

Request for Statement of Qualifications

Professional Design & Construction Administration Services for Brushy Creek Trail & PIB/Suwanee Dam Road Pedestrian Improvements

GDOT P.I. No: 0010660

City of Suwanee, Georgia
January 5, 2012

City of Suwanee
Attn: Mike Maddox
Program Manager
330 Town Center Avenue
Suwanee, GA 30024
770-904-3380, mmaddox@maai.net
Cell 678-656-7779



**REQUEST FOR PROPOSALS
PROFESSIONAL DESIGN & CONSTRUCTION ADMINISTRATION
SERVICES FOR BRUSHY CREEK TRAIL**

The City of Suwanee, Georgia seeks Statements of Qualifications (SOQ) from firms, or team of firms for the provision of professional services (design and construction administration) for a 10 ft. wide multi-use trail along Brushy Creek in Suwanee originating at Stonecypher Road and terminating in the right of way of Suwanee Dam Road. A spur will connect the multi-use trail to PlayTown Suwanee Park and Main Street. The professional services include site and drainage design, construction documents, permitting and construction administration. The length of the main trail is approximately 2600 LF. The spur may be up to 1200 LF depending on where the connection to the park and/or Main Street is made.

Designer shall also provide design and professional services for pedestrian enhancements at the Peachtree Industrial Boulevard/ Suwanee Dam Road intersection. These improvements must be submitted to and approved by Gwinnett County DOT and the City of Suwanee. Improvements may include, but are not limited to: increased curb radii at the intersection, installation of raised channelization (refuge) islands, and improved crosswalks. The enhancements shall be designed to provide improved pedestrian circulation across Peachtree Industrial Boulevard. See the City's Pedestrian and Bicycle Plan, 2011 Update to the Alternative Transportation Plan for additional information. The document may be found at the following link:

http://www.suwanee.com/pdfs/4-18-11%20Pedestrian%20and%20Bicycle%20Plan%20Complete_Adopted.pdf

The project is funded by the Transportation Enhancement (TE) program administered by the Georgia Department of Transportation.

The firm selected to perform this work must have experience successfully designing TE projects of a similar nature. The consultant shall be required to develop the project concept, environmental documentation, right of way plans, construction plans, construction bid documents and any other requirements of the TE program.

Consultants responding to this RFQ must be prequalified for the work by the Georgia Department of Transportation.

A pre-submittal meeting shall be held at Suwanee City Hall on Friday, January 20, 2012, at 10 a.m. Attendance at the pre-submittal meeting is highly encouraged, but not mandatory.

Statement of Qualifications, as required by the City's RFP package, shall be sealed and mailed or delivered, to the attention of Mike Maddox, Program Manager, at 330 Town Center Avenue, Suwanee, GA 30024 prior to 12:00 PM (noon) local time on Friday, February 3, 2012. Provide a total of seven (7) hard copies and one (1) electronic version of the proposal. Submittals received after the established deadline shall not be considered. No faxed or emailed submissions shall be accepted.

The City reserves the right to accept or reject any and all submittals, waive technicalities and informalities, change scope of work, and amend said Request for Qualifications as desired by the

City. The City reserves the right to negotiate with any firm and to select the firm that best meets the City's needs.

Parties interested in securing a copy of the RFP package may do so by contacting Mike Maddox as follows:

Mike Maddox
mmaddox@maai.net
(770) 904-3380
Cell (678) 656-7779

BACKGROUND

Overview of Suwanee

The City of Suwanee is a rapidly growing community located in the northwestern part of Gwinnett County, Georgia. During the last two decades, the City has experienced tremendous growth. Once a small primarily residential community located at the edge of metro-Atlanta, Suwanee is now an active suburban city with a variety of housing types, commercial, office, and industrial space. In 1990, the City's population was approximately 2,400 residents. Today, the City covers roughly 10 square miles and contains about 16,000 residents.

PROJECT GOALS

- Provide facilities for use by pedestrians and bicycles.
- Provide an ADA accessible multi-use trail that will connect multiple activity centers within the City of Suwanee.
- Provide connection to PlayTown Suwanee and Stonecypher Road which ultimately connect to Town Center Park which connects to the City's existing greenway system and Old Town Suwanee.

SCOPE OF WORK

The consultant shall prepare complete construction plans and specifications for the site development and permitting of the project. All permit approvals required for construction of the project must be obtained by the consultant prior to bidding of the project. The permits **may** include, but are not limited to: land disturbance permit from the City of Suwanee (note, if the total disturbed area is 1 acre or greater, it shall have to be submitted to and approved by the Georgia Soil and Water Conservation Commission in Conyers, Georgia prior to final review and approval from the City), retaining wall permit(s) (if any), stream buffer variances (if applicable to the project) from the City of Suwanee and the State of Georgia, flood studies (no rise) including submittal to and approval from FEMA (if applicable), wetland permit(s) from the USACE (if applicable), and Gwinnett DOT approval. The consultant is not responsible for fees associated with the permits. The consultant is also responsible for any other permitting required by the City of Suwanee.

The consultant is responsible for successfully completing the step by step process flow for implementing a TE project. This step by step process flow can be found in the TE manual at:

<http://dot.ga.gov/localgovernment/FundingPrograms/TransportationEnhancement/Documents/Appendix/FILE04 te manual.pdf>

The design includes all items identified in this RFP and any items necessary for a complete design needed to gain permits from all applicable regulatory authorities and approval from the Department of Transportation and/or its appointed administrative agency. The development includes, but is not limited to the following:

EXISTING SITE AND STRUCTURE ASSESSMENT AND SITE DESIGN

Anticipated site design includes, but is not limited to:

- Ground run topographic survey that includes identification of all identifiable physical features on the site including, but not limited to: existing contours on a one foot contour interval, existing storm drainage structures, existing utilities, limits of existing tree lines and cleared areas, limits of existing paving and existing structures.
- Site layout and staking plan
- Identification and delineation of wetlands, if any
- The design of any and all required storm drainage and water quality measures
- Design of a grading and drainage plan
- Flood study if necessary for construction in the flood plain
- Preparation and approval of necessary documents for stream buffer variance
- Design of all erosion control measures and tree save areas.
- Preparation of the Erosion, Sediment and Pollution Control Plan as required by the applicable NPDES permit.
- Landscape plantings
- Identification and directional sign or signs
- Location and survey of all existing utilities that may have an impact on the site design. The designer shall contact the utility owners to determine if existing utilities require relocation and cost (if any) for relocation if necessary.
- Preparation of easement documents if necessary for permitting and construction
- Location of any known existing utilities within the right of way and PlayTown Suwanee Park. The consultant shall contact the appropriate utility providers and have the utility owner locate and mark the existing utilities. The locations of these utilities shall be recorded via survey and shown on the drawings.
- Geotechnical exploration as needed to adequately estimate subsurface conditions and design the appropriate trail section including, but not limited to: removal and replacement of unsuitable soils; thickness of concrete trail; thickness of subbase. Allow for a total of 10 borings that average 10 feet in depth.

