



R. S. SCOTT ASSOCIATES, INC.

ENGINEERING

ARCHITECTURE

SURVEYING

STATEMENT OF QUALIFICATIONS FOR THE STATE OF MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET FOR THE INDEFINITE-SCOPE, INDEFINITE -DELIVERY OF PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES

**PART I - TECHNICAL
and
PART II - COST**

PREPARED MAY 2013



PROJECT PREPARED UNDER AN INDEFINITE SERVICES CONTRACT



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PART 1: TECHNICAL

PART 1-1

UNDERSTANDING OF PROJECTS AND TASKS

UNDERSTANDING OF PROJECTS AND TASKS

R. S. Scott Associates, Inc. has extensive experience in the design of new facilities as well as the remodeling of and additions to existing facilities. Our services have included roof replacements, structural evaluations and corrections, window replacements, reviews and upgrades for ADA compliance and Building Code Compliance and Energy upgrades. The Civil Engineering Division of RSSA has been involved in numerous street- scape, bike paths, trails and bridge and campground designs.

Under an Indefinite Services Contract that is that expired in Sept. 2012 we have completed, or are in process with, 10 projects varying in scale from a bridge approach, a structural study of an historic building on Lime Island, parking lot designs to two Cold Storage Pole Barn facilities for the DNRE and the re-siding of the DNR Fisheries Research Station in Alpena.. These project had fees ranging from about \$1,000.00 - \$22,000.00 . This demonstrates our responsiveness to working on projects of a small scale. This is true of our non-governmental work as well. We respond to projects of all sizes not just the ones with a big fee.

The projects we have worked demonstrate our ability to adapt to projects of varying scope and size, from one day structural investigations to full service building, roads and bridge projects. The interdisciplinary nature of our firm provides seamless coordination in the development of projects. **(SEE ATTACHMENT A TO THE QUESTIONNAIRE)**

RSSA has developed expertise in the area of renovating, altering and providing remedies to existing building deficiencies. Our renovation and remodel projects demonstrate our ability to evaluate a project, take careful inventory of field conditions and develop solutions meeting the programmatic requirements of the project while staying within budgetary constraints. RSSA take great pride in the fact that the majority of our projects involving modifications to existing facilities have come in within the projected budget and had very minor cost changes due to field conditions. This is the result of careful planning and coordination. (See Section I-3 Management Summary, Work Plan and Schedule for additional information)

As demonstrated by our representative projects **(SEE ATTACHMENT A TO THE QUESTIONNAIRE)** it is evident that we have extensive experience dealing with governmental, institutional and private entities. We are adept at coordinating with State, Federal and Local Regulatory Agencies as well.

Our project teams are able to be developed from a pool of design professionals encompassing skills in architecture, structural engineering, civil engineering, geo-technical engineering, surveying and materials testing. This broad range of disciplines enables us to discuss within house the varying issues often involved in a project. For Mechanical , Plumbing and Electrical design we regularly use Kovacs Engineering as our consultant. We have a 12 year history of collaboration with this consultant. Thus you can be confident we present a successful Project team.

PART 1-2
PERSONNEL

PROJECT TEAM AND KEY PERSONNEL

The project team for a specific project will be selected from the key personnel listed on the attached chart. Depending on the scope of the project, the project manager will be assigned to the appropriate design professional who will then be responsible for the assembly of the appropriate qualified personnel to complete the project team.

Resumes of key personnel have been included .

All projects involving building design, evaluation, remodeling and/or construction will be assigned to Susan Edwards, AIA; Project Manager. (Registered Architect I)

All projects of a Civil Engineering/Structural Scope (Site, drainage, roads, trails, bridges) will be assigned to the appropriate Licensed Professional Engineer :

Mark D. Straley, PE, Owner, Project Manager (Registered Engineer II)

Scott Pawloski, PE, Project Manager (Registered Engineer I)

Brian Olsen, PE, Project Manager (Registered Engineer I)

All Construction Engineering will be assigned to:

Glenn Smolinski (Technician VI)

All Surveying will be assigned to:

Chuck Hein, PS (Professional Surveyor)

Mechanical, Electrical and Plumbing Design Consultant:

Kovacs Engineering, Linda Deyarmond, PE (Registered Engineer)

Technicians: Technicians with the appropriate specialties will be assigned to relevant projects

RESUMES OF KEY PERSONNEL



R.S. Scott Associates, Inc.
405 River Street
Alpena, MI 49707
(989) 354-3178 (989) 354-3191 fax

Mark D. Straley, P.E.

President

Education

B.S. in Civil Engineering, Honors
Graduate, 1987 -
Michigan Technological University,
Houghton, MI

Associate of Science, 1985 -
Alpena Community College,
Alpena, MI

Professional Registration

Licensed Professional Engineer -
Michigan, 1994 # MI 39853

Expertise

Road Design Drainage Studies
Bridge Design Project Scoping
Dam Inspections
Steel/Concrete/Timber Structures

Professional Affiliations

Michigan Society of Professional
Engineers, past State Director

Honors and Awards

Chi Epsilon
Michigan Concrete Paving Association:
Ford Avenue Project

Experience

1987 - Present: R.S. Scott Associates,
Inc., Alpena, Michigan; Corporate Board
of Directors 1991; Corporate President
1994.

1994 - Present: Presque Isle County
Road Commission; County Highway
Engineer

1999 - 2007: Alpena County Road
Commission; County Highway Engineer

Representative Projects

Structural Projects:

- Structural Arch analysis of laminated wooden frames
- Structural analysis on proposed timber playground equipment for a nationwide manufacturer.
- Structural analysis of overhead signs with support columns
- Analysis of timber and steel framed buildings
- Structural investigation of twisting of steel framed members during construction of airport hangar

Road Projects:

- Alpena Old Town Project - design of three blocks of city street including; bituminous surface, paving blocks, curb and gutter, sidewalk, decorative street lights, bricked planters, focal point clock, Avery Park reconstruction to 1930's atmosphere.
- City of Alpena Ford Avenue - relocation design and project coordination of 9 inch non-reinforced concrete pavement.
- Hurds Corner Road, Tuscola County, Michigan - Project included specialized bituminous base crushing and base stabilizing, bituminous paving. Project was designed to all season standards.
- I-75 North of Mackinac Bridge - project included design of 1.7 miles of four lane state highway and all associated ramps immediately north of the Mackinac Bridge.

Bridge Projects:

- Over 50 Michigan Critical Bridge and associated approach design projects.

Non-Motorized Paths:

- Design engineer for development of Great Lakes Maritime Heritage Trail in cooperation with NOAA and the MDOT.
- Presque Isle County & Tuscola County - design engineer for road and non-motorized projects on county highways.
- M-119, Harbor Springs, Emmet County - design engineer for non-motorized path along highway and through Harbor Springs Airport
- US-23, Presque Isle County - design engineer for 2.23 miles of non-motorized path along US-23 corridor



R.S. Scott Associates, Inc.
405 River Street
Alpena, MI 49707
(989) 354-3178 (989) 354-3191 fax

Susan Edwards, AIA
Registered Architect

Education

Master of Architecture Degree, 1978 -
Washington University Graduate School
of Architecture, St. Louis, MO

B.A. in Graphic Design and the
Publishing Arts and Art, 1975 - Simmons
College, Boston, MA

Professional Registration

Registered Architect License by State of
Michigan Board of Architects 1998
#1301044574

Expertise

Commercial Design Code Studies
Building Renovation Space Planning
Feasibility Studies
Barrier Free Studies
Existing Conditions Analysis
Specifications Writing
Construction Admin/Observation
Residential Design

Professional Affiliations

American Institute of Architects
International Code Council
American Woodwork Institute

Honors and Awards

Recipient of Outstanding Woman in
Architecture Award 1979

Recipient of Washington University
Graduate School of Architecture
Scholarship

Wrightston Graphic Arts Award 1975

Experience

1995 - Present R.S. Scott Associates, Inc., Alpena, MI
Architect.
1994 - 1995 Self-employed, Hillman, MI -
Architectural Designer.
1984 - 1988 Design Workshop, New York and Sudan -
Self-employed Architectural Designer.
1983 - 1984 E.M. Sewell, Architect, New York, N.Y.-
Project Manager.
1981 - 1983 Planned Expansion Group, Inc., White Plains,
N.Y.- Staff Architect.
1979 - 1981 Peace Corps. Ministry of Education, Benin,
West Africa; Architect for the Office of School
Planning and Construction.

Representative Projects

- Alpena Buick GMC: New Showroom
- Alpena Power Company: New Truck Parking Garage
and Adaptive Re-use of Old Garage to Office Space.
- St. Anne Catholic Church, Alpena, MI: New Parish Hall
and connector to Church.
- ACRC New Salt Storage Barn
- Alpena County George N. Fletcher Public Library,
Alpena, MI: Addition and Adaptive Re-use Remodeling
- DMB/MDOT: Houghton Maintenance Facility
- DMB/MDOT: Mio Garage, Repair and Office Facility
- MDOT: Marion Garage Maintenance Facility;
Addition/Remodeling of existing Office/Garage.
- Little Bear East Arena and Community Center (Ice Rink);
City of St. Ignace, MI
- American Legion Park, St. Ignace, MI
Pavillion & Restrooms
- Montmorency County Road Commission, Atlanta, MI;
Renovation and Addition
- Hillman Tournament Park Concession & Restroom
- Tuscola County Road Commission; Truck Parking
Garage and Office, Deford, MI
- Juvenile Detention Facility, St. Ignace, MI: New medium
security 24 bed facility.
- East Twin Lake Beach Park Improvements
Restroom Renovation
- District Court and Offices Remodeling; Alpena County
Annex Building, Alpena, MI
- Alpena Youth Center: New Day Care Center Building,
Alpena, MI



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Scott J. Pawloski, P.E.
Registered Engineer I

Education

B.S. Civil Engineering, Cum Laude, November 1988,
Michigan Technological University, Houghton, MI.

Professional Registration

Licensed Professional Engineer - Michigan, 1993.

Expertise

Transportation Facilities
Geotechnical Analysis and Design
Structural Analysis and Design
NBIS Bridge Inspections
Part 307 and 315 Dam Inspections
Hydraulic and hydrologic modeling
Soil Erosion and Sedimentation Control Officer
NPDES Stormwater Operator

Honors and Awards

Chi Epsilon
MTU Honor Awards Scholarship

Employment

1993 - Present R.S. Scott Associates, Inc., Alpena, MI.
Project Manager. Responsible for all
aspects of multiple projects with varied
clientele, public and private. Expertise
in transportation related facilities and
geotechnical design.

1993 - Present Montmorency County Road
Commission. County Highway
Engineer.

1989-1993 Sanilac County Road Commission,
Assistant Engineer, Sandusky, MI.
Responsible for the programming,
geometric and hydraulic design,
structural design liaison, inspection,
testing, contract administration,
supervision of layout and surveying.
County Road Permitting Agent.

1986-1987 Alcona County Road Commission,
Lincoln, MI. Assistant Engineer.

Experience

Structural:

- Chief Engineer for design and analysis of foundations, walls and roof systems.
- Prestressed and reinforced concrete design and analysis.
- Structural steel design and analysis.
- Pavement design and analysis.
- Materials and aggregate specifications.
- Mechanically stabilized earth systems with horizontal and vertical load capabilities.

Transportation:

- Engineer in charge of design and construction of bituminous and concrete roadways. Urban and rural, limited and unrestricted access, and multi-lane types.
- Engineer in charge of design and load ratings for public bridges, culverts and grade separations.
- Engineer in charge of design for permanent and temporary traffic control devices.
- Preparation of staging plans and construction sequencing.

