

**Job Description:**

**Missouri's Local Program**  
**On-Call Professional Services**  
Trails and Sidewalks

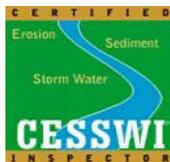


**Responsible Office:**

BFA, Inc.  
103 Elm Street  
Washington, MO 63090

**Contact Telephone/Email:**

Wes Theissen  
Phone: 636.239.4751  
Fax: 855.206.6246  
wtheissen@bfaeng.com



November 15, 2013

Mary Ann Jacobs  
MaryAnn.Jacobs@modot.mo.gov  
Intermediate Planning Technician  
MoDOT Central Office - Local Programs Administrator

**RE: Letter of Interest to provide Trails & Sidewalks Design Services for Missouri's Local Program**

Dear Ms. Jacobs,

We are excited for the opportunity to present our qualifications to provide trails and sidewalks design services for Missouri's Local Program. We appreciate your consideration and believe our firm offers a great combination of talent, services, and value.

**General Experience of the Firm**

As required, BFA has provided (3) Company Reference Forms for evidence of our experience in providing these services for municipal government and Local Agency projects. Some brief project examples are given below:

**1. PHOENIX CENTER TRAIL – WASHINGTON, MO**

This is an ongoing project that includes a public park development with a 0.8 mile exercise trail route and 2 pedestrian bridges to cross over water areas and provide access to adjacent neighbors. BFA worked with the developer and City to have the property annexed and rezoned. We prepared and provided all Surveys and Right-of-Way Property Transfer and Acquisition Exhibits. We also developed and submitted the required drainage calculations to obtain necessary floodplain development permits. Upon completion of the trails and park area, the area was dedicated to the city for public use.



**2. RIVERWALK TRAIL – CAPE GIRARDEAU, MO**

BFA is currently working on construction plans and specifications for the Riverwalk Trail Phase IV Project – this Local Public Agency (LPA) administered project consists of approximately 2000' linear feet of public sidewalk/trail and a 100' span pedestrian bridge over Sloan's Creek, a tributary to the Mississippi River. This project requires floodplain development permitting, no-rise certifications, and 404 Permit/408 Clearance with the US Army Corp of Engineers. The project is an integral part of the City's hiking/biking Master Trail plan and highlights BFA's project management and communication capabilities to manage a project with numerous stakeholders.

### 3. CHAMOIS, MO – SAFE ROUTES TO SCHOOL PROJECT

BFA provided the Engineering Design and Construction Inspection/Engineering for this Safe Routes to School project. The project improved and rebuilt approximately 2000 linear feet of sidewalks in a small, rural community in Osage County. BFA's assistance was important to the success of this project due to this small community's limited full-time staff. We maintained the daily log and pay diary, approved contractor pay applications, and coordinated materials testing, and worked with MoDOT to provide all required documentation for successful project close-out.

#### *Safe Routes to School - Before Photos*



#### *Safe Routes to School - After Photos*



### **Past Performance on Similar Projects**

BFA's Company Reference Forms for Trail and Sidewalk Design Services were all returned with ratings of **"Above Average"** or **"Excellent"**. We attribute this to thoroughness and our philosophy of communicating early and often.

*"BFA couldn't be easier to work with. They keep projects on track and are constantly addressing any issues that might arise during the course of work..."*

*-Casey Brunke, City Engineer – City of Cape Girardeau, MO*

*"We strongly recommend Buescher-Frankenberg Associates (BFA) to handle any of your engineering needs...excellent job on construction plans and inspection."*

*-Otis Schulte, Mayor – City of Gerald, MO*

*"Provided a very thorough and easy to read set of plans and specifications..."*

*-Ryan Thomas, Public Works Director – City of Wildwood, MO*

### **Qualifications of Personnel**

BFA's in-house staff is well-qualified and experienced for providing Trail and Sidewalk Design Services for federally-funded projects:

