



*Statement of Qualifications*

# GREENVIEW DRIVE WIDENING A DESIGN-BUILD PROJECT

City of Lynchburg and Campbell County, Virginia  
State Project No.: U000-118-259, R201, C501  
Contract ID No.: C00106320DB79

July 31, 2014





## SECTION 3.2

## LETTER OF SUBMITTAL



July 31, 2014

Kevin Reichert, P.E.  
Alternate Project Delivery Office  
Virginia Department of Transportation  
1401 East Broad Street  
Richmond, VA 23219

RE: Greenview Drive Widening  
From: Hermitage Road (Route 1541) To: 0.2 Miles South of Leesville Road (Route 682)  
City of Lynchburg and Campbell County, Virginia  
State Project No.: U000-118-259, R201, C501 / Contract ID Number: C00106320DB79

Dear Mr. Reichert:

**Branch Highways, Inc. (Branch)** is pleased to submit our response to your Request for Qualifications (RFQ) dated June 30, 2014 and revised by Addendum dated July 24, 2014 for the above referenced project, and in doing so, offer our Statement of Qualifications (SOQ) and strong interest in being selected to serve as the Design-Builder for this unique and important project.

Branch has performed highway and heavy construction projects in Virginia for over 50 years and has a strong work history within the Lynchburg District such as the Route 58 Bypass around Danville. Many of these projects contained many of the same unique characteristics of the Greenview Drive Widening Project. Our experienced staffs will bring to this Project extensive expertise in all aspects of the work and with the DB process, including solving the risks of this particular project.

Branch Highways is a subsidiary of The Branch Group, Inc., a 100% employee-owned company that has been continuously ranked in the *ENR Top 400 Contractors* for over 15 years (currently #195). As one of the first successful Design-Builders in Virginia, Branch currently is leading the re-construction of 37 miles of Route 58 between Stuart and Hillsville, Virginia under Virginia’s PPTA program, along with DB projects for VDOT in Culpeper, for Prince William, Stafford and Augusta Counties, and the Regents Parkway for Liberty University in Lynchburg, Virginia.

Branch has selected **McCormick Taylor, Inc. (MT)** as our lead design firm to provide all engineering services for this project. McCormick Taylor has been providing transportation design services throughout the Mid-Atlantic region for more than 60 years. They have three Virginia offices located in Richmond, Staunton and Bristol. Other members of our team include Whitman, Reardon and Associates, LLP, Froehling & Robertson, Inc., KDR Real Estate Services, Precision Measurements, Inc. and Accumark.

**3.2.1 Offeror’s Full Legal Name and Address** | The full legal name and address of Branch is:

Branch Highways, Inc. P.O. Box 40004, Roanoke, VA 24022	Phone: (540) 982-1678 Fax: (540) 982-4216
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**3.2.2 Offeror’s Point of Contact Information** | **Mr. Gale Tschuor**, Chief Estimator at Branch Highways, Inc., will be our Point of Contact. His contact information is:

Gale Tschuor, Chief Estimator Branch Highways, Inc. P.O. Box 40004, Roanoke, VA 24022	Phone: (540) 982-1678 Fax: (540) 982-4216 Email: <a href="mailto:gale.tschuor@branchhighways.com">gale.tschuor@branchhighways.com</a>
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**3.2.3 Principal Officer Information** | Mr. Michael P. Higgins, Vice President of Design-Build Services at Branch Highways, Inc., will serve as the Principal Officer of the Offeror. His contact information is:

Michael Higgins, Vice President of Design-Build Services Branch Highways, Inc. P.O. Box 40004, Roanoke, VA 24022	Phone: (540) 982-1678 Fax: (540) 982-4216 Email: <a href="mailto:mikeph@branchhighways.com">mikeph@branchhighways.com</a>
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**3.2.4 Offeror's Corporate Structure** | Branch Highways, Inc. is a Corporation registered in the Commonwealth of Virginia. Branch will be the Offeror, the point of contact and legal entity that will execute a final contract with VDOT. Branch will undertake the financial responsibility for the Project and will have no liability limitations on this Project. Separate sub-agreements will be entered into between Branch Highways, Inc. and McCormick Taylor, Inc. (Lead Designer).

**3.2.5 Identity of Lead Contractor and Lead Designer** | Branch Highways, Inc. will serve as the lead contractor and McCormick Taylor, Inc. will serve as the lead designer.

**3.2.6 Affiliated/Subsidiary Companies** | All affiliated and subsidiary companies are identified on Attachment 3.2.6 in the Appendix.

**3.2.7 Debarment Forms** | Executed Certification Regarding Debarment Forms are included in the Appendix.

**3.2.8 Offeror's VDOT Prequalification Evidence** | Branch Highways, Inc. is prequalified currently with VDOT (Vendor Number B319, expiring February 28, 2015). A copy of VDOT's Prequalified Vendors Listing showing Branch's certification is included in the Appendix.

**3.2.9 Evidence of Obtaining Bonding** | Branch has the capability to obtain a performance and payment bond for the \$14.5 million estimated contract value of the Project. The surety letter from Branch's insurance carrier is included in the Appendix.

**3.2.10 Full Size Copies of SCC and DPOR Registration Documentation (Appendix)** | Please see Attachment 3.2.10 and full-size documentation in the Appendix for SCC and DPOR registrations of Team Members.

**3.2.11 DBE Statement within Letter of Submittal (7%)** | Branch has excellent relationships with many DBE subcontracting firms and is fully committed to achieving or exceeding a 7% DBE participation goal for the entire value of the Project.

Our Team extends cordial thanks to you and the Department for the opportunity to submit this Statement of Qualifications. We look forward to being shortlisted for this project and greatly appreciate your time and consideration. If you have any questions please contact, Michael P. Higgins, at (540) 982-1678 or via email, [MikePH@branchhighways.com](mailto:MikePH@branchhighways.com).

Respectfully submitted,  
**BRANCH HIGHWAYS, INC.**



Michael P. Higgins  
Vice President of Design-Build Services



## SECTION 3.3

### OFFEROR'S TEAM STRUCTURE

Branch and McCormick Taylor have assembled a team of qualified professionals experienced in working with VDOT Design-Builds similar to the Greenview Drive Widening project. Branch will be responsible for the delivery of this project to VDOT. As part of the overall construction management, Branch will coordinate with VDOT, designers, utility companies, and other stakeholders. As lead contractor, Branch will self-perform much of the construction; manage qualified subcontractors and achieve the project DBE goals. Other team members and their assigned roles include:

- *McCormick Taylor, Inc.* – Lead Designer
- *Whitman, Requardt & Associates, LLP* – Construction Quality Assurance Management and QA Materials Sampling and Testing
- *Froehling & Robertson, Inc.* – Construction Quality Control Materials Sampling & Testing Services and Geotechnical Services
- *KDR Real Estate Services* – Right-of-Way Acquisition
- *Precision Measurements Inc.* – Survey
- *Accumark Inc.* – Utility Locating

### 3.3.1 Identity of and Information About the Key Personnel

Key personnel are identified below, along with a summary of their relevant experience. Detailed information about the key personnel is included in Attachment 3.3.1 – Key Personnel Resume Forms.

<b>Design Build Project Manager</b>	<b>Michael (Mike) Higgins</b>	<b>Branch</b>	<b>25 Years of Experience</b>
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Mike Higgins will serve as the Design-Build Project Manager and will oversee the project including overall Project design, construction, construction quality management, and contract administration. For the Greenview Drive Widening Project as Design-Build Project Manager, Mr. Higgins will report directly to VDOT at an executive level for all project activities. He will directly manage the Project's Key Personnel including the Quality Assurance Manager, the Design Manager, and the Construction Manager and will be responsible for ensuring that adequate personnel and other resources are made available for the Greenview Drive Widening Project.

Mr. Higgins is Vice President of Operations and Design-Build Services with over 25 years of construction experience. His experiences as Design-Build Project Manager include the successful Route 58 PPTA projects (Hillsville Bypass, Meadows of Dan Bypass, and Laurel Fork) and the award-winning Route 15 PPTA project for Prince William County. Mr. Higgins was responsible for the successful delivery of the completed Aviation Drive Improvements for the City of Roanoke and the completed College Avenue Improvements for the City of Blacksburg. Mr. Higgins has provided oversight on many projects in the Lynchburg area. These projects include the current Lynchburg Airport Improvements Project, several completed projects for Liberty University and multiple ongoing projects at the University Campus, including the Regents Drive Design-Build Project. In addition to his project experience, Mr. Higgins actively participates in the Virginia Transportation Construction Alliance (VTCA), where his industry peers elected him Joint Chairman of the Design-Build Committee consisting of both VDOT and industry members.

<b>Quality Assurance Manager</b>	<b>Brian Henschel, P.E., CCM</b>	<b>WRA</b>	<b>16 Years of Experience</b>
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Brian Henschel, P.E., CCM will serve as the Quality Assurance Manager, and will be responsible for the QA inspection and testing of all materials and work. He will ensure that all work and materials, testing and sampling on the project are performed in conformance with the contract requirements, and the "approved for construction" plans and specifications. As QAM, Mr. Henschel will develop the QA plan, manage the QA testing and sampling program, monitor the contractor's QC program, assure quality in meeting contract

requirements, maintain project documentation and test reporting, review and certify payments to VDOT, and communicate closely with VDOT on compliance results. Mr. Henschel is a registered, licensed, Professional Engineer in the Commonwealth of Virginia.

Mr. Henschel has extensive experience with the Design-Build process and managing the QA process, serving as a VDOT Design-Build project manager on five separate contracts in the Lynchburg District and administering design-build contracts. He worked directly with the VDOT Innovative Project Delivery Division to develop and define the requirements for the QA/QC process (including the role of QAM) on VDOT Design-Build projects. Mr. Henschel reviewed and approved the QA/QC Plans (including the definition of duties for the QAM), monitored QA testing and sampling performed by the QAM, assigned staffing and oversaw IA/IV testing and sampling. Mr. Henschel also served as a VDOT Area Construction Engineer on approximately 90 projects valued at over \$200 million, managing the QA staffing, testing, sampling and reporting processes, ensuing contract compliance.

**Design Manager                      Rick J. DeLong, P.E.                      MT                      20 Years of Experience**

Rick DeLong, P.E. will manage the design team and will be responsible for coordinating the individual design disciplines and ensuring the overall project design is in conformance with the contract documents. He will coordinate with the CM during construction to confirm field conditions meet design assumptions and reevaluate these assumptions if necessary. He will also be responsible for establishing and overseeing a QA/QC program for all pertinent disciplines involved in the design of the project, including review of design, working plans, shop drawings, specifications and constructability of the project.

Mr. DeLong is a registered, licensed, Professional Engineer in the Commonwealth of Virginia. He has over 20 years of experience in the design and management of multi-disciplinary teams, and has managed VDOT projects from the planning and feasibility stages through final design and construction. Mr. DeLong has extensive experience managing similar urban widening projects, including direct experience working with the VDOT Lynchburg District and City of Lynchburg on Breezewood Drive Extension and Memorial Avenue/Lakeside Drive Intersection Improvements. In addition to having urban design experience, Mr. DeLong also has design-build experience on several VDOT projects, including I-95 HOT Lanes Soundwalls, and the Route 460 Corridor.

**Construction Manager                      David Mitchell                      Branch                      17 Years of Experience**

David Mitchell will be on site for the duration of construction operations, will be responsible for managing the construction process, to include, all quality control (QC) activities to ensure the materials used and work performed meet contract requirements and the “approved for construction” plans and specifications. He currently holds a VDOT Erosion and Sediment Control Contractor Certification (ESCCC) and will hold a Virginia Department of Environmental Quality (DEQ) Responsible Land Disturber (RLD) Certification prior to the commencement of construction.

Mr. Mitchell has extensive experience in developing and implementing quality control plans on projects which the contractor was responsible for providing quality control and assurance for clients including the Federal Aviation Administration and the U.S. Army Corps of Engineers. These projects include Roanoke Regional Airport Runway 15-33 Phase 2 and Phase 3, Lynchburg Regional Airport Runway 4 Extension, Montgomery Regional Airport Runway 12-20 Rehabilitation and the Tinker Creek Greenway Project.

Mr. Mitchell has served in a similar role as Construction Manager on the Route 58 Hillsville Bypass PPTA Project (Salem District VDOT) as well as serving as Project Manager for several projects similar to the Greenview Drive Widening Project. These projects include Aviation Drive/Towne Square Boulevard Reconfiguration (City of Roanoke), Route 114 Peppers Ferry Road Widening & Improvements (Salem District VDOT), North Main Street Improvements (Town of Blacksburg), East Main Street Safety Improvements (Radford University) and several of the VDOT I-81 Ramp Extension Projects (Exits 109, 114, 128, 132 and 137).

**3.3.2 Organizational Chart and Narrative.** The Organizational Chart provided at the end of this section identifies the major functions to be performed by the Branch/MT Team along with displaying the lines of responsibility, communication, and relationships between the various entities. The organizational chart shows the reporting relationships of Key Personnel responsible for the management of design, construction, and quality control as well as the independent responsibilities of the QAM and his staff. The Branch/MT Team has clearly defined roles and relationships. The team organization is optimized to promote team synergy yet present clear, logical, and efficient reporting relationships to manage the design and construction and related approvals for the Greenview Drive Widening D-B Project, while maintaining distinct responsibilities and project controls.

**VDOT** – The Department will coordinate directly with our DBPM for all aspects of design and construction oversight of the project. Open lines of communication between the QAM and VDOT will assist with monitoring quality assurance oversight. We anticipate VDOT's oversight and support in coordination efforts with project stakeholders.