Geo-Environmental:

- Soils investigation and analysis.
- Soil / structure interactions including pile analysis and design, bearing capacities, earth pressure and loading, global stability and slope stability.
- Soil modifications for drainage and strength.
- Hydrologic and hydraulic modeling and studies.
- Design and specification of geosynthetics for drainage, strength and erosion control purposes.
- Construction permitting for compliance with various governmental regulatory agencies including FEMA, FHWA, USDA, FWS, USACE, MSP, MDEQ, MDNR and MDCH.

Administrative:

- Project Manager since October 1997
- Responsible for scheduling and work assignments for surveying, drafting, design and construction engineering for approximately ten employees.



R.S. Scott Associates, Inc.
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BRIAN P. OLSEN, P.E.
Registered Engineer

Education

B.S. in Civil Engineering, 1984
Michigan Technological University,
Houghton, MI

Professional Registration

Licensed Professional Engineer -
Michigan, 1990

Expertise

Road Design	Drainage Studies
Bridge Design	Project Scoping
Site Design	Streetscapes

Professional Affiliations

Member of Michigan Society of
Professional Engineers

Experience

- 1994 - Present R. S. Scott Associates, Inc., St. Ignace, MI
City Engineer for City of St. Ignace, MI
- 1993 - Present R. S. Scott Associates, Inc., St. Ignace, MI
Road and Bridge Design: prepare plans,
estimates, and special provisions.
Site and Utility Design: prepare plans and
estimates for sitework, and for water main
(including forced), storm and sanitary sewer
systems
- 1985 - 1993 Wayne County Department of Public Services,
Wayne, Michigan.
Prepare plans, estimates and special provisions.
Resident Project Engineer and . Survey Crew
Chief

Representative Projects

Architectural:

- St. Ignace Recreation and Community Center (Little Bear East) - Preliminary feasibility design, site design and on-site construction oversight.
- Coordination Liaison for architectural projects in the Upper Peninsula.

Site Design:

- Site design for 6 housing units w/sanitary sewer for Sault Tribe of Chippewa Indians
- Site design for Little Bear East, St. Ignace, MI

Road Projects: Over 15 projects including:

- Afton Road, Cheboygan County, MI - survey, soil borings, alignment, road side drainage, base corrections and culvert replacement.
- I-75 North of Mackinac Bridge; design of 1.7 miles of four lane state highway and all associated ramps.
- City of St. Ignace, MI - State Street turning lane; safety project.

Park Projects: Over 4 park projects including:

- Dock #3, City of St. Ignace, MI - Design for Pier Park - new railing, sidewalk lighting and landscaping.
- American Legion Park - City of St. Ignace; MI - rest-rooms, picnic area, pathway, lighting, sewage lift station, horse shoe pits, volleyball courts and boardwalk with lookout platform.

Bridge Projects and Inspections:

- Trail Bridge Study for bridge over I-75, Mackinac Co.
- Bridge Inspections for Alger, Mackinac, Cheboygan and Arenac Counties.



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Glen R. Smolinski
Field Construction Supervisor

Education

Certification courses and continuing education:

MDOT Computerized Office Technician - 2009
Lansing Community College - 1983
Alpena Community College - 1983
Ferris State University - 1984

Experience

1974 - Present
R.S. Scott Associates, Inc., Alpena, Michigan. Corporate Board of Directors 1992. Corporate Treasurer 1994. - Field Construction Supervisor in charge of inspectors; and testing, inspection, and using MDOT FieldManager.

1969 - 1974
Michigan Department of State Highways and Transportation, Metropolitan Detroit and Alpena Districts. - Testing and Inspection, Drafting and Surveying

Certification

- US Nuclear Regulatory Commission certified Radiation Safety Officer
- Applicant re-certification examiner for Radiological Safety Program, endorsed by Troxler Electronic Lab., Inc.
- Prevailing wage Training 2012

Expertise

Soil, concrete, asphalt inspection and testing.

Structural steel connection inspection.

Use of Field Manager.

Representative Projects

- Technical Assistance at the MDOT Alpena TSC, Project Manager. Service budget \$94,248.31
- Kewadin Casino, St. Ignace, Michigan, supervisor of construction inspection and testing for \$25 million, 80,000 sq. ft. hotel and casino complex and documentation.
- Michigan Dept. of Transportation, Hillman and Kalkaska, Michigan, supervisor for laboratory testing of hot mix asphalt at MDOT central labs.
- Huron County Memorial Airport - Construction supervisor for 4 mile perimeter fence project including fence over county drain and through regulated wetlands.
- Construction supervisor overseeing Quality Assurance testing at Indian River and Bois Blanc Airports in 2005 and Mackinac and Harbor Springs in 2004.
- Rogers City Air-Industrial Park, Rogers City, Michigan, construction inspection, testing and documentation.
- City of Grayling, Street and Storm Sewer Improvements, inspection, testing, and documentation.
- Rogers City Airport Runway, Rotomill recycling and resurfacing, new taxiway and apron, inspection, testing and contract administration.
- Alpena General Hospital Expansion, Alpena County, Michigan. Inspection, testing, and documentation.
- Wurtsmith Air Force Base Landfill Capping, inspection, testing and documentation.
- Reconstruction 5 lane pavement, drainage of Ripley Boulevard, from Grant Street to U.S. 23 South.
- Supervisor for road and bridge reconstruction in the following Counties: Alcona, Alpena, Arenac, Bay, Cheboygan, Crawford, Huron, Lapeer, Luce, Mackinac, Montmorency, Presque Isle, Tuscola and Sanilac.



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Charles H. Hein, P.S.
Registered Surveyor

Education

B.S. Land Surveying, 1993
A.S. Civil Engineering Technician, 1993
Michigan Technological University,
Houghton, MI

Professional Registration

Licensed Professional Surveyor -
Michigan, 1997

Expertise

Right-of-way Surveys
Road Design Surveys
Bridge Surveys
Hydraulic Surveys
Ground Control Surveys
Construction Layout Surveys

Professional Affiliations

Michigan Society of Professional
Surveyors

Experience

2003 - Present
R. S. Scott Associates, Inc., Alpena, MI
Survey crew chief for road and bridge
design and civil engineering projects.

1993 - 2003
Wilcox Professional Services
Farmington Hills, Michigan.
Survey crew chief for road and bridge
design and civil engineering projects.

Military

Emergency Medical Specialist
K.I. Sawyer AFB, MI
1983-1987

Representative Projects

- M-65 Construction Survey, MDOT J.N. 49037A, CS 35012, Iosco County : Complete layout for the construction of 1.5 miles of new State trunkline involving a massive cut of 80' to the new profile, construction of a 760' six-span bridge, built on a 1880' radius with 6.4% superelevation
- M-32 Design Survey, 8th Ave. to 11th Ave. MDOT JN 745050, CS 04021, City of Alpena: Comprehensive topographic mapping by electronic data collection. Made Alignment determination, and submitted complete Survey Portfolio including extensive research documentation per MDOT specifications
- Squad Ops, Alpena CRTC
Project Surveyor for the layout of the new Squad ops project including; 4 buildings, underground infrastructure and roadways.
- DASR, Alpena CRTC
Project surveyor for the layout and construction for the DASR tower and site; precise layout and accurate determination of WGS 84 coordinates as well as piling inspection for the massive footings of this precise radar facility.
- Lake State Railway Bridge over Lake Besser, Alpena County: Construction layout of a six-span 314-foot single track railroad bridge over Lake Besser in the Thunder Bay River.
- Sanitary Sewer, Alpena CRTC
Construction layout of complete new underground sanitary sewer and water main for the Alpena CRTC. Responsible for supervision of survey crews and calculation from plans for the stakeout of all underground construction.
- US-23 Design Survey, City of East Tawas, Iosco County: Responsible for all field data collection, CAiCE data reduction and Survey Drawing preparation, as well as preparation of the deliverable portfolio for approximately 1 mile of four-lane highway in East Tawas.

LINDA S. DEYARMOND, P.E.

STATE LICENSED PROFESSIONAL ENGINEER

EDUCATION:

Saginaw Valley State University, Saginaw, Michigan
Bachelor of Science with Major in Mechanical Engineering - 1991.
LEED G.A. - 2009

REGISTRATION:

Professional Engineer - State of Michigan, 1997

ENGINEERING PRACTICE EXPERIENCE:

Owner: Kovacs Engineering, Mechanical and Electrical Consultants - 1999 to Present,
Woman Owned Small Business
Mechanical and Electrical Design Management: Kovacs Engineering - 1992 to 1999
Mechanical and Electrical Designer: Kovacs Engineering – 1983 to 1992

ENGINEERING RESPONSIBILITIES INCLUDE:

- Design of mechanical systems including but not limited to: Heating, Ventilating, Air Conditioning, Plumbing, Septic and Sanitary Systems, Storm Water Retention, Mechanical Energy Conservation systems, Temperature Control for commercial, residential and government construction. Project specifications.
- Design of electrical systems including but not limited to: power and lighting systems for commercial, residential and government construction, intrusion-alarm systems, communications and computer systems, Electrical Energy Conservation systems, UPS systems, sound systems, nurses calling systems. Project specifications.
- Consultation with many Architects and Owners regarding design of systems, economics, energy conservation, types of systems, codes and respective interpretations, etc.
- Construction Administration.
- Extensive experience in on-site field verification of existing conditions and feasibility studies.
- All designs done on AUTOCAD.
- Employee supervision and employee management of designers, engineers, autocad technicians, secretarial technicians

MEMBERSHIPS:

National Fire Protection Association (NFPA)
American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE)
National Society of Professional Engineers (NSPE)
Michigan Society of Professional Engineers (MSPE)
United States Green Building Council (USGBC)

PERSONAL:

Tawas United Methodist Church, Praise Team

PART 1-3

MANAGEMENT SUMMARY, WORK PLAN AND SCHEDULE

TYPICAL FULL SERVICE MANAGEMENT SUMMARY AND WORK PLAN / SCHEDULE

R.S. Scott Associates, Inc., carefully tailors the scope of services, work plan, deliverables and schedules to the individual needs of a project. In order to develop a good overall plan as well as initial proposal, RSSA establishes contact with the potential client to gain a good understanding of the proposed project and scope of services desired by the Owner. This is met in one of several ways: written communication, telephone/conference calls or in person meetings. Along with discussing the scope of the project, the construction budget is discussed and we often make an early evaluation at this point if the budget seems realistic. It is most common for us to request an on-site meeting for any project involving modification to existing facilities.

Based on the initial information, RSSA makes an assessment of the phases required to complete the project and then assigns the appropriate tasks. This can vary significantly as some project only entail a brief study and go no further while others involve a small building, such as a DNRE Storage Building, which though abbreviated may include services from Phase 100: Study Phase, through Construction Administration Phases 600 and 700.

In order to accomplish any project, during each phase a record will be kept of all meetings, conversations, site visits and correspondence where decisions were made regarding the project. Minutes from meetings and documentation of any important decisions will be distributed to the appropriate agencies in a timely manner. Also, as required, or at least before moving on to the next phase, there will be a progress meeting with relevant drawings and/or documents between the State's project team and representatives of the design team.

A brief description of services we provide in each Phase is as follows:

Phase 100: Study Phase

During this phase, representatives of the design team meet with the State project team to further refine the project scope and requirements. At this meeting, we establish the functional and operational requirements of the program. The inclusion of LEED principles, where appropriate, will be discussed. Any research on program, site, relevant codes etc... will be done at this time. Once a clear scope of work has been established, documentation of our understanding of scope, functions, relationships of spaces, physical features etc... is submitted to ensure that the design team and project team have the same understanding. We establish clear lines of communication between the design team and the State project team.

Phase 200: Program Analysis

This phase could require the production of drawings illustrating adjacencies, allocation of spaces, functions and features of the proposed project. These single line drawings will further develop any Phase 100 research in to a tangible building form. A better understanding of the form of the building, or other structure is created , thus permitting development of a preliminary project cost estimate.