- ✓ BFA has been in business for **45** years.
- ✓ **Missouri Professional Engineers** (Raymond H Frankenberg, II – Missouri Engineer License #22537;

Rick Rohlfing – Missouri #29409; John Nilges – Missouri #20013000609; Mark Harriman - Missouri #2000162109)

- ✓ **Missouri Professional Land Surveyors** (Raymond H Frankenberg II License #2366, Mark Frankenberg License #2365, Jason Pellin License #2000148665, Rick Rohlfing License #2005019216, Mike Meyer License #2589)
- ✓ **MoDOT LPA Basic Training Certifications** (Wes Theissen, James Qualicio, Kent Vedder, Tiffaney Meyer).
- ✓ **Certified Floodplain Managers (CFM) – (Raymond H Frankenberg, II, Wes Theissen, John Nilges)**
- ✓ **Certified Professionals in Erosion and Sediment Control (CPESC)** – nationally recognized credential for compliant storm water management designs and construction site erosion control inspections (Ray Frankenberg, II – CPESC #3171; Rick Rohlfing - #3176; Mike Meyer - #2635; John Nilges - #6430; Wes Theissen - #6434)
- ✓ BFA continuously upgrades to the latest versions of AutoDesk Civil 3D, and our CAD Manager is AutoDesk Certified (James Quilacio).

### ***Familiarity and Capability***

BFA's staff routinely attends training workshops for keeping up to date on LPA project requirements, guidelines, and requirements. Our staff has also attending MoDOT and East-West Gateway training workshops covering STP project grant applications, Local Public Agency Construction (Workshop 3/28/2013), and the use of Professional Appraisers/Right of Way (with Bill Hampton).

BFA's LPA project experience covers all aspects of the project cycle, from grant application submittal to construction final close-out. BFA's experience and capabilities, particular to roadway design projects include:

- ✓ Engineering Services Contract preparation – including the use of DBE/MBE subcontractors and others (some on the MoDOT Pre-Qualification list and some not listed).
- ✓ Experience obtaining Section 106 Determination Letters
- ✓ Experience obtaining Corp of Engineers 404 (anationwide Permit) & 408 approvals
- ✓ Experience obtaining Missouri DNR Section 401 Water Quality Certification
- ✓ Experience obtaining Section 4(f) and 6(f) for Farmland and Parks impacts
- ✓ Experience obtaining Missouri DNR and local jurisdictional Land Disturbance Permits
- ✓ In-house survey department for topographic, boundary, and right-of-way surveys
- ✓ Hydrologic/Hydraulic modeling software for storm, drainage, and stream flow calculations
- ✓ Certified Floodplain Managers for obtaining floodplain development permits, flood map revisions, no-rise certifications, and elevation certificates

*“Based on my experiences with BFA, I would highly recommend their Engineering Design Services regarding Highway Improvements that may be associated with our project. **BFA has a proven ability to prepare Design Plans and coordinate all work and construction phases associated with the projects they work on.**”*

*-Judy Wagner, P.E., MoDOT Area Engineer*

*“MoDOT has closed out the Bieker Road Resurfacing project with no issues remaining to be resolved. I would like to thank BFA for making this project so successful. You and your staff were very attentive to the project and met with MoDOT several times to work out project details so that the project had minimal plan or bid proposal review comments and came in on schedule and within the budget. **This project was under an extremely accelerated project schedule and thanks to your firm's professionalism and attention to quality and communication, the project was a success.**”*

*-Doug Canady, E.I.T., MoDOT District Design Liaison*

# BFA Capabilities Statement

## Missouri's Local Program Projects TRAIL & SIDEWALK DESIGN

### COMPANY PROFILE (SMALL BUSINESS)

In business since 1968 (then Buescher Frankenberg Associates), BFA is a Civil Engineering Consulting firm with full capabilities in surveying (traditional and GPS), AutoCAD Civil 3D drafting, Civil Site Design (grading, utilities, parking, drainage, stormwater, and permitting). Professional Engineering licenses in 30 states – Professional Land Surveying Licenses in 8 states – Nationwide credentials for Certified Professionals in Erosion and Sediment Control (CPESC) and Certified Floodplain Managers (CFM).

