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Kenny Voss, PE
Local Program Administrator
Missouri Department of Transportation
By e-mail to: MaryAnn.Jacobs@modot.mo.gov

RE: On-Call Trails & Sidewalks Services

Dear Kenny,

“At the City of Overland Park, we set the bar high for our consultants to meet our standard of excellence. For the past 10 years, Affinis continually provides us exceptional plans that ensure accurate bidding that saves time and money. As a result, Affinis earns our repeat business.”

-Doug Brown, PE, Director Public Works, Overland Park, Kansas

At Affinis our focus is on engineering ways to make your life easier. In a holistic sense, our transportation professionals have a passion for making life easier and safer for transportation system users. Our transportation engineering team is well versed at doing just that, completing Local Public Agencies (LPA) projects that help communities become compliant with the American Disabilities Act (ADA). We are ready and available to provide the various services as your on-call trails and sidewalks engineering consultant.

GENERAL EXPERIENCE OF THE FIRM

Located in the Kansas City Metropolitan Area, Affinis is a civil engineering firm committed to excellence, collaboration, servant leadership, and trustworthiness. Our staff of 26 co-workers includes 10 Professional Engineers (PE) with experience in roadway, trails, and sidewalk services. Together we have over 180 years of experience in transportation services.

Affinis is a partner that provides the expertise, resources, and flexibility to perform when you call. Whether you need a full project team or one or two experienced staffers as supplement, we are ready to fulfill your expectations. Affinis is an on-call partner who makes your job easier and who can complete exceptional work without hand-holding. With a wealth of LPA projects and other relevant experience, our team has the expertise and practical knowledge to quickly analyze and fulfill your needs, saving your staff time and hassle.

PAST PERFORMANCE

We offer significant expertise on projects involving multi-use trails and pedestrian walkways. As the projects show, we also have extensive experience with the LPA process. These efforts also demonstrate our commitment to severing as responsible stewards of your investment by delivering on-time, on-budget projects.

Business M-7 Improvements - Route 7 to Route 58, Pleasant Hill, Missouri - This project was designed following MoDOT's LPA requirements and resurfaced 0.8-miles of Business M-7. Along with the resurfacing, and to maintain a pedestrian access route, our team designed the reconstruction of all the curb ramps along Business M-7 and the replacement of deteriorated sidewalks to meet the requirements of the July 2011 Public Right-of-Way Accessibility Guidelines (PROWAG). The project also included designing parking area delineation and curb and gutter replacement.

Downtown Trail Phase II, Pleasant Hill, Missouri - Affinis was part of the design team that completed construction documents for Phase II of the Trail Master Plan. Recently a city-wide Bicycle & Pedestrian Master Plan was completed for the City of Pleasant Hill, Missouri. The plan is the culmination of a number of years of work with city officials and neighboring jurisdictions to bring the Katy Trail into the Kansas City Region. This important state and regional link was the incentive to complete the plan which resulted in community-wide trail routes connecting major destinations and providing access to surrounding facilities over time. The plan is based on strong citizen participation and political support. It has facilitated Pleasant Hill's successful grant applications for funding trail construction and continues to provide the guidance for capital improvements programming and requests for construction as development occurs. With the plan, several phases were identified to help the city allocate budget resources and develop a schedule for implementation of the phases. The city used Federal Transportation Enhancement funds which are administered through MoDOT's LPA program to design and construct the project. Affinis led the coordination with MoDOT and provided guidance on the

LPA processes for the team. For the design and construction of Phase II, Affinis provided topographic survey, legal descriptions, structural design for retaining walls, storm drainage design, pavement marking and signing, construction traffic control, project overall review, and construction administration.

US-24 Sidewalk Improvements - Brookside Avenue to Overton Avenue, Independence, Missouri - This project used Surface Transportation Program (STP) federal funds and followed MoDOT's LPA process. With heavy pedestrian traffic in the area, this project reconstructed and added sidewalks to improve the pedestrian connectivity. In addition to sidewalk construction and designing them to ADA standards, the project also included adding curb and gutter, signal modification to accommodate pedestrians, storm drainage improvements, and railroad coordination. Since the sidewalk crosses under a Kansas City Southern Railroad bridge, the railroad was contacted to acquire their concurrence on the sidewalk placement.

Safe Route to School - 16th Street and Stewart Avenue Sidewalk Project, Sedalia, Missouri - The city received Safe Routes to School funding to improve the pedestrian connectivity between Horace Mann Elementary and the adjacent neighborhoods. Affinis is designing the sidewalks and curb ADA ramps in accordance with the American Disabilities Act Accessibility Guidelines (ADAAG), and following MoDOT's LPA processes and procedures. Project challenges have included sidewalk against commercial buildings, sidewalk adjacent to a large retaining wall on the East side of the school, staying within existing right-of-way, and scheduling the construction to minimize the impact on Horace Mann Elementary. Each of these challenges has been successfully addressed by our design team.

