Contractor shall indemnify and save harmless the City and UMD and the Indemnified Parties from all suits, actions, and damages or costs of every kind and description arising directly or indirectly out of the performance of the Contract, including attorneys' fees, whether caused by actions or omissions on the part of the Contractor, its agents, servants and employees, or to other causes.

VII. CONTRACT DOCUMENTS.

This Contract and the following enumerated documents, which are incorporated by reference as if fully set forth herein, form the contract and are termed the Contract Documents:

City Hall Redevelopment, RFP CP-18-05, Civil Engineer
Contractor's bid and response documents. Scope of Services and Assumptions of Contractor's bid are excluded.
Required affidavits and certifications
Schedule of work developed by the parties and development team

The provisions of this Contract shall prevail over conflicting provisions of the remaining Contract Documents.

VIII. LICENSES, APPLICABLE LAWS

The Contractor will be responsible for obtaining any and all licenses pertaining to performance of its work under the contract. All services and materials provided by the Contractor shall conform to all applicable laws and regulations.

IX. TERMINATION FOR DEFAULT

Failure of the Contractor to deliver work, supplies, materials, or services in a timely manner, to correct defective work or materials, to act in good faith, or to carry out the work in accordance with contract documents shall constitute a breach of contract. In such event, the City may give notice to the Contractor to cease work until the cause for such order has been eliminated. Should the Contractor fail to correct such default within five business days after receipt of notification, the City may terminate any such contract. This provision shall not limit the City in exercising any other rights or remedies it may have. Except for the obligation to make payments hereunder, neither party shall be in default for its failure to perform or delay in performance caused by events beyond its reasonable control, including, but not limited to, strikes, riots, imposition of laws or governmental orders, fires, acts of God, and inability to obtain equipment, and the affected party shall be excused from performance during the occurrence of such events;

X. TERMINATION FOR CONVENIENCE

The performance of work or delivery of services may be terminated in whole or in part at any time upon written notice when the City determines that such termination is in its best interest. The City will be liable only for labor, materials, goods and services furnished prior to the effective date of

such termination and after notice to proceed. The Contractor shall not be reimbursed for any claim of lost profits.

XI. NOTICES

All notices shall be sufficient if delivered in person or sent by certified mail or recognized overnight delivery service to the parties at the following addresses:

If to the City:

Scott Somers
City Manager
City of College Park
4500 Knox Road
College Park, MD 20740

With a copy to:

Suellen M. Ferguson, Esq.
Council, Baradel, Kosmerl & Nolan
125 West Street
Annapolis, MD 21401

And

Redgate Real Estate Advisors, LLC
509 S. Exeter Street
Suite 306, Baltimore, MD 21202
Attn: Katie Hearn

If to the Contractor: Max Kantzer, PE
Principal in Charge
A. Morton Thomas and Associates, Inc.,
4601 Presidents Drive
Suite 365
Lanham, MD 20706

XII. ERRORS IN SPECIFICATIONS

The Contractor shall take no advantage of any error or omission in the specifications. The City shall make such corrections and interpretations as may be deemed necessary and that decision shall be final.

XIII. GOVERNING LAW

This contract is executed in the State of Maryland and shall be governed by Maryland law, excluding its conflict of law rules, as if this Contract were made and to be performed entirely within the State of Maryland. The Contractor, by executing this contract, consents to the

jurisdiction of the Maryland state courts of Prince George's County with respect to any dispute arising out of this Contract. A party's remedies hereunder are not exclusive and are in addition to any other remedies at law or equity. A party shall not be deemed to waive any remedy available to it or any right under this Contract, at law or in equity, by virtue of any act or forbearance in enforcing such rights or remedies.

XIV. INTERPRETATION

Any questions concerning conditions and specifications shall be directed in writing to the Project Manager. No answer or interpretation provided shall be considered binding unless provided in writing by the Project Manager. By execution of this contract, the Contractor certifies that it understands the terms and specifications.

XV. ATTORNEYS' FEES AND COSTS

The prevailing party shall be entitled to attorney's fees and costs incurred in any actions or claims brought to enforce this contract, or for damages thereunder.

XVI. SUCCESSORS AND ASSIGNS

This contract shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto, and shall inure to the benefit of UMD. In any event, neither party may assign any right or obligation under this contract without the other party's express written consent which may be withheld in the party's sole discretion.

XVII. SEVERABILITY

If any term or provision of this Contract shall be held invalid or unenforceable to any extent, the remainder of this Contract shall not be affected thereby, and each term and provision of this Contract shall be enforced to the fullest extent permitted by law.

XVIII. OTHER PAYMENTS; EXPENSES; TAXES.

The City will not be responsible for any cost or expenses of operation of any kind associated with Contractor's provision of services pursuant to this Contract, except as set out herein. Contractor shall be entitled to no fees, bonuses, contingent payments, or any other amount in connection with the services to be rendered hereunder except as set out herein. The parties hereto further agree that the City shall have no obligation to reimburse, pay directly or otherwise satisfy any expenses of the Contractor in connection with the performance of his obligations under this Contract.

It is expressly understood and acknowledged by the parties hereto that the fees payable hereunder shall be paid in the gross amount, without reduction for any Federal or State withholding or other payroll taxes, or any other governmental taxes or charges. The parties hereto further recognize that Contractor, as an independent Contractor of the City, is responsible for directly assuming and remitting any applicable Federal or State withholding taxes, estimated tax payments, Social

Security payments, unemployment compensation payments, and any other fees, taxes, and expenses whatsoever. In the event that Contractor is deemed not to be an independent Contractor by any local, state or federal governmental agency, Contractor agrees to indemnify and hold harmless the City for any and all fees, costs and expenses, including, but not limited to, attorneys' fees incurred thereby.

XIX. ENTIRE AGREEMENT

This Contract, including all Contract Documents, constitutes the entire understanding between the parties. No modification or addition to this Contract shall have any effect unless made in writing and signed by both parties hereto. If any provision of this Contract is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Contract; however, the parties shall amend this Contract to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision.

XX. NON-DISCRIMINATION.

A. The City is an Equal Opportunity Employer. Discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or any other factors not related to the ability to perform the work is expressly prohibited.

B. The Contractor certifies that it does not discriminate on the basis of race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, pregnancy, sexual orientation, gender identity, genetic information, political affiliation or any other factors not related to the ability to perform the work.

C. Discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or any other factors shall constitute a material breach of this Contract.

XXI. EQUAL BENEFITS.

A. Contractor must comply with the applicable provisions of § 69-6 of the City Code. The Contractor shall provide the City Manager, or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with these provisions.

B. Upon request, the Contractor shall provide evidence of compliance with the provisions of § 69-6 of the City Code upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section.

C. The failure of the Contractor to comply with § 69-6 of the City Code will be deemed to be a material breach of the contract.

XXII. SUBCONTRACTING.

The Contractor may not subcontract any work required under this Contract without the consent of the City. If the Contractor wishes to subcontract any of the said work, it must provide subcontractor names, addresses, and telephone numbers and a description of the work to be subcontracted and the form of contract. The Contractor is not relieved of primary responsibility for full and complete performance of any work delegated to the subcontractor. There shall be no contractual relationship between the City and the subcontractor.

XXIII. CONFIDENTIALITY.

The City may disclose Contractor's information to the extent required by the Maryland Public Information Act or other applicable law. Contractor shall mark any information that it wishes to remain "confidential" or "proprietary" before providing the information to the City. In the event that, pursuant to the Maryland Public Information Act or other process, the City receives a request for information that has been so marked by Contractor, and the City agrees that the information may be exempt from disclosure under Maryland law, then the City will not disclose the information and will notify the Contractor of the request. This Contract is not a confidential document.

The Contractor shall keep confidential all information provided by the City, or to which the Contractor has access as part of the provision of services under this Contract.

(Signatures follow on the next page.)

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 1st day of August, 2018.

WITNESS:

CITY OF COLLEGE PARK

Janeen S. Miller, CMC, City Clerk

By:

Scott Somers, City Manager

WITNESS:

A. MORTON THOMAS AND ASSOCIATES, INC.

Aaron Smith, P.E.
Associate

By:

Max Kantzer, P.E.
Principal

Approved as to form and legal sufficiency

Suellen M. Ferguson
Attorney for the City of College Park

April 13, 2018

Ms. Katie Hearn, Senior Vice President (Redgate Real Estate Advisors, LLC)
City of College Park
Finance Department
4500 Knox Road
College Park, Maryland 20740

Re: **Request for Proposals**
Civil Engineering Consulting Services for City Hall Redevelopment
AMT File No.: P18-0288

Dear Ms. Hearn:

A. Morton Thomas and Associates, Inc. (AMT) is pleased to submit three (3) complete sets and four (4) electronic copies of our proposal to provide the City of College Park and Redgate Real Estate Advisors LLC with civil engineering consulting services for the City Hall Redevelopment project. Our proposal was prepared in accordance with the Request for Proposals issued on March 12, 2018 and Addendum 1 issued March 30, 2018.

AMT offers Redgate and the City of College Park an exceptionally talented team with the experience and capability to provide comprehensive civil engineering services for this project. *Having completed similar services for a previous College Park City Hall project, AMT has firsthand knowledge of the site and its constraints.* Additionally, AMT has over 20 years of experience providing planning, design, and support services throughout Prince George's County and has established relationships with many of the public and permitting agencies. We have a solid understanding of the necessary standards and procedures associated with the requirements for a project of this magnitude.

From our local Prince George's County office, AMT has the necessary resources and capabilities to provide the City of College Park with timely quality services. We have successfully provided civil engineering services for many projects in the County ranging in size and complexity including Town Square at Suitland Federal Center (one of the County's largest redevelopment projects), UMCP Physical Science Complex Phase I, Iribe Center for Computer Science and Innovation, Riggs Alumni Center, and seven (7) student housing projects on the University of Maryland College Park campus.

Based on our team's experience providing similar services for redevelopment projects and our long history of working in Prince George's County and the City of College Park, the AMT team is well suited to provide the City of College Park with the necessary services to successfully complete this project. We are eager to collaborate with other selected team members and stakeholders for this exciting project. Thank you for the opportunity to present our qualifications and we look forward to the next stage of your selection process.

Sincerely,
A. Morton Thomas and Associates, Inc.

Aaron Smith, PE, LEED AP
Project Manager
asmith@amtengineering.com

Max Kantzer, PE, LEED AP
Principal
mkantzer@amtengineering.com

CITY OF COLLEGE PARK CITY HALL - IMAGE COURTESY OF COLLEGE PARK WEBSITE

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EXECUTIVE SUMMARY

A. Morton Thomas and Associates, Inc. (AMT) provides multidisciplinary services including engineering, environmental, landscape architecture, surveying, and construction administration and inspection. We work in the Eastern Region of the United States for a variety of public and private clients. More than 510 strong, AMT is committed to maintaining our reputation by teaming with our employees, clients and community to provide high-quality, sustainable projects.

As stated in the RFP for this project, the City of College Park would like to redevelop a key block in downtown College Park to include a Class-A City Hall and University office building totaling approximately 85,000 SF with a connecting atrium, first floor retail and a prominent public plaza. The project is being managed by Redgate Real Estate Advisors, LLC and there are separate solicitations for architectural, landscape architectural, environmental engineering and traffic engineering services. This proposal is in response to the request for civil engineering and survey services only. As described in the Request for Proposals (RFP), these services include boundary and topographic survey, sustainable site and infrastructure design, entitlement applications (including Preliminary Plan of Subdivision and Detailed Site Plan), LEED certification, public outreach, cost estimating, and construction administration services.

AMT offers Redgate, the City of College Park, the University of Maryland, and other project stakeholders 12 months of previous site-specific knowledge of the project site area having collaborated with the City of College Park City Hall staff for their City Hall renovation and expansion efforts from January 2012 to June 2013. As part of this project, AMT conducted detailed field, utility and property lines surveys and identified critical items such as property line locations and their encroachment onto the adjacent streets.

AMT also reviewed and coordinated options to allow the existing City Hall to remain operational while the renovation and expansion occurred.

As part of our previous effort on this site, AMT produced Design Development level civil/site related documentation along with a Detailed Site Plan. AMT reviewed, assessed and coordinated all required pre-application and pre-submission requirements. AMT also obtained stormwater management concept approval and forest stand delineation approval from the regulatory authorities. With this detailed site-specific experience, AMT will be able to immediately convey site related issues and challenges to the project team to ensure a quick start to the project. *The same AMT staff involved with the prior City Hall expansions efforts will be involved throughout the duration of this project to ensure all prior knowledge is conveyed to the project team and leveraged to the benefit of the project.*

AMT has surveyed, planned and designed more than 100 projects and tasks in Prince George's County, and members of the AMT team are experts in expediting the permitting processes in the County. Having served as an on-call consultant to the County's Department of Environmental Resources for over 13 years as well as providing expedited review services to the Maryland Department of the Environment, AMT is familiar with not only key permitting processes, but also the permitting personnel that can be critical to meeting aggressive project schedules. AMT personnel assigned to this project regularly obtain permit approvals from DPIE, PGDER, PGDPW&T, M-NCPPC, PGSCD and WSSC as well as MDE, MDNR, MSHA, and USACE.

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FIRM QUALIFICATIONS

A. DESCRIBE SPECIFIC PROJECT EXPERIENCE RELATED TO PROJECTS OF SIMILAR SIZE, SCOPE, TYPE, AND PROJECT TYPE

For the past 62 years, AMT has provided comprehensive civil engineering services for a wide range of projects for municipal clients including redevelopment projects involving municipal facilities. Below is a summary of AMT's specific project experience related to projects of similar size, scope, and type.

COLLEGE PARK CITY HALL EXPANSION

PRINCE GEORGE'S COUNTY, MD

AMT was responsible for the overall site design for the proposed City Hall expansion including the design of the parking garage directing across from City Hall. The project utilized micro-bioretention planter areas to achieve SWM requirements and included the preparation of a Detailed Site Plan for submission to M-NCPPC and SWM approval from Prince George's County DPWT. A forest conservation exemption was also granted as part of the project from the M-NCPPC.

Similarities to Proposed Project: This project demonstrates AMT's previous experience at the site and with the City of College Park.

NOAA CENTER FOR WEATHER AND CLIMATE PREDICTION CENTER AT M SQUARE

RIVERDALE, MD

AMT provided comprehensive engineering, surveying and permitting services for this new weather prediction center and parking garage located in M Square Development. AMT provided all permitting through Prince George's County M-NCPPC and DPWT including the preparation of a Detailed Site Plan, and WSSC on-site water and sewer utility services. Design services included site grading, drainage and rainwater cistern and bioretention areas to meet SWM requirements. AMT also provided construction phase services including as-built submissions and site certifications.

Similarities to Proposed Project: Recent experience in Prince George's County in close proximity to the College Park City Hall project that required close coordination with the County and the University of Maryland as the property owner.

TOWN SQUARE AT SUITLAND FEDERAL CENTER

PRINCE GEORGE'S COUNTY, MD

AMT is providing planning and civil engineering for the development of the Town Square at the historic Suitland Federal Center. This $16 million, 27-acre mixed-use development will feature multi-family residential buildings, townhomes, senior housing, retail, and civic buildings. The goal of this EcoDistrict project will be to transform the current site by creating inviting open green spaces, entertainment, and community amenities. To meet these standards, the Town Square includes eco-friendly features such as bio-retention planters and net-zero multi-family homes.

