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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 Construction Inspection 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 professionals have a passion for making life easier and safer for transportation system users.** Our inspection team is well versed at doing just that, they have the certifications and experience needed to help observe construction in the field and confirm compliance with the design documents. **We are ready and available** to provide the various services as your on-call construction materials testing and inspection consultant.

GENERAL EXPERIENCE OF THE FIRM

Located in the Kansas City metropolitan area, Affinis is a civil engineering firm committed to balance excellence, collaboration, servant leadership, and trustworthiness. Our staff of 26 includes five co-workers that have experience inspecting a variety of projects and three hold KDOT inspection certifications to provide basic inspection and materials testing. In addition to these certifications our inspectors have experience on a variety of MoDOT construction projects. Our goal on every inspection project is to work with the contractor to **provide MoDOT with the best value for the investment being made.** Our team of inspectors understands we are an extension of your staff when we are inspecting your projects.

Our approach to projects assigned to us includes the following:

- ▶ Review of project plans and specifications to develop a strong understanding of the construction elements and material requirements for the project.
- ▶ Conduct a preconstruction meeting to discuss project safety, schedule, quality assurance/quality control (QA/QC) requirements, and potential challenges for each project.
- ▶ Collect and review all required material submittals and shop drawings.
- ▶ Provide full-time field inspections of construction.
- ▶ Conduct QA/QC material testing as called for in each project’s specifications.
- ▶ Making sure practical design elements of a project are implemented and identify additional opportunities to apply practical design during the construction phase as they present themselves.
- ▶ Conduct on-site environmental inspections that are specific to each project, including best management practices (BMPs) condition and verification of the stormwater pollution prevention plan (SWPPP).
- ▶ Conduct daily evaluations of the traffic control measures on site.
- ▶ Conduct a final walkthrough with the contractor, MoDOT representative, and all other agencies involved with the project.
- ▶ Keep field books, as well as diligently enter diaries, of material testing information, material certifications, payment invoices, quantities of materials used and other relevant project information.

Upon completion of each project our team will prepare the project closeout paperwork required by the project standard specifications, and turn in all documents in a timely manner.

PAST PERFORMANCE

Sidewalk Improvements, Cleveland, Missouri: Funded by the American Recovery and Reinvestment Act (ARRA) of 2009, this project constructed 5,300 linear feet of sidewalk along Main Street (Route Y) and new ramps at City Hall in Cleveland, Missouri. Our engineers designed the improvements to meet the Americans with Disabilities Act (ADA) guidelines. Affinis representatives also provided construction administration and observation for the improvements to ensure that sidewalk and ramps were in compliance.

Business M-7 Highway Improvements (STP-3301(460)) Pleasant Hill, Missouri: Affinis was tasked to improve this section of the business loop. Sections of the street were failing and curbs were crumbling. The walkability of this neighborhood was poor due to damaged sections of sidewalks and lack of ADA accessible ramps at the intersections. Curb extension (bulb-out) islands were added to on-street parking to increase safety for residents parking on the street. After designing improvements, Affinis performed the construction observation and worked closely with the City of Pleasant Hill, maintaining all LPA records and quantity logs, and verified all material testing.

Pavement Management Program Leavenworth, Kansas: In 2010, the City of Leavenworth retained Affinis to lead their pavement management program. One of our responsibilities is to perform pavement ratings on 20 percent of the streets annually. Using software, we develop a list of possible streets along with the proposed maintenance method for that year's program. After the streets are selected, we begin design and prepare the construction documents. Our team also provides construction services on street reconstruction and paving portions of the program. We will continue to provide these services through 2014.

Mission Road Bridge over Brush Creek Prairie Village, Kansas: Affinis designed a three-cell, rigid frame bridge with a 43-foot-wide road to replace the existing multi-cell reinforced concrete box on Mission Road, just south of Tomahawk Drive. The project received KDOT funding and KDOT administration oversaw the design and construction. Affinis field representatives provided construction services including daily observation and material testing coordination.

Indian Creek Bank Stabilization, Saint Andrew Christian Church in Olathe, Kansas: Erosion on the right bank of Indian Creek caused a slope failure, which threatened the parking lot at the north side of Saint Andrew Christian Church. The Affinis design team investigated the cause of the slope failure and designed improvements to prevent future slides and protect the streambank from erosion. After completing design, Affinis provided construction services for this project. Field representatives were on-site daily monitoring material testing, observing construction, and coordinating with the contractor and owner.

QUALIFICATIONS OF PERSONNEL

Mike McKenna, PE, PTOE - Project Manager - Before moving to the private sector, Mike worked nine years for KDOT with six of those years as a construction engineer. During Mike's tenure at KDOT he was responsible for inspection of a variety of projects including major bridge and interstate construction; asphalt overlays; pavement patching; seeding and landscaping; and local public authority (LPA) projects that had consultant inspection. He will serve as the project manager for Affinis's inspection projects with MoDOT, providing you a knowledgeable resource to coordinate our inspectors to make sure you get the expertise you need.

Ryan Stobaugh - Construction Inspector - Ryan recently joined Affinis as a field construction observer. After serving in the United States Navy for eight years, Ryan completed his engineering degree and worked as an inspector at another firm for over two years. He has experience inspecting and observing construction for a variety of projects including sinkhole repairs, airport runway construction, commercial development, shop drawing reviews, and material testing on concrete, soils, and aggregates. He recently completed the Environmental Inspector and Manager Training certifications through KDOT.

Blake Madden, EIT - Construction Inspector - Blake started his career with Affinis as a technician and has served as an inspector on a variety of projects. Within the last four years Blake has completed a degree in engineering, passed the EIT exam, and is preparing for the professional engineer's exam. Blake continues to be a great asset in both design and inspection.

Tony Roush - Construction Inspector - Tony has been with Affinis for over 12 years and provides CAD design and inspection on projects covering all aspects of roadway and stormwater design. He is both the lead technician and lead construction observer for our pavement management projects.

Harvey Heidbreder, - Construction Inspector - With more than 30 years of MoDOT experience and an additional 10 years with Affinis, Harvey brings invaluable expertise in reviewing plans for accuracy and constructability. This summer he provided construction observation services on the Business M-7 Improvements and the Country Club/Route 7 Signal projects in Pleasant Hill, Missouri.

FAMILIARITY/CAPABILITY

In addition to completing a number of MoDOT design and inspection projects, we have two co-workers that previously worked at MoDOT. The four actively and frequently share their knowledge of MoDOT's processes with our inspection team.

Affinis is a smaller firm that's **number one priority is to build long-lasting relationships with co-workers, clients, and colleagues by listening, learning, delivering, and celebrating.** We have the capability to work on any size project and pride ourselves on understanding the small details of each project we inspect. Affinis is familiar with MoDOT's methods and project expectations.

ACCESSIBILITY

Located in the Kansas City area, Affinis has easy access to I-435 and can travel to most project locations inside of six hours. However, we are best suited to complete inspection projects in the western half of the state.

As a small business, you do not have multiple layers to work through in order to speak with a decision maker. We pride ourselves on being **accessible and responsive, always striving to engineer ways to make your life easier.**

With these services, we will be conscientious stewards and will help you get the best value for your construction dollars. Thank you for your consideration.

For the team,



Mike McKenna, PE, PTOE
Principal

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.