ARCHER-ELGIN
engineering ▪ surveying ▪ architecture

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LETTER OF INTEREST: MISSOURI LPA ON-CALL SERVICES: TRAILS AND SIDEWALKS

Archer-Elgin is pleased to present this Letter of Interest to perform on-call professional engineering services to Local Public Agencies in the area of trails and sidewalks. We have the experience and technical competence, along with the familiarity, capability and accessibility to best assist Local Public Agencies (LPAs) in planning, designing and constructing trails and pedestrian use facilities

Archer-Elgin Engineering, Surveying and Architecture – Firm Overview

Archer-Elgin is a full service consulting engineering, surveying and architectural company located in Rolla, Missouri. CM Archer Group acquired the assets of Elgin Surveying & Engineering, Inc. in 2011 to form ***Archer-Elgin Engineering, Surveying and Architecture***. With this merger, our two quality firms came together to create a locally-owned, full-service engineering, surveying and architecture design firm. We have a 27-member staff with a high-percentage of licensed engineers and surveyors. Careful consideration has been given during the selection of engineering and surveying staff to assure that the firm is truly multi-disciplined and has the experience and expertise to meet the needs of city and county government. Our firm's work is guided by our mission and our values. Ultimately, our commitment is to be an active partner with our local government clients. ***We measure our success by theirs.***

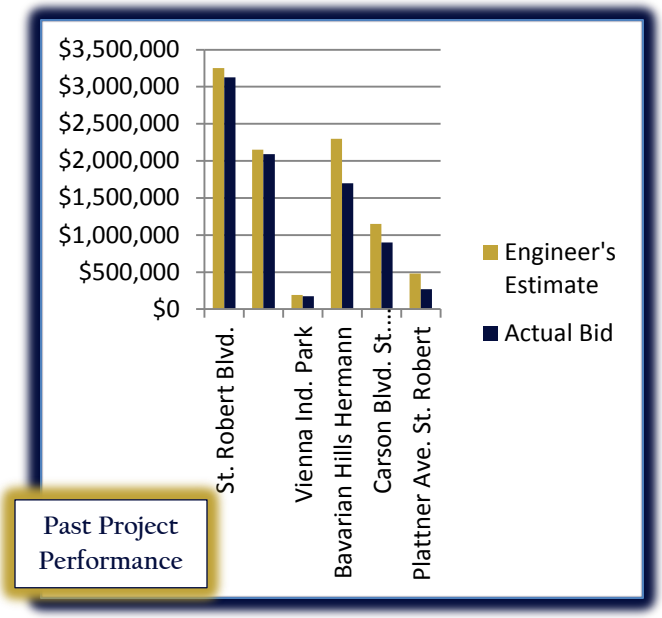
Archer-Elgin Offers the Following Advantages to Local Public Agencies:

- **Firm Experience and Technical Competence of Archer-Elgin**: Archer-Elgin brings a uniquely qualified team of multi-disciplined engineers (civil, environmental, electrical and structural), surveyors, designers, inspectors and administrative personnel to local public agencies. Archer-Elgin Engineering's specialization is in providing professional engineering services to cities and counties throughout Missouri - with an emphasis on transportation projects. Over 95 percent of our client base is with local governments making us a leader in providing municipal engineering services to LPAs throughout mid-Missouri. Experience combined with expertise allows us to best serve the local government clients we work with. We completely understand the needs, requirements and challenges of cities and counties of all sizes from small to large and have years of experience in crafting solutions to best meet each client's needs.

  Specific to Trails and Sidewalks Design projects, Archer-Elgin has been working for many years with local governments across mid-Missouri on pedestrian improvements including trails and sidewalks. We have technical expertise and extensive experience with sidewalk and trail design to include environmental clearance, right-of-way planning and acquisition, traffic signals and lighting, ADA standards and regulations, surveying, and necessary construction inspection and construction engineering services.