Similarities to Proposed Project: This redevelopment project is located in the County and involves the coordination of civil engineering services with local government and permitting agencies.

BELTSVILLE-LAUREL SENIOR CENTER

PRINCE GEORGE'S COUNTY, MD

AMT provided civil engineering and landscape architecture services for a 22,300 SF senior center. AMT's site development concepts emphasized safe, accessible arrival spaces, varied planting areas using sustainable, native species, and preserving natural areas of the site for passive recreation. The challenging topography and sensitive resources, including streams, wetlands

BELTSVILLE-LAUREL SENIOR CENTER

COLLEGE PARK AIRPORT OPERATIONS BUILDING

and forests, demanded a site program that maximized the use of available space, using innovative stormwater management, environmental site design, and low retaining walls that preserve and blend with existing site features.

Similarities to Proposed Project: This municipal project demonstrates AMT's recent experience in the County providing similar services for a public building.

COLLEGE PARK AIRPORT OPERATIONS BUILDING

COLLEGE PARK, MD

AMT provided comprehensive civil engineering and surveying services associated with the new Airport Operations Building at the College Park Airport, the oldest continuously operating airport in the world. The project included the construction of a new 12,000 square foot operations building including a pilot lounge, conference rooms and a hangar. Site improvements included a new covered walkway connection to the existing Aviation Museum, parking lot improvements, new utilities, and stormwater management. AMT prepared schematic design, design development, construction documents and provided construction administration services. Regulatory approvals included floodplain approvals from DPIE, MDE and FEMA, as well as WSSC approval for water and sewer, and M-NCPPC approval for forest conservation.

Similarities to Proposed Project: This project demonstrates AMT's experience in the County and the City of College Park.

NEW CIRCUIT COURTHOUSE

QUEEN ANNE'S COUNTY, MD

AMT provided civil engineering and surveying services for the new Queen Anne's County Courthouse. Design features include new parking, new plaza area, new utilities and ESD stormwater management measures. Services included providing site plan documents, design, permitting, and construction phase services for site improvements, water and sewer services, storm drainage and stormwater management, grading, and erosion sediment control. The project also included coordination with the Town and County DPW, SCD and MDE for utility design and environmental permitting.

Similarities to Proposed Project: This public project features a building with similar administrative functions as the City's City Hall building.

OLDE TOWN PLAZA

GAITHERSBURG, MD

AMT developed preliminary design plans for the historic, downtown Gaithersburg for the design and construction administration of a public park plaza as part of the main street streetscape. Tasks included data analysis of current usage for the streetscape and plaza, lighting analysis along the streetscape, surface parking lot and extended streets, research of multiple solutions for site elements (seating, interactive fountain, treatment of existing elements, etc.), and meeting with stakeholders and members of the public to ensure the proposed designs meet the City's and community's needs. Key elements of the streetscape include sidewalks, stormwater management, crosswalks, general landscaping, lighting, street furniture, and transportation and safety enhancements to accommodate pedestrians, cyclists, motorized vehicles, and public transit vehicles. The improvements needed to be complimentary to the character of the City while incorporating the existing train station and proposed park plaza design.

Similarities to Proposed Project: This municipal project involves a public gathering space similar to the public plaza space proposed in this project.

ROCKVILLE REGIONAL LIBRARY

MONTGOMERY COUNTY, MD

Civil engineering and survey services for a new 97,000 SF regional library. Civil engineering services included site design, utility abandonment and demolition of existing site features, site grading and layout, erosion/sediment control, stormwater management,

PRINCE GEORGE'S COUNTY ADMINISTRATION PLAZA

and sewer and water service design for the new building. Engineering included coordination with ongoing construction of the new Town Center, pedestrian plaza, streets and utilities. AMT also provided coordination and permitting with the City of Rockville Public Works Department.

Similarities to Proposed Project: This public library features civil engineering services associated with the development of a new Town Center and pedestrian plaza similar to the one proposed for this project.

CIVIC CENTER PLAZA

PRINCE GEORGE'S COUNTY, MD

The Prince George's County Administration Building and Courthouse are joined through the 1.25-acre County Administration Building Plaza and pedestrian thoroughfare. AMT was hired to redesign and modernize the heavily used plaza and thoroughfare, and to correct maintenance issues and general wear and tear of this public space. The plaza also needed to be used for a large variety of activities including press conferences, intimate conversation space, small lunch gatherings, concerts, outdoor art and other events. ADA compliance was severely lacking throughout the site.

Similarities to Proposed Project: This municipal project is located in Prince George's County and involves a public gathering space similar to the public plaza space proposed in this project.

GERMANTOWN LIBRARY

MONTGOMERY COUNTY, MD

Provided civil engineering, surveying, landscape architecture, environmental planning and permitting services for the construction of a new 45,000 SF regional library and completion of approximately 1,200 feet of Century Boulevard in the Germantown Town Center. Provided topographic surveying, design for site layout and grading associated with the building and site improvements, paving and storm drainage, stormwater management, utilities, erosion/sediment control, water and sewer service to the new building, design of Century Boulevard, and landscape plans. The streetscape improvements along Century Boulevard include brick pavers, lighting, tree wells and streetscape furnishings consistent with the Germantown Town Center guidelines. The project also included coordination and permitting through the Washington Suburban Sanitary Commission, M-NCPPC, Montgomery County DPS, and the Montgomery County DPW&T, as well as construction phase services.

Similarities to Proposed Project: This public library features civil engineering services associated with the redevelopment of Germantown Town Center and Century Boulevard streetscape improvements.

B. PROVIDE A BRIEF SUMMARY OF YOUR FIRM'S EXPERIENCE ON SIMILAR PROJECTS, IN PARTICULAR WITHIN PRINCE GEORGE'S COUNTY WITHIN THE LAST SEVEN YEARS.

AMT has provided civil engineering and related services in Prince George's County for the past 20 years, including in and around the City of College Park. Our firm and staff have worked on a range of similar projects within the last seven (7) years including:

- Town Square at Suitland Federal Center
- University of Maryland College Park Physical Science Complex Phase I – College Park, MD

- University of Maryland Iribe Center for Computer Science and Innovation – College Park, MD
- College Park Airport Operations Building
- NOAA Center for Weather and Climate Prediction at M Square
- Beltsville/Laurel Senior Center
- Gateway Village Housing for the Elderly Expansion and Renovation
- Central Avenue Connector Trail, Phase 2
- Southern Regional Tech Rec Complex
- Southern Area Aquatic Center
- Kaiser Permanente Medical Office Building
- *More than 50+ additional task order assignments for the University of Maryland, College Park*

Based on our recent experience in the County, AMT has extensive experience coordinating with permitting agencies. AMT is very familiar with Department of Permitting, Inspections and Enforcement (DPIE), M-NCPPC, Prince George's County Soil Conservation District and WSSC permitting requirements and processes. AMT offers significant Prince George's County permitting expertise having designed and permitted more than 60 project located throughout the County over the past several years. Additionally, AMT also offers extensive WSSC permitting expertise. On average, AMT processes more than 20 WSSC Site Utility Plans (on-site water and sewer plans) through the Commission per year. AMT currently holds an on-call contract with the WSSC and has designed more than 20 miles of water and sewer relocations over the past five (5) years.

C. PROVIDE THREE REFERENCES FOR RELEVANT PROJECTS INCLUDING COMPANY NAME, ADDRESS, CONTACT NAME, TELEPHONE NUMBER, AND DESCRIPTION OF PROJECT.

UNIVERSITY OF MARYLAND, COLLEGE PARK

Mr. Ben Clark
7757 Baltimore Avenue
0600 H Service Building
College Park, Maryland 20742
301-314-5924 (ph.)
Scope/Description: AMT provided civil engineering services for **University of Maryland College Park Iribe Center for Computer Science and Innovation** project.

KAISER PERMANENTE

Mr. Alton Millwood
11921 Bournefield Way, Suite A
Silver Spring, Maryland 20904
301-680-4162 (ph.); 240-565-1866 (mobile)
Scope/Description: AMT provided civil engineering services for the **Kaiser Permanente's Largo Medical Office Building** project.

MARYLAND-NATIONAL CAPITAL PARK & PLANNING COMMISSION

Mr. Tom Zyla, RLA
6600 Kenilworth Avenue
Riverdale, Maryland 20737
301-699-2487 (ph.)
Scope/Description: AMT provided civil engineering services for the **Southern Area Aquatic Regional Complex** project and the **Southern Regional Tech Rec Complex** projects located in Prince George's County.

Proposed Project Team

A. Provide a staffing plan identifying all key principals and staff from your firm whom you intend to assign to this Project and include their profiles indicating relevant experience.

The organization chart provided on the following page demonstrates AMT's staffing plan for this project and identifies all key principals and staff assigned to this contract. Detailed resumes for key staff identified in the organization chart below are provided on the following pages.

B. Confirm availability of the project team to start immediately and identify major projects that your proposed project team is expected to be involved in through the duration of the Project.

AMT's team is available to provide the necessary resources to complete the services required for this project. The table provided below demonstrates AMT's availability of our proposed project team, including the major projects that they'll be involved in during the course of the City Hall Redevelopment project.

C. Provide a schedule of hourly rates for the proposed personnel

The table below provides AMT's schedule of hourly rates for proposed personnel by category.

Team Member Availability & Hourly Rates

Team Member	Major Projects	Availability	Hourly Rate
Aaron Smith, PE — Project Manager	• Town Square at Suitland Federal Center	45-55%	$175.00
Max Kantzer, PE — Principal in Charge	• Town Square at Suitland Federal Center	5-10%	$240.00
Stephen Jerrick, PE — Civil Engineer	• Langley International School	35-40%	$160.00
Matthew Ernest, PE — Civil Engineer	• NOAA Center for Weather and Climate Prediction Center at M Square • Gateway Village Housing for the Elderly Building Addition and Renovation	15-20%	$160.00
Philip Rhodes, PE — Civil Engineer	• Town Square at Suitland Federal Center	15-20%	$150.00
Andrew Streagle, RLA, ISA — Environmental	• US 219 Old Salisbury Road Design-Build • Architect of the Capitol Senate Garage Renovation	15-20%	$140.00
David Shank, RPLS — Survey	• SHA Statewide On-Call Surveying Services	10-15%	$140.00

ORGANIZATION CHART

Legend
AMT employee unless noted
*Resume included

LES — Lewicki Estimating Services, Inc.

FOR THE BENEFIT OF:
University of Maryland
Business Community
Residents

REDGATE REAL ESTATE ADVISORS, LLC

PRINCIPAL-IN-CHARGE
*Max Kantzer, PE, LEED AP

PROJECT MANAGER
*Aaron Smith, PE, LEED AP

OWNER'S SPECIALTY CONSULTANTS
Architect
Traffic Engineer
Landscape Architect
Environmental Engineer
Geotechnical Engineer

CIVIL ENGINEERING & DESIGN SERVICES
*Stephen Jerrick, PE
*Matthew Ernest, PE, LEED AP
Philip Rhodes, PE

SUPPORT SERVICES

Environmental	Survey	Cost Estimator
*Andrew Streagle, RLA, ISA	*David Shank, RPLS	*Stan Lewicki, CPE (LES)

Aaron Smith, PE, LEED AP

Project Manager

Mr. Smith is a registered professional engineer with over 20 years of experience in management and civil engineering design services for municipal project in Maryland. He has extensive experience in engineering design associated with site analyses and design, grading and drainage, stormwater management, utility design, public infrastructure improvements and permitting. He has prepared concept drawings, design development drawings, construction documents, provided construction administration services, conducted engineering investigations and prepared technical reports and studies. He has served as a liaison between clients and various federal, state and local agencies. Mr. Smith has extensive experience working with review agencies in Prince George's County. Mr. Smith is also experienced working with the State Highway Administration (SHA) and is a certified stormwater management and erosion and sediment control plan reviewer for the Maryland Department of the Environment (MDE).

FIRM

A. Morton Thomas and Associates, Inc.

EDUCATION

MS, 2002, Civil Engineering, University of Maryland

BS, 1997, Civil Engineering, University of Notre Dame

REGISTRATIONS

Professional Engineer: MD (#31196)

LEED Accredited Professional

YEARS OF EXPERIENCE

Total: 20 With Firm: 15

RELEVANT PROJECTS

University of Maryland Iribe Center for Computer Science and Innovation – College Park, MD: Providing sustainable site design, permitting and construction administration services for the construction of a new state-of-the-art computer science academic building along Route 1, on the College Park campus of the University of Maryland. Design services included utility relocation, site layout, grading, water and sewer system design, storm drain and SWM design, and erosion and sediment control. Permitting services included floodplain modeling and coordination with MDE, coordination with MAA and FAA regarding the College Park Airport Aviation Policy Area, coordination with M-NCPPC as part of the Mandatory Referral process, and coordination with WSSC, MDE and DNR for utility and environmental permitting.

University of Maryland College Park Physical Science Complex Phase I – College Park, MD: Provided sustainable site design, permitting and construction administration for the construction of a new state-of-the-art academic and research facility. Provided design services including site layout, grading, water and sewer system design, storm drain and stormwater management design, and erosion and sediment control. Additional services included coordination with MDE and DNR for design and permitting, and preparation of LEED documentation for certification with the United States Green Building Council.

College Park Airport Operations Building — College Park, MD: Project Manager for this project to develop a new Operations Building and parking lot expansion. Prepared schematic design, design development, and construction documents; participated in project meetings; and provided additional services for floodplain modeling and permit approval. Design services included development of a stormwater management plan, storm drainage and paving plans, on-site water and sewer plans, sediment control plans, preparing NRI/FSD and tree conservation plans, processing of all related permits, construction support, and record documentation.

Town Square at Suitland Federal Center – Prince George's County, MD: Providing civil engineering design, survey, permitting and construction administration services for the development for the Town Square at the historic Suitland Federal Center. This mixed-use development will feature multi-family residential buildings, townhomes, public plaza and parks, senior housing, retail, and civic buildings. Additionally, this project is being designed to achieve LEED ND Silver Certification and Sustainable SITES Initiative Silver Certification.

Kaiser Permanente Medical Office Building – Prince George's County, MD: Project Manager for comprehensive civil engineering and surveying services associated with the 165,000 SF expansion of the existing Medical Office Building at the Kaiser Permanente Center. The site improvements include a new parking garage structure for 700 vehicles and sustainable site development including six micro-bioretention facilities and a grass swale, meeting the Prince George's County ESD Criteria. AMT obtained Detailed Site Plan planning approvals through M-NCPPC and provided all site engineering and site permitting through Prince George's County, Prince George's County Soil Conservation District and Washington Suburban Sanitary Commission.

Max Kantzer, PE, LEED AP

Principal-in-Charge

Max Kantzer has 42 years of experience managing engineering services for municipal improvement projects for local government agencies. He has managed the site engineering associated with the renovation of historic public buildings including the design of site improvements, universal access upgrades, site security, utility service upgrades, storm drainage, storm water management, pavements, and erosion and sediment control. Mr. Kantzer is a LEED accredited professional and is an expert in sustainable site design. As a Principal, Mr. Kantzer works directly with our project managers to monitor progress, assign resources, implement quality control and assure client satisfaction.

FIRM
A. Morton Thomas and Associates, Inc.