Phase 300: Schematic Design

Communication and intermittent reviews during the schematic design phase is particularly important as the design is developed further. Drawings will develop and include technical, human and physical environment requirements. If relevant to the project, we work with our Mechanical/Electrical consultant, or other appropriate consultants, to determine appropriate, cost effective and LEED conscious systems to make the building pleasant to occupy. If required, site visit by our engineering and survey professionals will gather geo-technical information, soil borings and a complete site survey. Structural systems are also considered at this phase for their constructability and economy. A list is developed describing the impact of applicable codes, rules and regulations pertaining to the project. The architect and/or engineer, along with drafting personnel, will further develop approved Phase 200 drawings to show in more detail. A revised and more complete cost estimate will be distributed. A schematic design review meeting is important to refine the design and to insure that all comments and changes are incorporated during the next design phase.

Phase 400: Preliminary Design

The preliminary design phase further develops the drawings approved in the schematic design phase and a rough draft set of project specifications are produced. Floor plan drawings will begin to show the relationship between proposed structural and mechanical systems as well as materials and finishes. Building section and elevation drawings will be provided. Work continues with our consultants to calculate systems for use in the project. Members of our survey and engineering departments supply any additional site information such a survey information, utility information, soil information and testing if not sufficiently investigated in phase 300. Where relevant, we continue to design with and document the use of LEED principles and prepare documentation and calculations to track compliance with the State of Michigan's current energy code. A more detailed construction cost is prepared. All drawings, layouts, cost estimates and any other material will be discussed with the client so that any comments or changes can be accommodated.

Phase 500: Final Design

Completed documents required for bidding and construction are delivered during the final design phase. Complete specifications clearly defining the construction requirements, type and quality of materials, products and workmanship are prepared. Finished drawings will include structural, mechanical, HVAC, plumbing, utilities, electrical and architectural plans as required for the particular project. Drawings will be sent, as required or requested, for review and comment by the project team during the final design phase. All final drawings and specifications are cross checked to assure accuracy and consistency. Final drawings are sent to the applicable regulatory agencies for review and/or approval. An updated cost estimate is usually prepared at this time. If at any point the projects appears it will exceed the budget, cost reducing measures will be discussed as well as the possible inclusion of Alternate deducts in the bid documents. We assist in the bidding and contracting process including any advertising, pre-bid meetings, issuing of addenda, certifying bids, signing of contracts etc....

Phase 600: Construction Administration- Office Services

If part of the Scope of services we provide Construction Administration Services. This helps ensure that the contractor fulfills all requirements of the construction documents. On-site meetings are attended and documented, administrative actions regarding shop drawings, submittals and approvals are taken care of in a timely and professional manner. Monthly payment requests will be processed after work is confirmed to be completed. Construction progress will be monitored to make sure work is completed in a timely manner compared to the construction schedule. Construction testing results will be examined and approved/disapproved and the department will be sent evaluations. The contractor is also monitored during the construction process for performance, quality and compliance with the construction documents. Any discrepancies between the contractor's actual work and the construction documents, whether regarding quality or compliance is corrected and a record is kept of such events in case further actions need to be taken. A punch list is prepared for each construction trade which includes items that need to be corrected along with the amount of money withheld until the correction is completed. A set of as-built documents is provided at the end of construction and will accurately represent any changes or corrections to the construction documents. During project close-out, all code compliance approvals, submittals, final inspections, permits, manuals etc... are distributed to the department for their records.

Phase 700: Construction Administration- Field Services

On-site visits during the Construction Administration- Field Services stage typically occur concurrently with the Construction Administration- Office Services phase. Records are kept of work status, important events and other project activities. Progress is monitored, through meetings and visits, and compared to the proposed construction schedule. Written reports are provided, when required, to document progress, payment meetings/inspections and compliance with the construction documents and specifications. Problem solving meetings are held to resolve any problems that arise during construction. A final project inspection is held with the contractor, State project team, project manager and architect/design team. This inspection verifies the quality and completion of the project and punch list items.

PART 1-4

DMB INDEFINITE-DELIVERY QUALIFICATION STATEMENT
QUESTIONNAIRE



Questionnaire for Professional Services
Department of Technology, Management and Budget
2013 Indefinite-Scope Indefinite-Delivery – Request for Qualifications
Architecture, Engineering, and Landscape Architecture Services
Various Locations, Michigan

INSTRUCTIONS: Firms shall complete the following information in the form provided. A separate sheet may be used if additional space is needed; please key the continuation paragraphs to the questionnaire. Answer questions completely and concisely to streamline the review process.

ARTICLE 1: BUSINESS ORGANIZATION

1. Full Name: R.S. Scott Associates, Inc.
Address: 405 River Street, Alpena, MI 49707
Telephone and Fax: (989) 354-3178 Fax: (989)354-3191
Website: rsscott.com E-Mail: edwardss@rsscott.com
Professional(s) federal I.D. number(s): 38-15-3629

If applicable, state the branch office(s), partnering organization or other subordinate element(s) that will perform, or assist in performing, the work: R.S. Scott Associates, Inc, St. Ignace, MI (branch office)
Kovacs Engineering, AuGres, Michigan (consultant for Mechanical and Electrical Engineering)

2. Check the appropriate status:

Individual firm Association Partnership Corporation, or Combination – Explain:

If you operate as a corporation, include the state in which you are incorporated and the date of incorporation: State of Michigan 1956

Include a brief history of the Professional's firm:

BRIEF HISTORY

R.S. Scott Associates is a Hub-Zone Certified small business operating in the State of Michigan. We currently provide Professional Services in the fields of Engineering, Architecture, Surveying and Construction Technology throughout the State of Michigan.

Founded in April 1946 as Scott Engineering Company, a proprietorship, by Robert S. Scott, we were incorporated in 1956 as R. S. Scott Engineering Company, Inc... In 1976 there was an Ownership and name change to R. S. Scott Associates, Inc.

R. S. Scott Associates, Inc. maintains a home office in Alpena, Michigan and a branch office in St. Ignace, Michigan.

SOCIO-ECONOMIC DATA

- **Hub-zone Certified:** R.S. Scott Associates, Inc.
- **Certified Michigan Small Business:** R.S. Scott Associates, Inc.
- **DBA-Woman Owned Small Business:** Kovacs Engineering (Consultant for Mechanical and Electrical Design)

PRE-QUALIFIED SERVICE PROVIDER FOR:

- MDOT Pre-qualified Service Vendor (Aggregate Testing, Bituminous Pavement Inspection, Bridge Construction Engineering, Density Inspection and Testing, Engineering Assistance, Portland Cement Concrete Inspection & Testing, Roads & Streets, Roadway Rehabilitation & Rural Freeways, Short and medium Span Bridges, Technical Assistance)

STAFFING:

22 - 30 professional and technical personnel in both general and specialized fields. The firm has four registered engineers, a registered land surveyor and a registered architect and two EIT's.

Technical personnel certified in: Aggregate Testing, Bituminous Pavement Inspection, Density Inspection and Testing, Portland Cement Concrete Inspection & Testing

PROJECTS:

- More than 350 buildings and related architectural projects.
- More than 300 bridges, including several types of grade separations.
- Design and/or construction of more than 2,200 miles of roads and streets, including 25 miles of dual highways and interchanges.
- More than 100 miles of public utilities for small communities.
- Clientele located in more than half of Michigan's 83 counties.
- Construction Engineering, inspection services for 3 box culverts and 1 multi-span culvert and 1 concrete abutment wood bridge for the Federal Forest Service.

EXPERIENCE WITH GOVERNMENTAL AGENCIES

Some of the Federal and State agencies that R.S. Scott Associates, Inc. has worked directly for or in cooperation with include:

- Federal Forest Service
- Federal Highway Administration
- Federal Aviation Administration
- Farmer's Home Administration
- U.S. Army Corps of Engineers
- U.S. Coast Guard
- U.S. Environmental Protection Agency
- U.S. Department of Agriculture, Rural Development
- U.S. Air Force at K.I. Sawyer Air Force Base and Wurtsmith Air Force Base
- Michigan Department of Transportation
- Michigan Aeronautics Commission
- Michigan Department of Management and Budget
- Michigan Department of State Police
- Michigan Department of Natural Resources
- Michigan Air National Guard

Consultants:

RSSA regularly retains the services of other design professionals to complement their services including Mechanical and Electric Engineers and Landscape Architects. Our primary consultant for mechanical and electrical design is: Kovacs Engineering Inc., A Woman Owned Business with a LEED GA Professional Engineer.

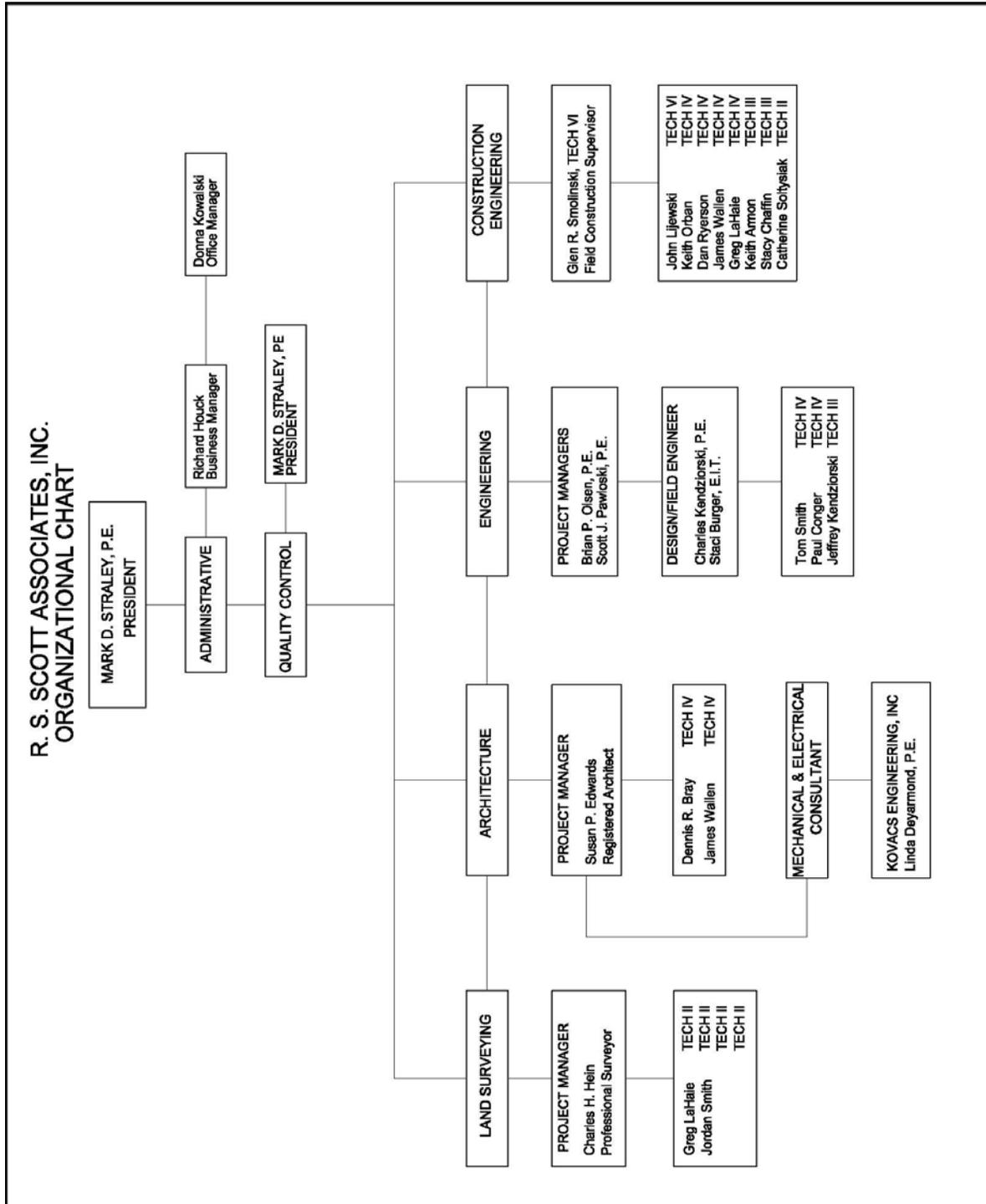
Green Statement:

RSSA has designed several facilities for the DTMB according to LEED principles with the idea that the projects meet certification eligibility without the actual certification process. Additionally we have designed several projects along green principles including extensive use of local and green materials, high insulation values, and use of natural day lighting and geothermal systems.

