2013 ISID: General Professional Design Services

(Architecture, Engineering, Landscape Architecture)

Request for Proposal
Michigan Department of Technology Management and Budget
May 16, 2013

SMITHGROUP JJR

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May 16, 2012

Ms. Melissa Sambiagio and Ms. Irene Jackson Henry, RA, NCARB
Department of Technology, Management and Budget
Facilities and Business Services Administration
Design and Construction Division
Stevens T. Mason Building
530 W. Allegan Street, 2nd Floor
Lansing, Michigan 48909

Re: Request for Proposal-2013 Indefinite-Scope Indefinite-Delivery
General Professional Design Services (Architecture, Engineering, Landscape Architecture)

Dear Mses. Sambiagio and Jackson Henry:

SmithGroupJJR is pleased to submit our qualifications for consideration to provide design and engineering services for the 2013 Indefinite-Scope Indefinite-Delivery services contract.

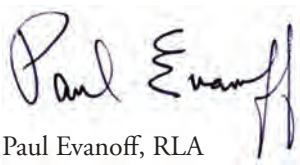
SmithGroupJJR is an architecture, engineering, and planning firm with a multidisciplinary land planning and design studio of landscape architects, civil engineers, urban planners and designers, and environmental scientists in Ann Arbor, Michigan. We were founded in Detroit in 1853 and have been practicing continuously throughout the state since that time.

Per the RFP, we have presented case studies that we believe clearly demonstrate our qualifications to provide landscape architecture, civil engineering, and site surveying services for projects involving bridges, fish passage structures, land planning, marine work, stormwater management, and trail design and development. We have also included billing rate information for all staff assigned to perform services under the ISID as well as resumes of key staff who will function in leadership, management, and oversight capacities.

SmithGroupJJR's working relationship with the Department of Technology, Management, and Budget goes back many years and includes projects such as the Oden State Fish Hatchery and, most recently, Milliken State Park's master plan update in preparation for a multi-use path extending the Detroit RiverWalk experience.

Thank you for the opportunity to present our qualifications. If you have any questions or require additional information, please contact our proposed ISID project manager, Paul Evanoff, at 734.669.2706 or paul.evanoff@smithgroupjjr.com.

Sincerely,



Paul Evanoff, RLA
Principal

Thomas L. Mroz, Jr., ASLA, LEED AP
Senior Vice President

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SMITHGROUP JJR

TECHNICAL PROPOSAL
1 | Understanding of Project and Tasks

Experience with Open-Ended Contracts

The unpredictable flow of work on task-order contracts is often a concern for owners. Based on our past experience with IDIQ/ISID contracts, we have developed procedures that have proven successful in providing quality service and work products in a timely manner on multiple, simultaneous projects. We have a simple organizational structure and strong project management and quality management programs that have proven successful in assigning responsibilities, delegating authority, and communicating to meet critical requirements.

SmithGroupJJR's Ann Arbor office has managed several ISID contracts for a variety of client types and project work. While each agency/organization varies their procedures for procurement (requirements of competitive cost proposals from multiple pre-qualified firms versus sole-source cost proposals), our internal ISID contract organizational structures allow for prompt responses to the clients providing them with a well, thought-out scope of services and schedule that will meet the client's objectives. Whether the project is a single task that involves a single discipline or a single or multiple task with multiple disciplines, our multidisciplinary ISID teams are staffed with experts who can work together on a mid-size or larger project or can manage a smaller-sized project.

Below is a brief list of some of our ISID contracts with task order projects varying in size and complexity:

- **Ohio DNR Watercraft Access Facilities, 2-Year Term, 2008-2010**
  - Upgrades, modernization, and replacement of boat launch and docking facilities at five state parks
- **Ann Arbor Parks and Recreation Architecture, Landscape Architecture, and Engineering Services IDIQ, 2-Year Term, 2012-2014**
  - Master plan and phase 1 implementation
  - 5-acre park concept to anchor a proposed greenway
- **University of Michigan Planning and Site Design, 3-Year Term, 2012-2014**
  - Building demolition and site restoration
  - Athletic field artificial turf design and implementation
  - Residential hall site design
- **Wayne County Economic Development Growth Engine (EDGE), 2-Year Term, 2009-2011**
  - 50 conceptual site plans for multiple parcel listings, including identification of site infrastructure
    - Ranged from one site plan for one site, to three site plans for one site, and up to seven different site plans for six different sites
    - Smaller projects delivered within 72 hours
- **Veterans Administration, National Cemetery Administration A/E Services for all VA National Cemeteries, 5-year term, 2006-2010; 2011-2016**
  - 85 task orders at 38 national cemeteries
  - Planning, schematic design, design documents, construction documents, and construction period services for existing, expansion, and new national cemeteries

In addition, although not an ISID contract, SmithGroupJJR has been working with the Metropolitan Park District of the Toledo Area since 2010 to help them grow and strengthen their park system's legacy. The work has included 18 different planning, design, and implementation projects at 6 of their metroparks.

Experience with State of Michigan Agencies

Over the past 10 years, SmithGroupJJR's Ann Arbor office has worked on over 30 projects for various state agencies in Michigan. With the planning, design, and implementation of projects including corridor studies, master plans, wetland mitigation design, streetscapes, fish hatcheries, marinas, state parks, strategic plans, environmental impact statements, heritage route plans, trails, and stream relocations, SmithGroupJJR has demonstrated experience in the successful planning and execution of maintenance, alteration, and construction projects in full accordance with all applicable Local, State, and Federal regulations, consistent with the schedule and budget, accurately and with efficient interaction with State of Michigan client agencies and the DTMB Design and Construction Division.

2 |Personnel

SmithGroupJJR has assigned the following multidisciplinary team of landscape architects, civil engineers, surveyors, and environmental specialists to complete the range of project assignments carried out under the DTMB's ISID.

Key personnel hold leadership positions, are identified with asterisks, and their resumes are included. An organization chart is provided on the following page outlining authority and communication lines for SmithGroupJJR, the State Agency, and the DTMB.

Paul Evanoff*, RLA, LEED AP, Project Manager, Senior Landscape Architect

Mark Lodewyk*, PE, Quality Control/Quality Assurance, Senior Civil Engineer

Jennifer Sieracki, RLA, Project Landscape Architect

Jessie McHugh, ASLA, LEED AP BD+C, Site Designer

Oliver Kiley, ASLA, Landscape Architect/GIS

Bernie Fekete*, PE, Task Leader, Senior Civil Engineer

Joe Wyrot, PE, Project Civil Engineer

Alex Russeau, Civil Engineer in Training

Roger Abraham, Civil Technician

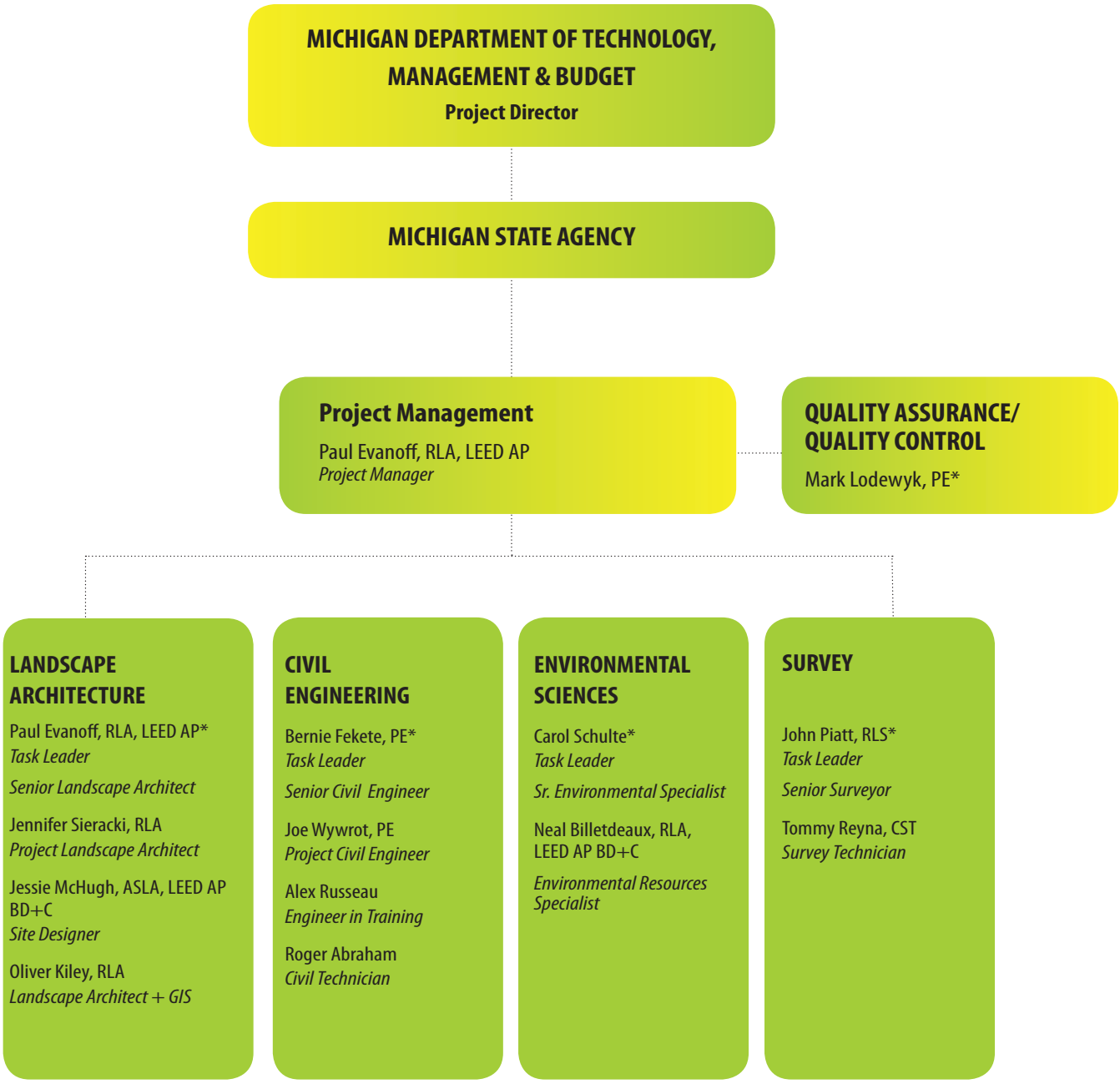
Carol Schulte*, Task Leader, Senior Environmental Specialist

