

November 15, 2013

Mary Ann Jacobs
105 W. Capitol, P.O. Box 270
Jefferson City, MO 65102

Re: LPA On-Call Professional Services—Trails and Sidewalks

Dear Selection Committee:

Bartlett & West is excited about the opportunity to provide on-call professional engineering services to Local Public Agencies in the **Trails and Sidewalks** category. Bartlett & West has extensive experience in trail and sidewalk design including compliance with the Americans with Disabilities Act (ADA), and our primary design staff for these projects is conveniently located in Jefferson City. Bartlett & West also has support staff in 12 other offices throughout the Midwest including Lee's Summit, Des Moines, and Topeka. We believe that Bartlett & West's experienced personnel, familiarity with trail design, and our knowledge of the Local Public Agency (LPA) process make our team an ideal candidate for on-call projects.

ADA Compliance

Bartlett & West is very familiar with and conscious of ADA requirements and the added complexity in design and construction that these requirements necessitate. In fact, both our location manager, **Bob Gilbert, PE**, and our design leader, **Todd Kempker, PE**, have attended training workshops through MoDOT regarding ADA guidelines and best design practices. In addition to training, Bartlett & West has a vast amount of experience in implementing these guidelines in real world situations. Bartlett & West has served as the design and construction engineer for several communities on Safe Routes to School projects including Russellville and Cole County and has also designed trails and sidewalks in many other communities around Mid-Missouri including Jefferson City, Fulton, and Columbia, just to name a few. This extensive experience in ADA sidewalk design on LPA projects allows Bartlett & West to efficiently detail a project in the complex urban environment and create deliverables that meet MoDOT's expectations.

While ADA requirements complicate design, they tend to cause even more difficulties for contractors. Throughout the last few years, Bartlett & West has worked hand-in-hand with several contractors to construct sidewalks. Through this experience, we have gained knowledge on what details make it easier for the contractor during construction and help cover the client and MoDOT to avoid costly change orders or disputes during construction. On many of our latest sidewalk designs, we have included profiles along the sidewalk alignment and cross sections to portray the required cross slopes, running slopes, and grading for a contractor. While many sidewalk plans only show plan view information, detailed grades on the plan helps ensure that the design functions and serves the contractor well during construction. In addition to grading details, we have learned that clearly portraying the style of ramp to construct, the location of ramps and landings, and the maximum slopes for these elements creates a more constructible set of plans that is not left open to interpretation.

Full Design Services

Another Bartlett & West advantage is that we offer the full range of design services that an on-call trail and sidewalk project needs. We can handle a project from initial development of mapping, through design, and into construction observation and administration. We generally begin a project by collecting field survey, utilizing our licensed surveyor **Dustin Kaiser, PLS**. Dustin employs the latest surveying technology to efficiently gather our mapping data including a robotic total station and a GPS unit tied to MoDOT's RTK network. This technology allows him to efficiently and accurately gather data that will become the basis of our design. Bartlett & West also owns static and mobile terrestrial LiDAR units that can be utilized to quickly gather data on a complex project in an urban environment.

Once mapping is complete our design team begins laying out the project. Our design staff is accustomed to working on both MoDOT and LPA projects. Through this experience we are familiar with working through the preliminary and right-of-way plan processes before developing final construction drawings. During this design process, Bartlett & West works closely with the client through meetings and phone calls to ensure that we understand the client's needs and goals for the project.

In addition to general sidewalk and trail design, Bartlett & West also offers structural design staff specializing in bridge design, and we have designed several trail bridges on past projects. For instance, we are currently working with the City of Columbia on a trail along Forum Boulevard that includes a bridge over Hinkson Creek. It is anticipated that the bridge will be approximately 300' in length specifically designed and detailed for the site by Bartlett & West's bridge staff.



Before - Russellville Sidewalk Conditions



After - Russellville Sidewalk Improvements



At Business 54 in Fulton, a culvert was designed with a raised cell to accommodate a trail, and the roundabout was constructed above it with sidewalk accommodations.



MoDOT Certified
Concrete Testing

Construction Observation and Administration

Bartlett & West has performed construction observation and administration on many of our design projects throughout the years, including our previous Safe Routes to School project in Russellville and the Transportation Enhancement projects to build sidewalks in California and Stockton. Our primary inspector, **Kyle Eggen**, has been fully certified for all concrete and asphalt field testing associated with sidewalk and trail construction. Bartlett & West also partners with local consultants in Jefferson City for the breaking of any cylinders needed for the concrete testing. Through experience on previous projects, Kyle is very familiar with the number of material tests needed and the general documentation required on LPA projects to meet FHWA guidelines.