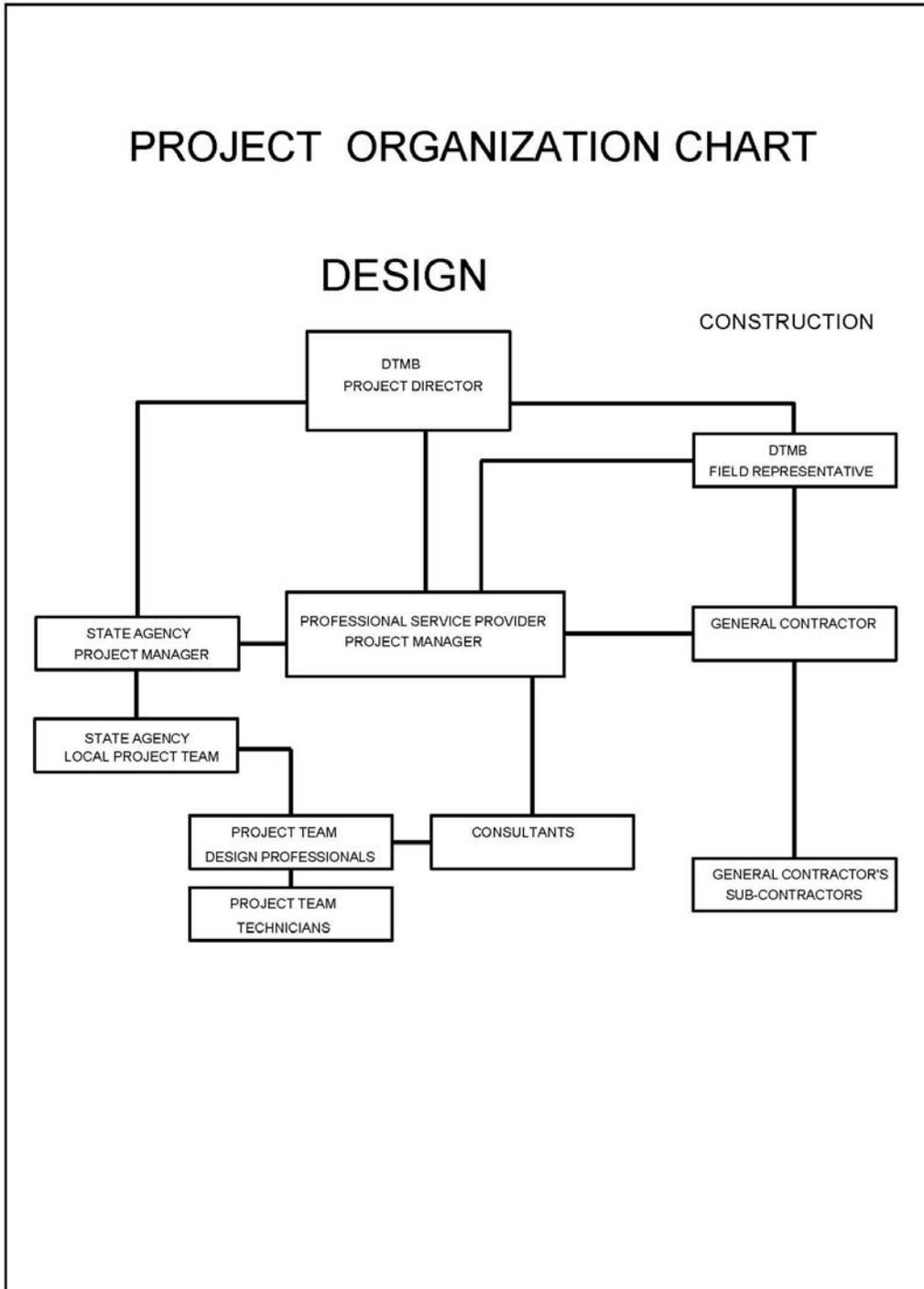
While RSSA has not yet had the opportunity to have a client willing to proceed with LEED Certification and the associated costs, wherever possible LEED principals and other energy awareness designs strategies are implemented in our projects. This includes materials, systems and site amenities.

Kovacs Engineering, Inc., our Mechanical and Electrical Design Consultant, has recently complete two projects that are undergoing LEED Certification with Kovacs Engineering as the LEED Coordinator.

Provide an organization chart depicting all personnel and their roles/responsibilities.



Provide an organization chart depicting key personnel and their roles for a typical assigned project. Include generic supporting staff positions.



ARTICLE 2: PROJECT TYPES AND SERVICES OFFERED

Identify the project types and professional services for which your firm is exceptionally qualified and experienced. Provide attachments illustrating a minimum of three examples, with references, of successful projects performed in the last five years for each item checked. Identification of specialties will not exclude selected firms from project types, but will assist the DCD Project Directors in matching firms with projects.

- ADA facility assessment and remodeling
- Boilers and steam systems
- Bridges – pedestrian and vehicular
- Building and structure additions
- Building envelope investigation, repair, upgrade
- Correctional facilities
- Door and window replacement
- Fire and security alarm systems
- Fish passage structures
- General architectural and/or engineering design
- HVAC equipment replacement, upgrade, selection
- HVAC controls replacement, upgrade, selection
- Interior remodeling and renovation
- Laboratory facilities
- Landscape architecture
- Land Planning
- Locks and dams
- Maintenance and facility preservation
- Marine work - boat launch facilities, docks, harbors
- Parking and paving
- Roof repair, restoration and/or replacement design
- Site surveying
- Storm water management and drainage plans
- Structural investigation and assessment
- Toilet and/or shower room remodeling or design
- Trail design and development
- Wastewater systems
- Water supply systems
- Water diking systems, water control structures

ARTICLE 3: PROJECT LOCATION

Identify the regions where your firm can most efficiently provide services. Assignments may vary from the regions checked, depending on the specialties and services required.

- Western Upper Peninsula (west of Marquette)
- Eastern Upper Peninsula (east of Marquette)
- Northern Lower Peninsula (north of Grayling)
- Saginaw Bay area (east of 127, north of I-69 and M 57, south of Grayling)
- Western Lower Peninsula (west of 127, north of Muskegon, south of Grayling)
- Central Lower Peninsula (east of Battle Creek, west of Chelsea, south of M 46 and M 57)
- Southwestern Lower Peninsula (west of Battle Creek, south of Muskegon)
- Southeastern Lower Peninsula (east of Chelsea, south of I-69)

ARTICLE 4: CONTRACT UNDERSTANDING: The following items should be addressed on the assumption that your firm is awarded an Indefinite-Scope, Indefinite-Delivery contract. (See attached sample contract).

- 4.1 Is it understood that your firm is required to respond to small projects (less than \$25,000) as well as large projects?
Yes No
- 4.2 Is it understood that there is no guarantee of any work under this contract?
Yes No
- 4.3 Is it understood that your firm will be required to execute the attached standard State of Michigan contract language for professional services?
Yes No
- 4.4 Is it clearly understood that professional liability insurance is required at the time of execution of the ISID contract? (See Article 5 of the attached Sample Contract.)
Yes No
- 4.5 Is it understood that your firm must comply with State of Michigan law as it applies to your services?
Yes No
- 4.6 It is understood that your firm must obtain a State of Michigan, Department of Civil Rights Certificate of Awardability (see RFP for information regarding the Certificate of Awardability)? If your firm currently has a Certificate of Awardability, provide its expiration date. _____
Yes No EXPIRED NOVEMBER 2012. HAVE REQUESTED RENEWAL

ARTICLE 5: CAPACITY AND QUALITY

- 5.1 Briefly describe your firm’s methods and procedures for quality control for your deliverables and services.
All projects fall under the responsibility of one Project Manager/designer that will oversee all phases and aspects of the project and reviews all work including that of consultants. The Project Manager will assess skills needed to perform the required services and coordinate with the required personnel. Progress reviews are implemented appropriate to the scope of the project.
- 5.2 Has your firm been involved in claims or suits associated with professional services errors and/or omissions?
Yes No

If yes, explain: _____
- 5.3 Will there be a key person who is assigned to a project for its duration?
Yes No

5.4 Please present your understanding of the relationship between your firm, the DTMB Design and Construction Division, and the State Agency for whom a project will be completed.

RSSA's primary role will be as an agent for the State. This would include providing professional services to complete projects in the best interests of the State while insuring the safety of the public and complying with applicable regulatory statutes. Our firm will be responsible to develop solutions and plans on projects of varying scale within a timely manner. We will be responsible for reviewing program needs, developing design solution, developing construction documents and or reports, assisting in bidding project and construction administration through the completion of a project.

As Design Professional, it will be our responsibility to keep all entities informed of the project progress and coordinaste meetings as required. While there may be more interactions with the State Agency for whom the project is being developed, it is our responsibility to stay within the scope defined by DTMB and review any possible changes in scope or budget with DTMB. All progress reviews and approvals shall be coordinated through DTMB.

5.5 Describe your approach if a bidder proposes a substitution of a specified material during bidding.

In general, our specifications list at least 3 acceptable products for bidding. Should a bidder propose an alternate, they are required to submit information substantiating the "Equal" nature of the proposed substitution. If upon review it is deemed an equal substitution an addendum will be prepared informing all potential bidders that the product has been approved for bidding.

5.6 Describe your approach if a constructor proposes a substitution of a specified material or detail with shop drawing submittals or in construction.

At this point, the contractor has the resposibility to substantiate a benefit to the project and Owner. This could be an increase in quality or performance and or an equal product that will result in a cost benefit (deduct) to the Owner. Without a substantiated benefit to the Owner such substitutions will be denied unless it is an issue of the originally specified material not being available due to being discontinued or exceptionally long lead times.

5.7 How will your firm provide consistent and continuous communication pertaining to project activities and project status to the State of Michigan during the progress of projects?

Depending on the nature of the project a variety of means may be employed including: conference calls, meetings, e-mails and written project reports submitted to designated team members.

5.8 Does your company have an FTP or similar site for quick posting and distribution of information, drawings, field inspection reports, and other communications?