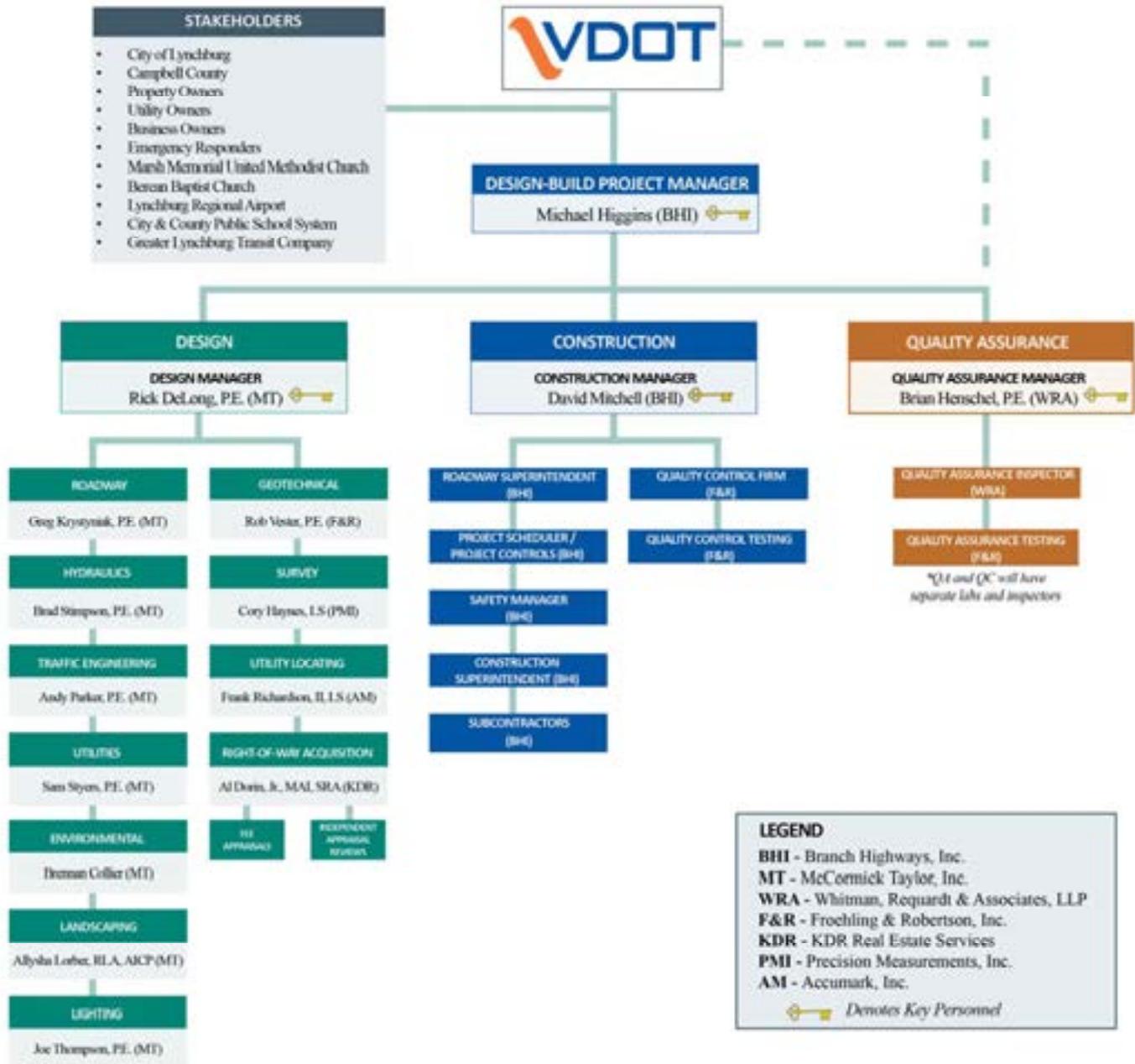
**Design-Build Management** – Our DBPM will serve as VDOT's single point of contact for the project. The QAM, the DM and the CM regularly report to the DBPM. This structure combined with the DBPM's maintenance of an action item log for potential project issues and three-month look-ahead schedule ensures the design and construction efforts remain on-schedule and in conformance with VDOT requirements.

**Quality Assurance** – The QAM will report to the DBPM, with independent oversight by VDOT. QA Inspectors and Labs will report through the QAM. The QAM will also monitor the construction QC program to ensure all work and materials, testing, and sampling is performed in accordance with the contract requirements and the "approved for construction" plans and specifications.

**Design** – The DM will report to the DBPM and will oversee all design disciplines for the project. The approach for staffing these disciplines hinges on the concept of matching the requirements of this project to the experience and depth of knowledge of staff best suited to fulfill these specific requirements. While the majority of the disciplines will be covered by MT professionals, the team does include specialty subconsultants to augment the team and report directly to the DM.

**Construction** – The CM will report to the DBPM. He will communicate with the DM during both design and construction phases to ensure construction is consistent with the project design. The CM will be on the project site for the duration of construction operations. He will oversee the entire construction team, including the roadway superintendent, who will oversee construction crews in the field.

3.3.2 Organizational Chart





## SECTION 3.4

### EXPERIENCE OF OFFEROR'S TEAM

### 3.4 Experience of Offeror's Team



**Branch Highways, Inc.** is a member of The Branch Group of employee-owned companies, incorporated in 1986. Company headquarters are located in Roanoke, Virginia with a regional office located in the Manassas area of Northern Virginia. Branch is a full service heavy highway contractor with hundreds of successfully delivered projects to numerous public and private clients throughout the mid-Atlantic region, including completed projects of similar size and scope to the Greenview Drive Widening Project. Branch has been able to maintain a high level of client satisfaction and is well acquainted with working closely with both public and private owners on large and complex projects.

Branch continuously makes the Engineering News-Record (ENR) Top 400 Contractors in the US, currently ranked No. 195 overall nationally. As one of the largest Virginia-based contractors, a Branch goal is to efficiently and fully serve our clients through a highly developed sense of commitment to project success. Branch's specific DB experience includes managing designers, ROW acquisition, utility relocation and coordination and environmental permit acquisition and monitoring.

With over 300 personnel on payroll including managers, engineers, field supervisors, equipment operators and other support staff, Branch has a wealth of experience in delivering successful transportation projects along with a strong understanding of the DB procurement method. Branch's late model equipment fleet is valued at over \$36 million and includes over 130 major pieces of heavy equipment and over 150 pieces of support equipment. Branch operates a complete maintenance and support facility that includes mechanics, lube specialists, transportation coordinators, and equipment maintenance managers.

Branch has the full capabilities to complete this project successfully as evidenced by our current manpower staff and extensive equipment fleet. In addition to our staff and equipment fleet, Branch has ample financial worth and additional assets in place to handle more than twice our current backlog of \$250 million+.

Branch has a sizeable resume of DB experience, having performed or in the process of performing over \$230 million worth of DB work, all of which has resulted in the client's satisfaction and praise. Some of these projects include:

- *US Route 58 PPTA, Phase I Meadows of Dan, VDOT Salem District, VA*
- *US Route 58 PPTA, Phase II Hillsville By-Pass, VDOT Salem District, VA*
- *US Route 58 PPTA, Phase III Laurel Fork, VDOT Salem District, VA*
- *Stafford County PPTA Truslow Road, Stafford County, VA*
- *Stafford County PPTA Garrisonville Road, Stafford County, VA*
- *George Mason University Campus Connector, Fairfax, VA*
- *James Madison Highway (Route 15) PPTA, Prince William County, VA*
- *Route 636 Improvements PPTA, Augusta County, VA*
- *Route 3 Widening and Improvements, VDOT Culpeper District, VA*
- *Heritage Center Parkway, Prince William County, VA*
- *Prince William Parkway, Prince William County, VA*
- *I-95 Express Lanes, VDOT Mega Projects, NOVA District, VA*





Since 1946, **McCormick Taylor, Inc. (MT)** has been providing environmental, engineering, planning and communications services to transportation clients throughout the mid-Atlantic region. With over 400 people in 16 offices, the current staff's diverse strengths are in multi-modal transportation and transit planning and environmental analysis, transit and paratransit security and safety, training, traffic studies, highway, rail and bridge design, and construction inspection. The firm's long list of successful accomplishments includes a wide range of high visibility, groundbreaking, and award winning transportation planning, communications services and context sensitive design projects. We have three Virginia offices located in Richmond, Staunton and Bristol.

McCormick Taylor's Design Manager and roadway design team members have extensive urban roadway design experience on other similar projects. Many of these projects have also been similar in nature to the Greenview Drive project involving urban roadway widening, extensive right-of-way and utility impacts/coordination as well as traffic signal upgrades, roadway lighting and landscaping. A few sample projects include:

- *Port Republic Road Widening, City of Harrisonburg, VA*
- *Memorial Avenue / Lakeside Drive, City of Lynchburg, VA*
- *East River Road Widening, Chesterfield County, VA*
- *Powhite Parkway Widening, Chesterfield County, VA*
- *Hillsdale Drive Extension, City of Charlottesville, VA*
- *Reservoir Street Widening (South City Limits to Stone Spring Road), Rockingham County, VA*
- *Reservoir Street Widening (University Blvd to South City Limits), City of Harrisonburg, VA*
- *Route 10 Widening, Chesterfield County, VA*



**Whitman, Requardt & Associates, LLP (WRA)** has provided engineering and planning services in the Mid-Atlantic region for over 99 years. The firm, with a staff of over 650 in Lynchburg, Richmond, Fairfax, Blacksburg, Virginia Beach and Newport News, VA, Baltimore, MD, Pittsburgh, Philadelphia and York, PA; Wilmington, DE and Waller, TX has transportation and environmental planners, and engineers, including highway, traffic and bridge engineers with over 30 years of experience. This experienced staff allows knowledge to be passed through the disciplines at all levels and provides excellent resources for our clients.

WR&A has a reputation of providing strong project management and quality engineering on projects of similar size and scope. A few sample projects include:

- *Route 636 Relocation over Buckingham Branch Railroad PPTA Project, Augusta County, VA*
- *George Mason University Campus Connector (Route 123 Bridge), Fairfax, VA*
- *Walney Road Bridge Replacement and Road Widening, Fairfax County, VA*
- *Route 29 NBL Bridge Replacement over Tye River Design-Build, Amherst & Nelson Counties, VA*
- *VDOT Region I Metal Culvert Rehabilitation and Replacement Contract – Lynchburg & Staunton Districts*
- *Poplar Tree Road Widening, Fairfax County, VA*



Relationship of Branch, McCormick Taylor & WRA



Subconsultants



**Froehling & Robertson, Inc. (F&R)**, established in 1881, F&R is a multi-disciplinary engineering firm that provides a full range of services including construction management, construction materials testing, and environmental and geotechnical engineering. Not only does F&R have some of the most advanced testing facilities and equipment in the industry, but their engineers and technicians are among the most highly trained. F&R's specialists are examined and certified by technical groups including WACEL, NICET, ACI, AWS, and ASNT, and constantly take new training to ensure that they are up-to-date on the latest procedures and techniques.



**KDR Real Estate Services (KDR)** is a full service right of way and easement acquisition company. Their services include ownership verification that can range from a current owner rundown to a 60-year title search, appraisal of property rights to be acquired, conveyance document preparation and compilation of related paperwork for the presentation of an offer to the affected landowners, negotiations with the landowners, clearance of title, closing and settlement procedures, and overall project administration to complete the transfer of title from the property owner to the acquiring authority.



**Precision Measurements, Inc. (PMI)** is a full service Land Surveying firm, established in 1995, with offices in Virginia Beach, Newport News, Richmond, and Chantilly, Virginia, as well as Woodstock, Maryland. PMI is also licensed to perform surveying services in twelve (12) states, including Virginia, Maryland, District of Columbia, Kentucky, North Carolina, West Virginia, Florida, Georgia, Tennessee, Alabama, Delaware, and Massachusetts.



**Accumark, Inc. (AM)** provides professional Subsurface Utility Services on a daily basis across Virginia and the Eastern United States. Since the firm was founded in 1994, we have built our reputation on a foundation of professionalism, quality results and innovative techniques. Accumark is a certified small business with the Commonwealth of Virginia, and is proud to serve on term contracts, on-call agreements, design and construction projects for utilities, roadways, as well as commercial and institutional buildings.





## SECTION 3.5

## PROJECT RISKS

**3.5 Project Risks.** In preparation of this SOQ, the Branch/MT Team has reviewed VDOT's project documents, visited the project site, and evaluated the site conditions to identify three risks critical to the success of the project.

### **RISK 1 – TRANSPORTATION MANAGEMENT PLAN / MOT**

**Risk Description** – Development and implementation of a detailed and appropriate Transportation Management Plan (TMP) will be critical to ensure the safe execution of this project while maintaining traffic flow throughout the construction phase. Maintenance of traffic has a direct impact on motorists, local residents, area churches and businesses. Not providing effective MOT can cause unacceptable levels of congestion to motorists resulting in delays and potential accidents. Another concern is possible motorist exposure to traffic barrier service and uneven pavement surfaces. Developing and implementing a detailed, thorough TMP will address these issues and concerns.

The Branch Team has identified the following aspects of the TMP/MOT risk related to safety & access, as well as public perception of the Project:

- Maintaining safe access for both the Berean Baptist and the Marsh Memorial United Methodist Churches.
- Maintaining safe access to adjoining parcels in several areas where significant grade differences will be encountered during construction.
- Maintaining safe and efficient school bus routes for the Leesville Road & Tomahawk Elementary Schools, the Brookville Middle School and the Brookville High School.
- Maintaining timely and correct communications with all key stakeholders including area businesses, churches, area emergency responders and the Lynchburg Regional Airport.
- Temporarily closing of the Leesville intersection.
- Monitoring impacts to traffic flow with the high speed limited access Route 460 interchange.

**Impact** – Our Traffic Management Plan will address and eliminate potential impacts such as:

- Higher user costs created by travel time delays
- Unsafe operating conditions (Barrier service/ uneven pavement)
- Negative public perception which may result in additional involvement from VDOT
- Project schedule delays and cost increases

**Mitigation Strategies** – The Branch Team will develop and implement a safe TMP that provides for open communications between the public and our project team, so that concerns or issues are addressed immediately. When congestion attributed to the construction or issues with access, the public will be kept informed about the impacts and provided a platform to voice their feedback to the construction team. Key elements of our mitigation plan include:

- Providing a dedicated MOT Coordinator during both the construction and the design phase. The MOT Coordinator will consult with the design team to maximize constructability during the design phase. This integrated approach of providing a single person responsible for MOT activities throughout all aspects of the project provides continuity and accountability.
- Safe and cost effective design solutions will be analyzed at each location, maintaining continuous access for local residents and businesses. This may include asphalt build-up for driveways, installing temporary driveways, consolidating access points, and providing additional signage for access.

- A detailed plan for the anticipated excavation at the Leesville Road intersection.
- Initiation of formal partnering with VDOT, the City of Lynchburg, the County of Campbell, the Lynchburg Regional Airport and emergency responders to solicit feedback about the TMP, construction schedules, and incident response plans before construction begins.
- Ongoing meetings during construction with affected stakeholders to communicate the upcoming changes in traffic patterns prior to implementing these changes.
- A comprehensive public outreach plan developed in conjunction with the City and VDOT by Branch Team’s PR Manager, Ms. Napier. This public outreach plan will:
  - Hold a Citizen Information Meeting prior to implementing the TMP to share our construction schedule, design concept, and communication plan.
  - Establish a platform for the public during construction by providing signs with the number of our dedicated project hot-line for public concerns.
  - Communicate with the two churches about changing construction traffic patterns.
  - Facilitate the development of an emergency response plan.
  - Inform all project stakeholders about construction progress and how they will be impacted.
  - Keep local businesses and residents informed about how the Project will impact their travel via local media.

***VDOT/Other Agency Role(s)*** – We would expect both VDOT and the City of Lynchburg to participate in the formal partnering process, attend the Citizen Information Meeting and attend the ongoing meetings held prior to major traffic changes. The integration of the Branch Team and our successful history of past collaboration efforts will minimize construction and traffic issues. Our proposed public outreach, communication plan, and partnering initiatives will help stakeholders identify the Branch Team as their point of contact should issues arise. These strategies will minimize the need for additional effort by VDOT and the City of Lynchburg thereby reducing their role to one of situational awareness.

**RISK 2 – UTILITY COORDINATION AND RELOCATION**

***Risk Description*** - Existing facilities located within the proposed roadway footprint as shown on the RFQ information plans, have the potential for considerable utility conflicts. The most critical facilities are the existing utility poles and associated overhead lines, the 8-inch high pressure gas main and the 24-inch water main.