Route 1 - 72nd Street to Vivian Road, Missouri Department of Transportation (J4P2266) - This project reconstructed sidewalks to meet ADA compliance along a 2.7 mile corridor of Route 1 (Antioch Road) in Kansas City and Gladstone, Missouri. The project was designed in a three-month compressed time frame in order to receive American Recovery and Reinvestment Act of 2009 (ARRA) funding. In addition to replacing deteriorated sidewalks and bringing them up to ADA standards, the project also included curb and gutter replacement, signal modification to accommodate revised ADA intersection ramp configurations, and pavement marking. We worked carefully with MoDOT staff to assure reviews and permitting issues were handled in a timely manner to facilitate project completion in time for a June letting. Improvements were carefully designed to avoid taking of new right-of-way that could have slowed the project schedule and jeopardized funding. Special design care was needed to configure ramps and sidewalks around existing features and still meet ADA guidelines. We developed design exception forms to maintain permitting where it was not possible to meet ADA compliance due to existing features.

Route 169 - Route KK to Route 92, Missouri Department of Transportation (J4P2265) - This project reconstructed sidewalks to meet ADA compliance along a 2.1-mile corridor of Route 169 in Smithville, Missouri. The project was designed in a three-month compressed time frame in order to receive ARRA funding. In addition to replacing deteriorated sidewalks and bringing them up to ADA standards, the project also included curb and gutter replacement, signal modification to accommodate revised ADA intersection ramp configurations, and pavement marking. Additionally, we reconfigured and adapted an existing bridge to add sidewalk capacity to maintain continual pedestrian access. We worked carefully with MoDOT staff to assure reviews and permitting issues were handled in a timely manner to facilitate project completion in time for a June letting. Improvements were carefully designed to avoid taking of new right-of-way that could have slowed the project schedule and jeopardized funding. Special design care was needed to configure ramps and sidewalks around existing features and still meet ADA guidelines. We also incorporated a non-standard mid-block crossing for this project. Special detail sheets were developed to assist the contractors in constructing the sidewalk ramps to meet ADA requirements.



QUALIFICATIONS OF PERSONNEL

Our team is dynamic and passionate, with extensive technical expertise and applicable knowledge in the American Disabilities Act Accessibility Guidelines (ADAAG). With our familiarity of the LPA process and procedures, we can skip the learning curve and focus on working together, sharing ideas, and developing practical solutions.

Linda Rottinghaus, PE, Project Manager - In addition to over 20 years of experience in highway, municipal street design, trails, and traffic design Linda is also very familiar with the MoDOT LPA process. She currently serves on MoDOT's LPA Advisory Committee and has been designing and actively involved in similar LPA projects since 1997. Linda will manage the trail/sidewalk projects and be a resource for managing the LPA process.

Kurt Rotering, PE, PTOE, Project Engineer - Kurt brings over five years of ITS and traffic engineering experience to the team. Representative assignments include signal, detection, wireless communication, power systems, and utility design. Kurt will assist with design plan preparation, field review, and utility coordination for the team.

Troy Depperschmidt, Senior Designer - With more than 20 years of experience, Troy has an extensive design portfolio in roadway improvements from widening existing roadways to reconstruction. Over the past few years, he has designed hundreds of detailed ADA-compliant ramps as part of our thoroughfare work and will be instrumental as a designer on our sidewalk and trail projects.

Les Hamilton, PE, PLS, QA/QC - With more than 30 years of experience including managing LPA projects, Les brings invaluable expertise in reviewing plans for accuracy, constructability, and adhering to MoDOT's LPA processes.

Aubrey Meyer, PLS, Survey Manager - As survey manager Aubrey will oversee our field crews and is responsible for all survey activities, including design surveys, property surveys, and property descriptions. Aubrey has surveyed numerous projects with ADA ramp construction or replacement and is very familiar with the attention to detail these area need during field survey.

FAMILIARITY/CAPABILITY

Our team has a wealth of knowledge in complying with the ADAAG and the Public Right-of-Way Accessibility Guidelines (PROWAG) to offer the Local Agencies. The projects listed above represent a small number of the total projects our team has completed. We view ourselves as extensions of your staff available to help you successfully complete your responsibilities in the LPA process and to deliver a project that is on-time and on-budget. We continually attend training opportunities to stay current on the ever changing ADAAG and PROWAG policies and to provide our clients the best solutions available.

ACCESSIBILITY

As mentioned, Affinis is located in the Kansas City metropolitan area with easy access to I-435. Our team can reach nearly all possible project locations within the state in about six hours. One of our strengths as a small business is our ability to be more flexible and respond quicker than some of our larger competitors.

We understand the importance of treating your infrastructure as if we were spending our own money. We believe this philosophy coupled with our wealth of expertise in trails and sidewalks, commitment to making your life easier, and an enthusiasm for engineering will empower our co-workers to make the best decisions on your behalf. Thank you for your consideration and we look forward to the chance to work together.

For the team,



Linda Rottinghaus, PE
Project Manager

“Affinis makes my life easier by putting their expert knowledge of the MoDOT LPA process to work for us to keep our projects running smoothly.”