Neal Billetdeaux, RLA, LEED AP BD+C, Environmental Resources Specialist

John Piatt*, RLS, Task Leader, Senior Surveyor

Tommy Reyna, CST, Survey Technician

Team Organization



Paul Evanoff, RLA

Project Manager/Task Leader/Senior Landscape Architect

As a parks and recreation market segment leader, Mr. Evanoff has worked on a variety of these projects as both a landscape architect with an expertise in natural systems and as a project manager. Paul's natural resources restoration work involves the coordination, design and construction of over 2,000 acres of new wetlands, stream channel design, streambank stabilization and native landscapes. As a project manager, he has coordinated and assisted in community planning, preparation of design and construction documents and specifications, construction management services, agency reviews and permitting. He is also involved in the firm's Quality Assurance Program and is responsible for reviewing construction documents prior to issuance for bids.

Education
Masters of Landscape Architecture
University of Michigan, 1985
Bachelor of Science in Landscape Architecture
West Virginia University, 1981

Registrations
Landscape Architect:
Michigan

Certified Stormwater Operator

Metropolitan Park District of the Toledo Area, Toledo, Ohio
- Pearson Metropark
- Oak Openings Preserve
- Side Cut
- Wildwood Preserve
- Middlegrounds Metropark
- Howard Farms Preserve

Ann Arbor Parks and Recreation Department IDIQ, Ann Arbor, Michigan
- Leslie Science Center Master Plan and Phase 1 Implementation

Dequindre Cut Greenway, Detroit, Michigan

Lower Rouge River Non-Motorized Trail, Canton, Michigan

South Fishing Pier, Belle Isle Park, Detroit, Michigan

Mill Creek Park, Dexter, Michigan

Oden State Fish Hatchery, Watershed Walk and Fisheries Visitor Center, Alanson, Michigan

Costco Retail Locations (45), Landscape Permit Documents and Construction Documents, throughout the Midwest

Gilkey Creek Relocation and Restoration, Flint, Michigan

Elizabeth Park Northpointe Riverwalk, Trenton, Michigan

William G. Milliken State Park and Harbor, Detroit, Michigan

William G. Milliken State Park and Harbor, Lowlands Park, Detroit, Michigan

Blue Heron Lagoon Habitat Restoration, Belle Isle Park, Detroit, Michigan

Portage Lakefront and RiverWalk, Indiana Dunes National Lakeshore, Portage, Indiana

Ellias Cove, Trenton, Michigan

Wayne County Division of Parks Program Management, Wayne County, Michigan

Delta College South Campus Site Improvements, University Center, Michigan

Mark Lodewyk, PE

Quality Control+Quality Assurance/Senior Civil Engineer

Mr. Lodewyk has over 34 years of experience in civil engineering with a diverse background in site development, transportation, and water resources. Mark's breadth of experience encompasses the entire development process from site selection through engineering design and construction. He has worked on feasibility studies, land use planning, site layout, road design, site infrastructure evaluation and design, stormwater management, hydrologic and hydraulic analysis, earthwork grading and balancing, permit applications, and construction supervision. Mark has obtained the understanding of design issues and construction methods that are necessary to develop efficient and

Education
Bachelor of Science in Civil Engineering, Michigan Technological University, 1975

Registrations
Professional Engineer: Michigan, Pennsylvania, South Dakota

Ann Arbor Parks and Recreation Department IDIQ, Ann Arbor, Michigan
- Leslie Science Center Master Plan and Phase 1 Implementation

Ohio DNR Watercraft Access Facilities IDIQ, State of Ohio
- Geneva State Park
- Lake Milton State Park
- Paint Creek State Park
- Alum Creek State Park
- Harrison Lake State Park

Delta College South Campus Site Improvements, University Center, Michigan

Midtown Loop Greenway, Detroit, Michigan

Middlegrounds Metropark Master Plan, Toledo, Ohio

Dequindre Cut Greenway, Detroit, Michigan

Broadway Parking Lots, Detroit, Michigan

Broadway Bridges Reconstruction, Ann Arbor, Michigan

Miami University M.E.T. Quad Site Improvements, Oxford, Ohio

University of Michigan Dearborn Central Entrance Crosswalk, Dearborn, Michigan

Broadway Avenue Streetscape, Detroit, Michigan

Gateway District Plan, Sylvania, Ohio

East Stadium Boulevard Bridge Replacement and Non-Motorized Path, Ann Arbor, Michigan

Wind Cave National Park Waste Water Lagoon and Watermain Replacement, Hot Springs, South Dakota

Veterans Affairs National Cemetery Administration AE Services IDIQ, 2006-2010, 2011-2016, Nationwide

Bernie Fekete, PE

Task Leader/Senior Civil Engineer

Mr. Fekete is one of the leaders of JJR's site design and engineering practice. He has a diverse background in site restoration, development and redevelopment from conceptual planning through administration of construction contracts. These projects have included site investigations and evaluations, land use planning, site layout, access and parking, pavement system design, stormwater management, utility infrastructure evaluation and design, earth retention systems, special plazas and public spaces, and other site work.

Education
Bachelor of Science in Civil Engineering, Purdue University, 1970

Registrations
Professional Engineer:
Michigan
Indiana

Professional Affiliations
American Society of Civil Engineers (ASCE)

Metropolitan Park District of the Toledo Area, Toledo, Ohio
- Pearson Metropark
- Oak Openings Preserve
- Side Cut
- Middlegrounds Metropark

Ohio DNR Watercraft Access Facilities IDIQ, State of Ohio
- Geneva State Park
- Lake Milton State Park
- Paint Creek State Park
- Alum Creek State Park
- Harrison Lake State Park

South Fishing Pier, Belle Isle Park, Detroit, Michigan

Lower Rouge River Non-Motorized Trail, Canton, Michigan

Delta College South Campus Site Improvements, University Center, Michigan

William G. Milliken State Park and Harbor, Marina Enhancements, Detroit, Michigan

William G. Milliken State Park and Harbor, Lowlands Park, Detroit, Michigan

Elmwood Marina District Plan, Elmwood Township, Michigan

Elizabeth Park Northpointe Riverwalk, Trenton, Michigan

Huntington Reservation Shoreline Management and Facilities Plan, Bay Village, Ohio

Blue Heron Lagoon Habitat Restoration, Belle Isle Park, Detroit, Michigan

Portage Lakefront and RiverWalk, Indiana Dunes National Lakeshore, Portage, Indiana

Hillsdale Municipal Airport Stream Relocation and Naturalization, Hillsdale County, Michigan

Gilkey Creek Relocation and Restoration, Flint, Michigan

Wyandotte Transient Marina Feasibility Study, Wyandotte, Michigan

Toledo Skyway Marina, Toledo, Ohio

Veterans Affairs National Cemetery Administration AE Services IDIQ, 2006-2010, 2011-2016, Nationwide

Carol Maczko Schulte

Task Leader/Senior Environmental Specialist

Ms. Schulte's extensive horticultural knowledge in native ecosystems and the role they play in the built environment gives her the unique capability of being an expert in both natural and planted landscapes. She is an expert in compiling dozens of successful native seed mixes; restoring wetlands, prairies, and forested areas; eradicating invasive species; and specifying and locating healthy plant materials. Her field investigations include natural features surveys/inventories, botanical inventories, threatened and endangered species investigations, wetland delineations, and tree inventories. She has also authored and/or assisted in the preparation of environmental assessments, environmental impact statements, landscape maintenance manuals, wetland mitigation site selection reports, and wetland mitigation monitoring reports.

Education

Bachelor of Science in Horticulture (with High Honors)
Michigan State University, 1997

Bachelor of Science in Biochemistry
Eastern Michigan University, 1983

Wetland Delineation Training Course
Wetland Training Institute
2000

Certifications

Certified Pesticide Applicators License:

Michigan

Metropolitan Park District of the Toledo Area, Toledo, Ohio

- Pearson Metropark
- Oak Openings Preserve
- Wildwood Preserve
- Middlegrounds Metropark

Costco Retail Locations (45), Landscape Permit Documents and Construction Documents, throughout the Midwest

South Fishing Pier, Belle Isle Park, Detroit, Michigan

Lower Rouge River Non-Motorized Trail, Canton, Michigan

Huntington Reservation Shoreline Management and Facilities Plan, Bay Village, Ohio

William G. Milliken State Park and Harbor, Lowlands Park, Detroit, Michigan

Oden State Fish Hatchery, Watershed Walk and Fisheries Visitor Center, Alanson, Michigan

Blue Heron Lagoon Habitat Restoration, Belle Isle Park, Detroit, Michigan

Elizabeth Park Northpointe Riverwalk, Trenton, Michigan

Huron River Watershed Council Canoe/Kayak Landings, Ann Arbor, Michigan

Miami University M.E.T. Quad Site Improvements, Oxford, Ohio

Gilkey Creek Relocation and Restoration, Flint, Michigan

Ann Arbor Urban Forestry Public Engagement Plan, Ann Arbor, Michigan

Ellias Cove, Trenton, Michigan

Hillsdale Municipal Airport Stream Relocation and Naturalization, Hillsdale County, Michigan

Veterans Affairs National Cemetery Administration AE Services IDIQ, 2011-2016, Nationwide

John Piatt, RLS

Task Leader/Senior Surveyor

Mr. Piatt's 16 years of professional surveying experience includes ALTA/land title, boundary, construction layout, geodetic control, hydrographic surveys/ cross-sections, right-of-way, and topographic surveys. In addition, advances in technology have been implemented to the workflow, including high definition scanning (HDS), subsurface utility engineering, and utility infrastructure surveys. John's leadership has resulted in increased logistical capabilities, with multiple crews traveling to various project sites to collect data, advise as to site conditions, and report findings inside of the curve when it comes to critical deadlines. This delivery of services exceeds client expectations and offers the SmithGroupJJR team an increased asset in the workflow.