The following is a summary of the existing utilities shown within the project area which will be impacted by the new roadway construction and may require relocations or modifications:

- **Electric:** Overhead power lines owned by American Electric Power (AEP) are located on the north side of Greenview Drive from East Overbrook to Leesville Road, and along Leesville Road between the north and south project limits.
- **Telecommunications:** Verizon and Comcast operate telephone and cable facilities, respectively, within the project area; both aerial and underground lines are present. **Gas:** Columbia Gas of Virginia (CGV) operates a major high pressure distribution main in parallel with the project corridor along Greenview Drive/Airport Road. Part of the main supply loop that serves the City, this 8-inch coated steel pipe will be in conflict for the majority of the widening route. The gas main is reportedly within an existing 50’ easement that is expected to be replaced in kind.
- **Water:** There are existing water mains (10-, 12- and 24-inch) in the project area that are operated by the City. Abandoned water mains (2-, 4-, 6- and 10-inch) are reportedly present as well. A private water vault exists on the Methodist church property and a City owned ground storage tank is located

off Leesville Road at the project's southern terminus. In addition, the conceptual plans show proposed light poles on or in near proximity of the existing water main in Greenview Drive that could result in additional water main relocation and/or modifications to the lighting plan.

- Sewer: There are no existing public gravity sewer lines located within the project limits. However, there are several properties along the route that are served by existing drainfields. Five such properties are expected to have impacts to drainfields and as a result, new gravity sanitary sewer may have to be provided to serve the affected properties.

**Impacts** - Due to the magnitude of anticipated conflicts, impacts to the project cost and schedule are expected to be substantial. Approximately 20 utility poles are likely to be in conflict with a potential relocation cost to the project of about \$200,000. Conflicts with the existing gas main could involve up to 2400' of relocation at an estimated cost of \$1M. In addition, the RFQ information plans show an estimated 1100' of 24" water main relocation. These relocations are significant and will have real implications to the schedule. Also of concern is making sure continuous utility service is maintained for the business operations in the area. Our team understands the significance of any loss in service and will work diligently with each utility provider to gain feedback and identify opportunities to insure service is minimally interrupted. Based on the potential level of utility relocations, there will be simultaneous construction and utility relocation work on the project that will be planned and sequenced accordingly.

**Mitigation Strategies** - The team approach will be strategically implemented to mitigate risk and minimize facility impacts using our years of experience with roadway improvement and utility relocation projects. Work will begin early in the project to proactively engage public and private stakeholders, communicating utility designation results and design activities. We will attempt to avoid relocation when possible to prevent delays and reduce costs. For unavoidable impacts, we will identify sensible, cost-effective solutions, regardless of the cost responsibility. A phased relocation plan will be developed if necessary to permit roadway construction to commence right away.

Here is a brief overview of our planned approach for mitigation:

- Electric: Determine relocated pole placements early in the project so that easements and other utility routes can be established.
- Telecommunications: Identify a corridor for relocating buried facilities. Verify whether aerial lines will coincide with electric routes and make adjustments as necessary.
- Gas: Establish a relocation path, protective measures and required clearance necessary to minimize conflict with the high pressure gas main.
- Water: Confirm the extent of needed pipe relocation and subsequently determine a sequence of construction that does not hamper the operation of the nearby water tank.
- Sewer: Provide sewer service to the properties with identified drainfield impacts. Coordinate closure of drainfields with the Team's environmental group as well as local and state health departments.

We have established relationships with utilities present in the project area because of our Team's experience on similar projects in the City of Lynchburg. We have successfully implemented VDOT's Utility Relocation Policies and Procedures as evidenced by other roadway projects we have completed such as Memorial Ave / Lakeside Dr., Powhite Parkway Widening, and Port Republic Road Widening. This prior effort will enable a cooperative environment to be quickly established for the project, allowing for successful completion of the Roadway.

In addition, the team will designate a Lead Utilities Design Engineer and a Lead Utilities Field Coordinator. It's worth noting that our Team's Lead Utilities Design Engineer and QA Manager worked together on a previous successful VDOT Multiple Culvert Rehabilitation Design-Build project, respectively serving as Lead Design Manager and VDOT Project Manager.

**Role of VDOT and other Agencies** - Our Team will steer the project to success utilizing our past experiences and partnership strategy minimizing the role of VDOT and other agencies. We will involve each utility owner early in the project and provide a comprehensive coordination structure to establish appropriate conflict prevention strategies. We anticipate VDOT's involvement to be limited to guidance on policy related to utilities, procedural oversight, and support when a utility owner is unresponsive to its responsibilities, R/W phase approval, and PS&E review for final acceptance. We also expect periodic coordination with City staff for guidance on City policy and standards as it may relate to utilities.

### **RISK 3 – RIGHT-OF-WAY ACQUISITION**

**Risk Description** – The RFQ design plan set indicates 51 affected parcels, including two residential relocations. There are at least 4 utilities that will need relocation and may require utility easements. Not all replacement easements have been identified, although a 50' wide replacement easement likely will be requested by Columbia Gas for the relocation of its 8" high pressure steel line running the length of the project corridor. Right of Way acquisition of 50+ parcels in a timely manner will be a key component to maximizing private utility relocation time, ensuring the project is completed on time. As with many right-of-way acquisition projects, there are the typical challenges that may impact both delivery time and cost if not addressed in the early stages of the process. They include the following:

- **Title Research:** The title research is typically the first task to be completed in the acquisition process. The information provided by doing the research early is useful to the surveyor, design engineer, and the appraiser before they conduct their respective tasks. VDOT requires that the most recent date of the title search can be no more than 60 days from the date of the presentation of the offer. However, to satisfy this requirement, a 60-year title search conducted within that time period may result in delays in the presentation of the offers due to updated information from the date of the original design plans.
- **Easements for Public Utility Line Relocations:** The preliminary construction plans do not show any easements for the relocation of any of the existing public utility lines shown along either Greenview Drive and Leesville Road. Not having the easements on the construction plans before providing them to the appraiser often results in delays in the completion of the reports and, if provided after the completion of the report, results in project delays and additional costs.
- **Appraisals:** This task typically requires a significant amount of time and its completion is necessary before an offer can be made and right-of-way clearance effected. Plan revisions and delays in providing essential information to the appraiser result in the need for additional time to complete the appraisal reports.
- **Relocation Assistance:** Based on the preliminary plans, there will be two residential relocations involved with this project. Taking into account the time required to locate suitable housing replacement and after sufficient notice in accordance with the Uniform Act, it is not unreasonable to assume an allowance of 120 to 180 days from the date of notice to the occupants before clearance of right-of-way is obtained. **Construction Plan Revisions:** There are numerous steps involved in the right-of-way acquisition process that must be performed in an orderly manner including title research,

appraisal, offer packet preparation, landowner contact, offer presentation, negotiations, completion of the RW-24 negotiations report, obtainment of deeds of partial release and/or subordination agreements, closing procedures, and recordation of the executed conveyance instrument(s). Depending upon what stage of the process has been completed when a plan revision is made, a restart of the process and duplication of efforts may be required.

- **Complicated Negotiations:** There are two churches, two commercial properties (shopping center and a nursery), a vacant site that may be damaged, two relocations, and some residential properties that may involve setback damages. The negotiation process will likely be extended beyond the 30-day period allowed in the VDOT Right-of-Way Manual.

**Impacts** - Each of the aforementioned risks can result in project delays in the delivery of cleared right-of-way and/or cost overruns due to duplication of efforts or the requirement of additional time to complete.

**Mitigation Strategies** - Branch's ROW Coordinator will consult with the discipline design leads to maximize coordination and communication between the design team and the utility designers to make sure there are no hidden conflicts during construction. This integrated approach of providing a single person responsible throughout all aspects of the project will be vital to maintain an efficient ROW and utility relocation process.

- **Title Research:** Complete 60-year searches once under contract so that essential information can be provided to the surveyor, appraiser, and design engineer. Title updates will be performed quickly in order to satisfy the 60-day time requirement. A local title abstractor will be subcontracted for this.
- **Easements for Public Utility Line Relocations:** This task is not under the control of the Right-of-Way Consultant. However, the importance of early completion of this work can be emphasized at team meetings and coordinated with the appraiser. In some instances, a maximum-width easement corridor can be established and the appraiser can complete a rough draft report to be revised once the easement rights have been identified.
- **Appraisals:** Once under contract and with sufficient notice once the award has been made, the appraiser will be instructed to initiate and complete the reports for review and submission into RUMS, assuming approved plans including all applicable utility easements have been provided. It is important to recognize that any plan revisions once the report is completed will require amending the appraisal report and should be avoided as much as possible.
- **Relocation Assistance:** A successful mitigation strategy requires a knowledgeable and experienced Relocation Specialist to follow the procedures as stipulated in the Uniform Act. Coordination with the appraiser and negotiator regarding the goodwill contact with the landowner and presentation of relocation benefits, respectively, is important. Establishing a relationship of trust and credibility with the landowner in the beginning of the process can expedite the transaction.
- **Construction Plan Revisions:** Although most revisions of substance are a result of design changes, there are some for which the Right-of-Way Consultant can foresee from a preliminary review of the plans. These could include name changes due to title transfers, potential damages that might be mitigated with minor design changes, or labelling. Minimization of time-delaying revisions should be the goal of the team.

**Role of VDOT and other Agencies** - We would expect VDOT and the City of Lynchburg to participate in the Right-Of-Way acquisition process. We anticipate VDOT's involvement to be limited to general oversight, approval of plans/notice to proceed with acquisition, provide access to RUMS, review appraisals, and approve RW-24's. We also expect periodic coordination with City staff for guidance on City policy as it may relate to Right-Of-Way.



## APPENDIX 3.1.2

### SOQ CHECKLIST & CONTENTS

**ATTACHMENT 3.1.2**

**Project: U000-118-259, R201, C501**

**STATEMENT OF QUALIFICATIONS CHECKLIST AND CONTENTS**

Offerors shall furnish a copy of this Statement of Qualifications (SOQ) Checklist, with the page references added, with the Statement of Qualifications.

<b>Statement of Qualifications Component</b>	<b>Form (if any)</b>	<b>RFQ Cross reference</b>	<b>Included within 15-page limit?</b>	<b>SOQ Page Reference</b>
<b>Statement of Qualifications Checklist and Contents</b>	Attachment 3.1.2	Section 3.1.2	no	<a href="#">Appendix</a>
<b>Acknowledgement of RFQ, Revision and/or Addenda</b>	Attachment 2.10 (Form C-78-RFQ)	Section 2.10	no	<a href="#">Appendix</a>
<b>Letter of Submittal (on Offeror's letterhead)</b>				
Authorized Representative's signature	NA	Section 3.2.1	yes	<a href="#">2</a>
Offeror's point of contact information	NA	Section 3.2.2	yes	<a href="#">1</a>
Principal officer information	NA	Section 3.2.3	yes	<a href="#">2</a>
Offeror's Corporate Structure	NA	Section 3.2.4	yes	<a href="#">2</a>
Identity of Lead Contractor and Lead Designer	NA	Section 3.2.5	yes	<a href="#">2</a>
Affiliated/subsidiary companies	Attachment 3.2.6	Section 3.2.6	no	<a href="#">Appendix</a>
Debarment forms	Attachment 3.2.7(a) Attachment 3.2.7(b)	Section 3.2.7	no	<a href="#">Appendix</a>
Offeror's VDOT prequalification evidence	NA	Section 3.2.8	no	<a href="#">Appendix</a>
Evidence of obtaining bonding	NA	Section 3.2.9	no	<a href="#">Appendix</a>

**ATTACHMENT 3.1.2**

**Project: U000-118-259, R201, C501**

**STATEMENT OF QUALIFICATIONS CHECKLIST AND CONTENTS**

Statement of Qualifications Component	Form (if any)	RFQ Cross reference	Included within 15- page limit?	SOQ Page Reference
<b>SCC and DPOR registration documentation (Appendix)</b>	Attachment 3.2.10	Section 3.2.10	no	<a href="#">Appendix</a>
Full size copies of SCC Registration	NA	Section 3.2.10.1	no	<a href="#">Appendix</a>
Full size copies of DPOR Registration (Offices)	NA	Section 3.2.10.2	no	<a href="#">Appendix</a>
Full size copies of DPOR Registration (Key Personnel)	NA	Section 3.2.10.3	no	<a href="#">Appendix</a>
Full size copies of DPOR Registration (Non-APELSCIDLA)	NA	Section 3.2.10.4	no	<a href="#">Appendix</a>
<b>DBE statement within Letter of Submittal</b> confirming Offeror is committed to achieving the required DBE goal	NA	Section 3.2.11	yes	<a href="#">2</a>
<b>Offeror's Team Structure</b>				
Identity of and qualifications of Key Personnel	NA	Section 3.3.1	yes	<a href="#">3,4,5</a>
Key Personnel Resume – DB Project Manager	Attachment 3.3.1	Section 3.3.1.1	no	<a href="#">Appendix</a>
Key Personnel Resume – Quality Assurance Manager	Attachment 3.3.1	Section 3.3.1.2	no	<a href="#">Appendix</a>
Key Personnel Resume – Design Manager	Attachment 3.3.1	Section 3.3.1.3	no	<a href="#">Appendix</a>
Key Personnel Resume – Construction Manager	Attachment 3.3.1	Section 3.3.1.4	no	<a href="#">Appendix</a>
Organizational chart	NA	Section 3.3.2	yes	<a href="#">6</a>
Organizational chart narrative	NA	Section 3.3.2	yes	<a href="#">5</a>

**ATTACHMENT 3.1.2**

**Project: U000-118-259, R201, C501**

**STATEMENT OF QUALIFICATIONS CHECKLIST AND CONTENTS**

<b>Statement of Qualifications Component</b>	<b>Form (if any)</b>	<b>RFQ Cross reference</b>	<b>Included within 15-page limit?</b>	<b>SOQ Page Reference</b>
<b>Experience of Offeror's Team</b>				
Lead Contractor Work History Form	Attachment 3.4.1(a)	Section 3.4	no	<a href="#">Appendix</a>
Lead Designer Work History Form	Attachment 3.4.1(b)	Section 3.4	no	<a href="#">Appendix</a>
<b>Project Risk</b>				
Identify and discuss three critical risks for the Project	NA	Section 3.5.1	yes	<a href="#">10 - 14</a>



# APPENDIX 2.10

Form C-78-RFQ

**ATTACHMENT 2.10****COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF TRANSPORTATION**

RFQ NO. C00106320DB79  
 PROJECT NO.: U000-118-259, R201, C501

**ACKNOWLEDGEMENT OF RFO, REVISION AND/OR ADDENDA**

Acknowledgement shall be made of receipt of the Request for Qualifications (RFQ) and/or any and all revisions and/or addenda pertaining to the above designated project which are issued by the Department prior to the Statement of Qualifications (SOQ) submission date shown herein. Failure to include this acknowledgement in the SOQ may result in the rejection of your SOQ.

By signing this Attachment 2.10, the Offeror acknowledges receipt of the RFQ and/or following revisions and/or addenda to the RFQ for the above designated project which were issued under cover letter(s) of the date(s) shown hereon:

1. Cover letter of RFQ 06/30/2014  
(Date)
2. Cover letter of Addendum No. 1 - 07/24/2014  
(Date)
3. Cover letter of \_\_\_\_\_  
(Date)

  
 \_\_\_\_\_  
 SIGNATURE

7-25-2014  
 \_\_\_\_\_  
 DATE



## APPENDIX 3.2.6

### AFFILIATED/ SUBSIDIARY COMPANIES





# APPENDIX 3.2.7

## DEBARMENT FORMS

ATTACHMENT NO. 3.2.7(a)

**CERTIFICATION REGARDING DEBARMENT  
PRIMARY COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; and have not been convicted of any violations of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1) b) of this certification; and

d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.

Michael P. Hajjar 7/10/14  
Signature Date

Vice President of Design-Build Services  
Title

Branch Highways, Inc.