Yes No

- 5.9 Describe your method of estimating construction costs and demonstrate the validity of that method.
 Initial estimates are based on scope and square footage or scale based on our historical experience with projects of similar scope. Preliminary estimates are followed up with increasingly more detailed estimates with unit and quantity costing utilizing architectural references and the MDOT) unit price histories. Our procedure has resulted in bids for construction falling within the Designs Professionals Estimate of costs. Architectural projects use estimating software that is updated annually and has indexes for regions. On average, the Architect's final estimates has fallen within 5%-10% low and/or high of the actual bids on DMB, MDOT, Road Commission and Private Industry projects.
- 5.10 Describe your approach to minimizing construction cost over-runs.
 Preparation of complete and clear bid documents via proper project scoping, obtaining complete existing condition surveys and performing competent design. Prompt follow through on contractor questions/RFI's and any required design changes, review of work performed, and reviewing pay estimate requests.
- Throughout the design process assurances are made to keep the project within the specified budget and refrain from additions to the scope of the project unless additional funding is tied to the request for additional scope. In reviewing costs over-runs, our project history reveals an average in Change Order increases to projects to range from 2% to 5% unless additional work, outside the scope of the project is requested to be added to the project by the Owner.
- 5.11 What percentage of construction cost should be devoted to construction administration (office and field)?
3% of construction cost but this can vary depending on the complexity and type of project. RSSA generally allocates about 20% of their Professional Services fee to Construction Administration. (in MDOT Road projects this figure increases greatly with Construction Administration/Engineering falling more in the range of 10% of construction costs. Quite different from an Architectural project)
- 5.12 What portion of the assigned work will be performed with your staff and what portion will be provided by sub-consultants?
 75% RSSA (Architectural), 100% survey and 100% Civil/Structural
 25% (Mechanical and Electrical Design Consultant) on Architecture projects
- 5.13 On a typical project, what would be your response time, from the time receive a project assignment to starting investigation and design work? A typical project might be one involving several disciplines and in the neighborhood of a \$25,000 fee.)
 5-8 Days

5.14 How do you assess whether a construction bidder is responsive and responsible?

Following a bid opening, all of the bid documents are reviewed to verify compliance with the bid specifications. A post bid interview takes place, often initially with a phone call, followed up by a written questionnaire. This questionnaire might address areas of particular concern on the project. Additionally references will be checked. Upon review of all the relevant materials a recommendation will be made regarding award of the contract.

5.15 Describe your firm's understanding of Sustainable Design and LEED Certification.

RSSA has designed several facilities for the DTMB according to LEED principles with the idea that the projects meet certification eligibility without the actual certification process. Additionally we have designed several projects along green principles including extensive use of local and green materials, high insulation values, and use of natural day lighting and geothermal systems.

RSSA has not yet had the opportunity to have a client willing to proceed with LEED Certification and the associated costs, however wherever possible LEED principals and other energy awareness designs strategies are implemented in our projects. This includes materials, systems and site amenities.

The intent of Sustainable Design is to reduce negative impacts on not just the environment, but on the health and well-being of a building's occupants, thereby improving the building's performance. Through sustainable design we are able to reduce the consumption of non-renewable resources and minimize waste. Principles of Sustainable Design include: Minimizing non-renewable energy consumption, optimization of the site, employment of environmentally friendly products, protection and conservation of water, improvement of indoor air quality and the optimization of operational and maintenance practices for a building.

LEED is a system approach to evaluating a buildings response to sustainable Design. LEED Certification provides independent third party verification that a project meets a specified level of performance. Buildings can be evaluated under three possible categories, New Construction, Existing Construction and Interiors. Within these broad categories a building can qualify for anywhere from a bronze to Platinum level. A LEED Rating System Checklist exists by which a project can be evaluated and meet a level of certifiability. In order to become certified an application with the designated fee must be sent to the U.S. Green Building Council along with a project description, applicable templates and all relevant information for USGBC review. Upon review of the submitted materials, a determination of Certification and Level of Certification will be made.

5.16 Describe your experience with similar open-ended contracts.

R.S. Scott Associates , Inc., has held , in the past, an Indefinite Services Contract with the State of Michigan for the period of 2009 to 2012. We are currently still fullfilling one project under that contract and another project is under construction. During our contract period, we held 8 different contracts. The projects under this contract were fairly small in scope ranging from a one day investigation of the structural soundness of a roof, a large Storage barn with site plan, to snowmobile trail bridge inspections and designs. It is understood that though the projects are usually small in scope, we are expected to be responsive and provide the services necessary to fulfill a contract within the budgetary constraints and must still propose competitive professional fees based on project scope and complexity.

5.17 Describe your methodology for obtaining information about the existence and condition of an existing, facility's components and systems.

First we assess the proposed project to determine the scope existing conditions that must be verified relevant to the project. Visits by the appropriate discipline professionals are made to the site to document the conditions. Additionally, the site or facility is thoroughly photographed or video- taped. Measurements are taken. Where necessary, portions of a structure may be revealed if necessary to determine existing condition or construction. When necessary a survey is also completed. Generally the approach for investigating field conditions is through a non-destructive approach. However, at times it is necessary that portions of a structure be removed to reveal components deemed essential to evaluation.

5.18 Describe your approach to securing permits/approvals for the following: campgrounds, critical dunes, coastal zone management, projects adjacent to Michigan lakes and rivers.

Applicable regulations for the selected site are first identified. The preliminary impact limits are mapped, an environmental survey is ordered to delineate natural features, impact limits are analyzed to minimize natural feature disturbance, and a MDEQ/USACE joint permit application is completed and submitted to the MDEQ for review. If necessary, a preliminary site inspection is requested to get initial feedback from the MDEQ/USACE prior to permit application.

5.19 Describe your approach to a construction contractor's request for additional compensation for a change in the project scope.

Any requests for additional compensation from a contractor, during construction must come as a result of a documented change of scope or unforeseen field condition. Such requests come in several ways: First they can be initiated by a directive from the Professional Service Provider advising the contractor of a change of work. This could be an addition to the scope, a change requested by the Owner or a change in conditions or materials. Second, the Contractor may initiate a change order request when he uncovers unforeseen conditions or finds that part of the project cannot be completed as specified or drawn. In this case, the contractor often initiates the process through a Request for Information. In either case, the Contractor shall issue a Change Order Request in response to a Directive. This will outline the scope of the change in work and provide a breakdown of the costs associated including mark-up, overhead and profit. As the Professional Service Provider, it is our responsibility to review the COR and assess

whether the costs associated with it are valid and with current market prices. Upon review, a recommendation is made whether to accept of request the change order request.

Additions to cost are not accepted when the contractor failed to include an item in his bid or if he submitted products not listed or previously approved during bidding and they do not meet the specifications and he is required to pay additional costs for compliant products.

ATTACHMENT A
REPRESENTATIVE PROJECTS
ARTICLE 2: PROJECT TYPES AND SERVICES OFFERED

The following projects demonstrate our ability to qualify for this contract. We have provided examples of projects of varying scope and discipline. References are included on each cut sheet. Additionally, we have provided a Matrix to provide an easy reference to Project Type Experience per the Article 2 Chart and the Project Examples submitted.

MATRIX OF EXPERIENCE CATEGORIES AND RELEVANT PROJECT EXAMPLES

EXPERIENCE CATEGORY	PROJECTS: SEE LIST BELOW AND PROJECT CUT SHEETS																		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Bridges Pedestrian & Vehicular	✓									✓				✓					
Building & Structures Additions			✓						✓				✓				✓		
Building Envelope Investigation, Repair, Upgrade			✓	✓		✓													
General Architecture &/or Engineering Design		✓			✓		✓				✓		✓			✓			
Interior Remodeling and Renovation			✓			✓							✓				✓		
Marine work-Boat Launch facilities, docks, harbors	✓				✓													✓	
Parking and Paving		✓	✓		✓		✓				✓		✓			✓	✓	✓	✓
Roof Repair, Restoration Replacement Design				✓				✓	✓										
Site Surveying	✓				✓		✓				✓			✓					✓
Storm Water Management and Drainage Plans		✓	✓				✓				✓		✓			✓	✓	✓	
Structural Investigation and Assessments					✓				✓				✓				✓		
Trail Design and Development	✓											✓			✓				✓

NO	TITLE OF EXAMPLE PROJECT	NO	TITLE OF EXAMPLE PROJECT
1	Great Lakes Maritime Heritage Trail	11	Straits Area Health Care
2	Alpena Buick/GMC Dealership	12	Range Light Park
3	Alpena Power Company Remodel/Addition	13	St. Annes Parish Hall
4	Immanuel Lutheran Church Re-roofing	14	MDNR Snowmobile Bridge over Big Creek
5	Hubbard Lake Park Development	15	East Lake Road
6	Cliff Anscheutz Dealership Remodel	16	Houghton Maintenance Garage
7	Brevort Township Fire Hall and Community Center	17	Sault Tribe Loading Dock
8	AMA ESD Re-roofing	18	Lower Foote Dam Boat Access
9	DPW Garage Re-roofing & Addition	19	Huron Sunrise Trail Non-motorized Pathway
10	West 638 Bridge over Black Rive	20	

PROJECT #1

TITLE AND LOCATION <i>(City and State)</i> GREAT LAKES MARITIME HERITAGE TRAIL, Alpena, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2008	CONSTRUCTION <i>(If applicable)</i> 2008

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Michigan Dept. of Transportation	b. POINT OF CONTACT Scott Thayer, P.E., MDOT	c. POINT OF CONTACT TELEPHONE NUMBER (989) 464-6139
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

NON-MOTORIZED PATHWAY

The Great Lakes Maritime Heritage Trail (GLMHT) was a cooperative effort between public and private partners to develop an abandoned industrial site along the Thunder Bay River and turn it into a non-motorized pathway inter-connecting several City Parks, The Thunder Bay National Marine Sanctuary and crossing the Thunder Bay River. R. S. Scott Associates, Inc. (RSSA) provided the survey, design contract documents and environmental permits for the project.

An extensive topographic survey and legal boundary survey were developed, a 180 foot long bow string steel bridge on drilled shaft foundations was designed; a 14 foot wide stamped/colored concrete pathway; the 100 year old shipping dock concrete was refurbished and passenger boarding areas were designed; concrete arched entrance plaza was developed and timber ramped viewing platform allowing barrier-free access to the rivers' edge was designed.

This project demonstrates the ability to coordinate numerous disciplines within our office and highlights RSSA's skill at coordinating with various entities both public & private from Owner to regulatory agencies. The project was done under a very compressed time schedule. Since the professionals and technicians at RSSA are able to cross over to other disciplines, the work was completed in a timely fashion and tight deadlines were met.

Construction Cost: \$3,192,800
Service Budget: \$220,000



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PROJECT #2

TITLE AND LOCATION <i>(City and State)</i> ALPENA BUICK/GMC DEALERSHIP, Alpena, MI	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION <i>(If applicable)</i> 2012

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Mr. Gene Skiba	b. POINT OF CONTACT Mr. Gene Skiba	c. POINT OF CONTACT TELEPHONE NUMBER (989) 732-5161
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

AUTOMOBILE DEALERSHIP

Scope of Services:

Zoning approval assistance, Site Design, GM Design Review Documents and Construction Documents and Specifications. Construction Administration was limited to on-call to the field to respond to questions.

R. S. Scott Associates, Inc. (RSSA) was responsible for the civil, architectural design. We also provided density and concrete testing during construction.

Building Program: 12,000 SF new Dealership including a Showroom, Offices, Customer Amenity Areas, Parts Room and Repair Garage. The facility is Barrier Free.

General Information: The facility was designed to meet the new GM Facility Image Program. The project was fast tracked. RSSA was not responsible for the Mechanical and Electrical Design which was sub-contracted by the Owner.

The project delivery was a modified Construction Management project and RSSA coordinated with the Construction Manager to develop bid packages as requested. This project was fast tracked with foundation permits pulled prior to completion of the entire CD package. This demonstrates RSSA's ability to work with a compressed time table

The size and scope of this project represent the ability of our team to design larger projects as well as to coordinate with the Owner's design teams and requirements.

Cost: Approximately \$1,300,000.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PROJECT # 3

TITLE AND LOCATION (<i>City and State</i>) ALPENA POWER COMPANY BUILDING ADDITION AND REMODELING, Alpena, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION (<i>If applicab</i>) 2006

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Alpena Power Company	b. POINT OF CONTACT Ann Burton, President	c. POINT OF CONTACT TELEPHONE NUMBER (989) 358-4900
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

PROJECT DESCRIPTION:

This adaptive re-use project included the remodeling and interior design of approximately 5,000 sq. ft. of a 1940's masonry parking garage into Administrative Offices with conference room, break rooms and restrooms, along with a new Truck Parking Garage, scaled to the larger size of today's commercial vehicles. The project also included re-roofing the existing bow-truss roof structure with a single ply membrane roof.