Education
Bachelor of Science in Survey Engineering
Ferris State University, 1995

Registrations
Professional Surveyor:
Arizona
Michigan
Ohio
Wisconsin

Professional Affiliations
Michigan Society of Professional Surveyors, Central Chapter, Member Since 1992

National Society of Professional Surveyors, Member Since 2012

Metropolitan Park District of the Toledo Area, Toledo, Ohio
- Oak Openings Preserve
- Middlegrounds Metropark

Ann Arbor Parks and Recreation Department IDIQ, Ann Arbor, Michigan
- Leslie Science Center Master Plan and Phase 1 Implementation

Mill Creek Park, Dexter, Michigan

Lower Rouge River Non-Motorized Trail, Canton, Michigan

South Fishing Pier, Belle Isle Park, Detroit, Michigan

Falling Waters Trail, Jackson, Michigan

Dequindre Cut Greenway, Detroit, Michigan

Blue Heron Lagoon Habitat Restoration, Belle Isle Park, Detroit, Michigan

Lower Rouge River Non-Motorized Trail, Canton, Michigan

Edgewater Marina Facilities and Breakwater Structures Existing Conditions Assessment, Cleveland, Ohio

Gateway District Plan and River Trail, Sylvania, Ohio

Wyandotte Transient Marina Feasibility Study, Wyandotte, Michigan
Delta College South Campus Site Improvements, University Center, Michigan

Hillsdale Municipal Airport Stream Relocation and Naturalization, Hillsdale County, Michigan

Midtown Loop Greenway Detroit, Michigan

Ellias Cove, Trenton, Michigan

ReImagine Washtenaw Corridor Transportation Plan, Washtenaw County, Michigan

Veterans Affairs National Cemetery Administration AE Services IDIQ, 2006-2010, 2011-2016, Nationwide

3 | Management Summary, Work Plan and Schedule

As previously explained in *Section 1: Understanding of Project and Tasks,* SmithGroupJJR is very familiar with the seven phases of work outlined in the DTMB's Contract For Professional Services: Infinite Scope-Indefinite Delivery (Agreement). We also understand, based on working on past projects with the DTMB, that services requested under this ISID contract may range in scope from one to multiple phases.

Regardless of whether SmithGroupJJR is engaged to provide services for one or multiple phases on a project, we will adhere to the following process:

Contract Execution
Prior to signing the contract, SmithGroupJJR will ensure that all critical project deliverables are documented in detail by phase and task. We have found that the standard language identified in each Agreement under each phase contains boilerplate language and descriptions of tasks that are not always applicable or are redundant between phases. The scope of services developed by SmithGroupJJR will be clearly described and presented to the project director in draft format prior to formal execution. The draft will focus on the elimination of non-applicable tasks and identify actual deliverables to be included under each phase.

Work Plan and Schedule Development
The project work plan is a project-specific approach and detailed schedule pertaining to all required phases, tasks, and project deliverables. The work plan includes a detailed description of all deliverables by phase and task, the duration of time to complete each task and develop each deliverable (presented in total hours for staff members per phase and per task), and critical milestone/deliverable dates.

Staff Assignments
Staff assignments are generally determined in the following two ways:

- *Holistic Design*
  Our approach to holistic design is based on the premise that great design requires collaboration with an integrated, multidisciplinary team approach to problem solving. For work performed under this ISID, SmithGroupJJR has identified key individuals who generally play a leadership role within the following disciplines: civil engineering, landscape architecture, environmental science, economic feasibility, survey, and mechanical engineering.

- *Mentoring*
  SmithGroup JJR also makes staff assignments as part of our mentorship program. By encouraging the teaming of senior leadership and junior staff to maximize and enhance learning experiences, junior staff are afforded the greatest opportunities for professional development, and project budgets benefit due to a balance of higher and lower billing rates. Under the program, senior leadership work closely with junior staff to ensure project goals and deliverables are provided of the highest quality. Assignments of senior and junior staff are also based on matching the individual's skill sets and career goals with project deliverables.

DTMB Coordination
The SmithGroup JJR project manager will work closely with the DTMB project director to ensure all deliverables are provided in accordance with the approved design schedule. Milestone meeting/presentations with the project director are generally required at the end or beginning of each phase and serve as an excellent forum for advancing the project. Meetings with the project director are typically attended by the project manager and one or more key staff members depending upon the deliverables being presented, project budget, and meeting location.

Quality Assurance Design Reviews (QA)
SmithGroupJJR has developed a multidisciplinary quality assurance program that includes project reviews at critical milestones and a design manual that outlines standards to ensure that thorough and complete deliverables are provided. We take quality assurance seriously and all project managers are mandated to comply with the QA program at the end of phases 1 through 5 prior to submission of documents to DTMB. Under this program, civil engineering, landscape architecture, and environmental science deliverables are reviewed by the quality assurance team for completeness and accuracy. The project manager retains responsibility for ensuring that timely reviews are completed.

Construction Administration
Because SmithGroup JJR firmly believes that contractors typically provide their most experienced staff to overview their contract for construction, our field inspectors must possess similar credentials. While it is understood that DTMB typically provides the day-to-day inspections, SmithGroup JJR will periodically visit the site to review the work at critical milestones, review job mock-ups, prepare substantial completion inspections, and provide additional construction administration services as requested by the project director. We do not just utilize one staff person to perform this work; instead, we focus on utilizing the key team members representing each of the project disciplines to accomplish this work. The project manager maintains the overall coordination responsibility between the inspection team and the project director. Filed reports are issued as soon as possible following the inspection but no later than one week afterwards.

Office services during construction fall under the responsibility of the SmithGroup JJR project manager who is responsible for coordination among the design team for reviews of submittals, shop drawings, pay requests, RFIs, bulletins and change orders, and other related office services.

4 | 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: SmithGroupJJR, Inc.
   Address: 201 Depot Street, Second Floor, Ann Arbor, MI 48104
   Telephone and Fax: t: 734.662.4457 f: 734.662.0779
   Website: smithgroupjjr.com E-Mail: paul.evanoff@smithgroupjjr.com
   Professional(s) federal I.D. number(s): [redacted]

   If applicable, state the branch office(s), partnering organization or other subordinate element(s) that will perform, or assist in performing, the work: Ann Arbor, Michigan

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: Michigan, 1853

   Include a brief history of the Professional's firm: SmithGroupJJR is an architecture, engineering, and planning firm headquartered in Detroit, Michigan, with a multidisciplinary landplanning and design studio in Ann Arbor. Operating in Ann Arbor since 1961, the studio is comprised of 79 landscape architects, civil engineers, urban planners, surveyors, and environmental scientists who work collaboratively acorss the firm's offices, routinely turning to one another for expertise on everything from hydrology to historic preservation. We specialize in the following practice areas: waterfronts, parks and recreation, cities and comunities, and campus planning.

   SmithGroupJJR project teams deliver high performance, environmentally responsible places and buildings that are designed to the highest standards. Our design solutions are recognized for their innovation, close attention to owner objectives, and sensitivity to project context. We work closely with our clients to transform their vision and mission into built form.

Provide an organization chart depicting all personnel and their roles/responsibilities. Provided in *Section 2: Personnel.*

Provide an organization chart depicting key personnel and their roles for a typical assigned project. Include generic supporting staff positions. Provided in *Section 2: Personnel.*

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
- ☒ Stormwater 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. January 11, 2014
Yes ☒ No ☐

ARTICLE 5: CAPACITY AND QUALITY

5.1 Briefly describe your firm's methods and procedures for quality control for your deliverables and services.
SmithGroup JJR has had in place for many years a Quality Assurance (QA) program that is mandatory for all projects that are being designed for construction. Our QA team consists of some of our most experienced professionals trained in engineering, landscape architecture, horticulture, architecture, survey and environmental sciences. We require a QA review of the plans, specifications, and preliminary estimates prior to each owner submittal. Our QA team is not assigned to ensure that an unbiased and thorough review is completed. We have fond this to be a very effective process that prevents costly omissions.

5.2 Has your firm been involved in claims or suits associated with professional services errors and/or omissions?
Yes ☒ No ☐

If yes, explain: SmithGroupJJR, Inc., has engaged in the practice of architectural and engineering design profession continuously since 1853, designing thousands of facilities both domestically and internationally. This has inevitably resulted in claims involving the firm. Any such claim has been addressed, once filed, and resolved professionally as possible.