The consultant shall be required to obtain all permit approvals required by the County, City of Suwanee, State, Federal or any other applicable agency. This shall require coordination with the applicable departments with each regulatory authority. The Consultant shall be solely responsible for obtaining any information necessary from the appropriate agencies including each appropriate department of the City and County.

The TE funding for the project is \$450,000.00. The City shall provide a match of \$112,500 for a total estimated budget of \$562,500.00. This budget includes the design, land acquisition, and construction, but does not include any other costs associated with the project. The consultant shall be required to prepare cost estimates and design recommendations to ensure the project remains within budget.

Some elements included in the design may be presented in the bid documents for alternate bids, which may or may not be constructed due to budget constraints. The consultant shall make recommendations for alternates to be incorporated.

Additional Available Data

1. **GIS Data:** The City of Suwanee utilizes an ArcView-based GIS system. Readily available Shapefile information includes parcel lines, aerial photography, existing land use, future land use, street centerlines, tax assessor and property ownership information, streams, lakes, topography, and zoning. This data shall be provided to the successful consultant if requested. Additional information, such as water and sewer lines and storm water utilities, etc. may be obtained by the consultant from Gwinnett County if needed.
2. The City's application used to obtain the funding is provided as Attachment C for information only.
3. Information regarding TE funding and the TE process can be found at the following link:

<http://dot.ga.gov/localgovernment/FundingPrograms/TransportationEnhancement/Pages/default.aspx>

Information that can be found at this link includes, but is not limited to: Guides, Forms and Specs; Sponsor Guidebook; Concept Reports; Environmental Guides and Forms; Design Specs; Right of Way Procedures and Forms; and Construction. The consultant shall review and understand the requirements of these sections and associated subsections. In addition, the consultant shall be responsible for complying with the requirements of related links found at the website, including, but not limited to: the Environmental Procedures Manual. The consultant shall prepare documents as required to gain approval of each step in the step by step process flow described in the TE manual.

Design Process

Upon receiving Notice to Proceed, the Consultant is expected to review any base data provided by the City and any other available data of existing conditions and prepare for an initial kick-off meeting with the City. This meeting shall be used to assure complete understanding of the scope and budget of the project, to confirm the initial schedule for the development of the construction documents, discuss the process required by the TE funding and discuss the needs of the facility with the staff.

Consultant shall meet with the City staff and Program Management team in a Kick-off Meeting to accomplish the following tasks:

- (1) Review and discuss the Program and Scope of Work.
- (2) Accept input from the staff as to expectations associated with the facility

- (3) Review and discuss the Budget
- (4) Discuss and resolve issues and questions
- (5) Discuss any known utility conflicts
- (7) Review the required permits and the process for securing additional permits
- (8) Confirm initial Schedule

The design process shall include the following phases: Concept Report Preparation; Environmental Clearance; Preliminary Plans; Right of Way plans; Right of Way Certification; Construction Plans and Bid Documents to be developed through the three phases described below identified as Preliminary Design, Design Development and Construction Documents. Consultant shall not proceed with a subsequent phase until receiving written notice from the City. Refer to the link above for additional information. It shall be noted that the preliminary design, design development and construction document process below is in addition to the requirements in the Sponsor Guidebook. The process below is being utilized to complete design plans and each phase of the step by step process flow.

The GDOT Plan Presentation Guide should be consulted for additional information regarding Construction Plan Preparation. The guide can be found at the following link:

http://www.dot.state.ga.us/doingbusiness/PoliciesManuals/roads/Plan/Plan_Presentation_Guide.pdf

Preliminary Design: Consultant shall proceed to prepare a preliminary design plan that upgrades the approved concept report into a more detailed design. The plan must address all the concerns and issues of the concept report and the results of the newly completed survey data. Consultant shall review survey information, verify elevations and obtain additional detailed survey data for the site, as required by this RFP. Consultant shall provide the following minimum expected deliverables in this phase.

- (1) Base Sheet: Compiled from staff input, surveys, field investigation, utility investigations, aerial photos, highway and street plans, title and borders, and all other available data. Base sheet shall be prepared in electronic digital format compatible with AutoCad Release 2010 and shall utilize existing digital information provided to the maximum extent possible.
- (2) Preliminary design layout resolving all the open issues and recommendations from the Kick-off Meeting and schematic design.
- (3) Preliminary cost estimate that identifies all major components and elements of the project by unit cost and total cost for design items with allowances for all other costs. Cost contingency of an appropriate amount determined by the consultant shall be added during this phase. Estimate shall be compared with the project budget to identify all deficiencies or deviations from the original budget.
- (5) Conceptual utility routing, if any.

- (6) Conceptual demolition, grading/clearing plan.
- (7) Updated Issues List and Schedule.
- (8) Preliminary proposed details and specifications.
- (9) List of anticipated permits required for the project based on research by the consultant.

Upon submittal of preliminary design deliverables the Consultant shall make a formal presentation to the City and Program Manager to accomplish the following:

- (1) Review preliminary designs for comments and additional input.
- (2) Review Cost Estimate and Budget and provide Value Engineering recommendations if needed.
- (3) Review utility requirements and costs.
- (4) Evaluate demolition, grading and clearing limits and costs.
- (4) Resolve outstanding issues raised by the Consultant and the City.
- (5) Review preliminary details of options and cost projections for unique items.
- (6) Discuss and present any other plans or information necessary to communicate the Consultant's design.

Design Development: Upon approval and acceptance of the preliminary design and budget, the Consultant shall prepare the following minimum deliverables:

- a) Revised Site layout plan
- b) Typical Site construction details
- c) Preliminary grading and drainage layout
- e) Site clearing and demolition limits layout
- f) Utility routing plan
- g) Proposed erosion control measures
- i) Materials list, samples and descriptions including unique items
- j) Preliminary planting plan
- k) Hydrological Study
- l) Outline of Specifications required
- m) Updated itemized cost estimate using appropriate contingency.
- n) Special plans and details for all unique elements.
- o) Updated Issues List
- p) Updated Schedule
- q) All other plans and details necessary to convey consultant's design.
- r.) Proposed furniture layout
- s.) Permitting issues

Consultant shall present the design development package to the City and Program Manager in a formal presentation to receive input and final decisions on design and budget.