Name of Firm

ATTACHMENT NO. 3.2.7(b)

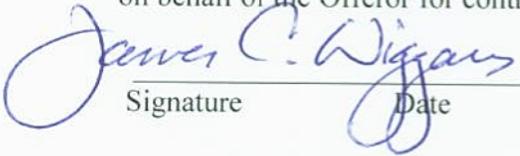
**CERTIFICATION REGARDING DEBARMENT  
LOWER TIER COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.



Signature

Date

July 18, 2014

Chief Executive Officer  
Title

McCormick Taylor, Inc.

Name of Firm

**ATTACHMENT NO. 3.2.7(b)**

**CERTIFICATION REGARDING DEBARMENT  
LOWER TIER COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.



Signature

Date

7/14/2014

Senior Vice President

Title

Whitman, Requardt & Associates, LLP

Name of Firm

ATTACHMENT NO. 3.2.7(b)

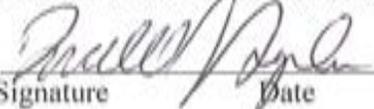
**CERTIFICATION REGARDING DEBARMENT  
LOWER TIER COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.

      7/14/14      President  
Signature                      Date                      Title

Froehling & Robertson, Inc.  
Name of Firm

ATTACHMENT NO. 3.2.7(b)

**CERTIFICATION REGARDING DEBARMENT  
LOWER TIER COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.



July 17, 2014

President

Signature

Date

Title

KDR Real Estate Services, Inc.

Name of Firm

ATTACHMENT NO. 3.2.7(b)

**CERTIFICATION REGARDING DEBARMENT  
LOWER TIER COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.

	July 16, 2014	President
Signature	Date	Title

Precision Measurements, Inc.  
Name of Firm

ATTACHMENT NO. 3.2.7(b)

**CERTIFICATION REGARDING DEBARMENT  
LOWER TIER COVERED TRANSACTIONS**

Project No.: U000-118-259, R201, C501

- 1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the Offeror for contracts to be let by the Commonwealth Transportation Board.

J. P. Moran                      7/16/14                      President  
Signature                      Date                      Title

Accumark, Inc.  
Name of Firm



## APPENDIX 3.2.8

### VDOT PREQUALIFICATION EVIDENCE



COMMONWEALTH OF VIRGINIA



Scanned

Received

JUN 16 2014

Branch Highways

JUN 16 2014

# CERTIFICATE OF QUALIFICATION

## BRANCH HIGHWAYS, INC.

Vendor Number: **B319**

In accordance with the Regulations of the Virginia Department of Transportation, your firm is hereby notified that the following Rating has been assigned to your firm:

**PREQUALIFIED**

Your firm specializes in the noted Classification(s):

**GRADING; MAJOR STRUCTURES; UNDERGROUND UTILITIES**

Issue Date: February 28, 2014

This Rating and Classification will Expire: February 28, 2015

Suzanne FR Lucas, State Prequalification Officer

Don E. Siles, State Contract Officer

It is not permissible to alter this document, use after posted expiration date, or use by persons or firms other than those named on this certificate.



## APPENDIX 3.2.9

### EVIDENCE OF OBTAINING BONDING

July 8, 2014



Kevin Reichert, P.E.  
Alternate Project Delivery Office  
Virginia Department of Transportation  
1401 East Broad Street  
Richmond, VA 23219

Re: BRANCH HIGHWAYS, INC.  
ROANOKE, VA

Project: Greenview Drive Widening  
From: Hermitage Road (Route 1541) To: 0.2 Miles South of Leesville Road  
(Route 682)  
State Project No.: U000-118-259,R201,C501  
Contract ID No.: C00106320DB79

Dear Mr. Reichert:

Branch Highways, Inc., a subsidiary of The Branch Group, Inc., has been a client of The Hartford Insurance Group for nearly 20 years. During that time, we have supported The Branch Group in their pursuit of projects in the \$125,000,000 range and total programs in excess of \$750,000,000.

We are prepared to provide a 100% Performance and Payment Bond on the referenced project, provided Branch Highways, Inc. accepts an award of the contract and makes application to us on or about the time the work is to commence, and we are satisfied with the prevailing underwriting conditions, including but not limited to acceptable contract terms and job specifications, acceptable bond forms, and confirmation of full financing.

Branch Highways, Inc. bonds are issued through Hartford Fire Insurance Company which is listed on the U. S. Treasury Department List and has an A. M. Best Rating of A. They are licensed to conduct surety business in the Commonwealth of Virginia.

Bond Department  
Richmond Branch Office  
4480 Cox Road, Suite 200  
Glen Allen, VA 23060-6751  
Office (804) 747 7000 x2  
Toll-Free (800) 552 3429 x2  
Fax (866) 212 4423

We recommend this contractor highly and should you have questions, please let us know.

This letter will expire one hundred and eighty (180) days from the above date.

Sincerely,



William D. Taylor  
Regional Director

cc: Scott Insurance  
Branch Highways, Inc.



## APPENDIX 3.2.10

### SCC & DPOR DOCUMENTATION

## ATTACHMENT 3.2.10

### State Project No. U000-118-259, R201, C501

#### SCC and DPOR Information

Offerors shall complete the table and include the required state registration and licensure information. By completing this table, Offerors certify that their team complies with the requirements set forth in Section 3.2.10 and that all businesses and individuals listed are active and in good standing.

<b>SCC &amp; DPOR INFORMATION FOR BUSINESSES (RFQ Sections 3.2.10.1 and 3.2.10.2)</b>							
<b>Business Name</b>	<b>SCC Information (3.2.10.1)</b>			<b>DPOR Information (3.2.10.2)</b>			
	<b>SCC Number</b>	<b>SCC Type of Corporation</b>	<b>SCC Status</b>	<b>DPOR Registered Address</b>	<b>DPOR Registration Type</b>	<b>DPOR Registration Number</b>	<b>DPOR Expiration Date</b>
Branch Highways, Inc.	02956183	Corporation	Active	P.O. Box 40004 Roanoke, VA 24022	Class A Contractor	2701029434	03/31/2015
McCormick Taylor, Inc.	F129691	Foreign Corporation	Active	4951 Lake Brook Drive, Suite 275 Glen Allen, VA 23060	ENG	0407004111	12/31/2015
				113 Mill Place Parkway, Suite 103 Verona, VA 24482	ENG	0411000771	02/29/2016
				2426 Lee Highway, Suite 208 Bristol, VA 24202	ENG	0411001043	02/29/2016
Whitman, Requardt & Associates, LLP	K0003824	Limited Liability Partnership	Active	103 Paulette Circle Suite C Lynchburg, VA 24502	ENG	0411000774	02/29/2016
			Active	9030 Stony Point Pkwy Suite 220 Richmond, VA 23235	ENG	0411000133	02/29/2016
Froehling & Robertson, Inc.	00272112	Corporation	Active	1734 Seibel Dr. N E Roanoke, VA 24012	ENG	0411000053	02/29/2016
KDR Real Estate Services, Inc.	05712104	Corporation	Active	2500 Grenoble Rd. Richmond, VA 23294	Real Estate Corporation	0226007129	12/31/2014

**ATTACHMENT 3.2.10**

**State Project No. U000-118-259, R201, C501**

**SCC and DPOR Information**

Precision Measurements, Inc.	04504361	Corporation	Active	4215 Lafayette Center Drive, Suite 2A Chantilly, VA 20151	LS	0411000562	02/29/2016
Accumark, Inc.	04407458	Corporation	Active	9500 King Air Court Ashland, VA 23005	LS	0411000864	02/29/2016

**ATTACHMENT 3.2.10**

**State Project No. U000-118-259, R201, C501**

**SCC and DPOR Information**

DPOR INFORMATION FOR INDIVIDUALS (RFQ Sections 3.2.10.3 and 3.2.10.4)						
Business Name	Individual's Name	Office Location Where Professional Services will be Provided (City/State)	Individual's DPOR Address	DPOR Type	DPOR Registration Number	DPOR Expiration Date
McCormick Taylor, Inc.	Rick J. DeLong	Verona, VA	4951 Lake Brook Drive Suite 275 Glen Allen, VA 23060	Professional Engineer	0402031642	10/31/2014
Whitman, Requardt & Associates, LLP	Brian A. Henschel	Lynchburg, VA	103 Carol Ct. Forest, VA 24551	Professional Engineer	0402035154	01/31/2015
Froehling & Robertson, Inc.	Robert H. Vester, JR	Roanoke, VA	7907 Kentucky Derby Drive Midlothian, VA 23112	Professional Engineer	0402037748	12/31/2014
KDR Real Estate Services, Inc.	Allen G. Dorin, Jr.	Richmond, VA	2500 Grenoble Rd. Richmond, VA 23294	Principal Broker	0225108043	03/31/2015
Precision Measurements, Inc.	Cory M. Haynes	Chantilly, VA	422 Ridgefield Ave. Stephens City, VA 22655	Land Surveyor	0403002539	12/31/2014
Accumark, Inc.	Frank R. Richardson, II	Ashland, VA	2624 Iverson Rd. Midlothian, VA 23112	Land Surveyor	0403001810	06/30/2015



3.2.10.1

## SCC DOCUMENTATION

# Commonwealth of Virginia



## STATE CORPORATION COMMISSION

*Richmond,* November 25, 1986

*This is to Certify that the certificate of incorporation of*  
BRANCH HIGHWAYS, INC.

*was this day issued and admitted to record in this office  
and that the said corporation is authorized to transact its  
business subject to all the laws of the State applicable to the  
corporation and its business.*



*State Corporation Commission*  
*George M. Bynum*  
Clerk of the Commission

# Commonwealth of Virginia



## State Corporation Commission

### CERTIFICATE OF GOOD STANDING

*I Certify the Following from the Records of the Commission:*

That BRANCH HIGHWAYS, INC. is duly incorporated under the law of the Commonwealth of Virginia;

That the date of its incorporation is November 25, 1986;

That the period of its duration is perpetual; and

That the corporation is in existence and in good standing in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



*Signed and Sealed at Richmond on this Date:*

*June 10, 2014*

*Joel H. Peck*

*Joel H. Peck, Clerk of the Commission*

# Commonwealth of Virginia



## State Corporation Commission

*I Certify the Following from the Records of the Commission:*

The foregoing is a true copy of the certificate of authority to transact business in Virginia issued for McCormick, Taylor & Associates, Inc., a PENNSYLVANIA corporation.

Nothing more is hereby certified.



*Signed and Sealed at Richmond on this Date:  
October 11, 2001*

*Joel H. Peck*  
\_\_\_\_\_  
*Joel H. Peck, Clerk of the Commission*



CISM0180

CORPORATE DATA INQUIRY

01/23/14

09:53:41

CORP ID: F129691 - 4 STATUS: 00 ACTIVE STATUS DATE: 07/28/03

CORP NAME: McCORMICK TAYLOR, INC.

DATE OF CERTIFICATE: 06/02/1997 PERIOD OF DURATION: INDUSTRY CODE: 00

STATE OF INCORPORATION: PA PENNSYLVANIA STOCK INDICATOR: S STOCK

MERGER IND: CONVERSION/DOMESTICATION IND:

GOOD STANDING IND: Y MONITOR INDICATOR:

CHARTER FEE: 150.00 MON NO: MON STATUS: MONITOR DTE:

R/A NAME: RICHARD A BUTALA

STREET: NORTH SHORE COMMONS A AR RTN MAIL:  
4951 LAKE BROOK DR STE 275

CITY: GLEN ALLEN STATE : VA ZIP: 23060

R/A STATUS: 2 OFFICER EFF. DATE: 03/05/04 LOC : 143

ACCEPTED AR#: 213 09 8993 DATE: 06/14/13 HENRICO COUNTY

CURRENT AR#: 213 09 8993 DATE: 06/14/13 STATUS: A ASSESSMENT INDICATOR: 0

YEAR	FEE	PENALTY	INTEREST	TAXES	BALANCE	TOTAL SHARES
13	490.00					70,000

# Commonwealth of Virginia



## State Corporation Commission

### CERTIFICATE OF FACT

*I Certify the Following from the Records of the Commission:*

On August 10, 2000, a statement of registration as a registered limited liability partnership was filed in the Clerk's Office of the Commission by WHITMAN, REQUARDT & ASSOCIATES, LLP, a Maryland registered limited liability partnership.

As of the date below, this statement of registration is in effect.

Nothing more is hereby certified.

*Signed and Sealed at Richmond on this Date:  
June 24, 2014*



*Joel H. Peck*  
\_\_\_\_\_  
*Joel H. Peck, Clerk of the Commission*

# Commonwealth of Virginia



## STATE CORPORATION COMMISSION

*Richmond, August 10, 2000*

*This is to Certify that the statement of registration of*

**Whitman, Requardt & Associates, LLP**

*a limited liability partnership registered under the laws of MARYLAND; was this day admitted to record in this office and that the partnership is registered to transact business in Virginia as a foreign Registered Limited Liability Partnership, subject to all laws applicable to the partnership and its business.*



*State Corporation Commission*

*Attest:*

*Joel H. Beck*

*Clerk of the Commission*



COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION

Office of the Clerk

June 4, 2014

CT CORPORATION SYSTEM  
4701 COX ROAD, SUITE 285  
GLEN ALLEN, VA 23060

RECEIPT

RE: WHITMAN, REQUARDT & ASSOCIATES, LLP

ID: K000382 - 4

DCN: 14-06-03-0592

Dear Customer:

This is your receipt for \$50.00 to cover the fee for filing the annual continuation report for the above-referenced registered limited liability partnership.

The annual continuation report was filed on June 4, 2014.

If you have any questions, please call (804) 371-9733 or toll-free in Virginia, 1-866-722-2551.

Sincerely,

Joel H. Peck  
Clerk of the Commission

GPACCEPT  
CIS0363

# Commonwealth OF Virginia



## State Corporation Commission

### *CERTIFICATE OF GOOD STANDING*

*I Certify the Following from the Records of the Commission:*

That FROEHLING & ROBERTSON, INCORPORATED is duly incorporated under the law of the Commonwealth of Virginia;

That the date of its incorporation is October 11, 1924;

That the period of its duration is perpetual; and

That the corporation is in existence and in good standing in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



*Signed and Sealed at Richmond on this Date:  
January 30, 2014*

*Joel H. Peck*

*Joel H. Peck, Clerk of the Commission*

# Commonwealth of Virginia



## STATE CORPORATION COMMISSION

*Richmond, January 30, 2002*

*This is to Certify that the certificate of incorporation of*

**KDR Real Estate Services, Inc.**

*was this day issued and admitted to record in this office and that the said corporation is authorized to transact its business subject to all Virginia laws applicable to the corporation and its business. Effective date: January 30, 2002*



*State Corporation Commission*

*Attest:*

*Joel H. Beck*

*Clerk of the Commission*

# Commonwealth of Virginia



## State Corporation Commission

### *CERTIFICATE OF GOOD STANDING*

*I Certify the Following from the Records of the Commission:*

That PRECISION MEASUREMENTS, INC. is duly incorporated under the law of the Commonwealth of Virginia;

That the date of its incorporation is July 24, 1995;

That the period of its duration is perpetual; and

That the corporation is in existence and in good standing in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



*Signed and Sealed at Richmond on this Date:  
May 23, 2014*

*Joel H. Peck*  
\_\_\_\_\_  
*Joel H. Peck, Clerk of the Commission*

# Commonwealth OF Virginia



## State Corporation Commission

*I Certify the Following from the Records of the Commission:*

ACCUMARK, INC. is a corporation existing under and by virtue of the laws of Virginia, and is in good standing.