In the last seven (7) years, SmithGroupJJR, Inc. has been a party to five (5) error and omissions claims or administrative actions. One matter involved property damage by a third party. This matter was for a project located in the state Arizona, and was commenced on or about the Spring of 2010. SmithGroupJJR was dismissed from this matter. One matter involved a third party personal injury. This matter was for a project located in the state of Texas, and was commenced on or about the fall of 2010. SmithGroupJJR was dismissed from this matter. One matter alleges property damage by third parties. This matter is for a project located in the state of Ohio. This matter is still pending, but SmithGroupJJR hopes to be dismissed from this matter. The other two (2) matters involve third party personal injuries at facilities post-construction. SmithGroupJJR is seeking dismissal from both of these matters.

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.
We understand that both organizations will be our client—the State Agency will have established the project and scope of services and the DTMB Design and Construction Division will serve as the Contract Administrator with SmithGroupJJR. We will collaborate with the State Agency and DTMB and will adhere to the specific guidelines

DTMB's Design and Construction Division has specific guidelines and procedures for each design and construction phase, and we understand how to work within this framework of requirements. We will ensure that all deliverables are provided to the Project Director in the most efficient and professional manner. During construction, our field personnel will collaborate with DTMB and State Agency field personnel by attending progress meetings and working closely with the contractor and site inspection team.

5.5 Describe your approach if a bidder proposes a substitution of a specified material during bidding.
Unless specifically permitted in the *Bid Form* and *Instruction To Bidders*, contractor's substitutions will not be considered during bidding. When permitted, SmithGroupJJR will evaluate/consider substitutions as follows:

- All substitution requests must be submitted at least 10 days in advance of the bid due date on the appropriate forms.
- Bidders must provide a detailed analysis of said substitution along with all support information needed to justify that the substitution is equal to the specified product(s).
- A detailed analysis of said substitution will be conducted by SmithGroupJJR and a recommendation will be made to the Project Director whether to accept or reject said substitution.
- If approved by the Project Director, SmithGroupJJR will prepare an addendum outlining substitution requirements for distribution by the Project Director to all bidders to ensure bids are evaluated on equal terms.

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

If the contract for construction allows for substitutions after the bidding process, SmithGroupJJR will evaluate/consider the substitution as follows:

- For non-plant materials substitution requests, the contractor will be required to submit a *Substitution Request Form* and demonstrate that the product is equal to or better than the specified product.
- A credit acceptable to DTMB will be requested from the contractor for the substitution. Extras will not be permitted for contractor-initiated substitutions.
- A detailed analysis of said substitution will be conducted by SmithGroupJJR and a recommendation will be made to the Project Director whether to accept or reject said substitution.
- For projects where plant materials are specified, we generally encounter contractor- initiated substitution requests. In a majority of the instances, we are able to locate the plant materials for the contractor. If not available, we will provide an acceptable substitution that closely resembles the substituted plant.
- The project director will be notified of said substitutions and the appropriate change order credit will be prepared.

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?

SmithGroupJJR's project manager will serve as the primary point of contact with the DTMB and/or State Agency to ensure that all project needs are met and a line of communication is maintained in a consistent fashion between all project team members throughout the life of the project. All communications with the DTMB and/or State Agency will be documented by SmithGroupJJR and distributed to DTMB, the State Agency, and others working on the project. We will provide all communication in digital and/or hard copies in a timely fashion to ensure information is exchanged without delay.

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. Paul, I don't think the text does this. I think you need to provide an example or show how these methods work.

SmithGroup JJR utilizes the following tools to generate accurate and detailed estimates for construction.

- **Recent Bid Tabs**: We maintain a library dedicated to recent bids for references by the project manager when preparing estimates with similar scopes. The files are in Excel and include unit prices and estimated quantities. These data files are reliable sources for projects of similar scope and in the same geographic region.
- **RS Means – Latest Edition (For both Landscape Construction and Heavy Construction):** This is a comprehensive estimating guide that allows our project estimators to calculate thousands of items. We rely on Means as a secondary source of information when we are pricing items that are not in our library. We have found Means to be a reliable estimating tool due to the extent of information they provide.

- **MDOT Standard Details and Standard Specifications for Construction:** MDOT hosts a unit price library website that is updated quarterly. We rely on this database when working on projects that reference MDOT Standard Details and Standard Specifications for Construction. MDOT's files include regional costs based on estimated bid quantities and are very reliable sources of information.

5.10 Describe your approach to minimizing construction cost over-runs.

- **Quality Assurance Reviews:** SmithGroupJJR has had in place for many years an independent QA program for all projects that are being designed for construction (item 5.1 above).
- **Unit Price Forms:** During the bid period, we often include a unit prices schedule to ensure that the contractor's bulletin pricing can be controlled when additional services are required after the construction contract has been awarded. We find the unit prices submitted with the bid form is typically much lower that the pricing obtained after the contract is awarded.

5.11 What percentage of construction cost should be devoted to construction administration (office and field)?

For work on DTMB projects, SmithGroupJJR does not use a percentage of the construction costs to determine what services are required during construction administration. We understand that in many instances DTMB will provide daily or near full-time site inspections with its own labor forces. Under this scenario, our fees for this work typically include the following services:

- **Field:** Field inspections once per week or twice per month depending on the complexity of the project and travel time as a reimbursable expense. We will attend pre-construction progress meetings and perform substantial completion inspections. Our fees also include time to prepare and issue site inspection reports.
- **Office:** We estimate actual labor hours required to review all submittals, answer RFI's, prepare two or three bulletins, complete management responsibilities with the project director and DTMB field personnel, and any other services identified in the work plan. %

5.12 What portion of the assigned work will be performed with your staff and what portion will be provided by sub-consultants?

SmithGroupJJR is a multidisciplinary firm and for the scope of work that may fall under this ISID, we are not proposing any subcontractors. If necessary, geotechnical investigations may be the only work items that SmithGroupJJR does not perform and there are many competent companies in Michigan that provide this service in a cost-effective manner. When we do utilize subconsultants, we pass their fees directly to the client without a mark-up. If a subconsultant ends up being required as a part of the ISID, we will identify the most appropriate firm based on the scope of services, our past history working with them, and their location and ability to keep reimbursable expenses to a minimum. When we have selected the appropriate firm, we sign a work agreement that delineates the responsibilities of each firm and we request a quote for professional services without assigning percentages of the total fees.
%

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.)

No more than two weeks; less time if subconsultants are not required. One week to generate a full proposal, and one week to complete office scheduling to identify the most qualified available staff person for assignment to the project. SmithGroupJJR conducts a Monday morning scheduling and office coordination meeting and at this time most assignments are delegated. Days/Weeks

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

Responsive bidders pertain to the completeness and accuracy of their bids to ensure all aspects of the work are included in their bid. Before contract award, the two or three lowest bidders are interviewed and requested to provide supplemental information to support their bids. Most important is the preliminary schedule of values, including bid quantities that can be compared to SmithGroupJJR's final Opinion of Probable Construction Costs. Through this process, we can determine if their bid is flawed and in the category of being non-responsive, which will help us avoid unwarranted claims during construction. Responsible bidders pertain to the contractor's and subcontractor's ability to execute the work in a manner that is consistent with the contract requirements and within the timelines established for the work. We verify responsiveness based on contractors references, verification of current and recently resolved litigation, and the competency of listed subcontractors. We make every effort to identify the most qualified contractor that provides the best price for the work being performed. Following completion of our post-bid evaluations, a summary memorandum including our recommendations is provided.

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

The responsible use and management of natural resources has been an integral part of our planning and design ethic from the very beginning. Our choices and decisions about the design, construction, and operation of a facility are based on the effects they would have on the natural environment and the people who work there. With this insight, we pursue design solutions that are aesthetically compelling and that minimize environmental impacts. We believe that the origins of great design and green design arise from an understanding of the local, natural, and cultural resources; this allows our designs to work in harmony with their context and climate.

SmithGroupJJR, in concert with our clients, recognizes the benefits of sustainable design because it is compatible with the same features that make for productive, healthy work environments: maximizing natural lighting and ventilation, designing for excellent indoor air quality, using natural materials, and protecting and enhancing the surrounding environment and creating opportunities for interaction with nature.

SmithGroupJJR is a national leader in sustainable design, evidenced by our number of LEED Certified and Registered projects, numerous LEED Platinum "firsts," and the many leadership positions we hold in organizations dedicated to protecting our environment. In particular, 20% of the staff in the Ann Arbor office is LEED certified, including civil engineers, urban planners, and landscape architects.

5.16 Describe your experience with similar open-ended contracts.

We have worked on a number of ISID's with both Federal and local agencies and have found the procedures under each to vary. The City of Ann Arbor and Washtenaw County Parks and Recreation commission does not sole source projects directly to a single company; they typically require cost proposals from more than one pre-qualified company and will base their invitation to quote the work based on their level of expertise compared to the scope of services to be performed. Our ISID's with the GSA, State Department, and Veteran's Administration have contract limits over the duration of the life of the ISID and cannot be exceeded without being renewed. Under these open-ended contracts, the fees are negotiated. Generally, we are accustomed to submitting competitive fee proposals for all our open-ended contracts with a brief narrative scope of services to qualify the costs. We find that we also need to be in close contact with the contracting agency to ensure we are not excluded from possible assignments. We understand that we will need to establish professional relationships with each contracting agency.

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

For site information, we rely on as-built information provided by the client or we can conduct our own site investigations. We typically find that we are required to generate topographic and existing conditions surveys, and we provide this service in-house when requested. For smaller site projects, where existing conditions are not available or there is a tight budget that prohibits extensive investigations, or fees associated with survey, we generate our own base information relying on our vast array of computer technologies and staff to generate such information. Our most common source of existing information documentations is through **Geographic Information Systems (GIS).** SmithGroupJJR has outstanding capabilities for organizing, analyzing, manipulating, and creating GIS data to strengthen the planning and design process. We utilize the industry-leading ESRI ArcGIS software, including ArcInfo, ArcView, and the additional analysis extensions Spatial Analyst, 3D Analyst, and Geostatistics Analyst. In addition, we routinely utilize Google Earth Pro for collecting, distributing, and visualizing GIS data or 3D models.