Unique features of this project include the re-use of existing glass block, the introduction of additional natural light through the use of Solatube Skylights, the free-floating enclosed office spaces and leaving the original wood bow-truss structure exposed.



COST: \$1,200,000



Before



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION(<i>City and State</i>) Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture &
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION(<i>City and State</i>) AuGres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #4

21. TITLE AND LOCATION <i>(City and State)</i> Immanuel Lutheran Church Alpena, Michigan	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION <i>(If applicable)</i> 2009

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Immanuel Lutheran Church	b. POINT OF CONTACT Irv Yakes,	c. POINT OF CONTACT TELEPHONE NUMBER 989- 354-3443 (church)
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Immanuel Lutheran Church is a 13,800 sq. ft. facility housing a sanctuary, multi-purpose meeting room, kitchen, youth room, restrooms and parish offices. The roof structure is a combination of cathedral ceiling over the sanctuary & ventilated attic trusses over the rest of the facility. Both roof types experienced issues with ice damming and leaks. After many attempts to correct the problems, the church hired RSSA to do an investigation & study to correct the problems. This study proposed various solutions with different roofing materials & comparative costs. The study was presented to the building committee followed up with a power point presentation to the congregation for a vote prior to continuing with Phase2: Construction Documents, Bidding and Construction Administration

Extensive field investigations discovered inadequate venting & insulation throughout. The cathedral portion, designed as a ventilated system, was such that the intake air could travel no further than 4' towards the peak. Heat loss contributed to ice dams formed along the eaves and hip ridges. As melting occurred water was sucked into the building along the hip ridge vents. Additional leaking occurred at the base of the bell tower. The tower needed all the EIFS removed due to improper application over the steel tower structure. The conventional portion of the roof also had inadequate insulation & ventilation as well as trusses that had been cut to permit large ducts to pass through, resulting in a depression in one portion of the roof.

RSSA designed an insulated roof deck roofing system to be placed over the existing deck. (after removal of all existing shingles) New eave vents were installed and box vents were installed for exhaust over the cathedral portions. Over the portion of roof with the attic, and insulated roof deck system was installed, with eave and ridge vents. Laminated glass fiber asphalt shingles were installed to retain the original look of the church. Extensive work was also done to the bell tower, including removal of the deteriorated EIFS. The steel structure was modified, painted and left exposed.

The rehabilitation of this roof has been successful both in eliminating the leaks, ice damming and heat loss. This has also resulted in lower heating bills for the facility.

Cost: \$295,920.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture
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PROJECT #5

TITLE AND LOCATION <i>(City and State)</i> Hubbard Lake Park Caledonia Township, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013 -current	CONSTRUCTION <i>(If applicable)</i> current

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Caledonia Township, Michigan	b. POINT OF CONTACT Gail Thornton	c. POINT OF CONTACT TELEPHONE NUMBER (989) 727-3390
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT



Scope: Completed Multiple State Grant Applications and successfully secured nearly a half a million dollars in State and Local funding. Completed Site Design, Contract Documents, Construction Estimate, Construction Oversight and material testing, for the redevelopment of an existing park and boat launch on Hubbard Lake in Alcona County, Michigan Waterways Grant (Phase 1) and Michigan Natural Resource Trust Fund Grant (Phase 2).

Project Description: The first phase is to improve the boat launch area including upgrades for accessibility and the second phase is to create a day use area using Universal Design.

Phase I includes: an ADA vault unisex bathroom, barrier free dock, launching dock, lighting, boat launch repair, burying overhead power lines, asphalt overlay of the existing parking area, expanding existing parking lot, demolition of existing bathroom, pavement markings, trash cans, shrubs, and informational signs.

Phase II includes: universal design modern restroom/ beach house, site lighting, well and a pressurized raised septic system, removal of the unsafe existing water well, shoreline stabilization, and electrical service to the proposed bathrooms and pavilions. The two pavilions to allow for multiple families use for picnicking, A universal access platform for lake viewing, and access path to the lakeshore to help minimize shoreline erosion is also proposed. Additional amenities include; beach volley ball, landscape amenities, an entrance sign and removal existing fencing along entrance and replacement with split rail fencing. This project was designed to meet the requirements of Universal Access, exceeding Michigan's Barrier-free rules.

Cost: Estimated Phase 1 and Phase 2: \$565,650.00

a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Prime: Grant writer, Engineering, Architecture & Surveying, Testing
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #6

TITLE AND LOCATION <i>(City and State)</i> CLIFF ANSCHEUTZ CHEVROLET, Alpena, MI	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION <i>(If applicable)</i> 2013

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Bruce Anscheutz	b. POINT OF CONTACT Bruce Anscheutz	c. POINT OF CONTACT TELEPHONE NUMBER (989) 884-0050
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

AUTOMOBILE DEALERSHIP REMODEL

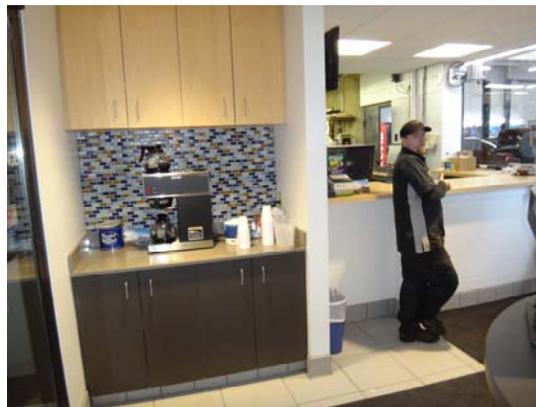
Scope of Services:

GM Design Review Documents and Construction Documents and Specifications. Construction Administration was limited to on-call to the field to respond to questions. Project delivery was Design-Build

R. S. Scott Associates, Inc. (RSSA) was responsible for the structural and architectural design to conform to the new GM Facility Image Program. The project was a remodel and also required field measuring and investigation of existing conditions prior to developing a design solution.

Building Program:

Remodel the existing 16,684 s.f. facility including showroom, offices, restrooms, customer amenities, parts room and repair garage. The proposed program was to update the finishes and reconfigure spaces as required to conform to the new image and space programming requirements. The project included remodeling of the showroom flooring, wall finishes, ceiling tile and lighting. The showroom windows were replaced with new energy efficient storefront type windows and doors. The exterior finishes were replaced with new finishes meeting the GM requirements involving a combination of painting, metal siding and ACM panels. A major new element was the Entry Tower. Due to requirements for extended parapet height, structural reinforcement was required for the 4' overhangs in order to carry the additional anticipated snow loads.



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #7

TITLE AND LOCATION <i>(City and State)</i> BREVORT TOWNSHIP FIREHALL, Moran , Michigan BREVORT TOWNSHIP COMMUNITY	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009 /2012	CONSTRUCTION <i>(If applicable)</i> 2009 /2012

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Brevort Township	b. POINT OF CONTACT Ed Serwach, Twp. Supervisor	c. POINT OF CONTACT TELEPHONE NUMBER (906) 643-9594
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

PROJECT DESCRIPTION:

Over a period of 6 years, RSSA provided architectural, surveying and engineering services to Brevort Township.

FIRE HALL:

The project included a feasibility study, cost estimating, Construction and Bid Documents, Construction Administration and Construction Engineering. During the Design Phase a public presentation was made to the Township Board.

The building structure is 12" masonry construction with a wood truss roof system with metal roofing.

Site development included a site survey, site drainage, utilities coordination, well and connection to pressurized sewer system.

PROJECT STATUS: Completed 2009

COST: \$306,700.00

COMMUNITY CENTER AND LIBRARY:

RSSA provided pre design services to Brevort Township to gather public support for the project. Preliminary plans were developed to present to the public and were then utilized to gain a USDA Rural Development loan. Following funding for the project, RSSA provided services to develop the Construction Documents, bidding services and construction administrations. The program township office, open multi-purpose space, library space, catering kitchen and restrooms. The facility is barrier-free.

PROJECT STATUS: Completed 2012

COST: \$304,129.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #8

TITLE AND LOCATION <i>(City and State)</i> AMAESD ADMINISTRATIVE OFFICE RE-ROOFING AND STUDY Alpena, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2005	CONSTRUCTION <i>(If applicable)</i> 2005

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER AMAESD	b. POINT OF CONTACT Brian Wilmot (current Supt.)	c. POINT OF CONTACT TELEPHONE NUMBER 989- 354- 3101
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

The AMAESD Building is a 13,800 Sq. Ft. Facility housing offices and meeting Rooms. The roof structure is a combination of sloped roof with attic space and a low slope roof. The facility was originally designed as a restaurant and later converted. Over the years the Owner attempted to correct both problems of heat loss and leaks. As a result the ventilation of the roof was compromised, exacerbating the problem.

R.S. Scott Associates, Inc., (RSSA) did an initial study with a thorough field investigation of the roof and attic to determine ventilation requirements and to correct issues of heat loss as well as the roof leaks.

The solution was to remove the existing roof shingles, replace any damaged substrate and install a standing seam metal roof over most of the roof, with two low slope areas better suited for a single ply membrane roof system. Additionally it was discovered that one of the rooftop units were leaking into the building through the curb as its drain pan was sloped incorrectly.

RSSA prepared the study and field measured the building for existing conditions and prepared the Construction Documents for Bidding. RSSA assisted the Owner through the bid process and provided Construction Administration Services both in the office and in the field.



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Study, Architecture
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PROJECT # 9

TITLE AND LOCATION <i>(City and State)</i> DEPT. OF PUBLIC WORKS FACILITY RE-ROOFING, REMODEL AND ADDITION, St. Ignace, Michigan		YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i> anticipated 2013

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of St. Ignace	b. POINT OF CONTACT Les Therrian	c. POINT OF CONTACT TELEPHONE NUMBER (906) 643-9671
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

The project includes:

Repair Garage(6,000 sf) :

The removal of the existing built-up roofing system to the existing metal deck and replacement with a thermoplastic membrane roof system including 4 “ polyisocyanurate insulation. Lighting upgrades, window replacement with new fixed metal frame w/ insulating glass and replacement of gas-fired unit heaters with new.

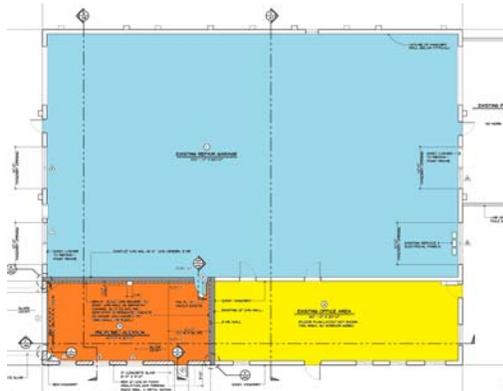


Office Area (1200 sf):

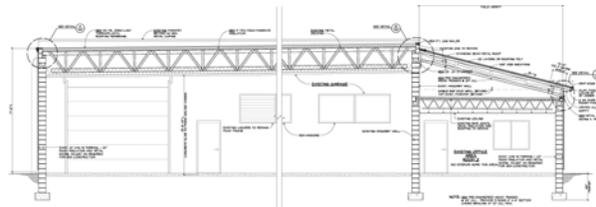
Removal of existing loose gravel on built-up roofing system and installation of new 3:12 slope metal roofing system including installation of mono-pitch wood trusses.

Building Addition (800 sf):

12” concrete masonry unit addition with metal siding on exterior, steel bar-joists, metal deck, and thermoplastic membrane low-slope roof system with 4” polyisocyanurate insulation. Windows to be fixed metal frame w/ insulating glass. Doors to be Hollow Metal doors and frames. One new Overhead Sectional door w/ operator and electric reversing sensors. Lighting and Unit Heaters.