The date of incorporation is January 30, 1995.

Nothing more is hereby certified.



*Signed and Sealed at Richmond on this Date:  
August 7, 2009*

*Joel H. Peck*  
Joel H. Peck, Clerk of the Commission



3.2.10.2

OFFICE DPOR  
DOCUMENTATION

3.2.10.2 Office DPOR Documentation  
Branch Highways, Inc.

<b>EXPIRES ON</b> 03-31-2015	<b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION</b> <b>COMMONWEALTH OF VIRGINIA</b> 9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	<b>NUMBER</b> 2701029434
<b>BOARD FOR CONTRACTORS</b> <b>CLASS A CONTRACTOR</b> <b>'CLASSIFICATIONS' H/H SDS</b>		
BRANCH HIGHWAYS INC PO BOX 40004 ROANOKE, VA 24022-0004		  Gordon K. Dixon, Director

ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

(POCKET CARD)

COMMONWEALTH OF VIRGINIA  
CLASS A BOARD FOR CONTRACTORS  
CONTRACTOR

'CLASSIFICATIONS' H/H SDS  
NUMBER: 2701029434 EXPIRES: 03-31-2015

BRANCH HIGHWAYS INC  
PO BOX 40004  
ROANOKE, VA 24022-0004



(DETACH HERE)

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

(FOLD)

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*McCormick Taylor, Inc.*

<b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION COMMONWEALTH OF VIRGINIA</b>		
<b>EXPIRES ON</b> 02-29-2016	9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 387-8500	<b>NUMBER</b> 0411000771
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS BUSINESS ENTITY BRANCH OFFICE REGISTRATION		
PROFESSIONS: ENG	MCCORMICK TAYLOR INC 113 MILL PLACE PARKWAY UNIT 103 VERONA, VA 24482	 <i>Nick A. Christner</i> Nick A. Christner, Interim Director
<small>ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.</small>		

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

<small>(POCKET CARD)</small> COMMONWEALTH OF VIRGINIA BOARD FOR APELSCIDLA BUSINESS ENTITY BRANCH OFFICE REGISTRATION NUMBER: 0411000771 EXPIRES: 02-29-2016 PROFESSIONS: ENG MCCORMICK TAYLOR INC 113 MILL PLACE PARKWAY UNIT 103 VERONA, VA 24482	<small>(DETACH HERE)</small> DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION 9960 Mayland Dr., Suite 400, Richmond, VA 23233
	
<small>ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.</small>	

10010 (7/11) 10709K-3

*McCormick Taylor, Inc.*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

EXPIRES ON  
12-31-2015

NUMBER  
0407004111

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
BUSINESS ENTITY REGISTRATION

PROFESSIONS: ENG

MCCORMICK TAYLOR INC  
NORTH SHORE COMMONS A  
4951 LAKE BROOK DR SUITE 275  
GLEN ALLEN, VA 23060



*Quaden M. Dixon*  
Quaden M. Dixon, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

(POCKET CARD) COMMONWEALTH OF VIRGINIA  
BOARD FOR APPEALS  
BUSINESS ENTITY REGISTRATION  
NUMBER: 0407004111 EXPIRES: 12-31-2015  
PROFESSIONS: ENG  
MCCORMICK TAYLOR INC  
NORTH SHORE COMMONS A  
4951 LAKE BROOK DR SUITE 275  
GLEN ALLEN, VA 23060



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(DETACH HERE)  
DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

*McCormick Taylor, Inc.*

<b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION COMMONWEALTH OF VIRGINIA</b>		
<b>EXPIRES ON</b> 02-29-2016	9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	<b>NUMBER</b> 0411001043
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS BUSINESS ENTITY BRANCH OFFICE REGISTRATION		
PROFESSIONS: ENG		
MCCORMICK TAYLOR INC 2426 LEE HIGHWAY SUITE 208 BRISTOL, VA 24202		 <i>Nick A. Christner</i> Nick A. Christner, Inaction Director
<small>ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.</small>		

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

<small>(POCKET CARD)</small> COMMONWEALTH OF VIRGINIA BOARD FOR APESCIDLA BUSINESS ENTITY BRANCH OFFICE REGISTRATION NUMBER: 0411001043 EXPIRES: 02-29-2016 PROFESSIONS: ENG MCCORMICK TAYLOR INC 2426 LEE HIGHWAY SUITE 208 BRISTOL, VA 24202	<small>(DETACH HERE)</small> DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION 9960 Mayland Dr., Suite 400, Richmond, VA 23233
	<small>FOLD</small>
<small>ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.</small>	

*Whitman, Requardt & Associates, LLP*

<b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION</b>		
<b>COMMONWEALTH OF VIRGINIA</b>		
<b>EXPIRES ON</b> 02-29-2016	9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	<b>NUMBER</b> 0411000774
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS BUSINESS ENTITY BRANCH OFFICE REGISTRATION		
PROFESSIONS: ENG		
WHITMAN REQUARDT AND ASSOCIATES LLP 103 PAULETTE CIRCLE SUITE C LYNCHBURG, VA 24502		
		 <i>Jordan N. Dixon</i> Jordan N. Dixon, Director
<small>ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.</small>		

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

<small>POCKET CARD</small>	<small>(DETACH HERE)</small>
COMMONWEALTH OF VIRGINIA BOARD FOR APPELSCIDLA BUSINESS ENTITY BRANCH OFFICE REGISTRATION NUMBER: 0411000774 EXPIRES: 02-29-2016 PROFESSIONS: ENG WHITMAN REQUARDT AND ASSOCIATES LLP 103 PAULETTE CIRCLE SUITE C LYNCHBURG, VA 24502	DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION 9960 Mayland Dr., Suite 400, Richmond, VA 23233
	<small>FOLD</small>

*Whitman, Requardt & Associates, LLP*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

EXPIRES ON  
02-29-2016

NUMBER  
0411000133

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION

PROFESSIONS: ENG

WHITMAN REQUARDT AND ASSOCIATES  
9030 STONY POINT PKWY STE 220  
RICHMOND, VA 23235



*Geodon N. Dison*  
Geodon N. Dison, Director

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(POCKET CARD)

COMMONWEALTH OF VIRGINIA  
BOARD FOR APELSCIDLA  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION  
NUMBER: 0411000133 EXPIRES: 02-29-2016  
PROFESSIONS: ENG  
WHITMAN REQUARDT AND ASSOCIATES  
9030 STONY POINT PKWY STE 220  
RICHMOND, VA 23235



(DETACH HERE)

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

*Froehling & Robertson, Inc.*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

**EXPIRES ON**  
02-29-2016

**NUMBER**  
0411000053

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION

PROFESSIONS: ENG

FROEHLING ROBERTSON INC  
1734 SEIBEL DR N E  
ROANOKE, VA 24012



*Nick A. Christner*  
Nick A. Christner, Interim Director

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(POCKET CARD) COMMONWEALTH OF VIRGINIA

BOARD FOR AP/ELSC/DLA  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION  
NUMBER: 0411000053 EXPIRES: 02-29-2016  
PROFESSIONS: ENG  
FROEHLING ROBERTSON INC  
1734 SEIBEL DR N E  
ROANOKE, VA 24012



(DETACH HERE)  
DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

(FOLD)

*KDR Real Estate Services*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

EXPIRES ON <b>12-31-2014</b>		NUMBER <b>0226 007129</b>
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**REAL ESTATE BOARD  
REAL ESTATE CORPORATION, PARTNERSHIP, ASSOCIATION LICENSE  
POST IN A CONSPICUOUS PLACE  
THIS LICENSE TO BE KEPT IN CUSTODY AND CONTROL OF PRINCIPAL BROKER**

**KDR REAL ESTATE SERVICES INC  
2500 GRENOBLE RD  
RICHMOND, VA 23294**

  
  
Gordon N. Dixon, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

*Precision Measurements, Inc.*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

EXPIRES ON <b>02-29-2016</b>	9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	NUMBER <b>0411000562</b>
---------------------------------	--	-----------------------------

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION

PROFESSIONS: LS

PRECISION MEASUREMENTS INC  
4215 LAFAYETTE CENTER DRIVE  
SUITE 2A  
CHANTILLY, VA 20151

  
*Nick A. Christner*  
Nick A. Christner, Interim Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

<p><small>(POCKET CARD)</small></p> <p style="text-align: center;"><b>COMMONWEALTH OF VIRGINIA</b></p> <p>BOARD FOR AP/ELSC/DLA BUSINESS ENTITY BRANCH OFFICE REGISTRATION NUMBER: 0411000562 EXPIRES: 02-29-2016 PROFESSIONS: LS PRECISION MEASUREMENTS INC 4215 LAFAYETTE CENTER DRIVE SUITE 2A CHANTILLY, VA 20151</p> <div style="text-align: center;"></div>	<p style="text-align: right;"><small>(DETACH HERE)</small></p> <p style="text-align: center;"><b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION</b> 9960 Mayland Dr., Suite 400, Richmond, VA 23233</p> <p style="text-align: center;"><small>10010 (7/11) 107028-3</small></p>
--	---

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Accumark, Inc.

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

EXPIRES ON  
02-29-2016

NUMBER  
0411000864

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION

PROFESSIONS: LS

ACCUMARK INC  
9500 KING AIR COURT  
ASHLAND, VA 23005



*Gordon S. Dixon*  
Gordon S. Dixon, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

(POCKET CARD) **COMMONWEALTH OF VIRGINIA**  
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
BUSINESS ENTITY BRANCH OFFICE REGISTRATION  
NUMBER: 0411000864 EXPIRES: 02-29-2016  
PROFESSIONS: LS  
ACCUMARK INC  
9500 KING AIR COURT  
ASHLAND, VA 23005



(DETACH HERE)  
**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION**  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

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3.2.10.3

KEY PERSONNEL  
DPOR  
DOCUMENTATION

3.2.10.3 Key Personnel DPOR Documentation  
McCormick Taylor, Inc.

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

**EXPIRES ON**  
10-31-2014

**NUMBER**  
0402031642

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
PROFESSIONAL ENGINEER LICENSE

RICK JAMES DELONG  
MCCORMICK TAYLOR INC  
4951 LAKE BROOK DRIVE  
SUITE 275  
GLEN ALLEN, VA 23060



*Gordon N. Drake*  
Gordon N. Drake, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

**POCKET CARD: COMMONWEALTH OF VIRGINIA**

BOARD FOR APPLSCIDLA  
PROFESSIONAL ENGINEER LICENSE  
NUMBER: 0402031642 EXPIRES: 10-31-2014

RICK JAMES DELONG  
MCCORMICK TAYLOR INC  
4951 LAKE BROOK DRIVE  
SUITE 275  
GLEN ALLEN, VA 23060



**DETACH HERE:**  
DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

*Whitman, Requardt & Associates, LLP*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

<p>EXPIRES ON <b>01-31-2015</b></p>	<p>9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500</p>	<p>NUMBER <b>0402035154</b></p>
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**BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
PROFESSIONAL ENGINEER LICENSE**

BRIAN ANDREW HENSCHEL  
103 CAROL CT  
FOREST, VA 24551

  
  
Gordon N. Dixon, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

Froehling & Robertson, Inc.

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 967-8500

EXPIRES ON  
12-31-2014

NUMBER  
0402037748

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
PROFESSIONAL ENGINEER LICENSE

ROBERT HARRISON VESTER JR  
7907 KENTUCKY DERBY DRIVE  
MIDLOTHIAN, VA 23112



*Charles N. Hise*  
Charles N. Hise, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

(POCKET CARD) COMMONWEALTH OF VIRGINIA  
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS  
AND LANDSCAPE ARCHITECTS  
PROFESSIONAL ENGINEER LICENSE  
NUMBER: 0402037748 EXPIRES: 12-31-2014

ROBERT HARRISON VESTER JR  
7907 KENTUCKY DERBY DRIVE  
MIDLOTHIAN, VA 23112



(STANDARD)  
DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233

*KDR Real Estate Services*

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

REAL ESTATE BOARD - PRINCIPAL BROKER LICENSE  
POST IN A CONSPICUOUS PLACE  
THIS LICENSE TO BE IN CUSTODY AND CONTROL OF PRINCIPAL BROKER

ALLEN GUNN DORIN JR  
KDR REAL ESTATE SERVICES INC  
2500 GRENOBLE RD  
RICHMOND, VA 23294

  
*Gordon N. Dixon*  
Gordon N. Dixon, Director

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(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

*Precision Measurements, Inc.*

<b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION COMMONWEALTH OF VIRGINIA</b>		
EXPIRES ON <b>12-31-2014</b>	9950 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	NUMBER <b>0403002539</b>
<b>BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS LAND SURVEYOR LICENSE</b>		
CORY MITCHELL HAYNES 422 RIDGEFIELD AVE STEPHENS CITY, VA 22655		  Gordon S. Dixon, Director
<small>ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BE EXPIRING OR FROM WITHIN THAT THOSE DATED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.</small>		

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

Accumark, Inc.

<b>DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION</b>		
<b>COMMONWEALTH OF VIRGINIA</b>		
<b>EXPIRES ON</b> 06-30-2015	9960 Mayland Dr., Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500	<b>NUMBER</b> 0403001810
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS LAND SURVEYOR LICENSE		
FRANK R RICHARDSON II 2624 IVERSON ROAD MIDLOTHIAN, VA 23112		  Gordon N. Dumas, Director
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## APPENDIX 3.3.1

## KEY PERSONNEL RESUME FORMS



f. Active Registration: Year First Registered/ Discipline/VA Registration #: *Not Applicable*

g. Document the extent and depth of your experience and qualifications relevant to the Project.

1. *Note your specific responsibilities and authorities for each project, not those of the firm.*
2. *Note whether experience is with current firm or with other firm.*
3. *Provide beginning and end dates for each project; projects older than fifteen (15) years will not be considered for evaluation.*

**(List at least three (3), but no more than five (5) relevant projects\* for which you have performed a similar function.)**

**US Route 58 Corridor, Phase II, Hillsville Bypass PPTA/Design-Build**

**Owner** – VDOT **Firm** – Branch Highways, Inc. **Dates** – August 2012-January 2014

**Role and Description** – Design-Build Project Manager responsible for coordination and oversight for overall project management including being the authorized representative for contractor and PPTA Project Manager for overall project design, construction quality, management and contract administration, and planning and scheduling of all project activities, design coordination, ROW acquisitions, utility relocation activities, permitting and environmental monitoring, QA/QC procedure and implementation and construction management. Conducted public meetings to provide local government, business and residents with information about the project, and will continue to interact with both parties to address questions or concerns during the construction progress. Additionally responsible for subcontractor and vendor procurement, project tracking and reporting.

**I-64/Route 895 Connector at the Richmond International Airport**

**Owner** – Capital Region Airport Commission **Firm** – Branch Highways, Inc. **Dates** – June 2007–February 2009

**Role and Description** – Project Manager responsible for overall project management, including company's primary point of contact with the Owner and the Owner's Design Engineer. Duties included contract administration activities, such as coordination with Owner and Design Engineer for constructability issues, coordination and tracking of EEO and DBE/MBE reporting requirements, oversight of grand plan development, development of project schedule, schedule updating and reporting, subcontractor and major material procurement including contractual paperwork, development of project QC plan, oversight and coordination of QC testing and reporting program, and construction oversight and submittals.