  Archer-Elgin has an ongoing history of successful completion of projects funded through various state and federal programs. Within the last five years alone, the firm has assisted with over 40 transportation projects with funding for these various projects coming from many different programs including: Off-System Bridge Replacement (BRO); Safe Routes to School (SRTS); Urban Surface Transportation Program (STP-Urban); Enhancement Surface Transportation Program (STP-Enhancement); American Recovery and Reinvestment Act (ARRA); Intermodal Surface Transportation Efficiency (ISTEA); Delta Regional Authority (DRA) Funds; and Recreational Trails Program (RTP) as well as many other funding programs such as CDBG and USDA-RD loan and grant programs. In addition to state and federal grant programs, we have provided assistance to our city and county clients in implementing other public infrastructure and development financing tools including general obligation and revenue bonds and various taxing districts.

- **Past Performance of Archer-Elgin Firm:** Archer-Elgin has a highly-rated record of performance on professional engineering services provided to clients throughout mid-Missouri on transportation related projects. With our strong history of successful completion of projects funded through a wide range of funding sources, we are well-versed in the MoDOT and Federal Highway roadway standards and funding program rules and regulations. We have a long history of guiding our clients through the construction process with projects completed on time and on or under budget. As a testimony to our past record of performance, our firm has routinely been selected by our clients for subsequent projects after successful completion of an initial project. Further proof of our ability and performance is recognized with a Federal audit and a State audit of two projects completed in 2012, both receiving findings of no deficiencies.



Archer-Elgin is proud of our positive track record and we encourage Local Public Agencies to call the project references included in our information to further discuss our performance. We are proud of our past performance with respect to our technical and client service references and believe that LPAs will find a consistent track record of satisfied clients and long lasting relationships.

- **Qualifications of Archer-Elgin Team:** In addition to the firm's experience and technical competence, the team that will be working with LPAs on Trails and Sidewalk design projects is highly qualified with years of experience. Leadership of the Archer-Elgin team will be provided by Jeff Medows. Jeff is the principal of the Archer-Elgin firm and will serve as the Client Services Manager for LPAs to ensure their complete satisfaction and project success. Project teams will be designated based on each project's scope and the particular needs of the LPA. The engineering team has the expertise to provide structural engineering services, electrical engineering expertise, hydraulics engineering expertise, and construction engineering services, including oversight of all concrete and materials inspection and testing.

Jeff Medows is the Principal of Archer-Elgin. Jeff holds a BS in Civil Engineering degree from Mo. S&T and is a licensed engineer in the states of Missouri, Arkansas, Kansas, Oklahoma, and Tennessee. In his over 18 years of experience in the consulting industry, he has been involved in the successful completion of hundreds of governmental infrastructure projects throughout Missouri and has extensive experience in sidewalk and other pedestrian use facilities design and construction.

Rob Conaway holds a BS in Civil Engineering degree from Mo. S&T and is a licensed engineer in Missouri. Rob has over 23 years experience, to include as a heavy construction engineer with the United States Army Airborne Corps and 15 plus years of experience in the private sector. During the past 12 years, Rob has served as a Project Manager for Archer-Elgin and has performed and managed design teams in a variety of project engineering, design, and construction management projects. Rob has taken on the responsibility of administering all projects utilizing Federal Transportation grant funds. In addition to directing the technical aspects of the design and construction services, Rob has the experience and knowledge necessary to walk the project through the MoDOT review and submittal process and is intimately familiar with MoDOT regulations and the agency staff that oversee these projects. Rob has the technical expertise and experience to provide engineering services beginning with planning and design and concluding with the final inspection. Rob is LPA Basic Training Certified.

Ric Palmer is a Senior Project Engineer with over 25 years' experience in consulting engineering and holds a BS and MS in electrical engineering. Ric specializes in the areas of electrical power generation and distribution; municipal roadway and street lighting; utility operations and maintenance facilities; electric service and area lighting upgrades; and water and wastewater systems including distribution, storage, collection and treatment, and SCADA.

Cameron Schweiss holds a BS in Civil and Architectural Engineering from Mo. S&T. Cameron has over seven years' experience as a Project and Chief Field Engineer for projects ranging from $250,000 to $150 million. Cameron has extensive experience in construction management and inspection services, as well as engineering design in the areas of wastewater collection and treatment, pedestrian bridge and sidewalks, and building design and construction and is LPA Basic Training Certified.