Construction Documents: Upon acceptance of the Design Development Plans, the Consultant shall proceed to prepare final Construction Documents for the project.

- a) Consultant shall submit a set of 90% documents for review and comment. The documents generated must be of sufficient detail to develop a final cost estimate for the project. These documents shall include, but are not limited to:
 - (1) Demolition, grading and drainage plan
 - (2) Planting layout plan and material list
 - (4) Final utility routing plan
 - (5) Sections and details as needed to illustrate the requirements of construction for all major elements
 - (6) Final cost estimate based on final quantities and unit costs of detailed elements of construction necessary to build the project (with 10% contingency).
 - (7) Technical Specifications including the incorporation of wage rate requirements, DBE goals and all other requirements detailed in the Sponsor guidebook for TE funding.
- b) Following initial review by the staff, consultant shall submit the 90% drawings for review to the Department of Transportation and/or their designative administrative firm for review and comment.
- c) Following review and comment of the 90% documents, Consultant shall present a set of 100% Construction Documents in a timely manner. Bid Documents shall include all Plans and Specifications necessary to allow for bidding and construction of the project. The Consultant shall respond to clarification questions in a timely manner. Coordination of final plans and specifications with the City Planning and Development Department is required. The consultant shall be responsible for obtaining all review department approval signatures needed for obtaining development and building permits before construction begins. The Consultant is not responsible for paying any development fees associated with project construction.
- c) The City and Program Manager shall review the Plans for compliance with all the previous decisions, and directions given during the Design Phases.
- d) Upon approval of these documents by the City, the consultant shall proceed with final permitting.

Bidding Process: Once the Notice to Proceed to Bid is issued by GDOT, the Consultant shall distribute plans and specifications to potential bidders, attend a Prebid conference and issue any addenda needed to address any questions that may arise.

- a) Provide deliverables stated below to City Program or Project Manager.
- b) Respond to clarification questions.
- c.) Prepare addendum or addenda for distribution to plan holders.

Construction Administration: The Consultant shall be an integral part of the construction with the City Project Manager, Contractor and Program Management team ensuring the designs are implemented properly, arranged in logical sequence and in accord with local practices. Anticipated construction administration services include, but are not limited to, the following:

- a) Provide deliverables of conformed documents stated below to Program or Project Manager
- b) Attend Pre-construction meeting(s) if requested
- c) Provide permit documents to Contractor
- d) On-site construction meetings (average of once every two weeks minimum) and at critical points during construction by the appropriate discipline, to assure compliance with plans and specifications
- e) Attend, along with all appropriate design discipline personnel as may be required dependent upon work being performed on site, monthly site meetings
- f) Provide observation of Contractor's operations and work to determine compliance with plans and specifications, quality of workmanship and progress including a written report to the City Program Manager every two weeks at a minimum until final acceptance of work. If required by the NPDES permit, preparation of the Notice of Intent, perform initial inspection of the erosion control BMP's, final inspection of the site and preparation of the Notice of Termination.
- g) Clarification of Requests for Information from Contractor.
- h) Assist Program and Project Manager in working with Contractor to make recommendations to resolve conflicts and problems that may arise during the course of the project
- i) Review shop drawings and other Contractor submittals
- j) Respond to Contractor's request for change orders, and assist in evaluation of need as well as cost. Make recommendations to the City for acceptance or rejection of the change order.
- k) Provide revised plans to compensate for construction problems that arise due to an insufficiency of information on the construction documents or unforeseen conditions
- l) Review and approve Contractor's applications for payment.
- m) Secure warranty packages
- n) Final Inspection punch list and approval
- o) After the first year of occupancy, a warranty inspection of all disciplines with the City and the contractor

The consultant shall make presentations to City staff at each phase of design as outlined above and shall receive and incorporate comments into the documents as directed by staff.

The Consultant shall indicate the number of meetings, presentations, and site inspections (particularly with regard to the Consultant's and Sub-consultants' participation in site inspections during the construction administration phase) included in the qualifications.

The City requires a package of deliverables above and beyond the deliverables required by any other State or County agency.

Deliverables shall include:

Preliminary Design - presentation to City staff, two (2) complete sets of preliminary plans for review and preliminary cost estimate that identifies all major components and elements of the project by unit cost and total for design items, with allowances for all other costs, and contingency. Provide one electronic copy of plans in .pdf format.

Design Development - presentation to City staff, two (2) complete sets of full size plans and one (1) half size set of plans for review, including among others: building elevations, drainage and grading, demolition plan limits of construction, erosion control measures, preliminary planting plan; updated cost estimate that identifies all major components and elements of the project by unit cost and total for design items; materials list, samples and descriptions, if necessary; drainage study calculations; special plans and details for unique elements; 60% complete specifications to be used for this project; updated schedule. Provide one electronic copy of plans in .pdf format.

Construction Documents - presentation to City staff, two (2) complete sets of 90% complete plans for review and one (1) half size set of plans for review including all items necessary to bid and construct the project, and complete technical specifications. Provide one electronic copy of the plans in .pdf format.

Following the incorporation of comments generated by review of the 90% documents, Consultant shall present final permitted construction documents, including two (2) sets of bound plans and unbound 3-hole punched bid documents and technical specifications. Consultant shall also provide copies of all sheets from the drawings in .pdf format for use by the City and Contractor and all specifications in .pdf and word format.

At the completion of the project, Consultant shall provide to the City a final deliverables package which include: two sets of blueline prints of the as-built construction documents; two bound sets of all equipment description and operation manuals and warranties including cut sheets and shop drawing submissions for all equipment bearing a model number submitted for review throughout the construction process (for example, plumbing submissions, electrical hardware, light poles, site furniture, etc); a .pdf copy of the as built construction documents.

PROJECT BUDGET

The city has a total budget of approximately \$562, 500.00 for the design and construction of this project. Cost estimates developed by the consultant during the design shall be used to make final decisions of base bid plus alternates, if any.

The project is funded by the GDOT Transportation Enhancement Program with local funding match.

SUBMITTAL REQUIREMENTS.