LPA Process

Our staff frequently works on both MoDOT and LPA projects administered by MoDOT. This experience of working for MoDOT directly and on their LPA projects, such as Safe Routes to School and Transportation Enhancement projects, allows Bartlett & West to be able to stay on schedule in this complex environment by knowing what submittals MoDOT requires and what their staff expects on each deliverable. We also have a familiarity with the administrative paperwork that is required to help the LPA meet MoDOT requirements and complete the project. Three of our engineers, **Bob Gilbert**, **Todd Kempker** and **Herb Bailey**, have attended the MoDOT/FHWA Basic Training for LPA Projects and are certified. Bob Gilbert also served on the statewide LPA Strategic Vision Team.

Meeting Schedules and Being Accessible

Bartlett & West is aware that on-call projects often have short schedules and require a quick turnaround on the deliverables, and we believe that fits us well as we have been consistent in getting projects under way and have shown the capability to stay on schedule and meet project deadlines. We are also aware that the scheduled deadlines set by MoDOT for LPA projects are critical to keep the project moving along and not jeopardize funding. We make these deadlines a key priority on all of our projects.

Part of meeting schedules and keeping the project moving is being accessible and responsive to client needs. This is truly a focus for the employee-owners at Bartlett & West. We work closely with our clients to keep their projects moving toward construction and respond quickly when issues arise. For instance, we worked closely with the City of Russellville on an easement for the Safe Routes to School project that put the project schedule and entire construction in jeopardy. One property owner would not sign a very minor easement due to past issues with the City. Bartlett & West responded by working through several requests from the property owner and multiple on-site meetings, and we finally were able to obtain an easement that allowed the project to move forward and have the work in front of the school constructed prior to the start of classes. Similarly, on a Transportation Enhancement project in California, we assisted the City, who was having trouble meeting the project schedule, by taking on all the easement acquisition work and meeting with individual property owners.

Summary

At Bartlett & West, we are proud of our on-time performance when clients call. We also pride ourselves for understanding clients needs, being accessible and responsive, displaying integrity and providing proactive communication. We will provide MoDOT and their partner agencies with a quality product, on-time and on-budget.

Sincerely,

Bob Gilbert, PE
Location Manager/Vice President

Herb Bailey, PE
Project Manager



City of Stockton Sidewalk Construction



City of Russellville Sidewalk
Improvements and retaining wall

Relevant Projects



City of California - Hwy 87 Sidewalk Improvements

The scope of the project includes about 3,000 feet of ADA compliant sidewalks that replace existing, deteriorated sidewalk or that serve as new routes within the City's existing sidewalk network. In addition to the sidewalk improvements along State Route 87, a connector sidewalk to the Deer Brook Apartments on the west side and a sidewalk to Proctor Park on the east side were incorporated in the project. A 10 ft. x 10 ft. asphalt pedestrian plaza was constructed near the entrance to Proctor Park and included a bench, landscaping, and signage. From the plaza, a new asphalt path routes pedestrians to an existing trail around Railroad Lake. Also, the major intersection of Oak Street and Business US-50 was retrofitted with ADA complaint sidewalks and curb ramps. In addition, twelve high pressure sodium lights, curb and gutter, new storm sewer, and curb inlets along State Route 87 were installed.



Contact
 Kyle Wirts
 Utilities Superintendent
 573.796.2268

Role Performed by Key Personnel

Bob Gilbert, PE Project Manager
 Todd Kempker, PE Project Engineer
 Kyle Eggen Construction Observation

City of Russellville - Safe Routes to School Sidewalk Project

Bartlett & West was selected to be the consulting engineering firm to carry out design for new sidewalk that would comply with the SRTS grant they were awarded. Bartlett & West performed many tasks including providing plans for construction that included sidewalk and storm sewer design, coordination with utility companies, and preparation of all necessary LPA forms. We also performed construction inspection including reviewing contractor's schedules, reviewing wage rates, reviewing submittals, completing construction reports, preparing record drawings, and attending final inspection performed by MoDOT.