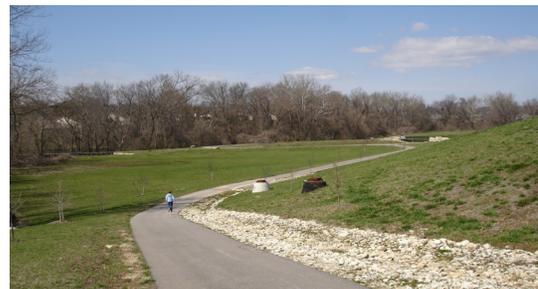
### COMPLETE ROADWAY DESIGN ENGINEERING SERVICES

Our staff & relationships with expertise firms allows us to handle all types of trail and sidewalk projects. BFA can provide:

- ✓ Assistance with drafting and gaining approval of MoDOT's required Engineering Services Contract
- ✓ Coordination of Environmental and Geotechnical Investigations (sub-contracted)
- ✓ Full Surveying Capabilities (Traditional and GPS field equipment, AutoCAD Software, Licensed Surveyors)
- ✓ Legal Descriptions and Easements for obtaining Right of Way and other ownership issues
- ✓ Permitting and Approvals (MoDOT, US Army Corp of Engineers (Section 404 Nationwide Permits, Section 408 Approvals), Missouri DNR Section 401 Water Quality Certification, State Historic Preservation Office (SHPO) documentation, US Fish and Wildlife, Endangered Species, Floodplain Development Permits and "No-Rise" Certifications, Missouri DNR Land Disturbance, etc.)
- ✓ Water crossings and culverts (can be sub-contracted at times)
- ✓ Erosion and Sediment Control Plans and Specifications

### LOCAL PROGRAM ROADWAY DESIGN QUALIFICATIONS/CREDENTIALS:

- ✓ MoDOT LPA Basic Training Certifications
- ✓ MoDOT Financial Pre-Qualification Listing
- ✓ Missouri Registered Professional Engineers (PE)
- ✓ Missouri Registered Professional Land Surveyors (PLS)
- ✓ Certified Floodplain Managers (CFM)
- ✓ Certified Professionals in Erosion and Sediment Control (CPESC)



# RECENT PROJECT EXAMPLES

## Washington, MO - Phoenix Center Trail

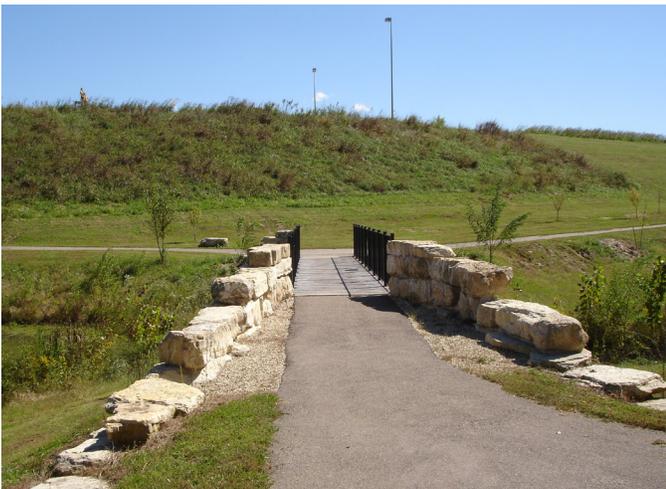
This is an ongoing project that includes a public park development with a 0.8 mile exercise trail route and 2 pedestrian bridges to cross over water areas and provide access to adjacent neighbors. BFA worked with the developer and City to have the property annexed and rezoned. We prepared and provided all Surveys and Right-of-Way Property Transfer and Acquisition Exhibits. We also developed and submitted the required drainage calculations to obtain necessary floodplain development permits. Upon completion of the trails and park area, the area was dedicated to the city for public use.