The City hereby requests Statements of Qualifications from professional firms to complete and undertake the above referenced services. The City shall assign a committee to undertake review of technical qualifications.

Statement of Qualifications.

Please provide the City with the following information:

- 1) **Qualifications and Experience.** Provide the qualifications and experience of the firm, team and any proposed subconsultants, as needed, regarding the successful completion of the design of Transportation Enhancement projects. Qualifications and experience of individuals proposed for the work should be included.
 - a. Representative Projects. Provide the names and references for a minimum of three similar projects. Provide current email addresses of references.
 - b. Identify previous experience working with the City of Suwanee, if any.
 - c. Describe past experience in designing similar type facilities.
 - d. Describe past experience in bid assistance and construction management.
 - e. Include sample(s) of past work completed that you feel best highlights your qualifications for this particular project.

- 2) **Understanding, Proposed Scope of Services and Project Approach.** Provide information describing your understanding of the project and how your firm shall approach the project.
 - a. Describe your understanding of the project; provide your specific approach to the project;
 - b. Describe your opinion of the scope of work and additional work needed, if any, to prepare a quality plan;
 - c. Confirm your understanding of the General Conditions outlined in Attachment A. Please describe any concerns regarding compliance with the General Conditions.
 - d. Confirm your understanding of the sample contract outlined in Attachment B. Please describe any concerns regarding compliance with the sample contract.

- 3) Personnel. Provide the names and qualifications (including professional licensure and certification) of personnel that would be directly performing said work, including subconsultants if needed. Describe their role in the process.
- 4) Schedule. Provide a detailed schedule defining your proposed time line for the project, including anticipated construction duration.

Provide a total of 7 hard copies and 1 electronic copy of the submittal. Hard copies shall be bound color copies on 8 ½" X 11" paper. Submittals are encouraged to be of recycled/recyclable materials.

NOTE: Statement of qualifications defined above shall be limited to 20 pages excluding cover and divider tabs

Please provide said documents to Mike Maddox, Program Manager, at 330 Town Center Avenue, Suwanee, GA 30024 prior to **12:00 p.m. (noon) local time on Friday, February 3, 2012.** All responses must be clearly marked “STATEMENT OF QUALIFICATIONS – Professional Design & Construction Administration Services for Brushy Creek Trail.”

SELECTION PROCESS.

<u>Evaluation Criteria.</u>	<u>Points Available</u>
1. Quality and completeness of proposal.	10 points
2. Schedule	15 points
3. Experience of firm and proposed staff, qualifications, expertise, and availability of key staff.	35 points
4. Understanding of scope and proposed project approach	40 points
TOTAL	100 points

This project is considered a Professional Service for the City. The City shall evaluate proposals based on qualifications and quality of the firm and proposal. The proposals shall be evaluated to select the consultant(s) that rate the highest according to the evaluation criteria. The selection committee shall then “short-list” the highest scoring prospective consultant(s) and eliminate the rest. If desired, the committee may request interviews or presentations with prospective consultants, samples of work, and/or references. If necessary, the committee may again short-list the interviewed firms and eliminate the rest. Interviews, if conducted shall be worth an additional 25 points. The City shall negotiate with the highest scoring short listed firm. If the City cannot come to contract agreement with the firm, the City reserves the right to negotiate and select the next rated consultant, and so on until a consultant is selected.

The City reserves the right to accept or reject any and all proposals, waive technicalities and informalities, change the scope of work, and amend said Request for Qualifications as it desires. The City reserves the right to negotiate with any consultant and to select the consultant that best meets the City’s needs.

ADMINISTRATIVE INFORMATION FOR RFQ

Staff Contact

From the date this RFP is issued until the selection is announced by the City, **firms are not allowed to communicate with any City staff or elected officials regarding this procurement, except at the direction of Mike Maddox, Program Manager, who is serving as the project manager.** Any unauthorized contact may disqualify the vendor from further consideration.

Contact information is as follows:

Mike Maddox, Program Manager
City of Suwanee
330 Town Center Avenue
Suwanee, GA 30024
(770) 904-3380
Cell (678) 656-7779
mmaddox@maai.net

Review of RFP

Prospective consultants should carefully review the instructions, requirements, and specifications as set out in this RFP and promptly notify the Program Manager identified above via e-mail of any ambiguity, inconsistency, unduly restrictive specifications, or error which they discover upon examination of this bid.

Vendor Questions

Prospective consultants with questions or requiring clarification or interpretation of any section within this bid must address these questions via e-mail to the Program Manager referenced above on or before **January 24, 2012 at 5:00 pm**. Consultants may also submit written inquires or request clarifications verbally at the pre-submittal meeting. Each question must provide clear reference to the section, page, and item in question. Questions received after the deadline may not be considered.

City Responses to Questions

The City shall provide an official written answer to all questions received within the time frame stipulated in this RFP. The City's response shall be by formal written addendum. Any other form of interpretation, correction, or change to this bid shall not be binding upon the City. Any formal written addendum shall be posted on the City's website. It is the responsibility of the proposer to check the City's website to ensure all addenda have been viewed prior to submittal of the proposal. Firms must acknowledge all addenda in their proposal.

Contract

The successful consultant shall enter into a contract with the City, which is approved by the City Council. The City reserves the right to address non-material, minor, insubstantial requests for exceptions with the highest-ranking firm. See the attached document (Attachment A and Attachment B) for the insurance requirements and sample professional services agreement.

###END##

PROFESSIONAL SERVICES ACKNOWLEDGEMENT

The Firm has carefully examined and fully understands the Contract, Scope of Work, and other Documents hereto attached, and has satisfied itself as to the requirements of the Work, and hereby agrees that if its proposal is accepted, it shall negotiate with City of Suwanee according to proposal Documents entitled **PROFESSIONAL DESIGN & CONSTRUCTION ADMINISTRATION SERVICES FOR BRUSHY CREEK TRAIL** and Addendum No(s)._____.

The Undersigned agrees to commence work within 10 days of the date of Notice issued by the City of Suwanee and to commit adequate staff to substantially complete all Work within the proposed or negotiated schedule.

The undersigned acknowledges receipt of the following addenda, listed by number and date appearing on each:

Addendum No.	Date	Addendum	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Certification of Non-Collusion in Bid Preparation _____ .
(Signature)

IN COMPLIANCE WITH THE ATTACHED REQUEST FOR SOQ, THE UNDERSIGNED OFFERS AND AGREES, IF THIS PROPOSAL IS ACCEPTED BY THE CITY COUNCIL WITHIN SIXTY (60) DAYS OF THE DATE OF PROPOSAL OPENING, TO FURNISH ANY OR ALL OF THE SERVICES DEFINED HEREIN.