EDUCATION
BS, 1975, Civil Engineering, Columbia University

REGISTRATIONS
Professional Engineer: MD (#16872)

LEED Accredited Professional

YEARS OF EXPERIENCE
Total: 42 With Firm: 16

RELEVANT PROJECTS

Prince George's County Administrative Building Plaza – Upper Marlboro, MD: Principal-in-Charge for design of 1.25 acres pedestrian plaza between the County Administration Building and the County Courthouse in Upper Marlboro. Developed concepts and prepared illustrative plans. Developed full construction documents for site improvements, planting, irrigation, lighting, and site furnishings. Creative sustainable design included unique rain capturing planters and runnels to treat storm water. The planting design integrated native and low maintenance plant materials.

University of Maryland Iribe Center for Computer Science and Innovation – College Park, MD: Principal-in-Charge of site engineering and permitting services for the construction of a new state-of-the-art computer science academic building on the College Park campus of the University of Maryland. Design services included sustainable site design, site layout, grading, utility relocation, water and sewer system design, storm drain and SWM design, and erosion and sediment control. Provided permitting through MDE and DNR and coordination with local utility providers.

Kaiser Permanente Medical Office Building – Prince George's County, MD: Principal-in-Charge for civil engineering, surveying and permit approvals for a 165,000 SF expansion of the existing Medical Office Building and a new parking garage structure for 700 vehicles at the Kaiser Permanente Center. Sustainable site improvements included six micro-bioretention facilities, grass swales and rain planters meeting the Prince George's County Environmental Site Design Criteria. AMT obtained Detailed Site Plan approvals through Maryland-National Capital Park and Planning Commission and provided all site engineering and site permitting through Prince George's County DPIE, Prince George's County Soil Conservation District and Washington Suburban Sanitary Commission.

Town Square at Suitland Federal Center – Prince George's County, MD: Principal-in-Charge for civil engineering design, survey, and construction administration services for the development for the Town Square at Suitland Federal Center. This mixed-use development will feature multi-family residential buildings, townhomes, senior housing, retail, and civic buildings. Additionally, this project is being designed to achieve LEED ND Silver Certification and Sustainable SITES Initiative Silver Certification.

Southern Regional Tec Recreation Center – Prince George's County, MD: Principal-in-Charge of engineering and landscape architecture services for a new 37,000 SF community recreational facility. Planning included provisions for future athletic fields, aquatic center, and outdoor track. Services included site surveys, site planning and engineering, roadway improvements, forest conservation planning, wetland delineations, stormwater management, erosion/sediment control, maintenance of traffic plans, permitting, and LEED services.

Census Bureau Complex Design-Build – Prince George's County, MD: Project Manager for civil engineering and surveying services for the design, permitting, and construction of the new LEED Gold certified headquarter complex for the US Census Bureau. The project included 1.5 million square feet of offices and related special purpose facilities and 1 million square feet of structured parking. The fast-track design-build project was phased to expedite approvals and construction.

Stephen Jerrick, PE

Civil Engineering

Mr. Jerrick is a registered professional engineer with 16 years of experience in civil engineering design and consulting. He has extensive experience in engineering design associated with buildings, park development including recreational trails, roads and parking lots. His experience includes grading, site layout, road design, parking facilities, utilities design, storm drainage systems, and environmental controls including stormwater management (SWM) and erosion and sediment (E/S) control. He has prepared conceptual drawings, design drawings, construction documents, and construction specifications and has conducted engineering investigations, and prepared technical studies and reports. He serves as a liaison between clients and various permitting agencies, such as M-NCPPC, PG DPWT, DPIE, PG SCD, SHA, WSSC and MDE.

FIRM
A. Morton Thomas and Associates, Inc.

EDUCATION
BS, 2002, Civil Engineering, Virginia Polytechnic Institute and State University

REGISTRATIONS
Professional Engineer: MD (#35792)

YEARS OF EXPERIENCE
Total: 16 With Firm: 13

RELEVANT PROJECTS

University of Maryland Physical Science Complex Phase I – College Park, MD: Civil Engineer for a new academic and research facility to house the Department of Physics and Astronomy and the Institute for Physical Sciences and Technology. The project included site and building demolition, utility relocation, site layout, parking lot design, grading, water and sewer system design, storm drain, stormwater management, forest conservation, and permitting. AMT provided coordination with WSSC, MDE and DNR for design and permitting, meeting a demanding accelerated schedule, and provided analysis and documentation for sustainable sites credits for certification by the United States Green Building Council (USGBC) for LEED Gold.

University of Maryland Iribe Center for Computer Science and Innovation – College Park, MD: Providing sustainable site design and permitting services for the construction of a new state-of-the-art computer science academic building on the College Park campus of the University of Maryland. Design services include utility relocation, site layout, grading, water and sewer system design, storm drain and SWM design, and erosion and sediment control. Permitting services include coordination with local utility providers, MDE and DNR for design and permitting.

Southern Regional Tech Rec Complex — Prince George's County, MD: Provided design, permitting, and construction documents for the construction of a new 36,000 SF educational and recreational community building, parking lot and athletic field. Design services including site grading and layout, water and sewer system design, storm drain and stormwater management design, erosion and sediment control. Additionally, provided engineering design, permitting, and construction documents for Bock Road street scape improvements along the project frontage in coordination with the PG DPWT Bock Road Bridge Replacement project.

Southern Area Aquatics and Recreation Complex (M-NCPPC) – Brandywine, MD: Currently providing civil engineering and landscape architecture design and permitting for a new 70,000 sf multi-use, multi-generational aquatic and fitness complex. AMT's design team of landscape architects and engineers are responsible for the site design, roadway frontage improvements, pedestrian and vehicular circulation, 320-space parking lot, outdoor plazas, deck areas, walks, loop trail, and a secure play area connected to the fitness center.

Gaithersburg Youth Activity Center — Gaithersburg, MD: Provided preliminary and final site plans for planning commission approval, design development documents, construction documents, stormwater management and sediment control design and permitting, utility design and permitting, landscape and planting plans, construction phase services and LEED certification support for the construction of the new LEED platinum facility. AMT provided ADA compliant design of the curb ramps at the project entrance as well as the parking located at the front entrance of the building.

On-Call Civil Engineering/Site Design Services – Baltimore County, MD: Prepared feasibility studies, concept plans, cost estimates, permit and construction documents for new construction and renovations to Baltimore County Government buildings and facilities. Projects included the Towson Fire Station, Eastern Sanitary Landfill and Hernwood Sanitary Landfill Salt Barns, Hamilton Building Demolition Project, Fullerton Fuel Complex, Towson Plaza Repairs and new synthetic turf fields for Towson HS, Dundalk HS, Milford Mill Academy, Sparrows Point HS and Spring Grove.

Matthew Ernest, PE, LEED AP

Civil Engineering

Matt Ernest is a registered professional engineer with 20 years of experience in providing civil engineering design services associated with municipal improvements. He was the lead civil engineer for the City of College Park's prior efforts for the redevelopment and expansion of the City Hall. His expertise includes site assessments, studies, planning, design, and preparation of construction documents for site layout and development of park facilities, site grading, roadway and parking area design, stormwater management including low impact development facilities, erosion and sediment control, drainage facilities, and utilities. He also serves as a liaison between clients and various federal, state and local agencies relative to the preparation and acquisition of permits.

FIRM

A. Morton Thomas and Associates, Inc.

EDUCATION

BS, 1997, Civil Engineering Technology, University of Pittsburgh

REGISTRATIONS

Professional Engineer: MD (#32151)

LEED Accredited Professional

YEARS OF EXPERIENCE

Total: 20 With Firm: 20

RELEVANT PROJECTS

College Park City Hall Expansion – College Park, MD: Project Manager for design services for the building addition and site renovation. Projects included surveying services, reconfiguration of the site parking and walkways, site clearing and demolition, new WSSC water and sewer utilities, storm drainage, LID/ESD Bioretention facilities, pedestrian MOT and NRI. The project also included the preparation of a Detailed Site Plan for submission to M-NCPPC and SWM approval from PG DPWT. A forest conservation exemption was also requested as part of the project from the M-NCPPC. Attended design charrettes and planning meeting with City Hall staff.

NOAA Center for Weather and Climate Prediction Center at M Square - Riverdale, MD: Project Manager for comprehensive engineering, surveying and permitting services for this new weather prediction center and parking garage located in M Square Development in Riverdale, MD. Project included all permitting through PG County M-NCPPC and DPWT. The project also included the preparation of a Detailed Site Plan, site grading and drainage, WSSC on-site water and sewer utility services, rainwater cistern, bioretention. AMT also provide construction phase services including as-built submissions and site certifications.

Beltsville/Laurel Senior Center – Prince George's County, MD: Project Manager for comprehensive engineering, surveying, landscape architecture and permitting services for new Senior Center building, site improvements including new parking lot, new water and sewer utilities, storm drainage, LID stormwater management, erosion control, NRI, TCP forest conservation and right of way road improvements. Prepared and obtained all permit approvals from M-NCPPC, PG DPWT. Provide construction phase services including all site, utility and landscape certifications.

Gateway Village Housing for the Elderly Building Addition and Renovation — Prince George's County, MD: Project Manager currently providing comprehensive engineering, surveying, landscape architecture and permitting services for the renovation and addition to the existing apartment building. Project included permitting through PG County M-NCPPC, DPWT and PG SCD. Prepared Detailed Site Plan, NRI, TCP, Landscape Planting, LID/ESD SWM treatment, site clearing, erosion control, new fencing and access gates, pavement rehabilitation and ADA site improvements.

US Census Bureau Office Complex — Prince George's County, MD: Civil Engineer responsible for providing comprehensive civil engineering services for this $220 million 800,000 GSF project with two (2) parking garages. Project included the preparation of phased construction documents and permitting plans for the 50-acre site. Specific services included site grading, drainage, water/sewer relocations and extensions, erosion control, temporary parking plans and MOT, LID SWM bioretention facilities, work in wetlands/waterways, stream stabilization and LEED certification. Provided construction phase services including site observations, submittal review and RFI responses.

Washington Research Library Consortium – Prince George's County, MD: Project Manager for civil engineering, surveying, landscape architecture and permitting services for the renovation and addition to the existing library consortium. Prepare site plans, utility plans, erosion control plans and stormwater management. Project included all permitting through PG County M-NCPPC and DPWT. The project also included the preparation of a Detailed Site Plan, NRI, TCP and landscape coordination. Attended client design review meetings.

Andrew Streagle, RLA, ISA

Environmental Services

Mr. Streagle has over 15 years of experience providing landscape architecture services for site planning, design, and construction projects. His expertise includes landscape construction, site analysis, planning and design, environmental planning, tree evaluation, forest conservation, wetland delineation, and sustainable landscape planting design, for stormwater management facilities and other public facilities at local, state, and federal levels. Typical projects include evaluating existing site conditions and analyzing surrounding land uses; preparing conceptual design alternatives; preparing construction documentation; and construction administration and inspection.

RELEVANT PROJECTS

College Park City Hall Expansion – College Park, MD: Environmental Professional for design services for the building addition and site renovation. Prepared the existing approved Natural Resource Inventory and Woodland Conservation Ordinance Exemption for the City Hall project site in 2012.

University of Maryland Leroy Merritt Art Center — College Park, MD: Landscape Architect, and Arborist for the site assessment and delineation of environmentally sensitive features to include wetlands, waterways and specimen trees impacted by the new vehicle entry drive and drop-off area/pedestrian walkway. Prepared a Joint State/Federal Permit indicating area of stream, wetland and wetland buffer impact matrix. Coordinated with engineers to minimize impacts by adjusting road location, reducing grading, and the strategic placement of erosion control measures. Prepared NRI/FSD and FCP Exemption and obtained approval from MD DNR.

Beltsville/Laurel Senior Center — Prince George's County, MD: Natural Resource Inventory, forest conservation, and wetland delineation services were provided for the construction of a new senior center on the grounds of Laurel Hospital. Completed one of the first forest conservation bank transfers by a County agency. Provided landscape design for site and bioretention planting as well as hardscape design for an event plaza and site walkways.

Greenbelt Park Forest Conservation – Prince George's County, MD: Lead Environmental Professional for tree assessment and environmental/forest permitting services for the Federal Highway Administration (FHWA) at Greenbelt Park. The project entails road rehabilitation and stream restoration work at the 950+ acre site in Greenbelt, Maryland. Mr. Streagle assessed the condition, size, species and health of significant trees; acquired a variance for the removal of a specimen tree; executed Natural Resource Inventory and Forest Conservation Plans for DNR review; and contacted DNR regarding rare, threatened, and endangered species. He also prepared tree protection plans.

Montgomery College (Multiple Campuses) – Montgomery County, MD: Lead Arborist/ Landscape Architect for design team providing forest conservation research and information for the 2006-2016 Facility Master Plan Update for the Germantown, Rockville, and Takoma Park/ Silver Spring Campuses. Mr. Streagle reviewed existing forest conservation and environmental feature information, researched current forest conservation standards and requirements for three separate jurisdictions, provided recommendations for the future forest conservation requirements, and stewardship of sensitive resources. Provided environmental evaluations, arborist, planning, and landscape architecture services for various site/building improvements. Also provided tree protection measure design and construction administration. Mr. Streagle wrote a natural resources stewardship plan for the 224-acre Germantown campus for his master's degree capstone project. The stewardship plan covers invasive plant control, deer management, forest regeneration and harvest, and meadow establishment and management.

Prince George's County Public Schools Environmental and Landscape Architecture Services — Prince George's County, MD: Environmental Professional/Landscape Architect for landscape architecture design and environmental services for multiple school renovation and construction projects. Services include landscape planting and hardscape design, natural resource inventory, forest conservation, and wetland delineation for elementary, middle, and high schools across the County.

FIRM

A. Morton Thomas and Associates, Inc.

EDUCATION

MNR, 2013, Natural Resources, Virginia Polytechnic Institute and State University

BLA, 2003, Landscape Architecture, Pennsylvania State University

REGISTRATIONS

Registered Landscape Architect: MD (#3381)

ISA Arborist #MA-4826A

PLANET Landscape Industry Certified Technician- Exterior

MD Certified Professional Horticulturist

Chesapeake Bay Landscape Professional – Level 1

YEARS OF EXPERIENCE

Total: 15 With Firm: 11

David Shank, Prop. LS

Surveying

Mr. Shank has 39 years of survey experience associated with municipal improvements for government agencies in Maryland, including projects located in Prince George's County. Services provided have included extending horizontal and vertical control from the local jurisdiction monuments; topographic and boundary surveys; as-built utility surveys; the preparation of easement and right-of-way acquisition plats; stream cross sections; hydrographic surveys; wetland identification surveys and the establishment and referencing of survey baselines for future construction. He is experienced with a number of surveying instruments, software programs for the processing and analyzing of raw survey data and GPS equipment, methods and computations. He has also directed Subsurface Utility Engineering to provide Quality Level B utility designation and Quality Level A utility locations. Mr. Shank has provided these services for a number of government clients in Maryland.

FIRM
A. Morton Thomas and Associates, Inc.

EDUCATION
Coursework, Miami University and Montgomery College

Continuing Education, Maryland Society of Surveyors

REGISTRATIONS
Registered Property Line Surveyor: MD (#315)

Environmental Compliance and Awareness Training (ECAT)

YEARS OF EXPERIENCE
Total: 39 With Firm: 23

RELEVANT PROJECTS

College Park City Hall – College Park, MD: Registered Surveyor providing surveying services for boundary and topographic survey of City Hall. Survey re required establishing horizontal and vertical control, deed research and computations and detailed topographic survey of improvements including storm drains, sanitary sewers and underground utilities.