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.

The primary approach to development in these locations is to minimize resource impacts in the following areas.

- **Critical Dunes:** The Land and Water Management Division (LWMD) would be consulted at the onset of the project to determine the location of critical dunes. If present, regulatory requirements under Part 353 of PA 451 Part 323 of NREPA must be met.
- **Coastal Zone Management Zones:** Impacts to coastal wetlands such as grooming, cutting, filling, and development are regulated and permitted under part 303 of PA 451.
- **State Campgrounds:** Development at campgrounds could result in impacts to a variety of resources, including threatened and endangered species, unique plant communities, soil compaction over plant root zones, inadequate soil erosion and sedimentation controls, wastewater disposal, floodplains and similar types of impacts. Many of these items are regulated by the LWMD and applicable permits will be obtained.
- **Michigan Lakes and Rivers:** The most applicable permits required when proposing impacts to and adjacent to lakes and rivers in Michigan are addressed under Part 301 of NREPA (Inland Lakes and Streams Permit), Section 10 of the Rivers and Harbors Act of 1899, and other potential applicable acts depending upon the nature of the work. A joint permit administered by the LWMD permit consolidation unit fulfills much of the permitting requirements through the MDEQ and U.S. Army Corps of Engineers under one application.

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

When we anticipate changes to the work, we will issue a bulletin with a follow-up change order that identifies the extent and value of the work to be added to the contract. Out-of-contract-work performed without a previously issued change order leaves the contractor vulnerable to non-payment. Conversely, it is important to react quickly to all contract changes to minimize additional costs associated with remobilization and down time for inactive periods that the work is delayed. There are typically three methods for arriving at additional compensation and should be clearly spelled out in the general conditions of the contract.

- Unit Price adjustments based on unit pricing developed during the bidding process (preferred).
- Detailed cost estimating, including breakdowns for all anticipated labor, materials, equipment, overhead and profit, and comparing these figures to industry standards. This is a typical method but can lead to excessive contractor mark-up and lengthy negotiation periods.
- Time and materials (least preferred).

Relevant Project Experience

Metropolitan Park District of the Toledo Area

Toledo, Ohio

Pearson Park

SmithGroupJJR began working with the Metropolitan Park District of the Toledo Area in 2010 to help strengthen and grow the park system's legacy. The following project lists reflect many similarities with the type of work being proposed under the DTMB ISID. These projects had small construction budgets typically between $25,000 and $250,000, design and engineering with limited or single discipline scope, and fees were negotiated on a project basis and typically less than $25,000. Work has involved a variety of services from master planning to detailed landscape and hardscape improvements and shoreline restoration.

Pearson Metropark, Oregon, Ohio
One of the system's oldest metroparks, it is devoted to habitat restoration and passive recreation.

- *Environmental Education Center*
  Drainage improvements, precast concrete paver replacement, and landscape restoration around the historic Packer-Hammersmith Center

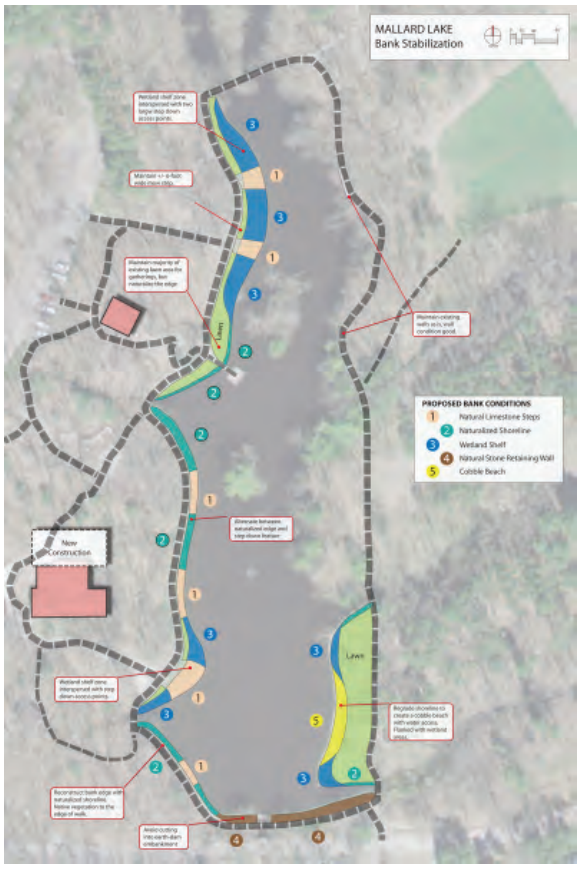
- *Parking Area Landscape Restorations*
  Detailed planting plans, details, and specifications for native and woodland restoration for lot areas for both natural resource enhancement and for consistency with CPTED principles (Crime Prevention Through Environmental Design) at 9 different parking areas

- *Park Entrance and Lallendorf Road Restoration*
  Converted mostly lawn areas into native gardens utilizing native seed mixes developed specific to the site

- *Pearson Pond Shoreline Restoration*
  Restored boardwalk and gabion basket shoreline with new treatments, including limestone walls, native wetland vegetation, and native seed mixes

- *Play Structure Design*
  Conceptual design drawing for a new playground utilizing custom design features that focus on environmental education and wildlife and plant materials indigenous to the site's Great Black Swamp

Mallard Pond



Wildwood Preserve

Wildwood Preserve

Oak Openings Preserve, Swanton, Ohio
A unique preserve that preserves one of the largest remaining tracks of land of this unique plant community

- *Beuhner Environmental Education Center*
  Developed native landscape restoration drawing for the center's bird viewing area

- *Mallard Pond Shoreline Restoration*
  Three phases, including master plan and phase 1 and phase 2 construction converting a hard-edge into soft shore restoration

- *White Oak Campgrounds*
  Master planning and construction drawings for 16 individual and 2 group tent sites

Side Cut, Maumee, Ohio
The oldest Metropark situated on the Maumee River

- Master planning and construction drawings to restore approximately 1 mile of trail along the banks of the Maumee river with focus on blending the path into the natural environment and generation of design solution that reduces maintenance costs associated with trail repairs required after each flood event

Wildwood Preserve, Toledo, Ohio
The mostly heavily visited park facility, Wildwood Preserve boasts a variety of active and passive recreation opportunities in an historic setting

- *Play Structure Design*
  Design and planning of playground enhancements that are unique pieces of interactive play-art reflecting the park's natural heritage and environment

- *Entrance Road Landscape Restoration*
  Developed planting restoration drawing for the park's entry road utilizing native materials specific to the preserve's Black Oak forest community

- *Metz Visitor Center Landscape Enhancements*
  Planting plan restoration drawings implementing planting restoration around the historic stable building's site

Middlegrounds Metropark, Toledo, Ohio
A small,17-acre site on the banks of the Maumee River in downtown

- *Park Master Plan*
  Master plan depicts a variety of habitat and themed recreation experiences

- *Landscape Restoration*
  Detailed perimeter native landscape planting program designed to screen the property from the adjacent rail yard

- *Stormwater Management*
  Developed construction documents for Ohio DOT that captures and pretreats bridge runoff through three distinct treatment streams prior to discharge into the Maumee River

- *Interpretive Framework Plan*
  Facilitated stakeholder meetings and developed an interpretive program for the site with a focus on economic, environmental, and cultural aspects of the proposed park

Howard Farms Preserve, Jerusalem Township, Ohio
The metropark system's newest park property that will soon be converted to a wetland preserve

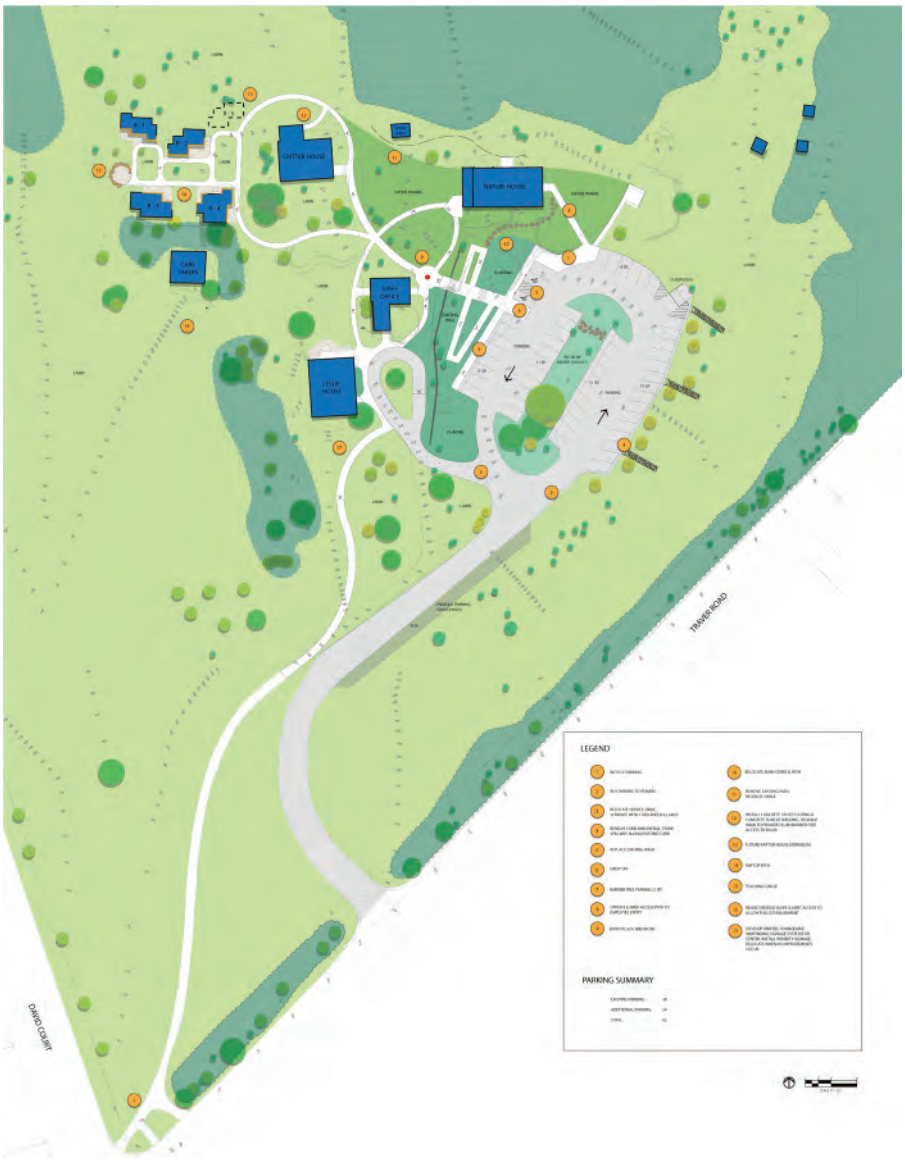
- Park planning for a variety of passive water and land-based recreation experience associated with this very popular birding area