-Bob Kee, Public Works Director,
City of Pleasant Hill, Missouri

About Affinis

Our approach to making our clients' lives easier starts with **project management based on our mission to build long-lasting relationships with clients by listening, learning, delivering and celebrating**. At Affinis, project management is more than just delivering a project on time and under budget; it's about understanding your challenges, communicating and collaborating with you while we explore solutions, and striving to achieve higher levels of service and satisfaction for our clients. We celebrate our individual project accomplishments, but more importantly we celebrate relationships we develop along the way. Our **high ratio of repeat clients** speaks to the need of our philosophy in the marketplace and to our success in living it.

Over the years, we have learned the importance of tailoring each approach to meet a project's unique needs. A single approach cannot be applied to all of types of projects. Each project has its own challenges and circumstances. However, our approach to projects is based on **four cornerstones of project management:**

- ✓ Communication, collaboration and coordination
- ✓ Attention to detail
- ✓ Schedule and budget
- ✓ Quality reviews

Our approach enables buy-in of key stakeholders; development of easily maintained and constructible solutions; and commitment to schedule and budget. In a world in which customer service is less important, Affinis Corp is staking its future on building relationships with clients which results in exceptional customer service. As a matter of fact, *Affinis means relationship in Latin*.

OUR MISSION ...

To build long-lasting relationships with co-workers, clients and colleagues by listening, learning, delivering and celebrating.

We serve our clients in the following areas:

- ▶ Infrastructure Planning & Design
- ▶ Civil/Site Planning & Design
- ▶ Water Resources Analysis & Design
- ▶ Levee & Dam Assessment Analysis & Design
- ▶ Sustainable Design & Green Solutions
- ▶ Surveying
- ▶ Traffic Engineering
- ▶ Consulting Services
- ▶ Construction Observation and Administration

OUR VALUES...

- ▶ **Balance** - We embrace the importance and worth of promoting a balance between work and personal life.
- ▶ **Collaboration** - We cultivate productive and fulfilling collaboration among co-workers, clients and colleagues.
- ▶ **Excellence** - We are committed to employing the best, fulfilling expectations and providing optimal solutions.
- ▶ **Servant Leadership** - We selflessly serve others.
- ▶ **Trustworthiness** - We are committed to establishing trust by being honest in all our relationships. Our actions, both public and private, match our words.



“We always like to think of our consultants as extensions of our in-house team. Rarely are we made to feel that the goals and direction of the consultant are genuinely parallel to our own. Affinis has succeeded in doing that.”

- Scott Crain, PE
Blue Valley School District

Quality Reviews

We know design plans don't exist in a vacuum, they can be the key to a successful construction project. We have an established quality control procedure to help maintain our high quality standards. Each project is assigned a quality assurance manager (QAM), an experienced engineer who is not involved in the day-to-day design process. The QAM reviews plans for accuracy and constructability. We have found that having an independent review of the plans helps us find potential deficiencies overlooked by staff working directly on the project.

This focus on constructability saves our clients time and money in the field. Below is a chart of our recent change order history.

“When it comes to consultant produced plans, Affinis would rate at the top of the list. Their plan accuracy reduces construction change orders resulting in lower total project costs.”

- Mark Dombroski,
O'Donnell & Sons Construction

Project and Location	Bid	Percent of Change Orders	LPA Project
ARRA Sidewalk Improvements - Cleveland, Missouri	\$132,278	-0.02%	✓
Hyde Park Improvements - Hutchinson, Kansas	\$1,741,308	-4.33%	
Botts Road Improvements - Grandview, Missouri	\$979,947	1.00%	✓
Walnut Street Improvements - Independence, Missouri	\$696,701	-0.67%	✓
SW Third Street - Lee's Summit, Missouri	\$6,105,325	4.31%	
Blackwell Road - Lee's Summit, Missouri	\$2,800,000	-2.46%	
Langsford Road - Lee's Summit, Missouri	\$4,500,000	-0.02%	✓
Route 1 ADA Improvements - MoDOT	\$1,219,949	12.55%*	✓
Route 169 ADA Improvements - MoDOT	\$1,116,659	1.54%	✓
Business 7 - Signals (Country Club Drive) - Pleasant Hill, Missouri	\$193,602	-0.30%	✓
Business 7 Improvements - Pleasant Hill, Missouri	\$525,618	0.44%	✓
Blue Ridge Sidewalk Improvements - Raytown, Missouri	\$514,488	-9.27%	✓
Residential Streets Group III (South) 2010, Merriam, Kansas	\$716,715	-9.13%	
Residential Streets Group III (North) 2012, Merriam, Kansas	\$954,747	-8.00%	
Antioch Road Improvements (151st - 167th), Overland Park, Kansas	\$13,600,000	-4.68%	✓
College Boulevard Improvements (US-69 - Pflumm) - Overland Park, Kansas	\$8,400,000	13.43%*	✓
Metcalf Avenue Improvements (99th-103rd) - Overland Park, Kansas	\$8,700,000	2.25%	✓
2012 CDBG Neighborhood Street Reconstruction - Overland Park, Kansas	\$1,596,465	-0.80%	

*Client initiated change orders.