COMPANY _____
 COMPLETE PHYSICAL ADDRESS _____
 REPRESENTATIVE _____
 DATE _____ EMAIL ADDRESS: _____
 TELEPHONE NUMBER _____ FAX NUMBER _____
 PRINT AUTHORIZED REPRESENTATIVE'S NAME _____
 IF REMITTANCE ADDRESS IS DIFFERENT, INDICATE HERE _____

Attachment A

GENERAL CONDITIONS

INSURANCE REQUIREMENTS

1. Statutory Worker's Compensation Insurance
 - (a) Employers Liability:
 - Bodily Injury by Accident - \$100,000 each accident
 - Bodily Injury by Disease - \$500,000 policy limit
 - Bodily Injury by Disease - \$100,000 each employee
2. Comprehensive General Liability Insurance
 - (a) \$1,000,000 limit of liability per occurrence for bodily injury and property damage
 - (b) The following additional coverages must apply:
 - 1986 (or later) ISO Commercial General Liability Form
 - Dedicated Limits per Project Site or Location (CG 25 03 or CG 25 04)
 - Additional Insured Endorsement (Form B CG 20 10 with a modification for completed operations)
 - Blanket Contractual Liability (included in 1986 or later forms)
 - Broad Form Property Damage (included in 1986 or later forms)
 - Severability of Interest (included in 1986 or later forms)
 - Underground, explosion, and collapse coverage (included in 1986 or later form)
 - Personal Injury (deleting both contractual and employee exclusions)
 - Incidental Medical Malpractice
 - Hostile Fire Pollution Wording
3. Auto Liability Insurance
 - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
 - (b) Comprehensive form covering all owned, nonowned, leased, hired and borrowed vehicles
 - (c) Additional Insured Endorsement
 - (d) Contractual Liability
4. Professional Liability Insurance – Professional Liability Insurance Limit \$1,000,000 per Occurrence / \$2,000,000 per aggregate.
 - Insurance company must be authorized to do business in the State of Georgia
 - Dedicated Limits per Project site or Location (CG 25 03 or CG 25 04 or some other form)
5. City of Suwanee (and any other applicable Authority) should be shown as an additional insured on General Liability and Auto Liability policies.
6. The cancellation provision should provide 30 days notice of cancellation. Certificate Holder should read: City of Suwanee, 330 Town Center Avenue, Suwanee, GA 30043
7. Insurance Company, except Worker's Compensation carrier, must have an A.M. Best Rating of A-6 or higher. Certain Worker's Comp funds may be acceptable by the approval of the Risk Management Division. European markets including those based in London and domestic surplus lines markets that operate on a non-admitted basis are exempt from this requirement provided that the contractor's broker/agent can provide

- financial data to establish that a market is equal to or exceeds the financial strengths associated with the A.M. Best's rating of A-6 or better.
8. Insurance Company must be licensed to do business by the Georgia Department of Insurance.
* See above note regarding Professional Liability
 9. Certificates of Insurance, and any subsequent renewals, must reference specific bid/contract by project name and project/bid number.
 10. The Contractor shall agree to provide complete certified copies of current insurance policy(ies) if requested by the City to verify the compliance with these insurance requirements.
 11. All insurance coverages required to be provided by the Contractor shall be primary over any insurance program carried by the City
 12. Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required insurance shall be procured and maintained by Contractor at Contractor's expense.
 13. No Contractor or Subcontractor shall commence any work of any kind under this Contract until all insurance requirements contained in this Contract have been complied with and until evidence of such compliance satisfactory to City as to form and content has been filed with the city. **The Acord Certificate of Insurance or a pre-approved substitute is the required form in all cases where reference is made to a Certificate of Insurance or an approved substitute.**
 14. The Contractor shall agree to waive all rights of subrogation against the City, the City Council, its officers, officials, employees, and volunteers from losses arising from work performed by the contractor for the City.
 15. All Risk Contractors' Equipment and Contents Insurance covering owned, used and leased equipment, tools, supplies and contents required to perform the services called for in the Contract. The coverage must be for full replacement cost. The City shall be included as a Loss Payee in this coverage for City owned equipment, tools, supplies and contents.
 16. The Contractor shall make available to the City, through its records or records of their Insurer, information regarding a specific claim. Any loss run information available from the contractor or their insurer shall be made available to the city upon their request.
 17. Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.
 18. The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.
 19. The Contractor shall at a minimum apply risk management practices accepted by the contractor's industry.

SCOPE OF SERVICES

The CONSULTANT, upon written authorization to proceed from the CITY, agrees to perform such services as described in the SOQ.

No changes or substitutions shall be permitted in the CONSULTANT's key personnel as set forth herein without the prior written approval of the CITY.

NEGOTIATED COMPENSATION FOR CONSULTANT SERVICES

For each specific work authorized, the City shall pay the CONSULTANT on the basis of actual time worked on the project, times the hourly rates for the particular categories of personnel working on the project. Each invoice shall be accompanied by a letter progress report, which outlines the work accomplished during the billing period and any problems that may be inhibiting the PROJECT execution.

The CONSULTANT shall not perform work on any phase or task of the project that will result in costs that exceed the estimated budget specified for such work authorization without the written consent of the CITY.

All invoices submitted by the CONSULTANT shall be detailed to reflect hours per task by personnel category at the billing rates as referenced in the Proposal Schedule attached hereto and made a part hereof by reference. The billing rates shall include all other direct charges. There shall be no lump sum billing for any work performed.

There shall be no payments for overtime billing. Overtime may be performed at the discretion of the CONSULTANT but the premium time portion of the overtime shall not be billed.

The CONSULTANT shall bill for its services on a monthly basis. Unless there are discrepancies or other issues, payments shall be made within 30 days of receipt of invoices. For the purposes of this Section 3.4, "working day" shall mean any day other than Saturday, Sunday, any legal holiday or any day where the CITY may be closed to business for the public due to an emergency.