Middlegrounds-Existing Site Conditions

Middlegrounds Metropark

City of Ann Arbor Parks and Recreation IDIQ

Ann Arbor, Michigan



Size
50 acres

Completion Date
Raptor Path: May 2013
Master Plan: Fall 2013

Leslie Science + Nature Center

The first project out of the IDIQ was a master plan for this non-profit organization that provides environmental education and experiences.

The goals of the master plan were to simplify pedestrian routes, increase accessible access, minimize conflicts with vehicles, optimize parking (including overflow), and resolve drainage issues.

During the planning process, SmithGroupJJR reviewed and made recommendations regarding the center's facilities (main office, staffing office, Nature House, Critter House, and the Raptor House), existing pedestrian circulation and impediments, vehicular and service access, parking, and drainage and grading.

New master plan site elements include:

- Barrier-free path to the Raptor House
- Outside education/teaching circle at Raptor House
- Entry plaza and kiosk
- Bicycle parking
- Barrier-free parking
- 24 additional car parking spaces
- Relocated service drive
- Expanded drop-off area in parking lot
- Relocation of main stairs and path and upper and lower employee access paths to the Nature House
- Unified, changeable wayfinding signage system for the Center

Prior to completion of the master plan, design and implementation of Phase I (barrier-free path to Raptor House) was begun in order to address a majority of the site's accessibility issues. Traditional concrete sidewalks were used for most of the site, but a product called FilterPave was used for the paths around the raptor viewing areas. This product uses recycled glass to create a walking path that is permeable and allows for filtration of stormwater.

721 N. Main Park

As part of its IDIQ contract with Ann Arbor's Parks and Recreation Department, SmithGroupJJR assisted the North Main-Huron River Vision Task Force develop a best use, open space concept plan for a portion of land at 721 North Main Street that is located within the floodway.

Home to the city's fleet services since the 1920s, 721 N. Main has been identified as a northern anchor of a 2 1/4-mile proposed greenway system running along the Ann Arbor railroad and the historic Allen Creek.

Elements of the plan include:

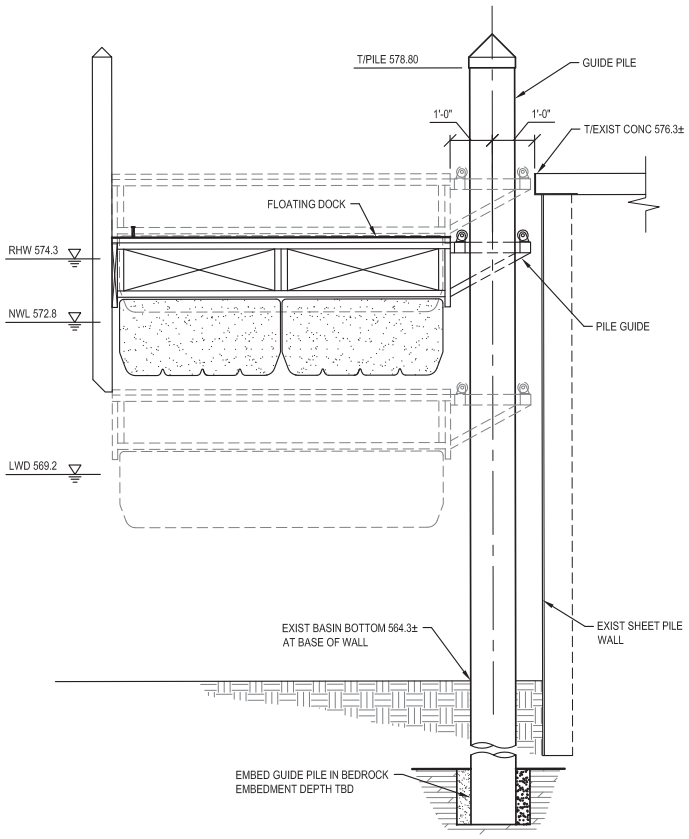
- Removal of all paving from the floodway portion of the site to turn it into open space and provide stormwater management opportunities.
- Creating a 14' wide trail connection from Felch to Main to Summit streets to encourage future connections with Washtenaw County's Border-to-Border Trail.
- Providing entry signage and amenities such as benches and trash receptacles.
- Developing a 8' wide looped trail throughout the site.
- Planting a native prairie-type landscape to stabilize the site in areas not planned for lawn or stormwater management.
- Adding clusters of trees and shrubs.
- Developing interpretive elements along the trails with messaging regarding stormwater management and local ecology.
- Providing parking off of Summit Street outside of the floodplain.

Size
5.1 acres

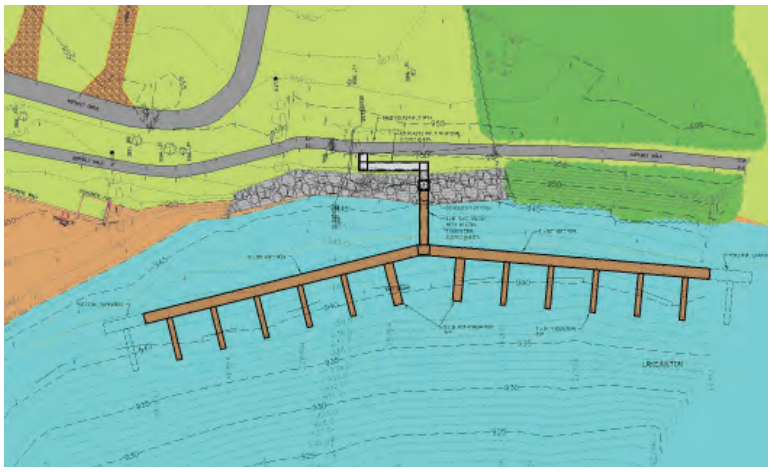
Completion Date
March 2012

Ohio DNR Watercraft Access Facilities IDIQ

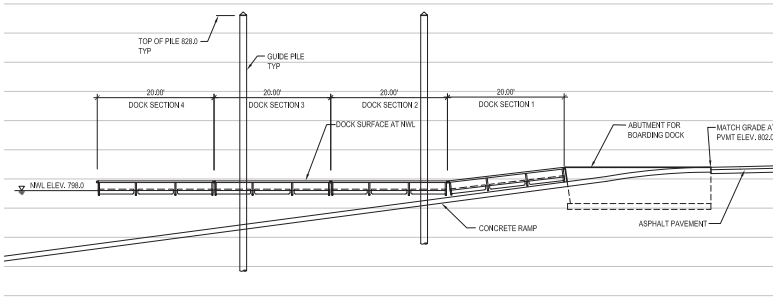
State of Ohio



Geneva State Park



Lake Milton State Park



Paint Creek State Park

SmithGroupJJR worked with Poggemeyer Design Group (PDG) on a 2-year IDIQ with the Ohio DNR. The projects ranged from $85,00 for a 2-bay launch ramp with 2, 80-foot long boarding docks to $804,000 for infrastructure upgrade, access platforms, gangways, and floating docks, including utilities for a 28-broadside mooring expansion, at Geneva State Park Harbor.

Small projects were turned around in approximately less than a month; however Geneva State Park took two years to complete due to on-going funding and scope changes.

SmithGroupJJR provided engineering, design, and construction documents for any water-based improvements as part of an upgrade, modernization, and boat launch and docking facilities replacement at Geneva State Park, Lake Milton State Park, Paint Creek State Park, Alum Creek State Park, and Harrison Lake State Park watercraft access sites.

SmithGroupJJR worked primarily on the access sites' fixed and floating docks and gangways for boarding docks, courtesy docks, and overnight transient mooring.

This project was funded primarily through the Ohio Department of Natural Resources with additional funding for Lake Geneva State Park provided by a Boating Infrastructure Grant.

Completion Date
Lake Erie, Lake Milton, Paint Creek, Alum Creek, Harrison Creek-2011

Geneva Harbor-2013

Caesar Creek Marina

Warren County, Ohio

Size
marina

Completion Date
In-Progress

The new marina at Caesar Creek on Caesar Creek Lake will provide boaters and park users with 300 boat slips, a new boat launch, fishing pier, and floating cottages. SmithGroupJJR worked with the Ohio Department of Natural Resources to accommodate the needs of the park users as well as meet engineering needs required for the breakwaters and marina facility.