Funded through a USDA Grant program and has had to conform and coordinate with the USDA requirements.



Cost: Estimated \$240,000.00

a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #10

TITLE AND LOCATION <i>(City and State)</i> West 638 over the Black River, Presque Isle County, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION <i>(If applicable)</i> 2012

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Presque Isle Cty. Rd. Commission	b. POINT OF CONTACT Gerald Smigelski	c. POINT OF CONTACT TELEPHONE NUMBER (989) 734-2216
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Scope: Condition assessment, project scoping, funding application, alternative study, site survey, geotechnical investigation planning, geotechnical design, hydraulic design, traffic engineering, structural design, site design, soil erosion and sedimentation control temporary and permanent control design, cost estimating, utility coordination, contract documents, shop drawing review, materials testing, construction oversight, construction staking, contract administration and in service load rating.

Project Description:

West 638 Highway over Black River project was to replace an existing bridge for a public highway over a river. The alternative study investigated various alignments, profiles, span configurations, superstructure types, substructure types and approach pavement types. The site design involved a relatively steep hill in close proximity to the bridge location. The hydraulic design involved a rapid reach of the Black River. The soils at this location included shallow bedrock.

During construction, the approach work on the steep hill uncovered an active spring. This spring never quit running and the approach construction was modified to account for the very weak subsurface conditions the spring caused.

This project demonstrates the complete and coordinated services that RSSA provides from soils investigations, design, surveying and construction engineering.

Cost: \$519,000.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Geotechnical, Civil Engineering, Surveying,
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PROJECT #11

21. TITLE AND LOCATION <i>(City and State)</i> Straits Area Healthcare Village St. Ignace, Michigan	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION <i>(If applicable)</i> 2010

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Mackinac Straits Health System	b. POINT OF CONTACT Terry Parkin, Facility Manager	c. POINT OF CONTACT TELEPHONE NUMBER (906) 643-8585
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

This project showcases the diverse expertise of the R.S. Scott Associates, Inc. (RSSA) survey staff as well as the integration with the other services provided by RSSA. From the initial acquisition of this 16 acre brownfield site, we performed the boundary survey, dealt with title issues and provided easements for access. A detailed topographic survey provided the base for the design of a 75 bed hospital, health center, long term care facility and ambulance facility. RSSA provided precise construction layout for all buildings and infrastructure as well as ASTM floor flatness surveys and As-Built drawings.



The Civil Engineering Department performed all the soil testing prior to placement of the footings.

The Construction Engineering Department of RSSA performed all of the concrete testing for the hospital and the long term care facility.



RSSA prepared the site design for the long term care facility and for a proposed Emergency Medical Services facility to house the ambulances and provide office and on-call space. The site plan included water, sewer and storm design. Parking lot design and loop road design.

RSSA also prepped the Construction Documents for the Emergency Medical Services Building, which is scheduled to be constructed at some time in the future.



The project was delivered under a Construction Management delivery. RSSA was retained by various entities including the Owner, the Construction Manager and the Prime Design Professional for the hospital.

Cost: \$37,000,000.00

a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Sub-contractor: Surveying, Testing, Engineering (EMS Building:architecture)
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design (EMS Facility only)

PROJECT #12

TITLE AND LOCATION <i>(City and State)</i> Range Light Park Boardwalk Presque Isle, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012-current	CONSTRUCTION <i>(If applicable)</i> Anticipated 2013

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Presque Isle Township	b. POINT OF CONTACT Richard Spencer	c. POINT OF CONTACT TELEPHONE NUMBER 989-859-6873
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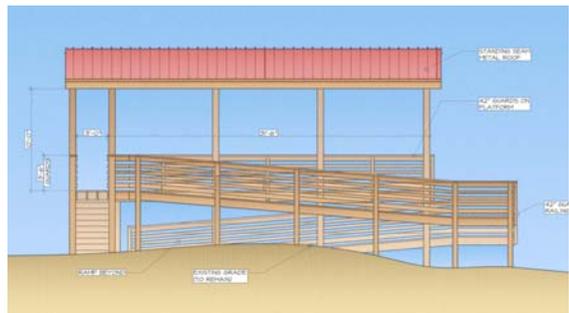
BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Proposed barrier-free boardwalk and viewing platform.

The township of Presque Isle has submitted a grant proposal to construct a boardwalk and viewing platform to provide access to the spectacular views of Lake Huron in a currently under-utilized park which was also inaccessible to people with mobility impairment. RSSA was retained to assist with the grant application by preparing design documents for submission with the grant and to assist with obtaining required regulatory clearances. The site contains some sensitive environmental concerns and clearances were needed with the DEQ, U.S. Coast Guard and the State SHPO.



The project consists of a long boardwalk that gradually brings the pedestrian to an elevated platform. Once reaching the platform, people can relax, enjoy the view and picnic. Access to the beach can then be made through a ramp system or a flight of stairs.



The elevated boardwalk was designed to preserve the site. Various materials were considered for the construction of the boardwalk and platform. A combination of treated wood and recycled materials was selected. All of the decking and railings are proposed to be of a recycled composite product.

Community involvement was integral to the success of this project and numerous design charrettes were held to integrate community input into the final design proposal.

It is anticipated that construction will occur in 2013.

Estimated cost: \$120,000.00

a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PROJECT #13

TITLE AND LOCATION <i>(City and State)</i> St. Anne Parish Hall, Alpena, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2005-2006	CONSTRUCTION <i>(If applicable)</i> 2006

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER St. Ann Catholic Church	b. POINT OF CONTACT Gerry Compeau	c. POINT OF CONTACT TELEPHONE NUMBER (989) 595- 6118
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Scope: Preliminary Site Analysis, Programming, Schematic Design, Cost Estimating, Construction Documents, Site Design, final Design Plans and Construction Administration for a new 16,000sq. ft. Parish Hall Addition to St. Anne Catholic Church in Alpena. Presentations to Committee and Parish were required

Project Description: Design of a Parish Hall addition with barrier-free access to the existing Historic Church. The problem was to develop a solution meeting the programmatic needs as well as the tight site constraints and create an addition sensitive and complementary to the existing Historic Church and the neighboring community.

The plan includes; a Multi-purpose Hall with 2 motorized acoustical walls to divide the space into 3 smaller rooms. The multi-purpose room is equipped with full audio visual capability programmable for 1 to 3 spaces. Additional spaces include 2 additional small conference rooms, a commercial catering kitchen, parish offices, a gathering space and remodeling of an existing building to become a connection between the Church and the addition.

The connector between the church and parish hall was developed in an existing garage space and includes a ramp that provides barrier-free access between the facilities. The connector space also houses two Barrier-free restrooms and a cry room area.

The Site plan includes development of underground water detention system and on-site parking to meet facility and local code requirements.

COST: Bid: \$2,454,000.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Prime: Engineering, Architecture & Surveying
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> AuGres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #14

TITLE AND LOCATION <i>(City and State)</i> MDNR SNOWMOBILE BRIDGE OVER BIG CREEK Lewiston, MI	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION <i>(If applicable)</i> 2010

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER MDNR & Lewiston Fun Ones Club	b. POINT OF CONTACT Bill Taylor (Fun Ones Club)	c. POINT OF CONTACT TELEPHONE NUMBER (419) 343-4859
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Scope:

Condition assessment, project scoping, funding application, alternative study, site survey, geotechnical investigation, design, hydraulic design, structural design, site design, soil erosion and sedimentation control temporary and permanent control design, cost estimating, contract documents, construction oversight, construction staking, contract administration and in service load rating.

Project Description:

MDNR-Snowmobile Trail over Big Creek project was to replace an existing timber structure, on a snowmobile trail, over a natural river. The alternative study investigated various alignments, profiles, span configurations, superstructure types, and substructure types. The site design involved a relatively steep hill in close proximity to the bridge location. The hydraulic design involved a natural river. The soils at this location included sandy loam.

This project demonstrates the complete and coordinated services that RSSA provides from soils investigations, design, surveying, and construction engineering.

COST: \$118,730.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Design, Surveying
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PROJECT #15

TITLE AND LOCATION <i>(City and State)</i> East Lake Road, U. S. Forest Service Mackinac and Chippeway Counties, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES current	CONSTRUCTION <i>(If applicable)</i> anticipated 2013

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER US Forest Service/Mack. Cnty. Rd. Comm.	b. POINT OF CONTACT Dirk Heckman, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER (906) 643-7333
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

East Lake Road is a 14 mile long section of road in the Hiawatha National Forest. The road is maintained by Mackinac and Chippewa County Road Commissions. Each spring the road floods and weak soils make the road impassible. The road also passes through very sensitive environmental areas; home to several endangered species. **The Owners' goal in this project is to achieve a safe, paved road that will be functional at all times; and, will not compromise the delicate environmental areas.**

R. S. Scott Associates, Inc. (RSSA) design included extensive surveying (topographical & legal boundary). Hydrology studies, hydraulic design of multiple stream crossings including the Carp River which is a designated Michigan Wild and Scenic Natural River. Sizing stream and creek crossing structures to minimize flooding. Extensive soil & geotechnical engineering. Soils were strengthened by several methods including undercutting, mixing & the use of geotextile separators and grids. Road Transportation Design included; vertical and horizontal alignment corrections, pavement structure design, safety improvements of guardrail, slope flattening, super-elevation and pavement markings.

The project required environmental permits from Michigan Department Environmental Quality, an Environmental Assessment and preparation of a NEPA report to document and protect the sensitive areas of the project.

During construction RSSA staff will be responsible for project site observation, construction administration, and material testing. Each of our inspectors are certified in; nuclear density testing, concrete testing, aggregate testing, asphalt testing, NPDES storm water management and MDEQ soil erosion and sediment control.

Professional Services \$ 600,000.00

Construction Budget \$ 8,500,000.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, & Surveying & Testing
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PROJECT # 16

TITLE AND LOCATION <i>(City and State)</i> HOUGHTON MAINTENANCE GARAGE, Hancock, MI	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2007	CONSTRUCTION <i>(If applicable)</i> 2007

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER State of Michigan	b. POINT OF CONTACT Harold Belcher, Project Mgr.	c. POINT OF CONTACT TELEPHONE NUMBER (517) 241-2928
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Scope of Services: Site Design, Cost Estimates and final Design and Construction Documents, Bidding and Construction Administration (Office and Field) for a 23,680 SF New Building Complex.

Building Program: The Office area included; offices, conference/training room, men's and women's locker rooms with showers and restrooms, kitchen/break room and parts storage. The building also includes a Maintenance Area (6,195 SF) with wash bay, machine and wood shops and Vehicle Storage (13,320 SF).

General Information: The Facility is barrier free and designed with low maintenance materials. The design and material selection, took into consideration "green materials" and energy efficiency to permit future LEED certification.

This project was administered through the Michigan Dept. of Technology, Management and Budget (MDTMB) and required coordination with the Michigan Department of Transportation (MDOT). This project required use of the MICH-Spec and use of MDTMB project procedures.

COST:
Architect estimate \$2,116,439.00

Bid: \$2,114,000.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #17

TITLE AND LOCATION <i>(City and State)</i> SAULT TRIBE OF CHIPPEWA INDIANS USDA FOOD DISTRIBUTION CENTER LOADING DOCK , Sault Sainte Marie,	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION <i>(If applicable)</i> 2010

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Sault Tribe of Chippewa	b. POINT OF CONTACT Mr. Anthony Nertoli	c. POINT OF CONTACT TELEPHONE NUMBER (906) 635-6076
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

PROJECT DESCRIPTION:

Scope:

Phase 1 Feasibility Study(2005): Schematic Design, Cost Estimating.