NOAA Center for Weather and Climate Prediction Center – Prince George's County, MD: Licensed Surveyor for the design of a new LEED Silver NOAA Weather Prediction Center. Project included all permitting through Prince George's County M-NCPPC and DPWT.

Gateway Village Building Addition and Renovation – Prince George's, MD: Licensed Surveyor for the renovation and addition to the existing apartment building. Project included all permitting through PG County M-NCPPC and DPWT.

Washington Research Library Consortium – Prince George's County, MD: Licensed Surveyor for the renovation and addition to the existing library consortium. Project included all permitting through PG County M-NCPPC and DPWT.

Southern Regional Tech Rec Center — Prince George's County, MD: Project Surveyor for 17 acre boundary and topographic survey for the Board of Education. Survey included stake out of soil borings, wetlands locations, significant tree surveys and preparation of WSSC right of way documents. Provided route survey for design of widening and upgrade of County road.

University of Maryland Student Housing Building 1 through 7 – College Park, MD: Survey Project Manager responsible for a topographic survey for approximately 27 acres of separate project areas including setting benchmarks, 2-foot contours, landscape trees, spot elevations, location of existing utilities, inverts of storm drains and sewers in areas not to be demolished, and other existing features. Supervised and prepared ALTA/ACSM as built surveys, including legal descriptions of leased property, upon completion of construction.

McKeldin Mall, University of Maryland – College Park, MD: Registered Surveyor responsible for field and office surveying services in support of engineering design for 20 acre McKeldin Mall site improvements and master plan area and a 50-acre drainage study. Surveying services included survey control network and benchmarks using GPS and conventional survey methods, field-run topographic survey, ASCE Quality Level B utility designating and survey, detailed storm drain as-built, and preparation of Civil 3D CAD drawing including contours and digital terrain model.

University of Maryland Garrett Hall – College Park, MD: Project Surveyor responsible for a topographic and grading survey for 20,000 square feet around Garrett Hall for drainage studies and potential upgrades and repairs to stormwater drainage system.

Stan Lewicki, CPE

Cost Estimating

Stan Lewicki, chief estimator of Lewicki Estimating Services, Inc., has over 35 years of experience in the construction industry, primarily in estimating. His estimating experience includes conceptual estimating and competitive bidding on commercial, medical, institutional, government, and multifamily residential projects. He has developed and implemented comprehensive computerized estimating systems for conceptual and detail estimating of all construction trades, cost histories, custom reports, subcontractor list maintenance, and uniform estimating processes. His expertise covers design/build, pre-construction project management, and commercial, high-rise, multi-use, government, term contracts, Educational facilities, and institutional construction, with more than 22 years' experience in the Washington/Baltimore area.

FIRM
Lewicki Estimating Services, Inc.

EDUCATION
BS, 1972, Mechanical Engineering, University of Illinois

REGISTRATIONS
Certified Professional Estimator

YEARS OF EXPERIENCE
Total: 38

RELEVANT EXPERIENCE

- 38 years experience and record of accomplishment on large negotiated and competitive bid projects.
- Extensive experience on government and institutional projects.
- Team member during Preconstruction Process
- Designing and implementing comprehensive computerized estimating systems
- Conceptual and detail estimating of all construction trades
- Extensive contacts with subcontractors and suppliers
- Certified Professional Estimator
- LEED Accredited

PROJECT APPROACH

APPROACH TO COMPLETING SCOPE OF SERVICES

PROJECT INITIATION

AMT is intimately familiar with the City Hall project site based on our experience working with the City of College Park on the previous design for the City Hall building on the same site. In addition to understanding the site, we understand the challenges that were faced as part of the previous project including the existing shallow storm drain infrastructure and proposed construction phasing (given the fact that the existing City Hall building is located on the same site). We will bring this knowledge and our understanding of the Prince George's County development review and permitting processes to the table in our initial project meetings with the City staff, University staff, project management team, and the design team.

Upon a Notice to Proceed, AMT will initiate the field work for the topographic and boundary survey and NRI/FSD. These items are on the critical path and necessary to start the detailed site design process and the permitting approval process. Based on our past experience on this site, including the approval of the previous NRI/FSD, we will be able to expedite this effort using our previous work and provide both cost and time savings for the project.

As with other projects in Prince George's County, another initial step will be to develop a site approval and permit matrix and corresponding project schedule. We have found this initial step to be critical for the success of projects in the County given the lengthy site plan approval process and typical number of regulatory agencies and utility providers. A sample of this matrix is provided below.

The identification of the required permit approvals and schedule were particularly important for the new Iribe Center for Computer Science and Innovation (ICCSI) building located approximately 0.5 mile north of the project site, along Route 1 (currently under construction for the University of Maryland). In addition to the typical stormwater management, erosion and sediment control, forest conservation, and utility permits, the project was subject to floodplain approvals, MAA and FAA height restrictions, Mandatory Referral, and required detailed phasing and coordination to address the relocation of existing utility infrastructure. Based on this detailed understanding of the local processes and environment, AMT will bring the necessary experience to help kick-off this project effectively and help to ensure its successful completion.

DESIGN COLLABORATION

Given the selection process for the design team members and our experience on other private development projects, we understand that collaboration between the design team, project management team, and the City and University staff will be critical. We will attend all project meetings as identified in the RFP and work closely with all members of the team from the initial concept development through schematic design, design development, construction documents and construction completion. At the concept level we will work to support the creative process led by the architect and landscape architect by providing insight regarding our understanding of the local regulatory requirements and sound engineering practices. We particularly understand the importance of detailed collaboration during the concept

Required Civil Permits

No:	Required Permits/Submittals:	Applicant:	Reviewing Agency:	Tracking #	Original Submission Date:	Submittal	Expected Approval:	Comments:
1	NRI/FSD	AMT	PG M-NCPPC					
2	Tree Conservation Plan	AMT	PG M-NCPPC					
3	SWM Concept Plan	AMT	PG DPIE					
4	SWM Approval	AMT	PG DPIE					
5	Erosion & Sediment Control Approval	AMT	PG SCD					
6	Public Space Approval (Pavement, Signage & Striping)	AMT	PG DPIE					
7	Fine Grading Permit	AMT	PG DPIE					
8	WSSC E&SC Approval	AMT	WSSC					
9	WSSC Water Meter Easement Recordation	AMT	WSSC					
10	WSSC Site Utility Permit	AMT	WSSC					
11	Permit for Utility Construction w/in the ROW	AMT	PG DPIE					

SAMPLE SITE APPROVAL & PERMIT MATRIX

development because typically the approved concept is the first introduction of the project to the regulatory agencies and the public community. Upon approval of the concept by the City and University, we will continue to develop the final engineering design, LEED documentation, and cost estimates in collaboration with the design team while meeting the established design milestones and regulatory requirements.

As part of the design collaboration process, we understand that as the Civil Engineer, AMT will have a lead role in the Preliminary Plan of Subdivision and Detailed Site Plan (or Mandatory Approval) approval processes. We have taken on this role on previous projects including the expansion of Kaiser Permanente's Medical Office Building in Largo, improvements at Whitemarsh Park in the City of Bowie, and the ICCSI building for the University of Maryland. We understand the application requirements, public outreach requirements, notifications, deliverables (needed by all members of the design team), and we are familiar with the regulatory staff responsible for reviewing projects of this type in Prince George's County.

COORDINATION WITH REGULATORY AGENCIES

As identified in the project initiation section above, early coordination with the regulatory agencies will be critical to the success of the project. Upon authorization from City and University staff, AMT will meet with DPIE, WSSC, City of College Park and M-NCPPC staff to introduce the project and discuss any comments or concerns. We are typically in communication with these agencies on a regular basis as part of projects throughout the County, and, in fact, we are currently attending weekly meetings with multiple County agencies as part of the Town Square at Suitland project which has a very aggressive design and construction schedule. Once the initial project introduction meetings are complete and the initial site approvals are obtained (NRI/FSD and SWM Concept), we will initiate the Subdivision and Detailed Site Plan review processes which will involve all of the regulatory agencies having authority over the project and will also require introduction of the project to the local community for comment. Once these initial entitlements approvals have been secured, we will move forward quickly with the obtaining final construction document permit approvals from DPIE, SCD, WSSC, M-NCPPC and the City of College Park. As we do on all projects, permits will be tracked individually on a permit matrix that will document the reviewing agency, tracking number, when submittals are made, returned, and approved. This document will be updated as information becomes available and distributed to the project team. We understand that the site approval process will be on the critical path for the project, we understand the requirements, and we are committed to providing the necessary services to make this project successful.

CONSTRUCTION ADMINISTRATION

AMT typically provides construction administration services for any project that we design. Consequently, we understand the bid and construction process and the importance of having experienced, knowledgeable staff available to respond quickly when questions arise. In addition, we understand the as-built documentation process required by the regulatory agencies, including DPIE and WSSC, and our staff will be committed to this project until it is completely closed out.

In post-construction, we typically document any incomplete or non- conforming work on a punch list and perform a final inspection to ensure compliance. We will provide the City as-built revisions and documents, and finally, provide complete project close-out information and transfer of project records. We understand the satisfaction of seeing a project through from concept to completion and we will work hard to ensure that the final product meets the City's, University's, and community's expectations.

TENTATIVE SCHEDULE

AMT will begin work immediately upon award and approval of a contract. Based on the RFP, it is our understanding that the project schedule will be determined between the parties and the development team at the time of the contract once the contract is awarded and approved. We will work with the team to expediate site design and approvals. Factors that will affect the schedule will be identified during project initiation as described in our approach.

MANAGEMENT APPROACH

Aaron Smith, PE will be the Project Manager and the first point of contact for this contract. His local experience, along with the local experience of the rest of our design team, will be a valuable asset in identifying potential risks and mitigating and resolving any issues. Our primary approach to risk identification and management associated with this project (and any project we design) will be:

- Take the time at the beginning of the project to obtain accurate existing conditions information
- Work with the City and University staff to make sure the design meets the goals of the project

- Develop a site plan approval schedule and update on a regular basis
- Provide accurate cost estimates at designated milestones
- Meet with the regulatory agencies as early as possible
- Develop a permit tracking matrix and update on a regular basis
- GOOD COMMUNICATION

This approach will be accomplished by having our most experienced staff involved in the design development and clearly communicating with all members of the project team throughout the project. A recent example of providing successful risk management in this way occurred on the ICCSI project for the University of Maryland. Two (2) early risk factors identified on this project included the elevation of the 100-year floodplain on the site and the height restriction dictated by the FAA and MAA due to the proximity of the site to the College Park Airport. AMT identified these issues at the beginning of the project, completed the necessary research, identified a discrepancy in the vertical datum used by the different agencies having jurisdiction, and coordinated with the FAA, MDE and DPIE to come to a resolution. This work was critical to the sizing and location of the building on the site and the success of the project.

Based on our past experience on this site, we have a good understanding of the constraints and challenges that were faced as part of the previous design process. This knowledge will help us address some of the risk associated with this project at the very beginning. As the project moves forward and the design progresses, we will identify any potential issues and communicate these issues immediately. We understand that the most effective way to mitigate risk is to communicate any concerns as soon as they are identified; the later the issue is identified in the design process the more expensive the solution. AMT has the experience on this site and with the local regulatory agencies to provide the necessary project management to make this project successful.

GENERAL NOTES AND INFORMATION

1. SITE TABULATION
OWNER/APPLICANT:
CITY OF COLLEGE PARK
4500 KNOX ROAD
COLLEGE PARK, MARYLAND 20740
ATTN: TERRY SCHUM
PHONE #: (240) 487-3550

2. PROPERTY DESCRIPTION
4500 KNOX ROAD
COLLEGE PARK, MARYLAND 20740

TAX MAP 033 GRID C4
LOTS 1-11, 22-25, PT. LOTS 12, 21
ELECTION DISTRICT(S): BERWYN #21
SUBDIVISION: HANNAH L. KELLY
200 SCALE REFERENCE: 209NE04
PG COUNTY ADC MAP: 5410 GRID: A-4

ZONING: MUI

CURRENT USE: CITY OF COLLEGE PARK CITY HALL

3. LOT COVERAGE
TRACT AREA: 0.930 ACRES OR 40,515 S.F.
PROPOSED BUILDING AREA: 7,029 S.F.
PROPOSED PAVED AREA: 17,858 S.F.
TOTAL LOT COVERAGE: 71%

PROPOSED USE: OFFICE BUILDING (CITY HALL)
TOTAL BUILDING AREA=10,793 GSF
BUILDING HEIGHT=42 FT

TOTAL GREEN AREA REQUIRED: 40% OR 16,206 S.F.
TOTAL GREEN AREA PROVIDED: 25% OR 10,255 S.F.

4. PARKING DATA

OFFICE BUILDING: 29,700 S.F.

PARKING SPACES REQUIRED: 2 SPACES PER 1,000 SF OF OFFICE SPACE

TOTAL SPACES REQUIRED: 60 SPACES

SPACES PROVIDED
REGULAR (R) 11 SPACES (9.5'X19')
ADA VAN (V) 2 SPACES (16'X19')
ON STREET (P) 10 SPACES (9'X22')

TOTAL SPACES PROVIDED 23 SPACES (REMAINING 37 SPACES TO BE PROVIDED IN ADJACENT PUBLIC PARKING GARAGE)

LOADING REQUIRED: 1 SPACE PER 10,000 TO 100,000 GFA PLUS 1 SPACE PER EACH ADDITIONAL 100,000 GFA (OR FRACTION)

LOADING REQUIRED: 1 SPACE
LOADING PROVIDED: 0 SPACES
LOADING SPACE REQUIRED: N\A
LOADING SPACE PROVIDED: (9'X13')

5. FLOODPLAIN CERTIFICATION:
ACCORDING TO THE PGATLAS AND THE FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION FLOODPLAIN RATE INSURANCE MAP 245208-0025-C DATED JUNE 16, 1997 THE SITE DOES NOT FALL WITHIN FEMA 100-YEAR FLOODPLAIN.

6. IF PARKING LOT IS TO BE USED AT NIGHT ADEQUATE LIGHTING SHALL BE PROVIDED.

7. THE PROPOSED BUILDING WILL BE PROVIDED WITH AN ADEQUATE NUMBER OF FIRE HYDRANTS LOCATED SUCH THAT NO EXTERIOR PORTION OF THE BUILDING IS LOCATED MORE THAN 500 FEET FROM A FIRE HYDRANT. THE DISTANCE SHALL BE MEASURED AS A HOSE WOULD BE LAID ALONG PAVED STREETS, THROUGH PARKING LOT ENTRANCES, AROUND OBSTRUCTIONS, ETC, IN ACCORDANCE WITH THE DETERMINATION OF THE AUTHORITY HAVING JURISDICTION.

8. YARD SETBACKS:
FRONT: 10 FT + ($\frac{1}{3}$ BUILDING HEIGHT FOR BUILDINGS > 30')
SIDE: 10 FT + ($\frac{1}{3}$ BUILDING HEIGHT FOR BUILDINGS > 30')
REAR: 10 FT + ($\frac{1}{3}$ BUILDING HEIGHT FOR BUILDINGS > 30')

9. STORMWATER MANAGEMENT CONCEPT APPROVAL CASE NO. 23696-2012-00.

10. TREE CONSERVATION PLAN: TCP II/006/06

10. ALL CURB RADII ARE 5 FEET UNLESS OTHERWISE NOTED.

11. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION AND SITE MATERIAL IDENTIFICATION, PLANTINGS AND PLANTING DETAILS.