Travis Hernandez holds a BS in Civil Engineering degree from Mo. S&T, Rolla. Travis has over seven years' experience and has been involved in design and analysis of structures, sanitary sewer collection systems and lift stations, municipal stormwater, and detention basins. Travis has extensive experience in construction engineering services and has a wide range of experience working with reinforced concrete research and practical application, constructing concrete foundations in both the residential and commercial sector. Travis holds professional certification from the American Concrete Institute as a Concrete Field Design Technician Grade I.

Archer-Elgin has a fully-staffed survey field crew with the experience and expertise to assist in all necessary right-of-way plans. The surveying team consists of four registered Professional Land Surveyors and two Licensed Surveyors in Training, and includes **Dr. Richard Elgin,** P.E., PLS, who provides general survey oversight and **Sylvester Furse**, PLS who oversees all professional land survey services.

In addition to the engineering and surveying team, Archer-Elgin also has an experienced administrative team including **Dyann Careaga**, Accounting Manager, and **Candace Connell**, Client Services. Dyann has developed expertise in assisting LPAs with the paperwork and reporting requirements of the state and federal funding programs. Candace is able to assist LPAs with funding applications and LPA program requirements and reporting. Candace is LPA Basic Training Qualified.

- **Familiarity and Capability of Archer-Elgin:** Archer-Elgin is fully capable and has adequate staffing available to complete projects in an efficient, timely, and professional manner. Jeff Medows and Robert Conaway, two of the firm's top senior professional engineers, have the authority to prioritize resources to ensure that we provide the best service within the timeframe for the project. We understand the bidding, permitting and construction process regulations that are particular to cities and counties. We also have developed a good reputation over the years with general contractors throughout Missouri for the quality of our plans – the better the construction bid packages and planning documents, the more likely our clients are to receive good bids. And the more likely our clients are to have a number of contractors interested in bidding their project.

  We have several project engineers that have attended the LPA training and are certified. However, the real value offered to our clients is the many years of actual project experience that our firm has working with LPAs throughout Mid-Missouri. This experience will allow Archer-Elgin to successfully guide our city and county clients through the bureaucracy hoops of these projects and those of the funding agency.

- **Accessibility of Archer-Elgin:** Our firm is centrally located in Rolla, Missouri and we have faithfully worked with communities across the State of Missouri for the past 50 years. Our firm's reputation is built on the foundation of our accessibility to our clients. We have long, established relationships with cities and counties across Missouri and have developed the tools to allow us to provide the best service to our clients when they need us. As consistently demonstrated to our client cities and counties, our staff is available upon a moment's notice. Whether that be a critical question from the contractor during construction requiring on-site presence or a quick question of the LPA, our firm has the proximity, responsiveness and depth of professional staff to serve their needs.

  The cities and counties that we work with are so much more than just a client to us – we see ourselves as part of the City's team and will work hard to make sure that every project is successful. Our goal is so much more than just about earning fees – our primary mission is to work alongside our clients to provide the citizens they serve with the best transportation infrastructure - including sidewalks and trails. **We have the experience, technical expertise and knowledge to best assist LPAs in meeting the needs of their citizens.**

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Firm Fact Sheet
LPA On-Call Services

Archer-Elgin Engineering, Surveying and Architecture is a full-service engineering, surveying and architectural design firm located in Rolla, Missouri that is home to a skilled, diverse and experienced team of highly trained and licensed professionals. We have been serving mid-Missouri since 1962 and over the last 50 years have developed expertise in working with cities and counties on public infrastructure to include transportation facilities. We work in active partnership with our clients – identifying needs, discovering alternatives, integrating multiple disciplines – and in all instances, thinking ahead about how our engineering solutions affect other decisions our clients must make.

Archer-Elgin Firm History and Size

CM Archer Group acquired the assets of Elgin Surveying & Engineering, Inc. in 2011 to form ***Archer-Elgin Engineering, Surveying and Architecture***. With this merger, our two quality firms came together to create a locally-owned, full-service engineering, surveying and architecture design firm.