Phase 2:Design & Construction: Site Design, Construction Documents and Construction Administration for the remodeling of the food distribution loading dock.

Feasibility study was submitted to obtain Grant Funding. Following receipt of grant the project proceeded to Phase 2 which included; New paving and retaining walls to direct water away from the loading dock area so ice would no longer build up at the base of the dock. A new dock shelter to seal the overhead door opening to trucks and keeps inclement weather from the building interior during loading and unloading. Converting an existing entrance to be barrier free with power assist and to create a sheltered entryway.

COST: \$89,663.64



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Architecture & Surveying
b.	(1) FIRM NAME Kovacs Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Au Gres, Michigan	(3) ROLE Sub-Contractor: Mechanical and Electrical Design

PROJECT #18

TITLE AND LOCATION <i>(City and State)</i> LOWER FOOTE DAM BOATING ACCESS SITE Oscoda Township, Michigan	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION <i>(If applicable)</i> pending

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER DTMB	b. POINT OF CONTACT Bruce Watkins	c. POINT OF CONTACT TELEPHONE NUMBER (517)242-7882
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BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Scope:

This project was processed through the DTMB Indefinite Services Contract.

RSSA was contracted to provide professional services for Phases 500, 600 and 700 Tasks for the improvements to the Upper and Lower Foote Dam Parking Lots in Iosco County, Michigan. As construction has not yet been started, Phase 600 and 700 services are still open. These improvements will provide paving and drainage improvements in conformance with current Michigan Standards and Guidelines. The Lower Foote Dam project included providing access to the boat launch.



Project Description:

The project involved improving access to the boat launch along the Au sable River. The existing gravel parking was re-graded, and surface drained to the roadside ditch. With the water directed to the ditch, the intent is to transform the existing ditches to bio-swale type system. The parking area was paved and parking laid out for vehicle with boat trailer access. Barrier-free parking was provided along with barrier-free access to the existing vault toilet and to the boat launch area. In order to attain drainage and barrier-free access significant re-grading of the site was required. Care was taken to minimize impact on existing trees and to maintain a "green" screen to the existing road.



Cost: Estimate \$236,887.00

a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Prime: Professional Service Provider, engineering and design
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PROJECT #19

TITLE AND LOCATION <i>(City and State)</i>		YEAR COMPLETED	
HURON SUNRISE TRAIL NON-MOTORIZED PATHWAY BETWEEN HOEFT STATE PARK AND 40 MILE POINT LIGHTHOUSE DRIVE, MI		PROFESSIONAL SERVICES 2008	CONSTRUCTION <i>(If applicable)</i> 2010

PROJECT OWNER'S INFORMATION

a. PROJECT OWNER MDOT, Alpena TSC	b. POINT OF CONTACT Kevin Schaedig, PE	c. POINT OF CONTACT TELEPHONE NUMBER (989) 356-2231
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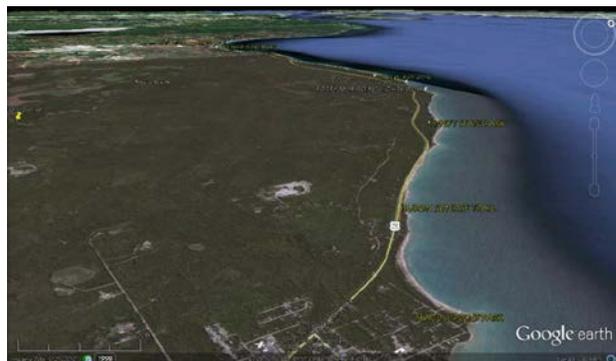
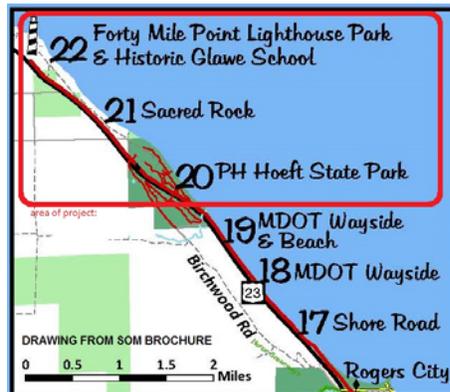
BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

This non-motorized pathway was a cooperative effort between two public agencies, Michigan Department of Transportation (MDOT) and Michigan Department of Natural Resources (MDNR) and connects the existing Huron Sunrise Trail at Hoeft State Park to the 40 Mile Point Light House Drive in Presque Isle County. R.S. Scott Associates, Inc. (RSSA) provided the survey, design, and design contract documents for this project.

An extensive topographic survey and legal boundary survey were developed, a 559 foot long retaining wall was designed, and a 10 foot wide HMA path was designed to fit in MDOT's Right-of-Way as well as State Owned Land that was entwined throughout the course of the 2.09 mile long pathway.

The project alignment was established through the woods, carefully saving large trees and ensuring that the users would have maximum contact with the natural resources. Rolling hills, drainage landscaping, trail heads and park amenities were all part of the project. The trail winds through State Park property, commercial property, residential property and historical light house property.

Construction Cost: \$786,000
Service Budget: \$152,000.00



a.	(1) FIRM NAME R. S. Scott Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Alpena, Michigan	(3) ROLE Professional Service Provider: Engineering, Design, Surveying
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

PART 2: COST

POSITION, CLASSIFICATION AND EMPLOYEE BILLING RATE INFORMATION

2013 ~~2012~~ Indefinite-Scope Indefinite-Delivery – Request for Proposal
 General Professional Design Services
 (Architecture, Engineering, Landscape Architecture)

Firm Name

R. S. Scott Associates, Inc.

Yearly Hourly Billing Rate Increase

~ 2% per year

Employee(s) Name	Position/Classification	Year 1	Year 2	Year 3	Year 4
		Mark D. Straley, PE	Principal/Quality Assurance. Reg. Engr II	\$98.00	\$100.00
Susan P. Edwards, AIA	Proj.Mgr/ Architect RA1	\$88.00	\$90.00	\$92.00	\$94.00
Scott Pawloski, PE	Proj. Mgr./Civil & Struct. Engineer. Reg. Engr I	\$88.00	\$90.00	\$92.00	\$94.00
Brian Olsen, PE	Project Mgr/Civil Engineer Reg. Engr I	\$88.00	\$90.00	\$92.00	\$94.00
Chuck Hein, PS	Licensed Surveyor/Project Mgr.	\$88.00	\$90.00	\$92.00	\$94.00
Charles Kendziorski, PE	Registered Engineer I	\$	\$		
Staci Burger	Graduate Engineer	\$70.00	\$71.50	\$73.00	\$74.50
Dennis Bray	Tech IV, CADD/Const.Admn.	\$58.00	\$60.00	\$61.50	\$63.00
Glen Smolinski	Project Mgr. Construction Testing	\$78.00	\$80.00	\$82.00	\$84.00
Dan Ryerson	Tech IV, HMA Certified Inspector	\$58.00	\$60.00	\$61.50	\$63.00
James Wallen	Tech IV, HMA Certified Inspector	\$58.00	\$60.00	\$61.50	\$63.00
Linda Deyarmond, PE	M&E Consultant	\$125.00	\$127.50	\$130.00	\$132.50

*Billing Rate will be in accordance with the attached guideline page for instructions regarding the "Overhead Items used for Professional Billing Rate Calculation," and the attached "Sample Standard Contract for Professional Services," Article 5, Compensation Text.



R.S. Scott Associates, Inc.
 Since 1946, Consultants in Engineering,
 Architecture, and Surveying

REIMBURSABLE EXPENSES

Mileage	\$0.55/ mile	Projects in the UP will be charged mileage from St. Ignace Office.
Per Diem	\$70/day	
Slope Stakes and Lath 48"	\$0.70/ea. or \$35 bundle of 50	
Stakes 1x2x4 (2x2)	\$0.50/ea. or \$25 bundle of 50	
Stakes 1x3x36"	\$1.20/ea. Or \$36 bundle of 30	
1/2" Reinforcing Rods (Irons)	\$0.85/ea. (plus \$0.25 for surveyor's cap)	
Monuments	\$11.00/ ea.	
PK Nails	\$0.20/ea. or \$20 box of 100	
Surveyor's Ribbon	\$2.50/roll - walk- ins \$ 3.50/roll	
Spray Paint	\$3.50/can	
Concrete Test Cylinders	\$22.00/ea.	
Nuclear Gauge	\$15.00/hour	
Total Station	\$50.00hour	
Dynamic Cone Penetrometer (DCP)	\$50.00/day	
Bioact	\$60.00/gallon	
Video Taping	\$18.00/1/2 day or \$35/day	
Video Tape	\$2.50/ea.	

<u>PRINTING COSTS</u>	<u>OFFICE</u>	<u>WALK-INS</u>
Blackline Copies	\$2.50	\$5.00
Blueprints 24x36	\$2.00	\$2.50
Blueprints 18x24	\$1.50	\$2.25
Blueprints 12x18	\$1.00	\$1.50
Mylars 24x36	\$6.25	\$8.50
Sepia 24x36	\$5.00	\$7.00
Vellum 24x36	\$2.50	\$3.50

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PART 2: COST

POSITION, CLASSIFICATION AND EMPLOYEE BILLING RATE INFORMATION

2013 ~~2012~~ Indefinite-Scope Indefinite-Delivery – Request for Proposal
 General Professional Design Services
 (Architecture, Engineering, Landscape Architecture)

Firm Name

R. S. Scott Associates, Inc.

Yearly Hourly Billing Rate Increase

~ 2% per year

Employee(s) Name	Position/Classification	Year 1	Year 2	Year 3	Year 4
		Mark D. Straley, PE	Principal/Quality Assurance. Reg. Engr II	\$98.00	\$100.00
Susan P. Edwards, AIA	Proj.Mgr/ Architect RA1	\$88.00	\$90.00	\$92.00	\$94.00
Scott Pawloski, PE	Proj. Mgr./Civil & Struct. Engineer. Reg. Engr I	\$88.00	\$90.00	\$92.00	\$94.00
Brian Olsen, PE	Project Mgr/Civil Engineer Reg. Engr I	\$88.00	\$90.00	\$92.00	\$94.00
Chuck Hein, PS	Licensed Surveyor/Project Mgr.	\$88.00	\$90.00	\$92.00	\$94.00
Charles Kendziorski, PE	Registered Engineer I	\$	\$		
Staci Burger	Graduate Engineer	\$70.00	\$71.50	\$73.00	\$74.50
Dennis Bray	Tech IV, CADD/Const.Admn.	\$58.00	\$60.00	\$61.50	\$63.00
Glen Smolinski	Project Mgr. Construction Testing	\$78.00	\$80.00	\$82.00	\$84.00
Dan Ryerson	Tech IV, HMA Certified Inspector	\$58.00	\$60.00	\$61.50	\$63.00
James Wallen	Tech IV, HMA Certified Inspector	\$58.00	\$60.00	\$61.50	\$63.00
Linda Deyarmond, PE	M&E Consultant	\$125.00	\$127.50	\$130.00	\$132.50

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Ms. Susan Edwards
R.S. Scott Associates
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January 17, 2014

If your company is interested in participating in the MiDEAL program, please sign below and return to this letter to the letterhead address, Attention: Melissa Sambiagio

FOR THE STATE OF MICHIGAN



Robert C. Hall, RA, NCARB, Director
Design and Construction Division
Facilities Administration

FOR THE PROFESSIONAL

R.S. Scott Associates agrees to extend the terms, conditions, and pricing of our 2013 General ISID Architectural/Engineering Services contract, No. 00444, to MiDEAL members and will remit the one percent (.01) administrative payment fee along with the quarterly report as outlined.



Signature

1/23/2014

Date

SUSAN P. EDWARDS, ARCHITECT

Print Name/Title