Contact
 Karen Platter
 City Clerk
 573.782.3511

Role Performed by Key Personnel

Bob Gilbert, PE Project Manager
 Todd Kempker, PE Project Engineer
 Kyle Eggen Construction Observation

Cole County, Pioneer Trail Sidewalk Project

This federally funded Safe Routes To School project consists of sidewalk stretching from Business 50 to Hunters Run Road along the southeast sides of Pioneer Trail Drive and Rainbow Drive. Bartlett & West was tasked to design this stretch of sidewalk following ADA specifications, provide driveway profiles for those subject to change, and provide profile construction plans for a stretch of Rainbow Drive near Pioneer Trail Drive. The design includes new curb and gutter, and storm sewer plans as well. Bartlett & West will be submitting Section 106 and other LPA forms on behalf of the County. Bartlett & West will be assisting with Right-of-Way services by submitting right-of-way plans to MoDOT and setting up negotiators reports, deeds, right-of-way documents and payment waiver letters to comply with LPA procedures.



Contact
 Eric Landwehr, PE
 County Engineer
 573.636.3614

Role Performed by Key Personnel

Bob Gilbert, PE Project Manager
 Todd Kempker, PE Project Engineer
 Kevin Wittman, EI Engineer
 Austin Johnson, EI Engineer

City of Columbia, Worley Street Sidewalk

Bartlett & West was hired by the City of Columbia to design a new stretch of 5 ft. concrete sidewalk on the north side of Worley Street from Bernadette Drive to Clinkscales Road. The sidewalk is to be designed following the ADA specifications including the design of curb ramps and drive approaches. The storm sewer was also designed to fix issues that the City was having in the area during rain events.



Contact
 Sam Budzyna, IE
 Project Engineer
 573.874.7250

Role Performed by Key Personnel

Bob Gilbert, PE Project Manager
 Todd Kempker, PE Project Engineer
 Kevin Wittman, EI Engineer
 Austin Johnson, EI Engineer

Bartlett & West

PURSUING INNOVATION, DEVELOPING ENGINEERING AND TECHNOLOGY SOLUTIONS, AND STRENGTHENING OUR COMMUNITIES TOGETHER.



Our employee-owners deliver

engineering and technology solutions to a wide range of public and private clients and have since we opened our doors in 1951. How can Bartlett & West and you solve your challenges together?

With a portfolio of professional solutions—from engineering to landscape architecture, from GIS to information management, from field services to sustainable development—our people bring a total perspective to our clients' challenges.

Everyone at Bartlett & West is committed to giving our clients world-class service and work to deliver our clients' service *and* solutions. We know what our clients want. We asked them. They're looking for clear understanding of their needs. They value accessibility and responsiveness, integrity, quality and proactive communication from their professional services partners. These are values our employee-owners practice every day.

Our firm has grown steadily from a small two-person partnership in 1951 into the current multi-disciplined firm of over 350. A rich mix of professional, technical, administrative and support staff provides professional services to governmental agencies, municipalities, private industry and individual clients. Year after year, Bartlett & West is ranked among the top design firms by industry trade publication ENR (Engineering News-Record).

Our Purpose

To lead our communities to a better tomorrow.

Our Values

Earning Trust—through doing what is right even when doing so is difficult.

Delivering Quality—through pride in our work and an attitude of continuous improvement.

Serving Others—through caring for our clients, our community, and each other.

Crafting
engineering
and
technology
solutions
together

Our clients access the full range of Bartlett & West services through our fully-integrated network of offices. Through this network of resources, each office is empowered to deliver engineering and technology solutions to meet our clients' needs.

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Energy Industry

Bartlett & West professionals serve the energy industry with a deep toolbox of solutions.

- Pipeline routing and design
- Facility & site design and planning
- Topographic, property, and legal surveys
- As-built surveying and recordation
- Easement and land acquisition services
- Water intake, distribution, and storage design
- Water treatment plants and pump station design
- Waste water disposal
- Construction observation & inspection/testing
- GIS based data management
- Regulatory and permitting services
- Environmental compliance

GIS & Information Management

Our information specialists deliver a full range of spatial technology services to exacting standards.

- Geographic Information Systems (GIS) needs assessment, development & implementation
- Web hosting
- Application development
- Map, data and document integration
- Map plotting & production
- Document imaging
- Data loading and reconciliation

Landscape Architecture

Bartlett & West landscape architects enhance the built environment.

- Land use master planning
- Parks, trails & greenways
- Environmentally sensitive design
- Streetscapes and plazas
- Healing gardens & rain gardens
- Planting selection and irrigation design
- 3-D color renderings and animation
- LEED Accredited Professionals
- Public information programs
- Design charrettes & group consensus building

Mechanical, Electrical & Plumbing Design

The MEP professionals at Bartlett & West deliver a broad spectrum of building services.