- ✓ **27-Member Full-Service Multi-Disciplinary Team**
- ✓ 13 Professional Engineers & Professional Land Surveyors
- ✓ **Serving Mid-Missouri Since 1962**
- ✓ Licensed in the States of Missouri, Kansas, Arkansas, Tennessee and Oklahoma
- ✓ **Specialized in Transportation Infrastructure Engineering Design Including Pedestrian Facilities and Trails, Structures Including Bridges, and Roadway Design**
- ✓ **Offering Expertise in Right-of-Way Planning, and Associated Surveying; Environmental Clearance; Traffic Signals and Lighting; and ADA Standards and Regulations**
- ✓ **Highly Qualified to Provide Construction Engineering Services Including Construction Inspection**

Archer-Elgin Design Engineering Capabilities

Archer-Elgin is a full-service consulting engineering firm providing design services in the areas of water, wastewater, **electrical, structural, transportation**, geotechnical, **hydrology and hydraulics, construction engineering, value engineering, environmental, permitting, inspection and quality assurance services**. With our 13-member team of **multi-disciplined engineers** we have the experience and expertise to provide our clients with a comprehensive range of services from conceptual planning through system delivery. We specialize in the following areas:

- Municipal/Local Government Services and Engineering
- Bridge Structural Engineering
- Electrical Distribution System Design and Management
- Streets, Pedestrian & Traffic Engineering
- Financing and Funding Expertise
- Stormwater System Design and Management
- Water Distribution, Treatment and Storage Design and Management
- Wastewater Collection and Treatment Design and Management

With our team's in-house multi-discipline design capabilities, we have the **experience and expertise** to provide our clients with a comprehensive range of services from conceptual planning through project completion. In addition to traditional engineering design services, we offer our clients specialized knowledge in all aspects of project planning, design, funding and financing, and the many stages of construction. Services provided by Archer-Elgin can include any of the following:

- **Site Civil Engineering**
- **Sidewalk and Trail Design**
- **Electrical Engineering**
- **Structural Engineering**
- Subdivision Design
- **Grading Design**
- Sanitary Sewer Design
- **Street Design**
- Water System Design
- **Utilities Design and Coordination**
- **Permitting (Local, State and Federal)**
- **Storm Water Detention and Management**

Archer-Elgin Surveying and Right-of-Way Planning Expertise

Archer-Elgin specializes in providing a full-range of surveying and site development services and the members of our surveying and design technicians team are among the most well-known and well-respected in the profession. We have provided exceptional services to our public and private clients for over 50 years and will continue to provide a diverse range of the industry's most innovative, reliable, accurate and visionary surveying and site design services.

- **Boundary and Easement Surveys**: Archer-Elgin provides a wide-range of survey services to public and private sector clients and has a fully-staffed office and field survey team in place to assure that our clients are provided the best services in a timely manner.
  - ✓ ALTA/ACSM Land Title Surveys
  - ✓ GPS Surveys
  - ✓ **Hydrologic Surveys**
  - ✓ **Right-of-Way Surveys**
  - ✓ Site Surveys
  - ✓ Topographic Surveys
  - ✓ Traditional Boundary Surveys of Town Lots, Farms, Parcels
  - ✓ **Utility Surveys and Easements**

- **Subdivision Platting**: Archer-Elgin offers over 50-years of firm experience in subdivision platting services to our clients. We are well-versed in city/county subdivision requirements and state and federal regulations that may apply. Common plats include those for residential and commercial subdivisions, commercial reserves, **street dedications** and general plans.

- **Construction Staking**: Archer-Elgin has the specialized and experienced team in place to provide construction staking and grade and alignment stakes for nearly any construction application. Archer-Elgin's experienced field crews are trained to use state-of-the-art RTK GPS and conventional survey technologies. Prior to staking, we provide high precision horizontal and vertical control stations at key locations throughout the site to facilitate efficient staking. Construction staking services are provided for public facilities including roadways and pedestrian facilities and public-use buildings and sites and may be provided as "single-pass" or ongoing, machine control, location of facilities during construction for later record drawings and construction monitoring. Staking services include:

  - ✓ Building Sites
  - ✓ **Roads & Bridges**
  - ✓ **Earthwork**
  - ✓ **Utilities**
  - ✓ **Paving**
  - ✓ **Concrete**
  - ✓ Commercial Development Projects
  - ✓ Residential Subdivisions
  - ✓ Commercial Subdivisions