**US Route 58 Corridor, Phase I, Meadows of Dan PPTA/Design-Build**

**Owner** – VDOT **Firm** – Branch Highways, Inc. **Dates** – March 2004-December 2005

**Role and Description** – Design-Build Project Manager responsible for initial PPTA negotiation including analysis and pricing on this project. Authorized representative for contractor and PPTA Project Manager for overall project design, construction quality, management and contract administration, coordination and oversight for overall project planning and scheduling, design, ROW acquisitions, utility relocation activities, permitting and environmental monitoring, QA/QC procedures and implementation and construction management. Conducted public meetings to provide local government, businesses and residents with information about the project. Also responsible for subcontractor and vendor procurement, project tracking and reporting, and negotiations with Owner.

**Centrepoint Parkway**

**Owner** – County of Stafford **Firm** – Branch Highways, Inc. **Dates** – August 2004–October 2005

**Role and Description** – Authorized representative for contractor and overall Project Manager responsible for contract administration activities, such as coordination with Owner and Design Engineer for constructability issues, coordination and tracking of EEO and DBE/MBE reporting requirements, oversight of grand plan development, development of project schedule, schedule updating and reporting, subcontractor and major material procurement including contractual paperwork, development of project QC plan, oversight and coordination of QC testing and reporting program and construction oversight and submittals. Also actively engaged the Owner regarding ongoing construction and specific project needs.

**James Madison Highway (Route 15) PPTA/Design-Build**

**Owner** – Prince William County **Firm** – Branch Highways, Inc. **Dates** – February 2007–December 2009

**Role and Description** – Design-Build Project Manager responsible for the design and construction of improvements to Route 15 in Prince William County. Responsibilities included, overall project management, roadway and bridge design, design/construction quality assurance and control, contract administration, planning and scheduling of all project activities, design coordination with 3<sup>rd</sup> party reviewers, ROW acquisitions, utility relocation activities, permitting acquisitions and environmental monitoring, development of quality assurance and quality control procedure and implementation for design and construction. Also, supporting owner in the development and implementation of public awareness processes to provide local government, business and residents with information about the project along with continued interaction with parties to address questions or concerns during construction progress.

\* On-call contracts with multiple task orders (on multiple projects) may not be listed as a single project.

h. For Key Personnel required to be on-site full-time for the duration of construction, provide a current list of assignments, role, and the anticipated duration of each assignment.

*Not Applicable*

## ATTACHMENT 3.3.1

### KEY PERSONNEL RESUME FORM

<b>Brief Resume of Key Personnel anticipated for the Project.</b>	
a. Name & Title:	<b>Brian Henschel, P.E., CCM, PMP Associate – Construction Management Services</b>
b. Project Assignment:	<b>Quality Assurance Manager</b>
c. Name of Firm with which you are now associated:	<b>Whitman, Requardt &amp; Associates, LLP</b> 
d. Years experience: With this Firm <u>4</u> Years With Other Firms Years <u>16</u> Please list chronologically (most recent experience first) your employment history, position, general responsibilities, and duration of employment for the last fifteen (15) years. (NOTE: If you have less than 15 years of experience, please list the experience for those years you have worked. Project specific experience shall be included in Section (g) below):	<p><b>Name of Firm:</b> Whitman, Requardt &amp; Associates, LLP      <b>Start Date:</b> August 2010      <b>End Date:</b> Present <b>Position:</b> Associate for Construction Management Services, Quality Assurance Manager, CM Services Leader Mr. Henschel is an Associate for Construction Management Services, serving roles of Quality Assurance Manager, Project Manager, Responsible Engineer, and Engineering Support for transportation and utility contracts in Virginia. He serves as a QAM, writes and implements QA/QC Plans on design-build and PPTA projects, and manages QA inspection and engineering staff assigned to VDOT &amp; municipality/locality design-build, design-bid-build and related construction management contracts, providing QA inspection and monitoring Contractor's QC program. He provides scheduling, constructability and specification interpretation support to VDOT and other clients, manages and supports construction projects to ensure compliance with contract requirements including materials testing and sampling, attends progress meetings, performs regular site visits to monitor progress and recommends field changes, resolves disputes, performs cost and schedule analysis for work orders and changes. He provides pay application/estimate review and certification, makes staffing decisions, inspects work for compliance with plans and specifications, and provides other project support.</p> <p><b>Name of Firm:</b> Virginia Department of Transportation      <b>Start Date:</b> April 2004      <b>End Date:</b> August 2010 <b>Position:</b> Design-Build Project Manager / Area Construction Engineer / Project Controls Engineer Design-Build Project Manager, Responsible Charge Engineer and Project Controls Engineer for Lynchburg District projects. As Design-Build Project Manager, managed all phases of the contract for five VDOT D-B contracts. Assisted in writing technical specifications for RFP. Reviewed and led the QA/QC Plan review. Administered contract and all specifications. Assigned and managed processes and testing frequencies of IA/IV program, overseeing reporting and sampling. Reviewed and approved pay applications. Reviewed and signed off on completed plans. As ACE, completed over 90 projects worth over \$200 million, exceeding on-time, on-budget and CQIP goals. Ensured compliance with plans and specs, assigned staffing on project, ensured QA testing and inspection met quality and specification requirements, monitored contractor's QC program, and coordinated with IA/IV testing and sampling. Mr. Henschel analyzed and approved work orders, reviewed and responded to NOI's and claims, and coordinated with all project stakeholders. As Project Controls Engineer, he performed constructability and bidability reviews, developed CEI budgets, negotiated WO's, analyzed NOI's and claims, and performed CTDRs and CPM schedules for over 100 projects.</p> <p><b>Name of Firm:</b> McDonough Bolyard Peck      <b>Start Date:</b> May 1994      <b>End Date:</b> April 2004 <b>Position:</b> Senior Engineer / Senior Claims Analyst / Office Engineer / Project Inspector / Senior Scheduler Office Engineer/Claims Analyst/Project Inspector for VDOT and other public clients. As Senior Engineer and Office Engineer on large VDOT projects, Mr. Henschel assigned inspection activities, performed project documentation, analyzed work orders, coordinated with FHWA on funding, led partnering meetings, and reviewed/approved schedules. He performed materials testing and managed QA materials testing and reporting, performed constructability reviews on large VDOT projects, and analyzed NOI's and claims and provided detailed reports for use in negotiations and litigation.</p>
e. Education: Name & Location of Institution(s)/Degree(s)/Year/Specialization:	<i>Virginia Tech, Blacksburg, VA / B.S. / 1997 / Civil Engineering</i> <i>Virginia Tech, Blacksburg, VA / M.S. / 2007 / Civil Engineering</i>
f. Active Registration: Year First Registered/ Discipline/VA Registration #:	<i>Professional Engineer / Virginia / 2001 / #035154</i> <i>Certified Construction Manager (CCM) / 2010</i>
g. Document the extent and depth of your experience and qualifications relevant to the Project.	

1. *Note your specific responsibilities and authorities for each project, not those of the firm.*
2. *Note whether experience is with current firm or with other firm.*
3. *Provide beginning and end dates for each project; projects older than fifteen (15) years will not be considered for evaluation.*

**(List at least three (3), but no more than five (5) relevant projects\* for which you have performed a similar function.)**

**Route 636 Improvements – Augusta County, VA PPTA/Design-Build**

**Owner** – Augusta County, Virginia

**Firm** – Whitman, Requardt & Associates, LLP

**Dates** – January 2013 – Estimated December 2014

**Role and Description** – Mr. Henschel is the Quality Assurance Manager responsible for ensuring project quality on the \$13M PPTA project for Augusta County, including 200,000 CY of grading and a bridge over the Buckingham Branch Railroad. The project is being delivered according to VDOT Design-Build requirements and Mr. Henschel is responsible for providing all QA functions for construction, including the developing the QA/QC Plan, documentation/reporting, material sampling/testing, inspection and approval of the work, issuing non-conformance reports, certification of payment applications and ensuring the project is built according to plans, specifications and all VDOT requirements. He runs all Preparatory Meetings, issues Non-Conformance Reports, coordinates with the D-B to correct non-conforming work. Mr. Henschel is responsible for the project Materials Book, including issuing LT certifications and VDOT review.

**George Mason University Campus Connector – Fairfax, VA Design-Build**

**Owner** – George Mason University

**Firm** – Whitman, Requardt & Associates, LLP

**Dates** – April 2013 – Estimated December 2014

**Role and Description** – Mr. Henschel is the Quality Assurance Manager responsible for ensuring project quality on the \$14M Design-Build project for George Mason University for work within VDOT Right-of-Way, the intersection of Campus Drive and Braddock Road, and the new Route 123 Bridges over Campus Drive. The project is delivered according to VDOT Design-Build requirements and Mr. Henschel is responsible for providing all QA functions for construction, including the developing the QA/QC Plan, managing the QA inspector, documentation/reporting, material sampling/testing, inspection and approval of the work, issuing non-compliance reports for defective and non-conforming work, and ensuring the project is built in accordance with the plans and specifications and all VDOT requirements. Mr. Henschel is responsible for the project Materials Book, including issuing LT certifications and VDOT review.

**Walney Road Bridge Replacement and Road Widening – Fairfax County, VA Design-Build**

**Owner** – Virginia Department of Transportation

**Firm** – Whitman, Requardt & Associates, LLP

**Dates** – March 2014 – Estimated December 2015

**Role and Description** – Mr. Henschel is the Quality Control Manager responsible for overseeing quality control functions on the \$11M, 0.6 mile VDOT Design-Build project to replace the existing two-lane bridge on Walney Road over Flatlick Branch with a four-lane bridge, widen Walney Road to a four-lane section, and provide a bicycle lane and shared use path. The project is delivered by VDOT Design-Build requirements and Mr. Henschel is responsible for providing all QC functions for construction, including the developing the QC Plan for Construction, material sampling/testing, documentation/reporting, QC inspection of the work, issuing non-compliance reports from QC inspections, assigning QC inspectors and ensuring the project is built according to plans, specifications and VDOT requirements.

**VDOT Region I Metal Culvert Rehabilitation and Replacement Contract – Lynchburg & Staunton Districts**

**Owner** – Virginia Department of Transportation

**Firm** – Virginia Department of Transportation

**Dates** – January 2009 – August 2010

**Role and Description** – VDOT Design-Build Project Manager: Managed all phases of the \$3M Contract, including the Quality Assurance program and managing the design phase. Assisted in writing Technical Specifications, developed risk matrix and participated in preliminary and procurement phase activities. Facilitated and led kick-off meetings and administered the contract. Reviewed and approved QA/QC Plan. Oversaw scope validation period, and responded to claims of additional scope. Performed constructability review. Reviewed, approved and signed plan submittals. Managed IA/IV inspections and testing frequency and reporting, Ensured contract compliance. Reviewed change order requests and approved payments. Facilitated project meetings. Coordinated with IPD/APD to implement all policies, procedures and guidelines related to the design-build contract. Inspected completed structures for acceptance.

\* On-call contracts with multiple task orders (on multiple projects) may not be listed as a single project.

h. For Key Personnel required to be on-site full-time for the duration of construction, provide a current list of assignments, role, and the anticipated duration of each assignment.

Not applicable.

## ATTACHMENT 3.3.1

### KEY PERSONNEL RESUME FORM

<b>Brief Resume of Key Personnel anticipated for the Project.</b>	
a. Name & Title:	<b>Rick DeLong, P.E. Associate / Engineering Group Leader</b>
b. Project Assignment:	<b>Design Manager</b>
c. Name of Firm with which you are now associated:	<b>McCormick Taylor, Inc.</b> 
d. Years experience: With this Firm <u>10</u> Years With Other Firms Years <u>10</u> Please list chronologically (most recent experience first) your employment history, position, general responsibilities, and duration of employment for the last fifteen (15) years. (NOTE: If you have less than 15 years of experience, please list the experience for those years you have worked. Project specific experience shall be included in Section (g) below):	<p><b>Name of Firm:</b> McCormick Taylor, Inc. <b>Start Date:</b> 2004 <b>End Date:</b> Present <b>Position:</b> Associate / Engineering Group Leader Mr. DeLong is an Associate and Engineering Group Leader responsible for all of McCormick Taylor's Virginia Engineering Operations. Responsible for leading the design and management of numerous major roadway and traffic engineering improvement projects. Leads and supervises the development of final construction plans, specifications and bid documents. Responsible for the management &amp; supervision of technical engineering staff in various disciplines. In addition to having interstate reconstruction experience, Mr. DeLong also has design-build experience on several VDOT interstate soundwall construction projects.</p> <p><b>Name of Firm:</b> Johnson, Mirmiran &amp; Thompson <b>Start Date:</b> 2001 <b>End Date:</b> 2004 <b>Position:</b> Chief of Highways Responsible for all highway design efforts for numerous roadway improvement projects. Led and supervised the development of final construction plans, specifications and bid documents.</p> <p><b>Name of Firm:</b> Gannett Fleming, Inc. <b>Start Date:</b> 1993 <b>End Date:</b> 2001 <b>Position:</b> Roadway Section Manager Led the design efforts for numerous roadway improvement projects. Performed roadway geometric design, design quality control reviews and supervision of technical engineering staff.</p>
e. Education: Name & Location of Institution(s)/Degree(s)/Year/Specialization:	<i>B.S. / Pennsylvania State University / 1993 / Civil Engineering</i>
f. Active Registration: Year First Registered/ Discipline/VA Registration #:	<i>1998 / Professional Engineer / Virginia #031642</i>
g. Document the extent and depth of your experience and qualifications relevant to the Project. 1. <i>Note your specific responsibilities and authorities for each project, not those of the firm.</i> 2. <i>Note whether experience is with current firm or with other firm.</i> 3. <i>Provide beginning and end dates for each project; projects older than fifteen (15) years will not be considered for evaluation.</i> <b>(List at least three (3), but no more than five (5) relevant projects* for which you have performed a similar function.)</b>	<p><b>Port Republic Road Widening, City of Harrisonburg, VA</b> <b>Owner</b> – City of Harrisonburg <b>Firm</b> – McCormick Taylor, Inc. <b>Dates</b> – 2005-2008 <b>Role and Description</b> – Project Manager for this VDOT-Locally Administered project. Improvements consisted of widening of this narrow two-lane urban roadway to a divided four-lane with curb and gutter and bicycle and pedestrian facilities. Design also included traffic engineering and signal design, hydraulics and environmental permitting. A number of above ground and below ground utilities were impacted by the project and accounted for in the design, cost estimates</p>

and schedule for the project. Mr. DeLong was responsible for coordinating interdisciplinary collaboration between McCormick Taylor and its subconsultants as well as for providing construction administration services for this project.

#### **Memorial Avenue / Lakeside Drive, City of Lynchburg, VA**

**Owner** – City of Lynchburg

**Firm** – McCormick Taylor, Inc.

**Dates** – 2009-2014

**Role and Description** – Project Manager responsible for alternatives analysis and preliminary / final design to improve this busy intersection. This intersection is located within a highly built-up area immediately adjacent to several historic homes and the main transfer facility for the City’s public bus system. There has been a history of crashes and capacity issues at this intersection. During the concept development phase, McCormick Taylor analyzed several alternatives for improving this intersection, including a comparison of traditional intersection improvements vs. the conversion of this intersection to a roundabout. Ultimately, an intersection realignment, widening and signal upgrade alternative was selected for preliminary and final design. Final design included extensive utility coordination and relocation design, maintenance of traffic and coordination for right of way acquisition. Mr. DeLong orchestrated the coordination of the team, ensured the correct staff members were assigned and that adequate staff was available at all times as well as extensive interdisciplinary collaboration.