- Plumbing design: waste, vent, water compressed air piping
- HVAC design
- Lighting design: building, roadway, parking lot, landscape lighting

- Power distribution design
- Emergency power generation
- Uninterrupted power systems
- Utility power design
- LEED Accredited Professionals

Rail Services

Bartlett & West rail experts provide a wide range of services to their clients.

- Full-service engineering
- Design/Build
- Positive Train Control data/change management
- Track chart automation
- Enterprise GIS/application development
- Real estate GIS implementation
- Property acquisition
- LiDAR for design, as-builts, and clearances
- Mobile application development
- Construction management

Right-of-Way

Bartlett & West provides support to all our client sectors with sophisticated, proprietary technology and systems to manage survey permissions, easements, land acquisitions, permitting, and records management.

- GIS database of projects
- Existing right-of-way, plat and title research
- Environmental impact studies
- Easement negotiation
- Lease/option agreements negotiation
- Land purchase negotiation
- Land owner research and meetings
- Acquisition documents
- Strip maps
- Construction staking
- Project/exhibit map preparation
- Site locations
- Taxation records
- Vesting deeds
- Survey permissions

Roads & Highways

Our transportation engineers provide safety and efficiency for the motoring public.

- Corridor studies
- Road and highway design
- Interchanges and roundabouts
- Traffic signal improvements
- Stormwater management
- Bridge structural analysis and design
- Hydraulic and hydrologic modeling
- Traffic control analysis
- Right-of-way and legal descriptions
- Landscape architectural design and erosion control
- Pedestrian and bicycle path design

- Lighting
- Construction sequencing
- Public information programs

Site Planning

Our site specialists support developers, architects, businesses, and institutions in navigating planning, zoning, permitting, drainage, paving, and building considerations of a particular location.

- Land use planning
- Platting
- Zoning and permitting
- Feasibility studies
- Drainage studies
- Site plans
- Grading design
- Utilities design and coordination
- Traffic impact analysis
- Construction administration
- LEED Accredited Professionals

Stormwater Management

We work with the natural environment to reduce erosion and maintain water quality.

- Watershed studies
- Drainage design
- Hydraulic and hydrologic modeling
- Flood control
- Channel stabilization
- Environmentally sensitive solutions
- LEED Accredited Professionals

Strategic Planning

Bartlett & West planning professionals use a unique strategic planning process to help clients identify and achieve their future vision.

- Proprietary electronic planning tool
- Detailed SWOT analysis
- Success driver orientation
- Focused gap analysis
- Proven visioning process
- Fully engaged planning team
- Practical, actionable plan

Structural Engineering

Providing the necessary analysis and design to support their client's vision is the goal of our structural experts.

- Structural investigations and reports
- Commercial/industrial/educational/institutional design
- Specialty structures and historical renovations
- Concrete, steel, wood, and aluminum structures

Survey & Construction Observation

Field professionals supply their clients with critical survey data and construction observation services.

- Surveys
- Geographic Information Systems (GIS) and Global Positioning System (GPS) services
- Platting and Construction staking
- Field construction observation and coordination
- Materials testing
- Construction administration
- Utilities coordination
- Construction quality control services

Sustainable Design

Bartlett & West LEED Accredited Professionals are meeting today's needs while conserving for tomorrow.

- LEED Accredited Professionals
- Livable communities planning
- Lifecycle analysis
- Energy-efficient design
- Green infrastructure design
- Sustainability reporting
- Public information programs

Wastewater Collection & Treatment

Bartlett & West wastewater experts help communities as well as industries protect the environment and manage their water quality.

- Wastewater studies
- System planning and facilities design
- Sewers and pump stations
- Treatment plants
- Residuals management
- Regulatory compliance strategies and Permitting
- Public information programs

Water Supply, Treatment & Distribution

Bartlett & West water specialists help communities provide the basic building block of life.

- Municipal, regional, rural and wholesale systems
- Preliminary, feasibility, and design reports
- Rate analysis, studies, reports and funding application aid
- Short- and long-range system planning
- Regulatory compliance strategies and planning
- Water source—well, intake, purchase contracts
- Water treatment design and operational analysis
- System analysis, design, and modeling including piping, pump stations, controls, and storage
- Construction phase engineering services
- Federal, state and local permitting