Final Payment: Upon completion by the CONSULTANT of the work, including the receipt of any final written submission of the CONSULTANT and the approval thereof by the authorized DEPARTMENT representative, the CITY shall pay the CONSULTANT all amounts earned. The CITY incurs no obligation to pay the consultant for 100 percent of the not-to-exceed amount. Payment shall only be made for the amounts earned. The CONSULTANT agrees that acceptance of final payment shall be in full and final settlement of all claims arising against the CITY for work done, materials furnished, costs incurred, or otherwise arising out of this Agreement and shall release the CITY from any and all further claims of whatever nature, whether known or unknown for and on account of said Agreement, and for any and all work done, and labor and materials furnished, in connection with same.

SUB-CONSULTING

The CONSULTANT shall not sub-contract any part of the work covered by this Agreement or permit sub-contracted work to be further sub-contracted without the CITY's prior written approval. The work of sub-consultants shall be itemized and billed at the specified rates.

###END###

Attachment B

SAMPLE PROFESSIONAL SERVICES AGREEMENT

This **AGREEMENT** made and entered into this _____ day of _____, 20____ by and between City of Suwanee, Georgia (Party of the First Part, hereinafter called the “Owner” or “City”), and, (Party of the Second Part, hereinafter called the “CONSULTANT”).

NOW THEREFORE, for and in consideration of the mutual promises and obligations contained herein and under the conditions hereinafter set forth, the parties do hereby agree as follows:

1. TERM:

This contract shall commence _____ or execution of the contract, whichever is later, until the end of the project.

2. ATTACHMENTS:

Copies of the CONSULTANT’s proposal, including all drawings, specifications, price lists, Instructions to Consultants, General Conditions, Special Provisions, and Detailed Specifications submitted to the Owner during the Bid process (hereinafter collectively referred to as the “Bid”) are attached hereto (Exhibit A) and are specifically incorporated herein by reference. In the event of a conflict between the Owner’s contract documents and the Bid, the Owner’s contract documents shall control.

3. PERFORMANCE:

CONSULTANT agrees to furnish all skill and labor of every description necessary to carry out and complete in good, firm and substantial, workmanlike manner, the work specified, in strict conformity with the Bid.

4. PRICE:

As full compensation for the performance of this Contract, the Owner shall pay the CONSULTANT for the actual quantity of work performed. Bid amount shown on Exhibit A is the total obligation of the City pursuant to OCGA section 36-60-13 (a) (3). The fees for the work to be performed under this agreement shall be charged to the Owner in accordance with the rate schedule referenced in the Bid (Exhibit A). The Owner agrees to pay the CONSULTANT following receipt by the Owner of a detailed invoice, reflecting the actual work performed by the CONSULTANT.

5. INSURANCE CERTIFICATES/NOTICE REQUIREMENTS

CONSULTANT shall maintain all insurance certificates as provided in the proposal specifications. Owner shall be named as additional insured and shall further be named as a “Loss Payee” on said insurance policies. Upon cancellation of said insurance policies, CONSULTANT or its agent(s) shall provide written notice to Owner within 30 days upon Owner to its agent(s)’s knowledge or receipt of any such notice of cancellation.

6. INDEMNIFICATION AND HOLD HARMLESS:

CONSULTANT agrees to protect, defend, indemnify, and hold harmless the CITY, its council members, officers, agents and employees from and against any and all liability, damages, claims, suits, liens, and judgments, for whatever nature, including claims for contribution and/or

indemnification, for injuries to or death of any person or persons, or damage to the property or other rights of any person or persons to the extent arising out of and attributed to the negligent errors, acts, or omissions of the CONSULTANT. CONSULTANT's obligation to protect, defend, indemnify, and hold harmless, as set forth hereinabove shall include any matter arising out of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition disparagement of product or service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations.

CONSULTANT further agrees to protect, defend, indemnify, and hold harmless the CITY, its councilmembers, officers, agents, and employees from and against any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of the CONSULTANT.

7. TERMINATION FOR CAUSE:

The City may terminate this agreement for cause upon ten (10) days prior written notice to the CONSULTANT of the CONSULTANT's default in the performance of any term of this Agreement. Such termination shall be without prejudice to any of the City's rights or remedies provided by law.

8. TERMINATION FOR CONVENIENCE:

The City may terminate this Agreement for its convenience at any time by written notice to the CONSULTANT. In the event of the City's termination of this Agreement for convenience, the CONSULTANT shall be paid for those services actually performed. Partially completed performance of the Agreement shall be compensated based upon a signed statement of completion to be submitted by the CONSULTANT who shall itemize each element of performance.

9. AGREEMENT NOT TO DISCRIMINATE:

During the performance of this Contract, the CONSULTANT shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, or disability, which does not preclude the applicant or employee from performing the essential functions of the position. The CONSULTANT shall also, in all solicitations or advertisements for employees placed by qualified applicants, consider the same without regard to race, creed, color, sex, national origin, age, or disability, which does not preclude the applicant from performing the essential functions of the job. The CONSULTANT shall cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provision shall be binding upon each subcontractor, providing that the foregoing provisions shall not apply to contracts or subcontractors for standard commercial supplies of raw materials.

10. ASSIGNMENT:

The CONSULTANT shall not sublet, assign, transfer, pledge, convey, sell or otherwise dispose of the whole or any part of this Contract or his right, title, or interest therein to any person, firm, or corporation without the previous consent of the Owner in writing.

11. WAIVER:

A waiver by either party of any breach of any provision, term, covenant, or condition of this agreement shall not be deemed a waiver of any subsequent breach of the same or any other provision, term, covenant, or condition.

12. SEVERABILITY:

The parties agree that each of the provisions included in this agreement is separate, distinct and severable from the other and remaining provisions of this agreement, and that the invalidity of any agreement provision shall not affect the validity of any other provision or provisions of this agreement.

13. GOVERNING LAW:

The parties agree that this agreement shall be governed and construed in accordance with the laws of the State of Georgia. This agreement has been signed in Gwinnett County, Georgia.

14. MERGER CLAUSE:

The parties agree that the terms of this agreement include the entire agreement between the parties, and as such, shall exclusively bind the parties. No other representations, either oral or written, may be used to contradict the terms of this agreement.

15. OWNERSHIP OF DOCUMENTS:

The Design Documents and the Contract Documents, including but not limited to, the drawings, specifications and other documents or things prepared by the CONSULTANT, shall immediately become and be the sole property of City. Any documents furnished by City shall remain the property of City. CONSULTANT may be permitted to retain copies of the Design Documents and Contract Documents and any documents furnished by City for its records with approval in writing of City; provided, however, that in no event shall CONSULTANT use, or permit to be used, any portion or all of such documents on other projects without City's prior written authorization. The CONSULTANT shall provide an electronic copy and a hard copy of all work product.