#### **East River Road Widening, Chesterfield County, VA**

**Owner** – Chesterfield County, VA

**Firm** – McCormick Taylor, Inc.

**Dates** – 2013-2014

**Role and Description** – Project Manager for this VDOT-Locally-administered project to widen one-mile of East River Road in front of Virginia State University’s (VSU) campus from two lanes to four lanes with curb & gutter and landscaped median and sidewalk. Project also involved the reconstruction and reconfiguration of five intersections, signal warrant analysis, construction of a new traffic signal, water and sewer relocation, stormwater management pond, lighting, landscaping, a retaining wall, signing and pavement marking, water quality permitting, and a traffic engineering study justifying the need for two new midblock crossings. There was also significant private utility coordination resulting in relocation of numerous poles and aerial lines as well as several thousand feet of gas mains. This project was designed on an accelerated schedule with McCormick Taylor going from NTP to completing design in just 6 months. Mr. DeLong ensured effective and efficient communication between the design team and the client as well as being highly responsive to the client’s needs in order to meet the schedule.

#### **Powhite Parkway Widening, Chesterfield County, VA**

**Owner** – Chesterfield County

**Firm** – McCormick Taylor, Inc.

**Dates** – 2011-2013

**Role and Description** – Project Manager for this project to widen 1.5 miles of Powhite Parkway/Old Hundred Road to a four lane divided road. The project was on a very aggressive schedule, just seven months from NTP to construction bid opening, which McCormick Taylor met. Mr. DeLong was pivotal in ensuring effective, efficient and expeditious communication between the design team and the client in order to meet this aggressive schedule. Project elements included roadway design, water/sewer relocation and extensive utility coordination, drainage/H&H analysis, one new traffic signal, and major widening to the Powhite Parkway/Charter Colony Pkwy intersection.

#### **Reservoir Street Widening, City of Harrisonburg & Rockingham County, VA**

**Owner** – City of Harrisonburg

**Firm** – McCormick Taylor, Inc.

**Dates** – 2007-Present

**Role and Description** – Project Manager for this project to widen 1.5 miles of Reservoir Street from two lanes to five lanes, with curb and gutter, sidewalk, and bicycle facilities. The project included roadway design, traffic analysis and signal design, complex maintenance of traffic plan, context-sensitive stormwater management design to reduce property impacts, stormwater management design, design of erosion & sediment control measures, extensive utility coordination and relocation design, environmental studies and permitting, and complete right of way services. McCormick Taylor developed detailed maintenance of traffic and sequence of construction plans for this project. In addition, McCormick Taylor was responsible for two public hearings as well as designing and maintaining a project website. Mr. DeLong ensured effective and efficient communication between the design team and the client as well as being highly involved in the coordination of the various team members, ensuring the correct staff members were assigned, adequate staff was available at all times and extensive interdisciplinary collaboration occurred.

\* On-call contracts with multiple task orders (on multiple projects) may not be listed as a single project.

h. For Key Personnel required to be on-site full-time for the duration of construction, provide a current list of assignments, role, and the anticipated duration of each assignment.



### **Roanoke River Greenway Tinker Creek Connection, Roanoke, VA**

**Owner** – City of Roanoke

**Firm** – Branch Highways, Inc.

**Dates** – December 2010 to April 2012

**Role and Description** – Project Manager responsible for overall project management, including company's primary point of contact with the Owner and third party stakeholders. Duties included contract administration activities, such as coordination with Owner and Design Engineer for constructability issues, coordination and tracking of EEO and DBE/MBE reporting requirements, oversight of grand plan development, development of project schedule, schedule updating and reporting, subcontractor and major material procurement including contractual paperwork, implementation of project QC plan, oversight and coordination of QC testing and reporting program, and construction oversight and submittals.

### **Aviation Drive / Towne Square Boulevard Reconfiguration**

**Owner** – City of Roanoke

**Firm** – Branch Highways, Inc.

**Dates** – March 2011 to November 2011

**Role and Description** – Project Engineer responsible for overall contract management and project management, including company's primary point of contact with the Owner and third party stakeholders. Duties included contract administration activities such as, coordination with Owner and Design Engineer for constructability issues, coordination and tracking of EEO and DBE/MBE reporting requirements, oversight of grand plan development, development of project schedule, schedule updating and reporting, subcontractor and major material procurement including contractual paperwork, implementation of project QC plan, oversight and coordination of QC testing and reporting program, and construction oversight and submittals.

### **North Main Street Improvements**

**Owner** – Town of Blacksburg

**Firm** – Branch Highways, Inc.

**Dates** – August 2011 to October 2011

**Role and Description** – Project Manager responsible for contract administration activities, such as coordination with Owner for constructability issues, coordination and tracking of EEO and DBE/MBE reporting requirements, oversight of grand plan development, development of project schedule, schedule updating and reporting, subcontractor and major material procurement including contractual paperwork, oversight and coordination of QC testing and reporting program and construction oversight and submittals. Also actively engaged the Owner regarding ongoing construction and specific project needs as well as coordination with third party stakeholders.

### **Peppers Ferry Road (Route 114) Widening & Improvements**

**Owner** – VDOT

**Firm** – Branch Highways, Inc.

**Dates** – February 2009 to July 2010

**Role and Description** – Project Manager responsible for overall contract management and project management, including company's primary point of contact with the Owner and third party stakeholders. Duties included contract administration activities, such as coordination with Owner and Design Engineer for constructability issues, coordination and tracking of EEO and DBE/MBE reporting requirements, oversight of grand plan development, development of project schedule, schedule updating and reporting, ensure materials used and work performed met contract requirements, subcontractor and major material procurement including contractual paperwork, implementation of project QC plan, oversight and coordination of QC testing and reporting program, and construction oversight and submittals.

\* On-call contracts with multiple task orders (on multiple projects) may not be listed as a single project.

h. For Key Personnel required to be on-site full-time for the duration of construction, provide a current list of assignments, role, and the anticipated duration of each assignment.

- MeadWestvaco LF Operations & LF 1 Closure, *Project Manager*, 7/2011 to 9/2015 (will be re-assigned)
- Multiple Projects for Liberty University, *Project Manager*, 4/2014 to 12/2014
- Smyth County Mega Site Grading & Storm Water Management, *Project Manager*, 12/2013 to 9/2014
- Appalachian Power Jackson Ferry 765kV & 138 kV Substation Grading & Expansion, *Project Manager*, 5/2014 to 10/2014
- NCDOT US 421 & Neelley Road Interchange, *Project Manager*, 7/2014 to 9/2016 (will be re-assigned)



# APPENDIX 3.4.1

## WORK HISTORY FORMS



3.4.1(a)

LEAD  
CONTRACTOR  
WORK HISTORY  
FORMS

**ATTACHMENT 3.4.1(a)**

**LEAD CONTRACTOR - WORK HISTORY FORM**

**(LIMIT 1 PAGE PER PROJECT)**

a. Project Name & Location	b. Name of the prime design consulting firm responsible for the overall project design.	c. Contact information of the Client or Owner and their Project Manager who can verify Firm's responsibilities.	d. Contract Completion Date (Original)	e. Contract Completion Date (Actual or Estimated)	f. Contract Value (in thousands)		g. Dollar Value of Work Performed by the Firm identified as the Lead Contractor for this procurement.(in thousands)
					Original Contract Value	Final or Estimated Contract Value	
Name: <b>James Madison Highway(Route 15) PPTA Design-Build</b> Location: <b>Prince William County, Virginia</b>	Name: <b>Rinker Design Associates, P.C.</b>	Name of Client./ Owner: <b>Prince William County Department of Transportation</b> Phone: <b>703-792-6825</b> Project Manager: <b>Tom Blazer</b> Phone: <b>703-792-6825</b> Email: <b>tblaser@pwcgov.org</b>	<b>12/2009</b>	<b>12/2009</b>	<b>\$52,139</b>	<b>\$54,126</b>	<b>\$54,126</b>

h. Narrative describing the Work Performed by the Firm identified as the Lead Contractor for this procurement. If the Offeror chooses to submit work completed by an affiliated or subsidiary company of the Lead Contractor, identify the full legal name of the affiliate or subsidiary and the role they will have on this Project, so the relevancy of that work can be considered accordingly.

Branch Highways was the Design-Build Contractor providing design, construction, right of way acquisition, utility relocation and coordination, permit acquisition and construction inspection services for Route 15 (James Madison Highway) Improvements under the authority of the Virginia Public Private Transportation Act of 1995 for Prince William County (PWC). Similar to the Greenview Drive Widening Project, the Route 15 project consisted of widening an existing two-lane roadway to a four-lane median-divided facility with concrete sidewalks and shared-use pathways along with improvements to several adjacent secondary roadways.

Mike Higgins (DBPM) performed a similar role on this project as he will on the Greenview Drive Widening Project.

Maintenance of traffic during construction was a major component of the work as this portion of Route 15 provides access to several large developments in the Haymarket area. This project required the design and construction of shared-use paths and concrete sidewalks along the new roadways and accommodations for access to various residential and commercial properties located within the construction area. Other major features of work were the improvements and relocations of the water and sanitary sewer public utilities servicing the area along with relocations of several overhead utility corridors containing electric, phone and fiber optic lines. The Branch Team engaged PWC and VDOT early in the project through daily project meetings and weekly team meetings so that the project schedule was reviewed frequently and potential issues were identified early. We were able to bring other entities including affected utility owners, regulatory/permitting agencies, first responders, developers, home owners' associations, business owners, and individual property owners into these meetings to help identify their potential issues and ultimately resolve these issues.

As a result of our team's efforts on this project, Branch received the 2010 "Outstanding Contractor Award" from Prince William County. This would not have been possible without engaging all stakeholders to resolve issues. The project was finished on time and within the County's budget constraints. The team enjoyed outstanding relationships with VDOT including Susan Shaw, Art Klos, and Helen Cuervo as well as PWC's Department of Transportation officials, Tom Blaser, Khattab Shammout, and Mohammad Ayyoubi.



**Scope of Work Similar to Greenview Project**

- ✓ Multi-Phased Construction
- ✓ Roadway Widening
- ✓ Traffic Signal Design
- ✓ Environmentally Sensitive Project
- ✓ Extensive Utility Coordination & Relocation
- ✓ Complex Phased MOT
- ✓ Public & 3rd Party Coordination
- ✓ ROW Acquisition

**Risks Similar to Greenview Project**

- ✓ Maintenance of Traffic
- ✓ Time Delay from 3rd Party Utility Relocations
- ✓ Time Delay from ROW Acquisitions
- ✓ ROW included 1 relocation and 1 church property

**Verifiable Evidence of Performance**

- ✓ On-Time Completion
- ✓ On-Budget Cost
- ✓ PWC Award Winning Project

\*For multiple phase projects, only single phase of construction (or single contract) will be considered as a Project. If additional phases are shown under the same Work History Form, only the first phase (or contract) listed will be evaluated.

**ATTACHMENT 3.4.1(a)**

**LEAD CONTRACTOR - WORK HISTORY FORM**

**(LIMIT 1 PAGE PER PROJECT)**

a. Project Name & Location	b. Name of the prime design consulting firm responsible for the overall project design.	c. Contact information of the Client or Owner and their Project Manager who can verify Firm's responsibilities.	d. Contract Completion Date (Original)	e. Contract Completion Date (Actual or Estimated)	f. Contract Value (in thousands)		g. Dollar Value of Work Performed by the Firm identified as the Lead Contractor for this procurement.(in thousands)
					Original Contract Value	Final or Estimated Contract Value	
Name: <b>Aviation Drive</b> Location: <b>Roanoke, Virginia</b>	Name: <b>Mattern &amp; Craig</b>	Name of Client./ Owner: <b>City of Roanoke</b> Phone: <b>540-853-2731</b> Project Manager: <b>Phil Schirmer</b> Phone: <b>540-853-2731</b> Email: <b>phil.schirmer@roanokeva.gov</b>	<b>11/2011</b>	<b>11/2011</b>	<b>\$1,779</b>	<b>\$1,764</b>	<b>N/A</b>

h. Narrative describing the Work Performed by the Firm identified as the Lead Contractor for this procurement. If the Offeror chooses to submit work completed by an affiliated or subsidiary company of the Lead Contractor, identify the full legal name of the affiliate or subsidiary and the role they will have on this Project, so the relevancy of that work can be considered accordingly.

Branch Highways, Inc. was the Lead Contractor for the reconfiguration of Aviation Drive & Towne Square Boulevard for the City of Roanoke. This project provided improvements to the main entrance into the Roanoke-Blacksburg Regional Airport along with converting a one-way entrance road into a two-way full-access entrance with thru- and turn-lanes for a major shopping/retail area. This project consisted of the construction for two intersections, entrance ramps, widening of existing roadways, signalization, curb & gutters, drainage, utility relocation coordination and landscaping.

The improvements were made to Towne Square Boulevard, a roadway entrance into a major shopping area, were done to align this road with Aviation Drive as well as to provide two-way traffic flow along Towne Square Boulevard to Aviation Drive. The reconfiguration also connected the existing Thirlane Road to the new intersection eliminating the previously separation between it and the Airport entrance.

Major features of work included a new signalized interchange to accommodate through-lanes along with all turning lanes. As a primary gateway entrance for air travelers to the Roanoke area, landscaping features along with new concrete sidewalks were installed to provide a safe, aesthetically-pleasing project.

Similar to the Greenview Drive Widening Project, maintaining existing traffic patterns was a key component to the success of the Aviation Drive Project as this is only entrance into the commercial air terminal for the Roanoke-Blacksburg Regional Airport. Engaging all stakeholders, including the City of Roanoke, VDOT, Roanoke-Blacksburg Regional Airport, and the retail businesses along Towne Square Boulevard, including Sam's Club and Kroger's, early in the project to identify and mitigate issues allowed for a timely completion with minimal disruption to the traveling public.



<p><b>Scope of Work Similar to Greenview Project</b></p> <ul style="list-style-type: none"> <li>✓ Traffic Signal Design</li> <li>✓ Multi-Phased Construction</li> <li>✓ Roadway Widening</li> <li>✓ Extensive Utility Coordination &amp; Relocation</li> <li>✓ Complex Phased MOT</li> <li>✓ Public &amp; 3<sup>rd</sup> Party Coordination</li> </ul>	<p><b>Risks Similar to Greenview Project</b></p> <ul style="list-style-type: none"> <li>✓ Maintenance of Traffic</li> <li>✓ Public &amp; 3<sup>rd</sup> Party Coordination</li> <li>✓ Environmental – Managing E&amp;SC within limited project footprint</li> </ul>	<p><b>Verifiable Evidence of Performance</b></p> <ul style="list-style-type: none"> <li>✓ Complete the project on schedule to have fully-operable travel lanes for Black Friday</li> <li>✓ Maintained full and uninterrupted access to the Roanoke-Blacksburg Regional Airport</li> <li>✓ Maintained access to adjoining businesses</li> <li>✓ Resolved utility conflicts with Appalachian Power in order to complete storm sewer installation</li> <li>✓ Coordinated construction activities to avoid impacts to Verizon relocation during construction</li> </ul>
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\*For multiple phase projects, only single phase of construction (or single contract) will be considered as a Project. If additional phases are shown under the same Work History Form, only the first phase (or contract) listed will be evaluated.