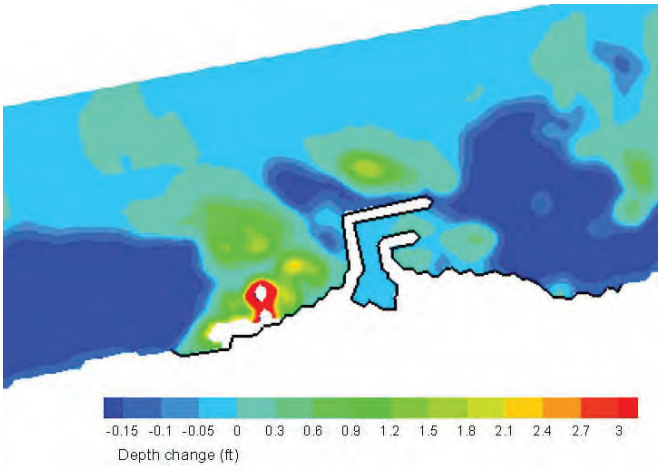
Caesar Creek Lake is a Corps flood control reservoir, which required a breakwater and marina system that responds to changing water levels. The fluctuation in water levels on the reservoir can be as great as 35 feet.

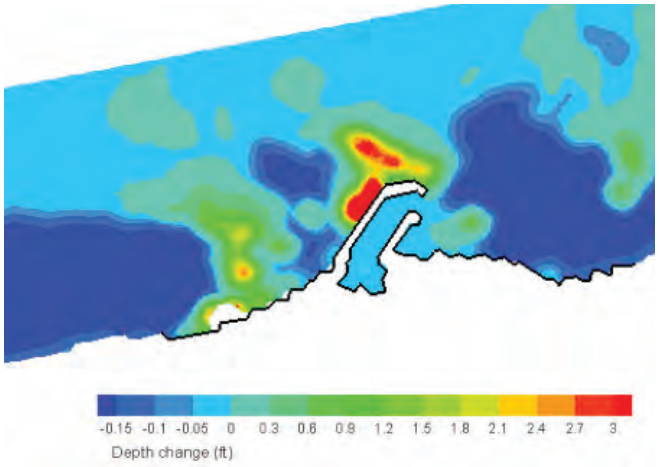
As part of the master planning process, SmithGroupJJR evaluated optional floating dock anchoring systems. The design team also planned upland parking and amenity zones. SmithGroupJJR provided design, engineering and hydraulic analysis to prepare the master plan for a new marina and waterfront park in Caesar Creek State Park.

Ecological strategies include incorporating stormwater filtration zones throughout the parking areas to minimizing site disturbance and development of wetlands to treat runoff and create new habitat opportunities.

Geneva State Park Sedimentation Study

Geneva, Ohio





In an effort to improve boater safety at Geneva State Park, the Ohio Department of Natural Resources asked SmithGroupJJR to investigate the wave and sedimentation conditions of the park marina and shoreline.

The park, located on the south shore of Lake Erie, just 45 miles east of Cleveland, was experiencing high frequency of sedimentation transport at the entrance of the marina.

SmithGroupJJR used computer modeling of the site in order to provide recommendations for sedimentation management.

Completion Date
2011

Costco Retail Stores

Throughout the Midwest

Completion Date
Ongoing

Since 2005, SmithGroupJJR has been under contract with the Costco Corporation and its architectural consultants for the development of permit documents and construction documents for over 45 new and existing sites across the Mid West.

The work is similar to the DTMB ISID requirements in that each project's fees are generally small (between $5,000 and $30,000), the work requests come in on short notice, and the turn-around time on the product deliverables is considerably fast.

Due to these time constraints, SmithGroupJJR often commences and completes the work in advance of receipt of the executed agreement. The work typically entails one or two disciplines and includes permitting assistance, landscape design, and irrigation. SmithGroupJJR coordinates its work with both civil engineering and architecture consultants to ensure the maximum aesthetics of the site are provided.

State Street Parking Lot

Battle Creek, Michigan

The City of Battle Creek wanted a green approach for one of its primary downtown parking lots located on the Battle Creek River.

SmithGroupJJR reconfigured the parking lot to improve vehicular and pedestrian circulation, accommodate service needs for adjacent retailers, and incorporate sustainable stormwater techniques to clean and infiltrate the stormwater that discharges directly into the Battle Creek River. The new parking lot is now also the site of several city festivals and concerts, which required power and lighting upgrades and the design of a flexible space.

The design conveys stormwater off of the surrounding roof area and parking lots to two bioretention basins designed to capture and treat the 2-year storm event equivalent to approximately 90 percent of all events that will fall on the site. These areas are planted as native gardens, creating a mosaic of seasonal color while working to filter and absorb stormwater prior to release into the Battle Creek River.

Size
2.2 acres

Completion Date
2008

South Fishing Pier, Belle Isle Park

Detroit, Michigan

As part of a multi-year, multi-phased effort to improve the ecological quality of the Detroit River by increasing fish and wildlife habitat, SmithGroupJJR designed 2.5 acres of protected coastal wetland and shallow water nursery habitats at the South Fishing Pier.

SmithGroupJJR began working on the project in 1996 during the preparation of the *Belle Isle Piers Fishery Habitat Enhancement* report. This area will be located immediately downstream from the sturgeon spawning reef restoration project, which SmithGroupJJR previously designed and implemented. The newly constructed reef is the site of reproduction for 16 species of native fish where spawning was nonexistent; however, the fate of the fish larvae is largely unknown as little nursery habitat exists along the urban center. The new wetland and shallow nursery habitat, which will be constructed on the river bottom through earthwork enhancements and the introduction of habitat structure composed of rock, submerged woody debris, and aquatic plantings, will provide a critical refuge for the fish larvae to grow in a protected environment.

Size
2.5 acres

Completion Date
Summer 2013

Grant Funding
$600,000
Great Lakes
Restoration Initiative

Falling Waters Trail

Jackson, Michigan

Size
10.2 miles

Completion Date
December 2007

SmithGroupJJR provided planning, design, and engineering services for Falling Waters Trail, a 10.5-mile non-motorized multi-use trail running from the southwest corner of the city of Jackson to the village of Concord on the abandoned Michigan Central Railroad alignment. The trail runs through both human-influenced and native landscapes, with picturesque views of agricultural fields, upland woods, wetlands, lakes and creeks, including stunning views across the 1/2-mile-long causeway dividing north and south Lime Lake. Trail construction included the paved trail, regulatory signage, and two trailheads with parking, bike racks, picnic tables, and trash receptacles.

SmithGroupJJR also prepared an interpretive and wayfinding master plan highlighting educational opportunities along the trail corridor. Interpretive elements included Native American history, rail and agricultural development, stream and watershed ecology, and terrestrial and aquatic habitats.

In addition to these efforts, SmithGroupJJR provided the Village of Concord with a conceptual master plan for Falling Waters Trail Head Park located on the eastern terminus of the trail. Various amenities were designed into the park including a boat launch, an accessible fishing pier, restrooms, picnic areas, parking, as well as a bike path bypass which leads into the village.

Mill Creek Park

Dexter, Michigan

Just upstream from the banks of the Huron River, Mill Creek Park represents the Village of Dexter's vision to develop a linear park that will provide a variety of recreation and natural resource experiences to the community.

This vision came to fruition with the removal of the 1820s Mill Pond Dam in 2011, which created a large 50+ acre open floodplain lending itself to a wide variety of recreational experiences. The new space and downtown park will help restore and protect the Mill Creek and its watershed; allow for the development and enhancement of appropriate passive and low-impact active recreation opportunities; serve as a trail system hub and a link to adjacent recreation areas and community assets; build on "Dexter as a Destination" promotional efforts and stimulate additional economic activity; and foster community development through collaborative planning amongst village, township, county, regional, and state commissions, authorities, agencies and stakeholders.

SmithGroupJJR, with assistance from ECT, developed a comprehensive recreation master plan with key features such as shared-use paths, a river walk, boardwalks, water access, play area, skating rink, picnic shelter, restrooms, amphitheater for special events, observation platforms, lawn areas, habitat enhancements, interpretive opportunities, naturalized stormwater management area, and native landscapes with riparian buffers.

SmithGroupJJR also led the Mill Creek Park Committee through the design process including design alternatives, public participation, stakeholder meetings, and final master plan preparation.

Phase 1 implementation elements include the amphitheater, river walk, streetscape improvements, shared-use trail, and habitat restoration.

Size
Phase 1: 9 acres
Overall: 55 acres

Completion Dates
Master Plan-2009
Phase 1-2012

Lower Rouge River Recreation Trail

Canton Township, MI

Size
4.5 Miles, 7 Footbridges

Completion Date
2009

Grant Funding
$300,000 EPA-Rouge River National Wet Weather Demonstration Project

Designed and implemented as part of a phased statewide trail system plan, the 4.5 miles of new greenway serve as a critical linkage in the township to points of interest, township parks, and other connecting greenways both within the township and Down River.