12. SEE ARCHITECTURAL PLANS FOR ENCLOSED DUMPSTER PAD DETAILS.

16. THE SITE IS WITHIN THE AVIATION POLICY AREA (APA) 6 OF THE COLLEGE PARK AIRPORT.

17. EXISTING AND PROPOSED WATER AND SEWER SERVICE CATEGORIES: W-3, S-3

18. BOUNDARY AND TOPOGRAPHIC INFORMATION OBTAINED FROM A FIELD SURVEY PERFORMED BY A. MORTON THOMAS AND ASSOCIATES IN JULY 2011. HORIZONTAL DATUM: MSP NAD83/2007, VERTICAL DATUM: NAVD88.

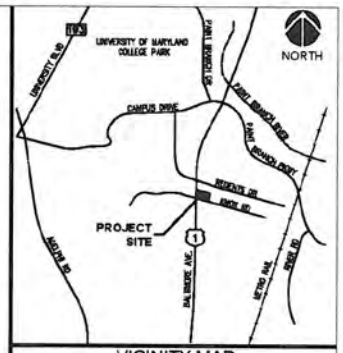
19. THERE ARE NO STREAMS OR WETLANDS ON THE SUBJECT PROPERTY.

20. THERE ARE NO HISTORIC RESOURCES LOCATED ON THIS SITE.

21. EXISTING SOIL TYPES: BuB: BELTSVILLE-URBAN LAND COMPLEX

22. THE NATURAL RESOURCES INVENTORY NUMBER IS NRI-014-12.

23. THIS SITE IS NOT LOCATED WITHIN THE CHESAPEAKE BAY CRITICAL AREA.



VICINITY MAP
SCALE: 1"=2000'
PRINCE GEORGES COUNTY
TAX MAP (GRID): 033 C 4
WSSC GRID: 209 NE 04

The graphic included below is from AMT's previous experience at the City Hall project site. Our team has firsthand knowledge and demonstrated experience of the site constraints of the project.

General Conditions and Fees

The following page includes AMT's fee proposed for the required services as a not to exceed fee. Hourly billing rates to be used for both base fee invoicing and additional services (should they be approved) are also provided. This fee proposal includes a list of reimbursable expenses and an estimate of the total amount anticipated for the services required for this City Hall Redevelopment project.

April 13, 2018

Ms. Katie Hearn
Senior Vice President
Redgate Real Estate Advisors, LLC
S. Exeter Street, Suite 306
Baltimore, MD 21202

ENGINEERING AND SURVEY SERVICES
City Hall Redevelopment
RFP-CP-18-05
City of College Park, MD
AMT File No. **18-0288.001**

Dear Ms. Hearn:

A. MORTON THOMAS AND ASSOCIATES, Inc. (AMT) is pleased to submit this proposal to provide civil engineering and survey services in connection with the proposed new College Park City Hall Redevelopment Project.

PROJECT UNDERSTANDING

As described in the RFP provided, the City of College Park (the City) would like to redevelop a key block in downtown College Park to include a Class-A City Hall and University office building totaling approximately 85,000 SF with a connecting atrium, first floor retail and a prominent public plaza. The site is bordered by Lehigh Road to the north, Knox Road to the south, Baltimore Avenue (Route 1) to the west and Yale Avenue to the east. The site currently consists of multiple lots and has multiple buildings including the existing College Park City Hall building and commercial/retail space. Based on the information provided, the proposed site improvements will include new parking, walkways, plaza space, utilities and stormwater management. The project must meet a minimum LEED Silver certification.

According to available records, the property is platted and there are no pending applications for development associated with this project. Therefore, the project will be subject to the Prince George's County Development Review process. The property is zoned Mixed Use Infill (MUI) and the proposed construction is a permitted use for a lot this size and zoning classification. Therefore, the project will be subject to the Preliminary Plan of Subdivision and Detailed Site Plan review processes. AMT will provide services in support of these processes as well as design documents and site permits for construction. The proposed project cost is expected to be approximately $30 million.

Services will include topographic survey, utility locating, preparation of subdivision and Detailed Site Plan application materials, Design/Construction Documents, Permit Services, and Construction Administration. AMT proposes to provide these services as described in detail below.

SCOPE OF SERVICES

Based on the above understanding, AMT will provide the following services:

1. **Concept Plan.** Work with the design team and owner to develop a concept site plan for submission to the County. Develop ~~up to three (3)~~ concepts for consideration. Upon approval from the City, move forward with the formal Development Review process. As necessary

Development Review

1. **Application Submission.** Provide supporting documentation for the pre-application and application processes including preparation of a Zoning Sketch Map. It is assumed the required informational mailings and associated Affidavit will be prepared by the land use attorney.

2. **Preliminary Plan of Subdivision.** Prepare a preliminary plan of subdivision and supporting documentation in accordance with Prince George's County application checklist and submit to MNCPPC for review and approval. Post sign notices on site, attend staff review meeting, respond to comments, and attend planning board meeting.

3. **Detailed Site Plan.** Prepare the Detailed Site Plan (DSP) according to MNCPPC Development Review Division requirements, post notice on site, and submit to MNCPPC for review and approval. Attend staff review meeting, address comments, and attend planning board meeting.

4. **Meetings**. Attend preparatory meetings, MNCPPC staff meetings and attendance at the Planning Board meeting.

Preliminary Permit Services

1. **Natural Resources Inventory/Forest Stand Delineation (NRI/FSD) Update.** Complete field verification for forest and natural resources on the subject parcel to update the existing approved NRI/FSD (NRI-014-12). Provide report and plan sheet update in accordance with Prince George's County *Environmental Technical Manual* requirements. Coordinate submission of NRI/FSD plan package. Obtain NRI/FSD plan approval.

2. **Woodland Conservation Ordinance Exemption Update**. Provide documentation in support of an update to the existing WCO Exemption for the site. Submit for review and approval.

3. **Stormwater Management Concept**. Prepare a storm water management concept in accordance with Prince George's County requirements and submit to Prince George's County Department of Public Works and Transportation for review and approval.

4. **Fire Access Plan**. Coordinate with the Fire Marshall's office to obtain an approved fire access plan for the proposed project.

Design/Construction Documents

Based on the approved documents, provide the following design services at Schematic Design, Design Development and Construction Document phases:

1. Prepare a demolition plan indicating existing site elements to be removed.

2. Provide site layout with horizontal control for primary elements outside the building footprint to facilitate construction of the building and utility infrastructure and grading within the project limits.

3. Prepare site / grading plans, to establish new vertical elevations of the exterior site features. Detail sheets will be included for necessary typical site elements, including sidewalks, downspout tie-ins, curb and gutter, driveways, etc.

4. Prepare site utility plan (independent of the WSSC water and sewer plan) showing utility service connections to the new buildings. All utilities will be shown for coordination purposes. Electric, gas, and telecom design will be provided by others.

5. Prepare storm drain and stormwater management plans for the treatment of surface runoff. This task includes plan views, profiles, and details for the SWM structures, as well as hydrologic and hydraulic computations.

6. Coordinate with the project team on interdisciplinary issues including ADA access, public utility services (electrical, gas, telecommunications), and similar requirements.

7. Prepare civil engineering specifications to cover proposed site improvements.

Construction Permit Services

1. **Raze Permit.** Assemble and submit raze permit package to Prince George's County Department of Permits, Inspections and Enforcement (DPIE). Utility disconnection letters to be provided by others. Owner or contractor to pull raze permit upon approval.

2. **Fine Grading Permit**. Assemble and submit fine grading package to Prince George's County Department of Permits, Inspections and Enforcement (DPIE). Owner or contractor to pull fine grading permit upon approval.

3. **Erosion and Sediment Control.** Submit plans to PGSCD for review and compliance with PGSCD standards / specifications. Typically, four (4) submittals are made to PGSCD for review and approval. Review comments will be responded to and addressed after each review.

4. **WSSC Site Utility Plan (SUP)**
   a. Submit fire flow test request application for fire hydrants adjacent to the property.
   b. Prepare site utility plan for new water and sewer service lines from the street to the building. Submit to WSSC for technical review and approval though the ProjectDox online permit system.

c. Prepare water meter easement and submit for review and approval.
d. Submit as-built plans (prepared by contractor) and construction certifications as engineer of record.

5. **WSSC Service Connection Permit (SCP).** Assist owner in preparation and processing of forms for applicant-built water and sewer Service Connection Permit (SCP) and Utility Cut Permit. Owner or Contractor to apply for and pull SCP. Owner's or Contractor's master plumber to apply for and pull plumbing connection permit.

6. **SHA Access Permit.** Prepare a site plan, associated details and computations for the proposed improvements in SHA ROW. Prepare application and bond estimates and submit to SHA for review and approval. It is assumed the proposed improvements will be acceptable to SHA and additional infrastructure improvements are not anticipated or included in this proposal.
Ask Terry

7. **City of College Park Permit.** Prepare plans and associated details for the proposed work in the public right-of-way. Submit plans to the City for review and compliance with City standards / specifications. Review comments will be responded to and addressed after each review.

8. **MDE NPDES Notice of Intent (NOI).** Prepare an MDE NPDES Notice of Intent application and submit to MDE for compliance with state requirements for stormwater discharge associated with construction activities.

Cost Estimating Services

Cost estimating services will be provided by Lewicki Estimating Services, Inc. Cost estimates will be provided for the site and infrastructure work only and will be provided at Schematic Design, Design Development and Construction Document milestones as designated by the owner.

Bid Services

Attend one (1) pre-bid meeting and respond to written questions from potential bidders.

Construction Administration

1. Provide up to ~~three (3) site visits~~ during construction. as necessary
2. Respond to RFI's concerning civil engineering elements of the design.
3. Review contractor submittals and shop drawings concerning civil engineering documents.

Post Construction/Close Out

1. Prepare punchlist for site civil engineering elements of the project. Punchlist preparation will include ~~up to two (2)~~ site visits as necessary for preparation of documentation and verification.

2. As-Built Documentation – Stormwater Management. Coordinate submittal of contractor-furnished SWM as-built plans, and provide certification of SWM facilities as appropriate.

3. As-Built Documentation - Water and Sewer. Coordinate submittal of contractor-furnished water and sewer as-built plans, and provide certification of water and sewer facilities as appropriate.

Survey Services

1. **Boundary and Topographic Survey**. Provide office computations and field surveying to perform a boundary survey of the subject property comprised of three separate ownership parcels (approx. 0.5 acre) to meet the Code of Maryland "Minimum Standards of Practice" (COMAR 09.13.06). Survey will include the locations of existing features such as buildings and other improvements within ten feet of the property lines and any visible easements and encroachments.

   Prepare a topographic survey of the property extending to the centerlines of adjacent streets and ten feet onto the adjacent property. The topographic survey will be performed using conventional ground surveying methods and compiled at a mapping scale of 1"=10' with a one-foot contour interval. The survey will include buildings, walks, driveways, fences, trees, spot elevations, first floor elevations, other major visible site improvements and two (2) benchmarks. The utilities designated and marked by AMT will be surveyed. In addition, all gravity drainage structures, including sewer and storm manholes, culverts and headwalls will be located and pipe sizes and invert elevations, where readily accessible, will be obtained.

2. **ALTA/NSPS Land Title Survey**. Preparation of a certified ALTA/NSPS Land Title Survey of the above referenced property. The survey will be prepared in accordance with ALTA/NSPS 2016 Minimum Standard Detail Requirements and includes items 2, 3, 4, 6(a), 8, 9, 11, 13, 14, 16, and 18 "Table A, Optional Survey Responsibilities and Specifications," thereof. In order to perform our services, AMT will require an updated Title Report / Title Commitment, the Lender's survey requirements and certification form, if any, and a list of the parties to whom we are to certify.

3. **Utility Designation (ASCE 39-02 Quality Level B).** Mark and identify underground utilities in support of the design project for THE College Park City Hall site located in College Park, MD. The limits of which will be to opposite curb on side street and center line of Route 1. Conductive utilities will be marked utilizing Geophysical prospecting techniques in conjunction with radio, audio and electromagnetic equipment. An electromagnetic sweep will be performed to identify any unknown conductive utilities. Should a utility not be locatable by above mentioned practices, the client will be contacted to discuss alternative methods and additional fees. Utilities will be marked utilizing standard marking paint and/or flags in accordance with APWA standard code and in accordance with CI/ASCE 38-02 Guidelines.

   resubdivision based on ownership of lots

4. **Record Plat**. Prepare a Subdivision Record Plat to formally consolidate the separate lots into one (1) parcel. This plat will be submitted to the Maryland National Park & Planning Commission – Prince George's County Planning Department and processed through the Prince George's County Planning Board and the Department of Environmental Resources, through to ultimate recordation in the County Land Records. AMT will provide field surveying services to set property corners as required by the Subdivision Regulations.

5. **Stormwater Management Easement.** Prepare SWM easement documentation for new construction as part of this project.

6. **WSSC Water Meter Easement.** Prepare water meter easement documentation for new construction as part of this project.

ASSUMPTIONS

1. Permit peer review services are not included in this scope of work, but can be added upon request under a separate agreement.

2. Adjacent utilities are of adequate capacity and are available for connection for this project. Relocations of existing utilities or extensions of new utilities on site or within the public right-of-way are not included unless otherwise identified in this scope of work.

3. Electric, gas, and telecommunications services will be designed by the MEP, the utility provider, or other consultant. The Client, MEP, or other consultant will coordinate electric, gas and telecommunications service requests directly with the utility company. AMT will depict on the site plans the locations of these utilities or equipment as provided to us by others.

4. Preparation of easement documents other than those identified are not included with this proposal. If additional easements are required, they will be provided as additional services under separate agreement

5. Landscape architecture services (***including the required Landscape and Lighting Plan***) will be provided by others. Planting plans will be provided for stormwater management facilities only. All other planting plans and landscape design will be by others.

6. No wetlands or floodplains will be disturbed. If required, wetland investigations and delineation will be additional services under separate agreement.

7. Off-site improvements are not included in this proposal, but can be provided as an additional service. Possible off-site improvements that may be required include WSSC utility extensions, traffic signal design, trail design or utility extensions.

8. Traffic engineering will be provided by others.

9. Site lighting and site electrical design will be provided by other members of the design team.

10. Archaeological services, Phase 1 Environmental services and geotechnical engineering will be provided by others.

11. Submittal reproductions will be provided by the architect.

12. Structural design, including retaining walls, light pole bases, and underground stormwater vaults will be provided by others.

13. Horizontal datum of survey will be based upon Maryland State Plane (NAD 83/2011) datum.

14. Vertical datum of survey will be based upon NAVD 88 datum.

15. Survey drawing will be prepared in AutoCAD R2018 format, in AMT CAD standards, and in English Units (U.S. survey foot).

16. Survey does not include providing services where hazardous materials or confined spaces, as defined by OSHA, are involved.

17. Client is to notify all adjacent private property owners of the need to access their property while conducting these surveys.

No 18. Survey effort includes setting survey control within project to perform services outlined above and setting of two (2) benchmarks on project site.

19. Review fees, permit fees, fees for hydrant flow tests and other similar fees are not included in our proposal and will be paid by others.

20. Off-site forest conservation mitigation plans are not included and if required will be provided as an additional service.

21. Preparation of a Roadside Tree Permit is not included. If necessary this can be provided as an additional service.

22. Any changes to the record plat after it has been submitted required as a result of owner or architect imposed changes, ~~or revision required as a result of the subjective review of the agency official~~, will be provided on an hourly basis.