**“I have been involved with BFA, Inc. in numerous projects over the past 30 years. These projects have been in the public and private sectors and ranged from fairly small, straight forward jobs to highly complex developments having budgets in the millions of dollars. Types of projects have varied, including public utilities, municipal streets, commercial/retail developments, state park facilities, pre-construction and post-construction surveys, etc....**

**BFA, was our first choice to provide engineering and surveying services on our project. Their experience and quality of service is very exceptional in my opinion and I would encourage they be considered for any civil engineering needs you may have.”**

**-Joe Vernaci, President – Phoenix Center II Development**



# RECENT PROJECT EXAMPLES

## Chamois MO - Safe Routes to School Project

We have recently completed a Safe Routes to School (SRTS) Project in Chamois, MO. BFA provided contract documentation, specification binders, construction cost estimates, and associated reports required by this type of project, as well as approved plan sheets.

In March of 2008 the City of Chamois submitted an application for funding of a Safe Routes to School project. The application/project was granted funding in March of 2010. BFA was selected as the most qualified engineering firm to complete the project. Design and planning started in September 2010 and the final plans were completed in June 2011. The project includes approximately 2,000 lineal feet of concrete sidewalk, 6 pedestrian crossings, and miscellaneous storm drainage improvements. Field work, engineering design and neighborhood meetings, helped the project thru the approval stages.

### *Safe Routes to School - Before Photos*



Coordination with the Missouri Department of Transportation and understanding the steps outlined by the Federal Highway Administration for the Safe Routes to School program, are key factors in keeping these types of projects on track and within budget. The knowledge and understanding BFA has with these projects can reduce community official's time spent on the project. Knowing that the consultant you hired will take care of the work needing to be done, allows community officials to focus on other priorities.

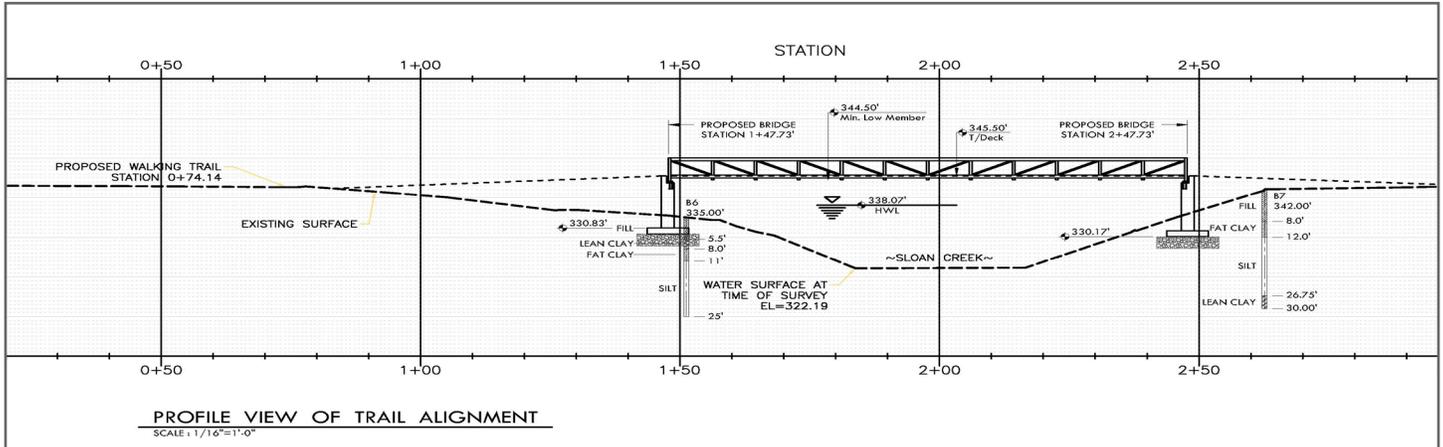
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# RECENT PROJECT EXAMPLES

## Riverwalk trail – Cape Girardeau, MO

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