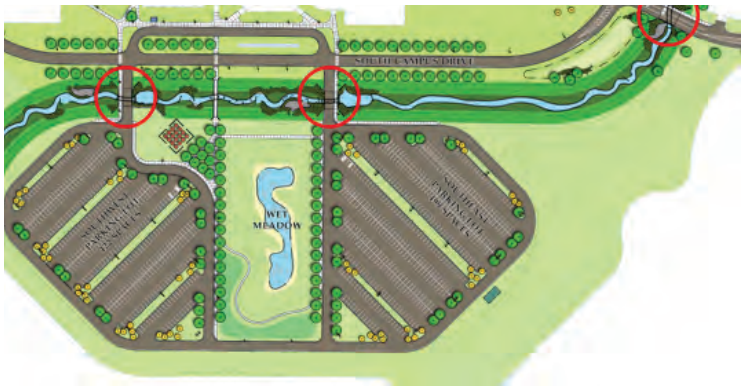
SmithGroupJJR provided a variety of landscape architecture and engineering services to site the trail along existing utility rights-of-way as well as identify the most appropriate locations for seven pedestrian bridges. Designed by SmithGroupJJR, the goal of the bridges and supporting bridge abutments, located in a highly unstable river environment, was to minimize impacts to the river, critical habitat (specimen trees), and wetlands.

Additional services included flood plain modeling, wetland delineation, tree surveys, streambank stabilization measures, overall trail wayfinding system, interpretive signage design, grant reporting, and permitting with the Michigan Department of Environmental Quality and the Wayne County Parks.

SmithGroupJJR played an instrumental role in all phases of design and construction, including the provision of design documents, construction documents, record drawings, and construction monitoring services.

Delta College South Campus Site Improvements

University Center, Michigan



Size
42 acres

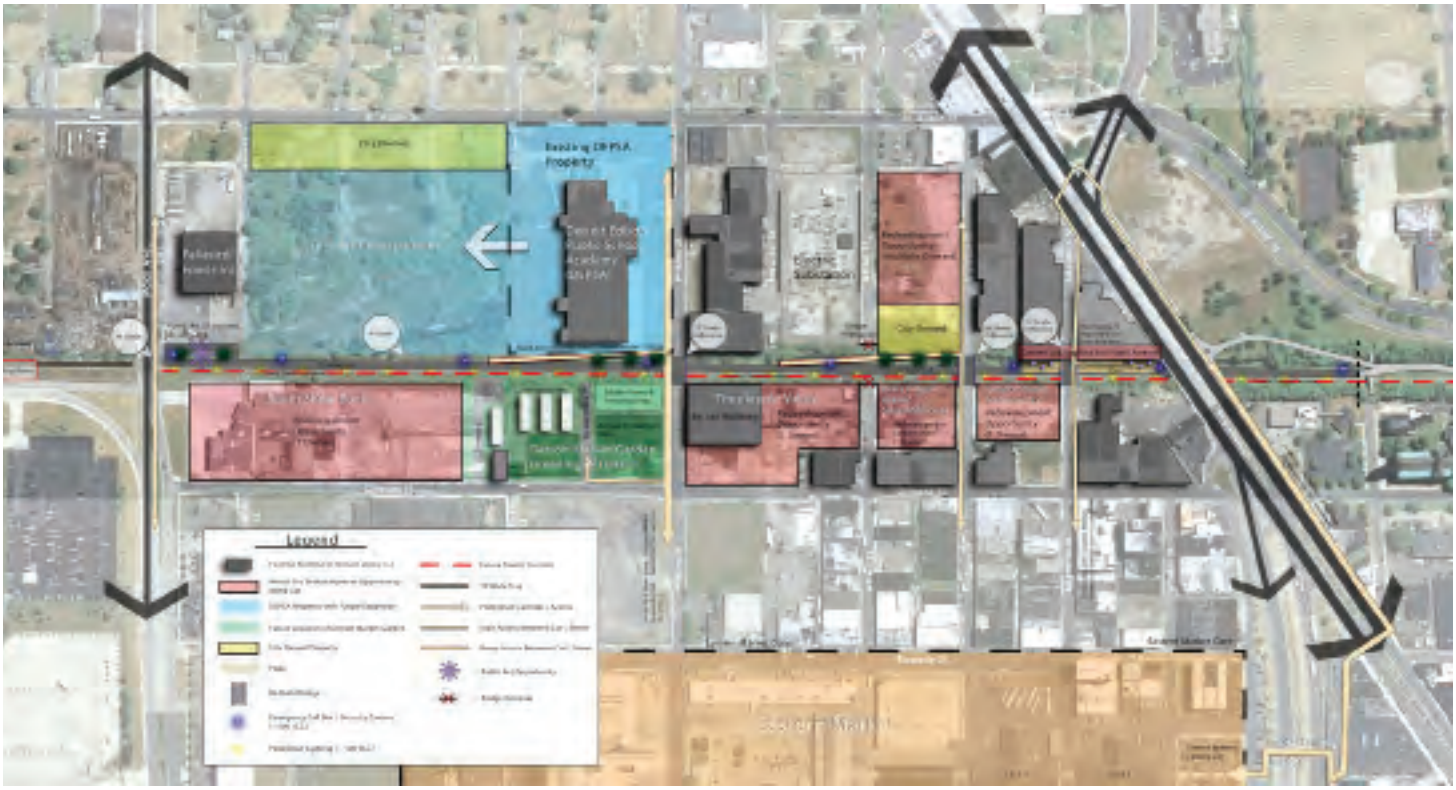
Completion Date
2008

SmithGroupJJR assisted Delta College with a mandate to implement a sustainable design approach for improvements that were needed to parking and vehicular circulation on South Campus. SmithGroupJJR began with a series of brainstorming sessions with in-house experts as well as campus faculty and staff exploring sustainable design methods, including recycling and re-use of existing materials, LED site lighting, pervious pavements, stormwater detention and infiltration, native plantings, and mitigation of flooding issues the college was experiencing with the county drain that runs through campus. Project highlights include:

- Two 500-car parking lots and LED lighting
- Infiltration islands that capture and filter surface stormwater runoff from over 1,200 parking spaces
- A stormwater detention area designed to hold a 100-year storm event; includes native wetland plantings to provide habitat for wildlife and function as an "outdoor classroom"
- Hydraulic analysis necessary to incorporate over 2,000 lineal feet of improvements to the county drain that will mitigate South Campus flooding and naturalize a linear drain corridor by creating habitat for fish and other wildlife through the installation of plunge pools, riffles, fish structures, and native plantings
- Re-use of over 15,000 cubic yards of old bituminous pavement and aggregate chemically stabilized with cement kiln dust to provide base material under 11+ acres of new bituminous pavement
- Three new arch bridges that will improve the flow of water in the drain during and after significant storm events
- Installation of deep-rooted native seed mixes for groundcover that require no irrigation after establishment and require little or no mowing
- Use of local materials manufactured and shipped from within a 250-mile radius from the college
- Future interpretive signage that will serve to educate visitors about regional watersheds, wildlife habitat, native plant communities, and low-impact development

Dequindre Cut Greenway, Phase 2 Survey

Detroit, Michigan



During Phase 2 survey work for the Dequindre Cut, a 3/4-mile continuation of the trail built in 2009, SmithGroupJJR utilized a combined data collection effort involving GPS and conventional total station collection techniques. The combined methodology allowed SmithGroupJJR to supplement aerial photography with ground control coordinates generating a digital topographic survey base of the 2,200 linear feet by 300 feet wide railroad corridor. During the mapping process, drainage and utility elements not visible in the photography were captured. The topographic survey was complete with a one-foot contour interval along with spot elevations, which supplemented the contour data and provided a full understanding of existing surface drainage.

In addition to the mapping effort, SmithGroupJJR coordinated title research and obtained a title commitment policy for the property acquisition and developed local benchmarks for survey controls along the corridor.

SmithGroupJJR also provided an ALTA Title Survey that supplemented the title research and easement evaluation associated with property ownership and occupation.

Size
Phase 2- 3/4 of a Mile

Completion Date
Phase 2
Design: 2012
Construction: 2014

ANN ARBOR

CHICAGO

DALLAS

DETROIT

DURHAM

LOS ANGELES

MADISON

PHOENIX

SAN FRANCISCO

WASHINGTON, DC

SMITHGROUP JJR

www.smithgroupjjr.com

COST PROPOSAL

1 Position, Classification and Employee Billing Rate Information

POSITION, CLASSIFICATION AND EMPLOYEE BILLING RATE INFORMATION

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

Firm Name	**SmithGroupJJR**
Yearly Hourly Billing Rate Increase	**3%**

Employee(s) Name	Position/Classification	Year 1	Year 2	Year 3	Year 4
Paul Evanoff*	Project Manager/Senior Landscape Architect	131.10	135.03	139.08	143.25
Mark Lodewyk*	Senior Civil Engineer	152.70	157.28	162.00	166.86
Jennifer Sieracki	Project Landscape Architect	104.43	107.56	110.79	114.11
Jessie McHugh	Site Designer	66.99	69.00	71.07	73.20
Oliver Kiley	Landscape Architect/GIS	73.56	75.77	78.04	80.38
Bernie Fekete*	Senior Civil Engineer	154.14	158.76	163.52	168.43
Joe Wywrot	Project Civil Engineer	110.91	114.24	117.67	121.20
Alex Russeau	Civil Engineer in Training	74.91	77.16	79.47	81.85
Roger Abraham	Civil Technician	105.09	108.24	111.49	114.83
Carol Schulte*	Senior Environmental Specialist	86.43	89.02	91.69	94.44
Neal Billetdeaux	Environmental Resources Specialist	129.93	133.83	137.84	141.98
John Piatt*	Senior Surveyor	131.34	135.28	139.34	143.52
Tommy Reyna	Survey Technician	76.41	78.70	81.06	83.49
Rovonnie McFarland	Administrative	60.00	61.80	63.65	65.56

"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.

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

SmithGroupJJR agrees to extend the terms, conditions, and pricing of our 2013 General ISID Architectural/Engineering Services contract, No. 00447, to MiDEAL members and will remit the one percent (.01) administrative payment fee along with the quarterly report as outlined.

Signature

2/10/14
Date

Thomas L. Myer Jr. /S.V.P.
Print Name/Title