No

23. The owner will engage a land use attorney to lead the Detailed Site Plan and Preliminary Plan of Subdivision review and approval process.

24. The Detailed Site Plans and Preliminary Plan of Subdivision applications will be submitted concurrently.

FEES

AMT will provide the services described above for the following fee (not-to exceed):

1. Concept Plan ..... $ 4,000.00

2. Development Review
   1. Application Submission ..... $ 2,000.00
   2. Preliminary Plan of Subdivision ..... $ 8,000.00
   3. Detailed Site Plan ..... $ 10,000.00
   4. Meetings ..... $ 4,000.00
   Subtotal ..... $ 24,000.00

3. Preliminary Permit Services
   1. NRI/FSD Update ..... $ 3,000.00
   2. WCO Exemption Update ..... $ 2,000.00
   3. Fire Access Plan ..... $ 2,000.00
   4. Stormwater Management Concept ..... $ 8,000.00
   Subtotal ..... $ 15,000.00

4. Design/Construction Documents
   1. Schematic Design ..... $ 6,750.00
   2. Design Development ..... $ 22,500.00
   3. Construction Documents ..... $ 15,750.00
   Subtotal ..... $ 45,000.00

5. Permit Services
   1. Raze Permit ..... $ 4,000.00
   2. Fine Grading Permit ..... $ 10,000.00
   3. Erosion and Sediment Control Permit ..... $ 8,000.00
   4. WSSC Site Utility Permit (SUP) ..... $ 6,000.00
   5. WSSC Service Connection Permit (SCP) ..... $ 2,000.00
   6. SHA Access Permit ..... $ 10,000.00
   7. City of College Park Permit ..... $ 4,000.00
   8. MDE Notice of Intent (NOI) ..... $ 1,000.00
   Subtotal ..... $ 45,000.00

6. Cost Estimating Services ..... $ 21,700.00

7. Bid Services ..... $ 2,500.00

8. Construction Administration ..... $ 12,000.00

9. Post Construction/Close-Out ..... $ 6,000.00

SUBTOTAL (Engineering/Permitting) $175,200.00

10. Survey Services
    1. Boundary and Topographic Survey ..... $ 5,000.00
    2. ALTA/NSPS Land Title Survey ..... $ 2,000.00
    3. Utility Designation ..... $ 3,000.00
    4. Record Plat ..... $ 6,000.00
    5. Stormwater Management Easement ..... $ 2,000.00
    6. WSSC Water Meter Easement ..... $ 2,000.00
    Subtotal ..... $ 20,000.00

TOTAL $195,200.00

Anticipated reimbursable expenses include mileage, reproduction (bond and mylar copies for regulatory agencies), and delivery. These expenses will be invoiced at cost and are estimated at **$3,000.00**.

AMT's current hourly rate schedule is as follows:

Principal:	$ 240.00
Associate:	$ 175.00
Sr. Project Manager:	$ 160.00
Project Manager:	$ 150.00
Cost Estimator:	$ 150.00
Senior Engineer / Surveyor:	$ 140.00
Engineer/Designer:	$ 110.00
Technician/CADD:	$ 90.00
Clerical:	$ 65.00
Field Survey Crew (portal to portal)	
(3-person):	$ 195.00
(2-person):	$ 145.00

We are available to start work immediately upon receipt of an executed and mutually acceptable agreement. Please contact me if you have any questions or need additional information. We look forward to working with you.

Sincerely,

A. MORTON THOMAS and Associates, Inc.

Aaron Smith, P.E.
Associate

Cc: Max Kantzer, Principal
Rick Higdon, Contract Administrator

TO BE SUBMITTED WITH BID

INFORMATION REGARDING THE BIDDER

City of College Park

1 .Name: A. Morton Thomas and Associates, Inc.
Individual/partnership/corporation

Address: 4601 Presidents Drive, Suite 365, Lanham, Maryland 20706

Phone: 301-577-7800

2. Please provide the following information concerning work that you have done within the last five (5) years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER
See attached.			

3. Please provide at least 3 references, including any Maryland governmental units or agencies for whom you have worked on a similar project. Include the name and telephone number of your contact with each.

See attached.

4. Identify all subcontractors that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

AMT will use Lewicki Estimating Services Inc. to provide cost estimating services.

5. Bidders will answer the following questions: (The word "you" refers any individual, partnership, partner and/or corporation and it's officers.)

a. Have you ever failed to complete any work awarded to you? No

If yes, state where and why_____

b. Have you ever been affiliated with some other organization that failed to complete a contract? AMT has not teamed with an organization that has failed to complete the assigned project.

If yes, state name of individual and reason therefore._____

c. With what other businesses are you affiliated? AMT, LLC

d. Please list all persons who will supervise the work under the Contract. _____

As Principal-in-Charge, Max Kantzer will supervise all work under this contract.

e. Identify all personnel who will be employed to prosecute the work described in the Contract Documents and list their hourly rate.

See attached

Dated this 13th day of April, 2018.

A. Morton Thomas and Associates, Inc.

Name of company/individual

By: _____

Supplemental Information for
Information Regarding the Bidder Form

2. Please provide the following information concerning work that you have done within the last five (5) years which is similar to the Bid work.

Please see table below.

For Whom Performed	Contract Amount	Date Completed	Contact's Name/ Telephone Number
Redevelopment Authority of Prince George's County	Town Square at Suitland Federal Center $1.14 million	Ongoing	Mr. Stephen Paul 301-883-7401
Montgomery County Department of General Services	Executive Office Building Plaza Renovation $60,000	October 2016 (design)	Mr. Randall Hawkins 240-777-6099 (ph.)
Baltimore County Department of Property Management	Public Safety Building and Parking Garage $146,000	Ongoing	Mr. William "Bill" Sherd 410-887-2578 (ph.)
Queen Anne's County, Maryland	New Circuit Courthouse $67,289	February 2014	Mr. David Remaniak 410-758-0925 Ext. 4116 (ph.)
City of Bowie, Maryland	Whitemarsh Park Site and Utility Improvements $254,220	Ongoing	Mr. Mike Schramm 301-809-2341 (ph.)

3. Please provide at least three (3) references, including any Maryland governmental units or agencies from whom you have worked on a similar project. Include the name and telephone number for your contract with each.

UNIVERSITY OF MARYLAND, COLLEGE PARK

Mr. Ben Clark
7757 Baltimore Avenue
0600 H Service Building
College Park, Maryland 20742
301-314-5924 (ph.)
Scope/Description: AMT provided civil engineering services for University of Maryland College Park Iribe Center for Computer Science and Innovation project.

KAISER PERMANENTE

Mr. Alton Millwood
11921 Bournefield Way, Suite A
Silver Spring, Maryland 20904
301-680-4162 (ph.); 240-565-1866 (mobile)
Scope/Description: AMT provided civil engineering services for the Kaiser Permanente's Largo Medical Office Building project.

MARYLAND-NATIONAL CAPITAL PARK & PLANNING COMMISSION

Mr. Tom Zyla, RLA
6600 Kenilworth Avenue
Riverdale, Maryland 20737
301-699-2487 (ph.)
Scope/Description: AMT provided civil engineering services for the Southern Area Aquatic Regional Complex project and the Southern Regional Tech Rec Complex projects located in Prince George's County.

5.e. Identify all personnel who will be employed to prosecute the work describe in the Contract Documents and list their hourly rates.

Please table below.

TEAM MEMBER	ROLE	HOURLY RATE
Aaron Smith, PE, LEED AP	Project Manager	$175.00/hr.
Max Kantzer, PE, LEED AP	Principal in Charge	$240.00/hr.
Stephen Jerrick, PE	Civil Engineering & Design	$160.00/hr.
Matthew Ernest, PE, LEED AP	Civil Engineering & Design	$160.00/hr.
Philip Rhodes, PE	Civil Engineering & Design	$150.00/hr.
Andrew Streagle, RLA, ISA	Environmental Services	$140.00/hr.
David Shank, RPLS	Surveying	$140.00/hr.
Stan Lewicki, CPE	Cost Estimating	$150.00/hr.

TO BE SUBMITTED WITH BID

Non-Collusion Affidavit

Max Kantzer, PE, LEED AP, being duly sworn on oath, deposes and says:

That he/she is the
Principal
(Owner, Partner, Title if on behalf of a Corporation)

of A. Morton Thomas and Associates, Inc.,
(Name of Business, Corporation or Partnership)

the party submitting the foregoing Bid; that (he has not) (no officer of the said Corporation has) (no partner of the said Partnership has) nor has any person, firm or corporation acting on (his/her) (its) (their) behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Bid being submitted herewith; and that (he/she) (the said Corporation) (the said Partnership) has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Bid Price of the Bidder herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the within Bid is submitted; that in making this Affidavit, the affiant represents that he/she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of his/her knowledge and information.

_____(SEAL)

To be signed by Bidder, if the Bidder is an Individual; or by a Partner, if the Bidder is a Partnership; or by a duly authorized Officer, if the Bidder is a Corporation.

TO BE SUBMITTED WITH BID

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the Principal (Title) and duly authorized representative of A. Morton Thomas and Associates, Inc. (Name of Business Entity) whose address is 4601 Presidents Drive, Suite 365 Lanham, Maryland 20706 and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and

3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State of federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and

4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.

5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.

6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the City, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.
7. State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

None

I acknowledge that this affidavit is to be furnished, where appropriate, to the City of College Park under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the City of University Park may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the City.

I further affirm that the business entity is properly registered to do business in the State of Maryland.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

April 13, 2018

Date

Signature

Max Kantzer, PE, LEED AP

Printed Name

REQUEST FOR PROPOSAL

RFP-CP-18-05

Civil Engineering Consulting Services

City Hall Redevelopment

For:

the City of College Park

and for the benefit of

UNIVERSITY OF MARYLAND

Requested By:

REDGATE
The Right Return on Real Estate

<u>Bid Submission</u>

RFP Issue Date: Monday, March 12, 2018
Proposal Due Date: Friday, April 13, 2018 at 2:00 p.m.

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3. **Project Schedule**

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EXHIBITS:

A. **Project Site Map**
B. **Preliminary Design Concept**

ADVERTISEMENT AND BID REQUIREMENTS

The City of College Park, Maryland ("the City") requests sealed bid proposals on behalf of the City and the University of Maryland, College Park ("UMD") from qualified civil engineers, as specified in this Request for Proposal ("RFP") and in the exhibits and all other contract documents (the "Contract Documents").

Three (3) complete sets of bid proposals, plus three four (4) drives with the bid proposal in digital format, must be submitted on the specified forms in a sealed envelope containing the Bidder's name and address, marked **"City Hall Redevelopment", RFP CP-18-05, Civil Engineer**, and delivered to the Finance Department, City of College Park, 4500 Knox Road, College Park, Maryland 20740 no later than **Friday, April 13, 2018 at 2:00 p.m.**, at which time the sealed bids will be opened and read publicly. Award of a contract will be made by the Mayor and Council of the City of College Park at a regular meeting.

Copies of the Contract Documents may be downloaded from the City's website at www.collegeparkmd.gov. The RFP package will be listed under the "Government" tab on the homepage, then click "Bids and RFPs". If you are unable to obtain the Contract Documents from the website, please contact the Finance Department, Monday-Friday 8:00 a.m.-5:00 p.m., at 240-487-3509 and select "Option 1".

The City is an Equal Opportunity Employer. Discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or any other factors not related to the ability to perform the work is expressly prohibited.

The City reserves the right to reject any and all proposals in the best interest of the City.

The Project Manager for this project is Redgate Real Estate Advisors, LLC, 509 S. Exeter Street, Suite 306, Baltimore, MD 21202, Attn: Katie Hearn, Senior Vice President, 410-456-5614, Katie.hearn@redgate-re.com. All contact with respect to this RFP must be made through the Project Manager.

1. PROJECT OVERVIEW

The City and UMD intend to redevelop a key block in downtown College Park to include a Class-A City Hall and University office building totaling approximately 85,000 SF with a connecting atrium, first floor retail, and a prominent public plaza ("Project"). A Project site plan is attached as Exhibit A to this RFP. Redgate Real Estate Advisors, LLC has been engaged as the "Project Manager" to assist on this Project. The majority of the parking needs for the Project will be met in an adjoining parking garage owned by the City of College Park. The focus of the Project is to redevelop a prominent location with Baltimore Avenue frontage, as well as to demonstrate the cooperation and shared vision of the City and UMD for an improved college-city environment. A survey of the City Hall property and preliminary conceptual design of the Project has been prepared, as well as an analysis of the spatial needs of the City Hall building. These documents represent a starting point for the Project design, and will be further developed.

The vision for College Park City Hall is a Class-A office building that is designed to meet the needs of its specialized public functions. These include:

- Building lobby with service windows and information counter
- City Council chambers with private conference room, state of the art audio-visual equipment, cable television recording studio, dais for nine members, staff area and public seating
- City Department offices
- Public meeting and conference rooms
- Storage and shower facilities.

The design and materials for the building should reflect civic architecture that enhances the City's image and creates a prominent public building in a central downtown location. The adjoining Class-A office space to be owned and operated by UMD will be connected to City Hall and must be compatible with the City Hall building. The ground floor of this office space (all or part) is anticipated to be retail space.

A public plaza or town green shall occupy the Baltimore Avenue frontage and be designed to include:

- Programmable space
- Seating and other street furniture
- Landscaping
- Public art

For a better understanding of the concept and needs for this Project, a preliminary design concept commissioned for this Project from Design Collective, dated May, 2015, is attached as Exhibit B to this RFP. (This exhibit shows a third building along Yale Avenue, to the east portion of the block, which is no longer a part of the proposed Project.) The Project shall be designed and constructed to LEED silver minimum, with a goal of LEED gold.

The selected bidder will be expected to work under the direction and supervision of the Project Manager and in cooperation with a Project architect, environmental engineer and traffic engineer. The selected civil engineering team should be prepared to attend weekly Project meetings for the duration of the Project, and other meetings as required.

2. PROJECT SCHEDULE

The selected bidder should be prepared to begin work immediately upon award and approval of a contract. The Project schedule will be determined between the parties and the development team at the time of contract once the contract is awarded and approved. Any request for adjustments to the identified Project schedule shall be made through the Project Manager when the selected bidder becomes aware of anticipated delays. Provisions for liquidated damages for failure to comply with the Contract Time are set forth in the General Provisions. Time is of the essence to this Contract.

3. INTERPRETATIONS/QUESTIONS

All questions about the meanings or intent, discrepancies or omissions of the Contract Documents shall be submitted in writing to the Project Manager, by Friday, March 23, 2018 at 3:00 p.m. The Project Manager will issue an addendum to the RFP with the questions and answers on or before March 30, 2018. Any addenda will be posted to the City's website. It shall be the responsibility of the Bidder to ascertain whether any addenda have been issued by checking the City's website. Bidder must acknowledge the receipt (or "None" if applicable) of any addenda on their Bid Proposal Form. No questions will be accepted after the March 23, 2018 deadline. Upon award of the bid, all questions concerning progress of the work shall be directed to the Project Manager.