16. CONFLICT OF INTEREST:

The CONSULTANT shall not, directly or indirectly, attempt in any manner to hire or attempt to hire or cause or otherwise encourage any employee of the City to leave the employ of the City in order to work for the CONSULTANT or another entity.

17. PAYMENT:

The CONSULTANT shall bill for its services for work completed. Invoices shall be paid per City policy and procedures, which is typically 30 calendar days from proof of receipt, as determined by the City Finance Department. If there is any dispute regarding an invoice, then the CONSULTANT may separate the disputed portion of the invoice and resubmit the undisputed portion of the invoice which shall be paid per City policy and procedures. The disputed portion of the invoice shall be paid per City policy and procedures upon resolution of the dispute.

18. LITIGATION:

As a condition precedent to the filing of any legal action by CONSULTANT against the City arising out of or relating to this Agreement, Engineer shall first provide the City thirty (30) days written notice of its intent to file such action. Such notice shall include an identification of the

anticipated parties to said action and a description of all anticipated claims and causes of action to be asserted in said action.

20. VENUE:

If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement or the Contract Documents, venue shall lie in Gwinnett County, Georgia, and CONSULTANT specifically waives its right under the Georgia Constitution to object to venue lying in Gwinnett County, Georgia.

21. GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT:

Service Provider agrees that, in the event Service Provider employs or contracts with any subcontractor(s) in connection with the covered contract, Service Provider shall secure from the subcontractor(s) indication of the employee-number category applicable to the subcontractor.

Service Provider attests compliance with the requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the execution of the contractor affidavit attached as Exhibit B as shown in Rule 300-10-1-.07, or a substantially similar contractor affidavit, which document is attached to and made a part of this contract as Exhibit B.

Service Provider agrees that, in the event Service Provider employs or contracts with any subcontractor(s) in connection with the covered contract, Service Provider shall secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.08 or a substantially similar subcontractor affidavit, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit included with this Agreement as Exhibit C shall be made a part of the contractor/subcontractor agreement.

IN WITNESS WHEREOF, the parties hereto, acting through their duly authorized agents, have caused this **AGREEMENT** to be signed, sealed and delivered.

CITY OF SUWANEE

By: _____
Mayor

ATTEST:

Signature

Print Name

Clerk, City of Suwanee

CONSULTANT: _____

BY: _____
Signature

ATTEST:

Print Name and Title

Signature

Print Name
Corporate Secretary
(Seal)

APPROVED AS TO FORM:

Signature

Print Name
City of Suwanee Attorney

EXHIBIT B TO PROFESSIONAL SERVICES AGREEMENT

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is contracting with the City of Suwanee has registered with and is participating in a federal work authorization program {any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603}, in accordance with the applicability provisions and deadlines established in O.C.G.A §13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Suwanee, contractor shall secure from such subcontractor(s) similar verification of compliance with O.C.G.A. §13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a cop of each such verification to the City of Suwanee at the time the subcontractor(s) is retained to perform such service.

EEV/Basic Pilot Program User Identification Number: _____

By: Authorized Officer or Agent of Contractor: _____

Title of Authorized Officer or Agent of Contractor: _____

Printed Name of Authorized Officer or Agent: _____

Date: _____

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
_____ DAY OF _____, 201_____

Notary Public: _____

Print Name: _____

My Commission Expires: _____

SEAL

EXHIBIT C TO PROFESSIONAL SERVICES AGREEMENT

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with the Georgia Municipal Association, Inc. on behalf of the City of Suwanee has registered with and is participating in a federal work authorization program {any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603} in accordance with the applicability provisions and deadlines established in O.C.G.A. §13-10-91.

EEV/Basic Pilot Program User Identification Number

By: _____

Printed Name: _____

Company Name: _____

Title: _____

Date: _____

ATTACHMENT C
(SEE FOLLOWING PAGES FOR TRANSPORTATION ENHANCEMENT APPLICATION)



Georgia Department of Transportation



**Application for
FY 2011**

Unbound Original 8 1/2 x 11
3:00 P.M, on DEC 15, 2010 to:

**Elaine Armster
Special Projects Chief
Office of Program Delivery
Georgia Department of Transportation
One Georgia Center,
600 W.Peachtree St.
Atlanta, GA 30308
Phone: (404) 631 - 1784**



for Statement of Qualifications:

TRANSPORTATION ENHANCEMENT APPLICATION
FY 2011

Section I – Sponsor Information		
Sponsor SUWANEE	Main Contact Matthew Dickison	
Contact Title Planning Division Director	Phone Number (770) 904-3371	
Contact Address 330 Town Center Avenue		
Address Line 2		
City SUWANEE	State GA	Zip Code 30024

Section II – Project			
County Gwinnett	City SUWANEE	Congressional District 7	GDOT District 1
RDC Region 7		MPO Region 26	
Project Name Brushy Creek Greenway Phase I & Suwanee Dam Road Multi-use Trail			
Brief Project Description The proposed project includes an approximate .8 mile, ADA accessible, multi-use trail/sidewalk and pedestrian crossing improvements that will connect multiple activity centers within the City.			
Describe how this project fits your overall master plan 2009 Downtown Suwanee Master Plan, 5-year Implementation: Brushy Creek Trail & Suwanee Dam Sidewalk			

Section VI – Budget			
Cost Category	Total Cost	Federal Funds	Local Funds
Design Phase	\$ 100,000.00		\$ 100,000.00
Property Acquisition	\$ 0.00	\$ 0.00	\$ 0.00
Construction	\$ 902,330.00	\$ 801,864.00	\$ 100,466.00
Total Project Cost	\$ 1,002,330.00	\$ 801,864.00	\$ 200,466.00
Local matching funds will be provided in the form of: The City is committed to a cash match for the project. See the attached Resolution.			