**ATTACHMENT 3.4.1(a)**

**LEAD CONTRACTOR - WORK HISTORY FORM**

**(LIMIT 1 PAGE PER PROJECT)**

a. Project Name & Location	b. Name of the prime design consulting firm responsible for the overall project design.	c. Contact information of the Client or Owner and their Project Manager who can verify Firm's responsibilities.	d. Contract Completion Date (Original)	e. Contract Completion Date (Actual or Estimated)	f. Contract Value (in thousands)		g. Dollar Value of Work Performed by the Firm identified as the Lead Contractor for this procurement.(in thousands)
					Original Contract Value	Final or Estimated Contract Value	
Name: <b>College Avenue</b>  Location: <b>Blacksburg, Virginia</b>	Name: <b>Land Planning &amp; Design Associates</b>	Name of Client./ Owner: <b>Town of Blacksburg</b> Phone: <b>540-961-1172</b> Project Manager: <b>Brandon Steele</b> Phone: <b>540-961-1172</b> Email: <b>bsteele@blacksburg.gov</b>	<b>10/2013</b>	<b>08/2013</b>	<b>\$3,486</b>	<b>\$3,563</b>	<b>Not Available – Designer worked directly for Owner</b>

h. Narrative describing the Work Performed by the Firm identified as the Lead Contractor for this procurement. If the Offeror chooses to submit work completed by an affiliated or subsidiary company of the Lead Contractor, identify the full legal name of the affiliate or subsidiary and the role they will have on this Project, so the relevancy of that work can be considered accordingly.

The College Avenue Promenade project was quickly coined by the Town Manager as “Blacksburg’s Living Room”. This project is located in the heart of downtown Blacksburg, running from the intersection of College Avenue and North Main Street to Virginia Tech’s Squire’s Student Center. Existing College Avenue was a two-lane roadway with normal-width, traditional concrete sidewalk and curbside parking that served as the primary access for the many businesses, mostly restaurants and small boutiques, located along this section of the road. The purpose of this project was to construct a single-lane, one-way road and increase the sidewalk area (over 30-foot in some areas). Both the roadway and sidewalk were constructed with either colored concrete pavement or different types of brick-pavers to create a more pedestrian-friendly area for the Town and the University. An amphitheater was constructed at one end of the project to provide a venue for concerts, speakers and other events. Within the sidewalk area, Branch installed 11 large bio-retention basins, which also acted as planter cells, to handle the stormwater runoff. In order to accommodate the new traffic pattern, the existing traffic signals were modified including removal and reworking of two of the intersection’s existing mast arms. ADA-compliant pedestrian crossing equipment was installed at all intersections.



One of the project’s greatest challenges was constructing the work within a few feet of the existing businesses while maintaining access to these businesses during both working and non-working hours. Branch’s goal from the onset of the project was to minimize impacts to these businesses and other stakeholders. Our successful approach to minimizing these impacts was to maintain a constant line of communication with the affected businesses and stakeholders. We achieved this by meeting on a daily basis with these businesses and the Town’s Engineers to go over schedule and develop and review the plan for maintaining the “pedestrian” traffic for each affected business. Through this hands-on management approach, the project was completed two months ahead of the original completion date.

**Scope of Work Similar to Greenview Project**

- ✓ Public & 3<sup>rd</sup> Party Coordination
- ✓ Traffic Signal Design
- ✓ Multi-Phased Construction
- ✓ Roadway Reconstruction
- ✓ Extensive Utility Coordination & Relocation
- ✓ Complex Phased MOT

**Risks Similar to Greenview Project**

- ✓ Maintenance of Traffic
- ✓ Public & 3<sup>rd</sup> Party Coordination
- ✓ Environmental – Managing E&SC within limited project footprint

**Verifiable Evidence of Performance**

- ✓ Finished Ahead of Original Contract Completion Date
- ✓ On-Budget Cost
- ✓ Local Business Owners satisfaction with project
- ✓ Town of Blacksburg satisfaction with Contractor’s performance

\*For multiple phase projects, only single phase of construction (or single contract) will be considered as a Project. If additional phases are shown under the same Work History Form, only the first phase (or contract) listed will be evaluated.



## 3.4.1(b)

# LEAD DESIGNER WORK HISTORY FORMS

**ATTACHMENT 3.4.1(b)**

**LEAD DESIGNER - WORK HISTORY FORM**

**(LIMIT 1 PAGE PER PROJECT)**

a. Project Name & Location	b. Name of the prime/ general contractor responsible for overall construction of the project.	c. Contact information of the Client and their Project Manager who can verify Firm's responsibilities.	d. Construction Contract Completion Date (Original)	e. Construction Contract Completion Date (Actual or Estimated)	f. Contract Value (in thousands)		g. Design Fee for the Work Performed by the Firm identified as the Lead Designer for this procurement.(in thousands)
					Construction Contract Value (Original)	Construction Contract Value (Actual or Estimated)	
Name: <b>Port Republic Road Widening</b>  Location: <b>City of Harrisonburg, VA</b>	Name: <b>Perry Engineering, Inc.</b>	Name of Client.: <b>City of Harrisonburg</b> Phone: <b>540-434-5928</b> Project Manager: <b>Jim Baker, P.E.</b> Phone: <b>540-434-5928</b> Email: <b>jim.baker@ci.harrisonburg.gov</b>	<b>6/2009</b>	<b>8/2009</b>	<b>\$1,925</b>	<b>\$2,100</b>	<b>\$218</b>

h. Narrative describing the Work Performed by the Firm identified as the Lead Designer for this procurement. Include the office location(s) where the design work was performed and whether the firm was the prime designer or a subconsultant.



McCormick Taylor designed this VDOT locally-administered project to widen a narrow 2-lane urban roadway with shoulder and ditches to a divided 4-lane roadway with curb & gutter, sidewalk and a shared-use path. The project involved major intersection improvements, including the addition of turn lanes and signal design modifications.

As the prime consultant, MT provided services including project management, roadway design, traffic engineering and analysis, environmental analysis and permitting, public involvement, and bid assistance. Project design and construction was coordinated with several adjacent developments under construction. Maintenance of traffic phasing was developed that ensured that full access to both residential and commercial businesses were maintained at all times.

A number of above ground and below ground utilities were coordinated as part of the project, including water & sewer relocations. Close coordination with Columbia Gas was critical in minimizing impacts to their facilities.

McCormick Taylor coordinated right of way acquisition services and performed construction administration services for the project.



**Scope of Work Similar to Greenview Drive Project**

- ✓ Roadway Widening from 2 to 4 lanes
- ✓ Curb & Gutter, Sidewalk and Shared-Use Path
- ✓ Drainage & SWM Design
- ✓ Traffic Signal Design
- ✓ Environmental NEPA Documentation & Permitting
- ✓ Right of Way Acquisition
- ✓ Extensive Utility Coordination & Relocation
- ✓ Complex Phased MOT

**Risks Similar to Greenview Drive Project**

- ✓ Complex Maintenance of Traffic
- ✓ Utility Coordination and Relocations
- ✓ Right of Way Acquisition

**Verifiable Evidence of Performance**

- ✓ Maintained full and uninterrupted access to numerous residences and businesses along the project corridor
- ✓ Resolved utility conflicts with Verizon and Columbia Gas
- ✓ Coordinated design and construction activities with several developments under construction along the corridor

\*For multiple phase projects, only single phase of construction (or single contract) will be considered as a Project. If additional phases are shown under the same Work History Form, only the first phase (or contract) listed will be evaluated.

**ATTACHMENT 3.4.1(b)**

**LEAD DESIGNER - WORK HISTORY FORM**

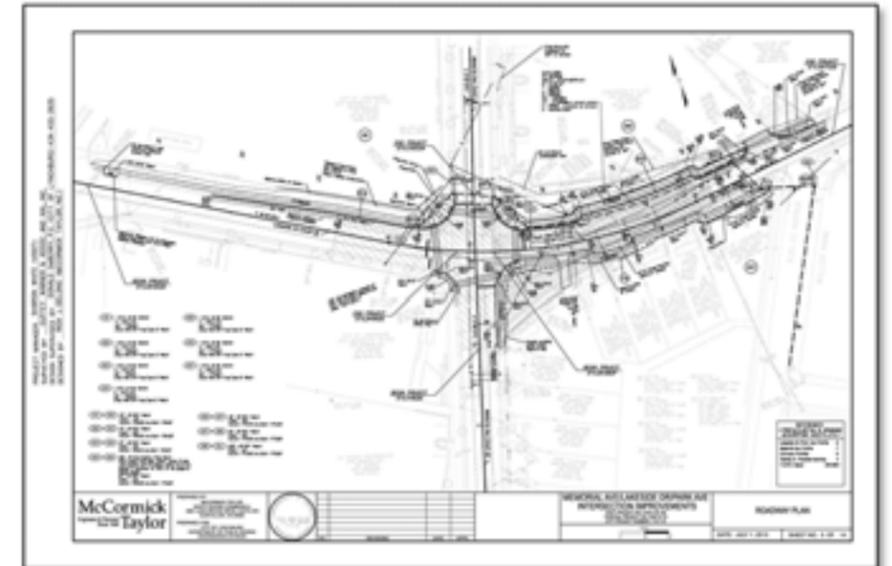
**(LIMIT 1 PAGE PER PROJECT)**

a. Project Name & Location	b. Name of the prime/ general contractor responsible for overall construction of the project.	c. Contact information of the Client and their Project Manager who can verify Firm's responsibilities.	d. Construction Contract Completion Date (Original)	e. Construction Contract Completion Date (Actual or Estimated)	f. Contract Value (in thousands)		g. Design Fee for the Work Performed by the Firm identified as the Lead Designer for this procurement.(in thousands)
					Construction Contract Value (Original)	Construction Contract Value (Actual or Estimated)	
<b>Name: Memorial Avenue / Lakeside Drive Intersection Improvements</b>  <b>Location: City of Lynchburg, VA</b>	Name: <b>N/A</b>	Name of Client.: <b>City of Lynchburg</b> Phone: <b>434-455-3935</b> Project Manager: <b>Donald DeBerry, P.E.</b> Phone: <b>434-455-3935</b> Email: <b>donald.deberry@lynchburgva.gov</b>	<b>02/2014</b>	<b>09/2014</b>	<b>\$1.5M</b>	<b>\$1.5M</b>	<b>\$380</b>

h. Narrative describing the Work Performed by the Firm identified as the Lead Designer for this procurement. Include the office location(s) where the design work was performed and whether the firm was the prime designer or a subconsultant.



The Memorial Ave/Lakeside Drive/Park Ave intersection in the Midtown is characterized by substandard geometry and a history of crashes. It also has significant pedestrian volumes as it is surrounded by a high school, the main City library, and the central bus transfer location for all City public transit buses. The City selected McCormick Taylor using Highway Safety Improvement Program (HSIP) funding to perform an alternatives analysis report. McCormick Taylor evaluated four separate alternatives, including a signal upgrade alternative, an intersection widening alternative featuring a realignment of Lakeside Drive/Park Ave, and a single-lane roundabout alternative. Ultimately, McCormick Taylor will be responsible for all preliminary and final design services, including drainage, utilities, signal design, and the preparation of bidding documents. Additional tasks include Categorical Exclusion preparation, analysis of Section 4(f) impacts, and a Design Public Hearing.



**Scope of Work Similar to Greenview Project**

- ✓ Traffic Signal Design
- ✓ Multi-Phased Construction
- ✓ Roadway Widening
- ✓ Extensive Utility Coordination & Relocation
- ✓ Complex Phased MOT
- ✓ Public & 3<sup>rd</sup> Party Coordination

**Risks Similar to Greenview Project**

- ✓ Maintenance of Traffic
- ✓ Public & 3<sup>rd</sup> Party Coordination
- ✓ Utility Coordination

**Verifiable Evidence of Performance**

- ✓ Worked with the City to phase the water main and roadway construction to reduce project cost
- ✓ Resolved utility conflicts with Columbia Gas of Virginia in order to complete other utility installations
- ✓ Coordinated MOT sequence to accommodate traffic from adjacent high school

\*For multiple phase projects, only single phase of construction (or single contract) will be considered as a Project. If additional phases are shown under the same Work History Form, only the first phase (or contract) listed will be evaluated

**ATTACHMENT 3.4.1(b)**

**LEAD DESIGNER - WORK HISTORY FORM**

**(LIMIT 1 PAGE PER PROJECT)**

a. Project Name & Location	b. Name of the prime/ general contractor responsible for overall construction of the project.	c. Contact information of the Client and their Project Manager who can verify Firm's responsibilities.	d. Construction Contract Completion Date (Original)	e. Construction Contract Completion Date (Actual or Estimated)	f. Contract Value (in thousands)		g. Design Fee for the Work Performed by the Firm identified as the Lead Designer for this procurement.(in thousands)
					Construction Contract Value (Original)	Construction Contract Value (Actual or Estimated)	
Name: <b>East River Road Widening</b>  Location: <b>Chesterfield County, VA</b>	Name: <b>Branscome</b>	Name of Client.: <b>Chesterfield County</b> Phone: <b>(804) 748-1037</b> Project Manager: <b>Ian Millikan, P.E</b> Phone: <b>(804) 748-1037</b> Email: <b>millikani@chesterfield.gov</b>	<b>08/2015</b>	<b>08/2015</b>	<b>\$6,999,267</b>	<b>\$7,146,354.96</b>	<b>\$388</b>

h. Narrative describing the Work Performed by the Firm identified as the Lead Designer for this procurement. Include the office location(s) where the design work was performed and whether the firm was the prime designer or a subconsultant.



Design and preparation of bid documents for the widening of 0.75 miles of East River Road from two lanes to four lanes with curb & gutter and landscaped median and sidewalk. Project includes storm sewer, a stormwater management pond, lighting, landscaping, a retaining wall, water line relocation, signing & pavement marking, the addition of a traffic signal, water quality permitting, and construction administration services. The proposed improvements are designed to provide a “gateway” to Virginia State University. This design of this project was on an accelerated schedule. Once Notice to Proceed was issued final design was completed within six months. Construction administration on this job was very challenging due to the fact that the contractor was issued notice to proceed before all Right of Way was acquired and all private utilities were relocated. Continuous coordination between the contractor and the design team was key in keeping the contractor moving forward with work while allowing relocation of private utilities at the same time. During most of the project, classes were in session for Virginia State University requiring a significant amount of coordination to keep University activities unaffected by the ongoing construction project. Maintenance of Traffic was another key aspect of this project due to the high volume of residential housing in the areas. Detours were coordinated with the public and access was maintained at all times to each property.

**Scope of Work Similar to Greenview Project**

- ✓ Traffic Signal Design
- ✓ Multi-Phased Construction
- ✓ Roadway Widening
- ✓ Extensive Utility Coordination & Relocation
- ✓ Complex Phased MOT
- ✓ Public & 3<sup>rd</sup> Party Coordination

**Risks Similar to Greenview Project**

- ✓ Maintenance of Traffic
- ✓ Public & 3<sup>rd</sup> Party Coordination
- ✓ Environmental – Managing E&SC within limited project footprint

**Verifiable Evidence of Performance**

- ✓ Completed design under a very accelerated schedule
- ✓ Final design was completed before utilities were relocated and all ROW was acquired
- ✓ Worked with contractor and 3<sup>rd</sup> Parties to keep construction of project moving forward and limit delays
- ✓ Coordinated with Virginia State University to keep access to campus at all times and limit the impacts of construction on the university



 Branch Highways

 **McCORMICK  
TAYLOR**