4.SCOPE OF SERVICES

The scope of services to be performed by the Civil Engineer, who will act as an independent contractor, follows:

4.1 Project Planning and Subdivision

a. Perform a boundary and topographic survey of the property. Analyze existing conditions to prepare existing conditions plans for the site as a baseline for the future development plans. At the direction of the City and/or its Project Manager, engage with the utility companies to determine existing conditions, options for creating the necessary line feeds to the proposed development, and identify risk and constraints.

b. Provide technical information for the site, parking, the utilities, the storm water management system, the connections to buildings, and the infrastructure in support of the planning and entitlement of this complex mixed-use development.

c. Work with the architect and other team members to develop a comprehensive sustainability document and provide specific sustainability approaches for this discipline. Storm water management concept plan approval from Prince George's County will be required.

d. Prepare and submit a Preliminary Plan of Subdivision application to the Maryland-National Capital Park and Planning Commission (M-NCPPC) for approval. Prepare all final plats as required.

e. A minimum of LEED Silver certification or equivalent will be required.

f. As a critical member of the entitlements team, provide all necessary materials and support for the public process and meetings, including attending all public meetings and hearings.

g. Prepare the documents required for Detailed Site Plan submittals, submit the application and supporting documents required for development approval, coordinate with other team members to submit for required zoning review and approvals and obtain required approvals. While it is anticipated that mandatory referral may be the development approval format, a full detailed site plan review may be necessary.

4.2 Ongoing: Design and Cost Support

Prepare conceptual design outline and drawing for the site, infrastructure, building connections, and storm water management sufficient to describe the Project.

a. Prepare schematic design for the site, infrastructure, building connections, site storm water management, and the infrastructure including provisions for elevations and grades.

b. Provide complete design for all civil engineering required for the completion of this Project.

c. Provide cost estimates for infrastructure design and any potential off-site improvements.

4.3 Project Management Structure

The civil engineer, while under contract to the City, will work under the direct supervision of the Project Manager, and in cooperation with the architect, environmental engineer, traffic engineer and the landscape architect and will produce documentation in alignment with the design schedule and with the design deliverables for the design and permitting team. The civil engineer will be required to attend and participate in weekly Project meetings and/or conference calls to discuss progress, procedures, issues and changes. The civil engineer will provide contract administration services specific the design work performed under the contract by the civil engineer, to include without limitation site work and utilities.

5.PROPOSAL REQUIREMENTS

The Proposal must include the following:

5.1 Executive Summary

a. Provide a summary identifying your understanding of the Project scope and important aspects of this Project.

5.2 Firm Qualifications:

a. Describe specific project experience related to projects of similar size, scope, type, and project team.
b. Provide a brief summary of your firm's experience on similar projects, in particular within Prince George's County, within the last seven years.
c. Provide three references for relevant projects including company name, address, contact name, telephone number, and description of project.

5.3 Proposed Project Team:

a. Provide a staffing plan identifying all key principals and staff from your firm whom you intend to assign to this Project and include their profiles indicating relevant experience.
b. Confirm availability of the project team to start immediately and identify major projects that your proposed project team is expected to be involved in through the duration of the Project. Note that any future change in key personnel will require approval in advance by the City, UMD and the Project Manger.
c. Provide a schedule of hourly rates for the proposed personnel, which will remain in effect for the duration of the Project.

5.4 Project Approach:

a. Describe how your firm would approach completing the tasks and goals identified in this RFP based on your firm's expertise and experience with similar projects.
b. Describe your approach to identification and management of risks influencing on-time/on-budget completion.

5.5 General Conditions and Fees:

a. Provide your fee proposal for the required services as a not to exceed fee.
b. Provide hourly billing rates to be used for both base fee invoicing and additional services should they be approved.
c. Include a list of reimbursable expenses and an estimate of the total amount anticipated.

6.Proposal Submission Instructions:

Three (3) complete sets of the bid proposal forms plus four (4) thumb drives with the bid proposal in digital format must be included in a sealed envelope containing the Bidder's name and address, marked **"City Hall Redevelopment", RFP CP-18-05, Civil Engineer,** and submitted to the Finance Department, City of College Park, 4500 Knox Road, College Park, Maryland 20740 no later than **Friday, April 13, 2018 at 2:00 p.m.**, at which time they will be publicly opened and read.

Documents to be submitted with the Proposal include:

- Information About the Bidder form
- Non-Collusion Affidavit
- Affidavit With Respect To Non-Conviction, Non-Suspension And False Pretenses
- Tentative Schedule

A bidder may submit only one bid proposal. More than one proposal from an individual, firm or partnership, corporation or association under the same or different names will not be considered on any given Contract, and will be considered grounds for disqualification and/or rejection of the proposals involved, unless prior approval has been granted by the City.

No bidder may withdraw his bid within 120 days after the opening thereof. Negligence on the part of the Bidder in preparing the Bid confers no right to the withdrawal of the Bid after it has been opened.

By submitting a proposal, the bidder agrees and warrants that it fully understands the Project requirements. Errors in preparation of the proposal will not relieve the bidder from the terms thereof.

Errors discovered after public opening cannot be corrected and the Bidder will be required to perform if the proposal is accepted.

The City reserves the right to amend or cancel the RFP at any time at its sole discretion before the execution of a contract with the selected bidder. In the event the RFP is withdrawn or cancelled, neither the City nor UMD shall be liable to any bidder for the costs incurred in connection with the RFP or the preparation of the bidder's response.

7.EVALUATION OF PROPOSALS

Evaluation of proposals will be based on criteria at the City's and UMD's sole discretion, but will broadly be based on overall best value with respect to the following criteria (in no particular order).

- Experience completing similar projects with respect to both scope and size
- Project team credentials, availability, and ability to work with current team members
- Ability to meet both budget and schedule and provide high quality work
- Consultant Fee
- References

Interview Format: The City, UMD and the Project Manager may determine a short list of civil engineering consultant firms for interviews, upon review of the Proposals submitted.

8. AWARD OF CONTRACT

The Contract will be awarded by the Mayor and Council of the City of College Park. In determining which proposal is best, the City will take into consideration, among other things, the bid price, and the experience, qualifications, references, responsibility and currently available facilities of the Bidder to perform the work. The City reserves the right to reject any or all proposals, and to exercise its sole discretion to best serve the interests of the City.

Except where the City exercises the right reserved herein to reject any or all proposals, the Contract will be awarded on a per unit price or lump sum basis, as is in the best interest of the City of College Park.

The City reserves the right to cancel the award of the Contract at any time prior to execution of the Contract without liability on the part of the City.

9. EXECUTION OF THE CONTRACT

The Bidder to whom the Contract has been awarded must execute a Contract substantially similar to the one attached within 15 business days after the award and submit such other documents as required by the Contract Documents, including a current insurance certificate listing the City, UMD, and their respective officials, officers, employees, contactors and agents ("Indemnified Parties") as additional insureds for the duration of this Project. Failure by the Contractor to execute the Contract and submit such other documents as required by the Contract Documents shall be just cause for annulment of the Award.

If the Bidder to whom the award is made shall fail to execute the Contract and performance bond hereto

attached, and as herein provided, the award may be annulled and the Contract awarded to the second lowest responsive and responsible bidder, and such bidder shall fulfill every stipulation embraced herein, as if he were the original party to whom the award was made, or the City may reject all of the bids, as its interest may require.

10. DISCLAIMER:

The RFP, including the documents incorporated and/or referenced in the RFP, have been prepared to solicit proposals, and are not contract offers. The only document that will be binding on the City is the contract, if any, duly executed by the City and the selected Civil Engineering consultant. No proposal shall be construed as creating any contractual relationship between the City and any party responding to this RFP.

Nothing contained in this RFP in writing or implied by the selection process shall create any obligation on the part of the City, UMD and/or the Project Manager to select any Civil Engineering consultant for the services described herein. The City and UMD reserve the right at their sole discretion to select any Civil Engineering consultant, to decide not to select a Civil Engineering consultant or proceed with the Project, or to otherwise modify their approach to the assignment.

11. REPRESENTATIONS BY BIDDER

In submitting a bid, the Bidder certifies that the Bidder:

a. Currently complies with the conditions of §69-6 "Equal Benefits" of the City Code, by providing equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners; or
b. Will comply with the conditions of §69-6 at time of contract award; or
c. Is not required to comply with the conditions of §69-6 because of allowable exemption; and
d. Does not discriminate on the basis of age, race, color, creed, pregnancy, religion, national origin, ancestry, disability, marital status, sex, sexual orientation, gender identity, physical characteristic or other unlawful basis of discrimination.

12. INSURANCE AND INDEMNIFICATION

The selected Contractor will purchase from insurance companies, government self-insurance pools or government self-retention funds authorized to do business in Maryland, and maintain during the entire term of the contract, comprehensive general liability insurance, automobile liability insurance, and workers' compensation insurance with limits of not less than those set forth below. On each policy, Contractor will name the City, UMD and the Indemnified Parties as additional insureds, with the exception of the workers compensation and errors and omissions insurance, and will provide an additional insured endorsement ISO CG 20 10 and CG 20 37 or their equivalents.

a. Commercial General Liability ("CGL"): Coverage for general liability claims arising from operations of the Contractor, subcontractors and suppliers, with terms and conditions of the CGL coverage to be provided through the use of ISO Coverage Form CG-00-01-1001 or its equivalent, and shall include at minimum the following:

1. $2,000,000 Per Occurrence Limit;
2. $4,000,000 General Aggregate Limit;
3. $4,000,000 Products/Completed Operations Limit;
4. As Additional Insureds, the City, UMD and the Indemnified Parties shall have coverage for liability arising out of the Contractors' ongoing and completed operations performed for the City;
5. Waiver of Subrogation in favor of the City and UMD;
6. Policy to be primary and noncontributory as respects the coverage afforded the City and UMD;
7. No exclusion for explosion, collapse and underground hazards
8. No exclusion for third party action over claims;
9. No exclusion for punitive damages;
10. Blanket Written Contractual Liability covering all Indemnity;
11. CGL coverage written on an occurrence form;

b. Automobile Liability: Coverage for third party legal liability claims arising from bodily injury and/or damage to the property of others from the ownership, maintenance or use of any motor vehicle, both on-site and off-site. Coverage shall include all owned, hired and non-owned vehicles for claims arising out of their use or operation. The minimum limits of such coverage shall be:

1. $1,000,000 Combined Single Limit;
2. Coverage shall provide a Waiver of Subrogation in favor of the City and UMD;

c. Excess Liability / Umbrella Liability: Coverage for third party legal liability claims against the Contractor that exceed the per occurrence or general aggregate of these underlying policies: General Liability, Employers Liability, Errors and Omissions and Automobile Liability. The minimum limits for such coverage are assigned below, based on the value of the specific agreement under which the Contractor is employed by the City:

Contract Value	Excess / Umbrella Limit Less
$10,000,001 to $25,000,000	$10,000,000 per Occurrence

1. Waiver of Subrogation in favor of the City and UMD;
2. Policy to be primary and noncontributory as respects the coverage afforded the City and UMD.

d. Workers' Compensation: Coverage for claims arising from Workers' Compensation statutes or other Employers Liability or third party legal liability claims arising from

bodily injury, disease, or death of Contractor's employees. Contractor shall provide Workers' Compensation coverage for all employees and require their subcontractors to provide Workers' Compensation in accordance with statutory requirements of the jurisdiction in which the work is being performed. Waiver of Subrogation in favor of the City and UMD is required for Part B: Employers Liability. The minimum limits of such coverage shall be:

1. Part A: Statutory
2. Part B: Employers Liability
   - $1,000,000 Each Accident
   - $1,000,000 Disease, Each Employee
   - $1,000,000 Disease, Policy Limit

e. Professional Errors and Omissions Insurance. The Contractor shall maintain a policy with limits of not less than $2,000,000 each occurrence/aggregate, to include cyber liability/data breach coverage.

These provisions apply to all delivery methods (e.g. General Contracting, Construction Management at Risk and Design-Build) except as noted herein.

A policy which allows the costs associated with investigating, management or defense of any claim, or any other cost incurred by the insured or the insurance carrier, to be deducted from the policy limits is not acceptable.

The selected Contractor shall be responsible for the maintenance of this insurance, whether the work is performed directly by the Contractor; by any subcontractor; by any person employed by the Contractor or any subcontractor; or by anyone for whose acts the Contractor may be liable.

The selected Contractor will covenant to maintain insurance, in these amounts, which will insure all activities undertaken by Contractor on behalf of the City and UMD under this Contract. Copies of the certificates of insurance and additional insured endorsements for all required coverage shall be furnished to the City within ten (10) days following the execution of this contract and prior to commencement of any work. Required insurance policies shall be endorsed to provide sixty (60) days prior written notice by certified mail of any material change, cancellation or non- renewal to the City and UMD.

Updated certificates shall be furnished at least annually and upon renewal of policies. Certificates shall cite the contract number and Project title and location. The City or UMD may, upon written request, demand full certified copies of the insurance policies required under this contract. The required coverage shall be maintained until final completion of the Project as evidenced by final payment to the Contractor.

Provision of any required insurance required does not relieve the selected Contractor of any of the responsibilities or obligations assumed by the Contractor in the contract awarded, or for which the Contractor may be liable by law or otherwise. Provision of such insurance is not intended in any way to waive the City's immunities or any damage limits applicable to municipal and/or State government as provided by law.

The selected Contractor shall also furnish to the City a Certificate of Insurance and additional insured endorsement in like amounts for any approved sub-contractor prior to commencement of work in the City.

The required insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and must be placed with insurers rated "A-VII" or better by A.M. Best Company, Inc., provided any excess policy follows form for coverage. Coverage will be primary and noncontributory with any other insurance and self-insurance.

The Selected Contractor shall indemnify and save harmless the City and UMD and the Indemnified Parties from all suits, actions, and damages or costs of every kind and description arising directly or indirectly out of the performance of the Contract, including attorneys' fees, whether caused by actions or omissions on the part of the Selected Contractor, its agents, servants and employees, or to other causes.

A rider or riders to the Public Liability and/or Property Damage Insurance policy or policies is required to cover any special hazards which may develop in the course of the work with such companies and in such amounts as may be approved by the City.

The City's review, approval or both of any documents provided or service performed by the selected Contractor, its subcontractors or anyone for whom they may be responsible will not relieve the selected Contractor of its responsibilities under the Contract or under applicable law, and the selected Contractor specifically waives any right to assert a claim against the City because of the City's review, approval or both of any documents provided or services performed by the selected Contractor, its subcontractors or anyone for whom they may be responsible.

TO BE SUBMITTED WITH BID

Non-Collusion Affidavit

_____, being duly sworn on oath, deposes and says:

That he/she is the

_____
(Owner, Partner, Title if on behalf of a Corporation)

of _____,
(Name of Business, Corporation or Partnership)

the party submitting the foregoing Bid; that (he has not) (no officer of the said Corporation has) (no partner of the said Partnership has) nor has any person, firm or corporation acting on (his/her) (its) (their) behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Bid being submitted herewith; and that (he/she) (the said Corporation) (the said Partnership) has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Bid Price of the Bidder herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the within Bid is submitted; that in making this Affidavit, the affiant represents that he/she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of his/her knowledge and information.

_____(SEAL)

To be signed by Bidder, if the Bidder is an Individual; or by a Partner, if the Bidder is a Partnership; or by a duly authorized Officer, if the Bidder is a Corporation.

TO BE SUBMITTED WITH BID

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the _____ (Title) and duly authorized representative of

   _____ (Name of Business Entity) whose address is

   _____ and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and

3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State of federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and

4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.

5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.

6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the City, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.
7. State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

_____

_____

_____

I acknowledge that this affidavit is to be furnished, where appropriate, to the City of College Park under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the City of University Park may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the City.