TRANSPORTATION ENHANCEMENT APPLICATION
FY 2011

Section III – Funds Requested and Local Match		
Federal Funds Requested	Local Match	Total Project Cost
\$ 801,864.00	\$ 200,466.00	\$ 1,002,330.00
Have you previously applied for enhancement funds for this project?		
O Yes X No		
Is this project a continuation of a previously funded enhancement project?		
O Yes X No		
If yes, what is the PI#?		
Is this project on a state highway?		
O Yes X No		
Are there other GDOT projects in the proposed project area?		
O Yes X No		
If yes, what is the project or PI number?		
Is property to be acquired for this project?		
O Yes X No		

Section IV – Project Category	
Multi-use Facilities	Transportation Aesthetics & Transportation Facilities
<input checked="" type="checkbox"/> Provision of Facilities for Pedestrians and Bicycles <input type="checkbox"/> Provision of safety and educational activities for Pedestrians & Bicycles <input type="checkbox"/> Preservation of Abandoned Railway Corridors (including their conversion & use for pedestrian or bicycle trails)	<input type="checkbox"/> Tourist & Welcome Center Facilities <input type="checkbox"/> Transportation Museum <input type="checkbox"/> Landscape and Other Scenic Beautification <input type="checkbox"/> Control and removal of outdoor advertising <input type="checkbox"/> Acquisition of Scenic Easements or Scenic Sites <input type="checkbox"/> Scenic Byway Program
Historic Preservation	Environmental Preservation
<input type="checkbox"/> Acquisition of Historic Sites <input type="checkbox"/> Historic Preservation Rehabilitation & Operation of Historic Transportation Structures <input type="checkbox"/> Depots <input type="checkbox"/> Lighthouses <input type="checkbox"/> Canals <input type="checkbox"/> Buildings <input type="checkbox"/> Other	<input type="checkbox"/> Environmental Mitigation to Reduce Vehicle Caused Wildlife Mortality <input type="checkbox"/> Mitigation of water pollution due to highway runoff <input type="checkbox"/> Archaeological Planning and Research
Project Location	
Startpoint Brushy Creek and Stonecypher Road Endpoint Suwanee Dam Road and Peachtree Industrial Boulevar	



TRANSPORTATION ENHANCEMENT APPLICATION
FY 2011

Multi-Use Facilities:	
Does the project have connection to mass transit or other transportation modes? If yes, describe The project connects to other multi-use trails within the City.	X Yes O No
Are there historical or archaeological sites within project limits? If yes, describe	O Yes X No
Is there access or proximity to other resources: historic, tourist attractions, parks, etc? If yes, describe The project will provide access to six major parks, Historic Old Town Suwanee & Suwanee Town Center.	X Yes O No
Is there an existing pedestrian or bicycle facility in the project area: sidewalks, bike lanes, etc?	O Yes X No

Transportation Aesthetics & Transportation Facilities:	
Is the project located on a state-designated Scenic Byway?	O Yes X No
If no, is a Scenic Byway Application being prepared for, or currently being reviewed by GDOT?	O Yes X No
If no, is the route being proposed as a Scenic Byway as part of this enhancement project?	O Yes X No
If it is part of a designated or proposed Scenic Byway, is there outdoor advertising located within the proposed project limits?	O Yes X No
If the project is for a welcome center or transportation museum:	
Is the facility a new building to be constructed?	O Yes X No
If no, is the facility in a historic building?	O Yes X No
Briefly describe how the facility will be used and operated.	

Environmental Preservation
Briefly explain how this project meets the eligibility Environmental preservation categories:



TRANSPORTATION ENHANCEMENT APPLICATION
FY 2011

Historic Preservation	
Is the project listed or eligible for listing on the National Register of Historic Places?	O Yes X No
Has a historic or cultural resources survey been conducted in the vicinity which includes the project resources? If yes, cite:	O Yes X No
How does the project tie to surface transportation?	
What is the proposed use for the improved property?	

Section V – Description of Project
<p>Project Description</p> <p>The proposed project includes the preliminary engineering and construction of an approximate .8 mile multi-use trail/sidewalk and pedestrian crossing improvements at one of the City's most heavily used intersections. The project will allow residents to safely travel between different activity centers located within the City and allow for the safe crossing of Peachtree Industrial Boulevard. The proposed Brushy Creek Trail portion of the project connects to Suwanee's Town Center which includes access to the City's five mile Greenway Trail system. In all, this network of trails and sidewalks will connect six major parks, thousands of residents and hundreds of businesses that are currently not served by adequate pedestrian/bicycle facilities. The project includes construction of a 10' wide multi-use trail, pedestrian crossing improvements at the intersection of Peachtree Industrial Boulevard/Suwanee Dam Road and minor connections to existing pedestrian facilities and parks. The Suwanee Dam Road portion of the project includes an approximate 1800 LF, 10' wide multi-use trail with a graded aggregate base, asphalt topping and 4" concrete surface. Pedestrian crossing improvements at Peachtree Industrial Boulevard include the installation of proper signage, alternate crosswalk materials, improved signal timing and pedestrian refuge islands. The Brushy Creek Trail portion of the project includes an approximate 2600 LF, 10' wide multi-use trail along Brushy Creek originating at Stonecypher Road and terminating at Suwanee Dam Road with a midway connection to PlayTown Suwanee Park. This portion will be constructed as a 5" concrete trail with a 4" graded aggregate base and will likely require the replacement of some soft soils. It is anticipated that the project will take approximately twelve months to complete. The current total cost estimate for engineering and construction of the project is approximately one million dollars, which reflects a 10% contingency.</p>
<p>Project Benefits</p> <p>Improved connectivity, safety and accessibility to recreational, work and retail opportunities.</p>



TRANSPORTATION ENHANCEMENT APPLICATION
FY 2011

I understand and acknowledge that the following guidelines must be followed as it relates to this project.

- AASHTO A Policy on Geometric Design of Highways and Bridges
- AASHTO Guide for the Development of Bicycle Facilities
- AASHTO Guide for the Planning, Design and Operation of Pedestrian Facilities
- USDOT/FHWA Guide for Selecting Roadway Design Treatments to Accomodate Bicycles
- USDOT/FHWA A Manual on Uniform Traffic Control Devices
- GDOT Standart Specifications for Construction of Transportation Systems
- GDOT Bike Plan
- GDOT Pedestrian & Streetscape Guide
- GDOT Scenic Byway Program Requirements
- GDOT Scenic Byway Application
- GDOT Georgia Scenic Byways Corridor Management Plan Guidelines
- The Americans with Disabilities Act
- The Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation
- The Secretary of the Interior's Standards for the Treatment of Historic Properties
- The Secretary of the Interior's Standards for the Identification and Evaluation
- The Secretary of the Interior's Standards for Survey and Evaluation
- The Secretary of the Interior's Standards and Guidelines for Rehabilitation
- The Secretary of the Interior's Standards for Historical Documentation

This project must be ready to bid within two years from the date of award letter. Failure to meet this deadline will subject these funds to reallocation.

SPONSOR

SIGNATURE

TITLE