I further affirm that the business entity is properly registered to do business in the State of Maryland.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

_____
Date

_____
Signature

_____
Printed Name

TO BE SUBMITTED WITH BID

INFORMATION REGARDING THE BIDDER

City of College Park

1 .Name: _____
Individual/partnership/corporation

Address: _____

Phone: _____

2. Please provide the following information concerning work that you have done within the last five (5) years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER

3. Please provide at least 3 references, including any Maryland governmental units or agencies for whom you have worked on a similar project. Include the name and telephone number of your contact with each.

_____
_____
_____

_____

4. Identify all subcontractors that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

_____

_____

_____

5. Bidders will answer the following questions: (The word "you" refers any individual, partnership, partner and/or corporation and it's officers.)

a. Have you ever failed to complete any work awarded to you?_____

If yes, state where and why_____

b. Have you ever been affiliated with some other organization that failed to complete a contract?_____

If yes, state name of individual and reason therefore._____

_____

c. With what other businesses are you affiliated?_____

d. Please list all persons who will supervise the work under the Contract. _____

_____

e. Identify all personnel who will be employed to prosecute the work described in the Contract Documents and list their hourly rate.

_____

_____

Dated this _____day of_____, 2018.

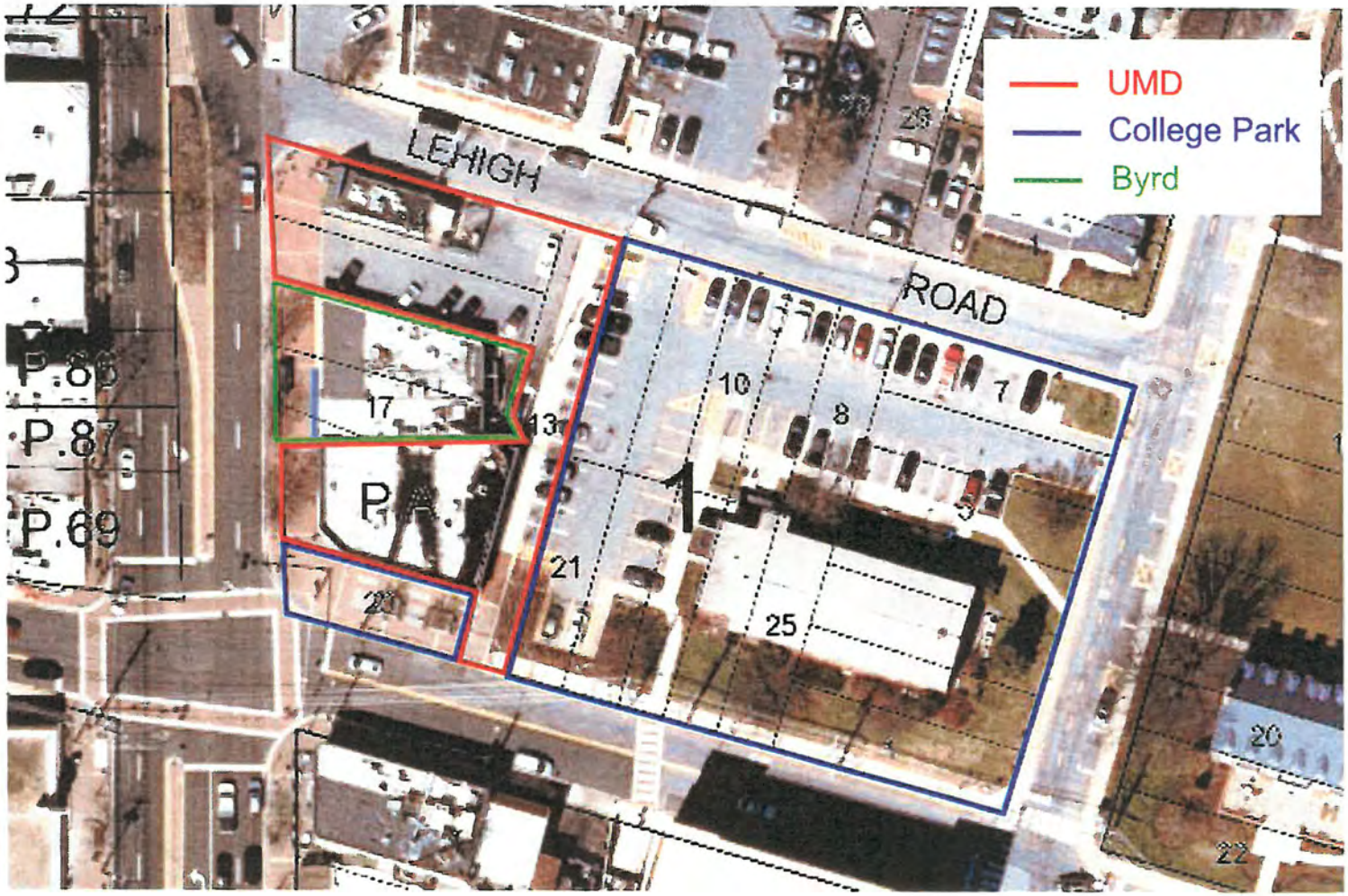
_____

Name of company/individual

By: _____

EXHIBIT A

PROJECT SITE MAP

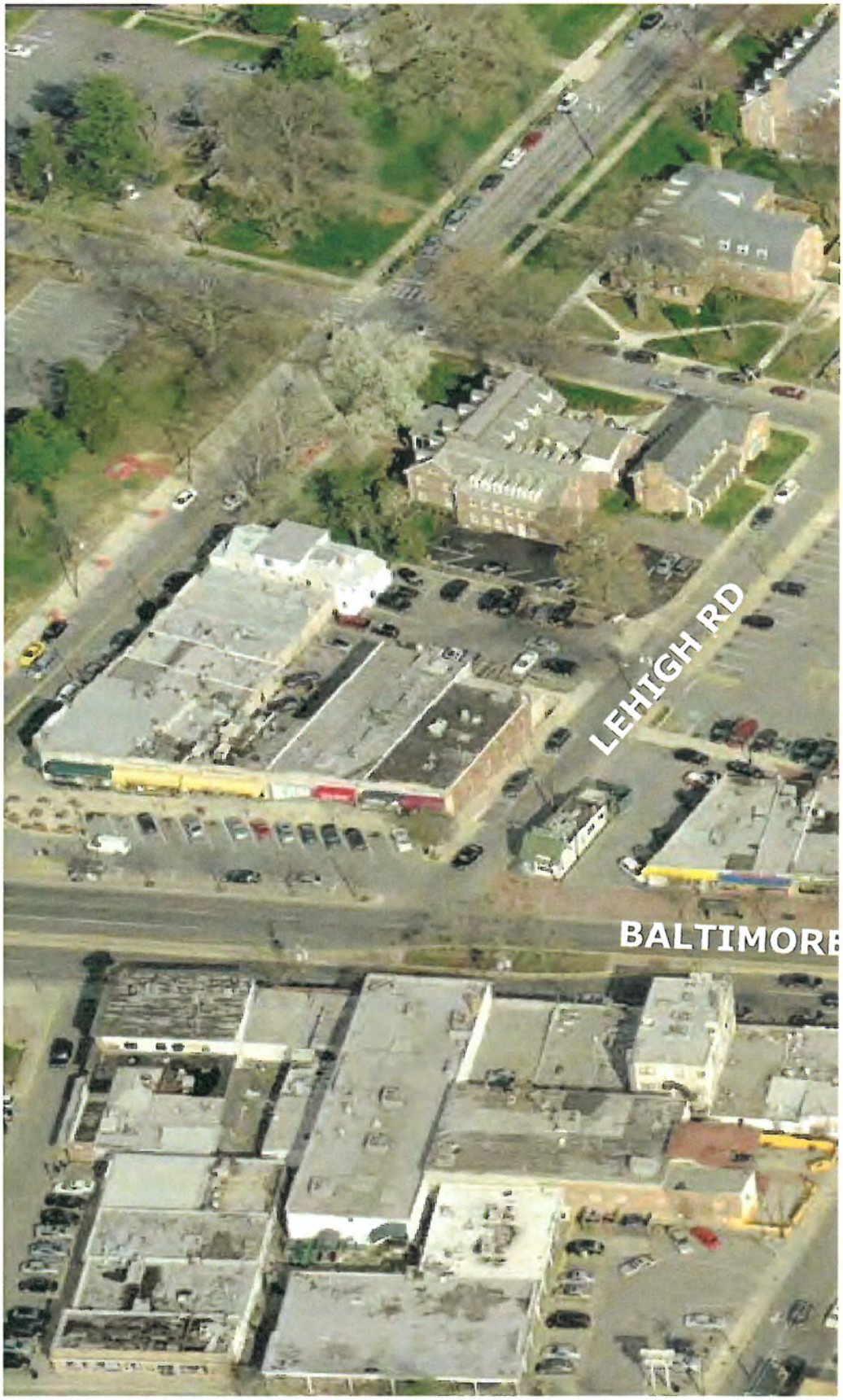

UMD
College Park
Byrd
LEHIGH
ROAD
P.86
P.87
P.69
17
13
10
8
7
21
25
20
22

EXHIBIT

A

EXHIBIT B

PRELIMINARY DESIGN CONCEPT


LEHIGH RD
BALTIMORE

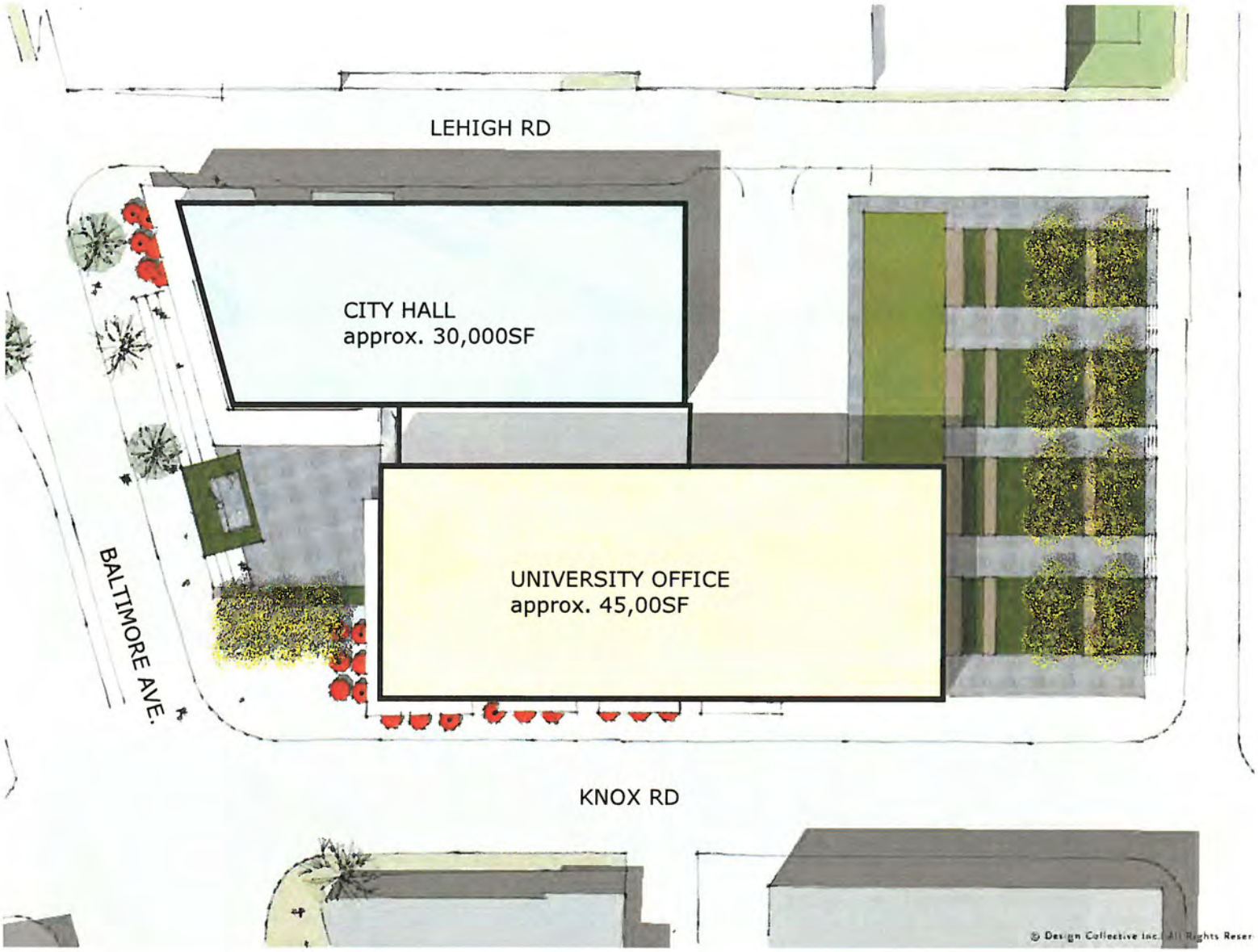
CURRENT CONTEXT

VIEW FROM NORTH APPROACH, BALT. AVE.

OPTION 2

Mixed uses in one
Uses share a cent
presence on Rout
Plaza at Baltimore

DESIGNCOLLECTIVE



OPTION 2

Mixed uses in one
Uses share a cent
presence on Rout
Plaza at Baltimore

DESIGNCOLLECTIVE

RFP CP-18-05
Civil Engineering Consulting Services
Addendum #1

March 30, 2018

Question: Only the site survey is specified. Do you need an ALTA survey?
Answer: Yes.

Question: We assume Roadway Topographic Survey up to the curb line of Lehigh Road, Yale Avenue and Knox Road and will be required up to the centerline of Baltimore Avenue will be provided by the bidders?
Answer: This is a correct assumption.

Question: Please confirm whether Geotechnical Consultant Investigation and Traffic Consultant Scope (including a Traffic Study and BPIS) will be provided by others?
Answer: Yes, that is correct.

Question: We suggest an allowance for road improvement plans or frontage improvement plans for City Streets and Baltimore Avenue.
Answer: A hard dollar amount is preferred to an allowance.

Question: State Highway will require utility permit, Design Review application approval, and an Access Permit due to the nature of work expected in Baltimore Avenue.
Answer: Yes, that is correct.

Question: Should we be including scope related to demolition and demolition permitting?
Answer: Yes.

Question: Is any work proposed within SHA right-of-way?
Answer: Yes, streetscape improvements will be required and additional right-of-way dedication may be required.

Question: Are as-built plans available for the current site, and can they be provided?
Answer: As-built plans can be provided for the City Hall portion of the project.

Question: Does the city require design files for their records? If so, is there a preferred format (MicroStation vs. AutoCAD)?
Answer: Yes, AutoCAD.

Question: Has a title certification been performed, or would that need to be included as part of the civil engineering proposal?
Answer: The Owner will have this performed separately.

Question: Since the RFP states "majority of the parking needs for the Project will be met in an adjoining parking garage owned by the City of College Park", and the sketch plan shows parking spaces around the

proposed buildings, will a zoning variance from parking requirements need to be filed for the Project site?
Answer: No, this is not anticipated since regulations allow parking needs to be met in the garage.

Question: What amount of survey information has already been completed during preliminary conceptual design?
Answer: No survey was done during that phase. There is a survey of the City Hall property.

Question: Will liquidated damages terms be required?
Answer: There will be no liquidated damages provisions.