Archer-Elgin Construction Engineering/Inspection Capabilities

Archer-Elgin has a multi-disciplined and technically qualified team in place to provide construction engineering and inspection services specific to each project's requirements. Our staff is intimately familiar with FHWA and MoDOT requirements, rules and regulations for construction of roadways, bridges and pedestrian facilities and the associated construction inspection requirements. Our construction services typically include project administration and observations, project documentation, submittal review, design support, shop drawing review, testing and inspection coordination and final inspection services. We work closely with our clients and work to tailor our services to best meet the needs of our clients. Services provided include the following:

- **Construction Administration**
  - ✓ Construction Contract Administration
  - ✓ Construction Job Cost Accounting
  - ✓ Quotation Requests
  - ✓ Review/Change Order
  - ✓ Construction Clarification Documents
  - ✓ Shop Drawings and Submittal
- **Construction Observation and Completion**
  - ✓ Construction Observation and Certification
  - ✓ Construction Management
  - ✓ Testing and Inspection Coordination
  - ✓ Final Inspection and Acceptance
  - ✓ Administrative Services and Conferences

Archer-Elgin's Recent Project Experience

Archer-Elgin has successfully completed hundreds of civil design and surveying projects working with a variety of city and county governments. Specific to transportation infrastructure projects, Archer-Elgin has vast experience working with our client cities on a wide range of street, sidewalk, trail and structural projects. We are highly experienced in the application and administration of various sources of funding for these projects including grants, loans and tax revenue sources.

Funding sources on past projects have included Off-System Bridge Replacement (BRO); Safe Routes to School (SRTS); Urban Surface Transportation Program (STP-Urban); Enhancement Surface Transportation Program (STP-Enhancement); American Recovery and Reinvestment Act (ARRA); Intermodal Surface Transportation Efficiency (ISTEA); Delta Regional Authority (DRA) Funds; and Recreational Trails Program (RTP) as well as many other state and federal funding programs including CDBG and USDA-RD loan and grant programs. In addition to state and federal grant programs, we have provided assistance to our client cities in implementing other public infrastructure and development financing tools including assistance in public information campaigns. Other public financing tools include General Obligation and Revenue bonds; Chapter 100 and 353 Bond Development programs. Special taxing district programs include Community Improvement Districts (CID); Transportation Development Districts (TDD); Neighborhood Improvement Districts (NID); and Tax Increment Financing (TIF).

In particular, Archer-Elgin has partnered with our clients on design and pending/completed construction of nearly twenty different Safe Routes to Schools and Transportation Enhancement projects in the last six years. The total grant award for these MoDOT funded projects is over $6,000,000. We have included a partial list of recent projects.

- ✓ Ashland Main Street Rehabilitiation - DP-9900(555)
- ✓ Crawford County R-1 Sidewalks - SRTS-INF-H289(107)
- ✓ Crocker Sidewalks and Footbridge - STP-0099 (926)
- ✓ Crocker Sidewalks and Stormwater - SRTS-INF-H109 (001)
- ✓ Crocker 2011 Walk South Sidewalks - STP 9900(951)
- ✓ Hermann Sidewalks - STP-9900(544)
- ✓ Herman Sidewalks - SRTS-INF-H105(001)
- ✓ Hermann New Transportation Museum - STP-9900(523)
- ✓ Houston SRTS Pedestrian Enhancement - SRTS-INF-H289(108)
- ✓ Houston Oak Hill Drive Pedestrian Walkway - STP-9900(963)
- ✓ New Haven Olive Street Bridge Replacement - STP-5401(627)
- ✓ Newburg Sidewalks - SRTS-INF-H289(105)
- ✓ Potosi Lead St. Sidewalk/Pedestrian Bridge SRTS-INF-H31D(102)
- ✓ St. James Pedestrian Walkway - STP-9900(949)
- ✓ St. James - SRTS-INF-H289(111)
- ✓ St. James State Hwy. DD- SRTS INF-H31D(104)
- ✓ St. Robert Pedestrian Trail- STP-9900(932)
- ✓ St. Robert Pedestrian Foot Bridge over I-44 - STP-9900(948)
- ✓ St. Robert Missouri Avenue Street Lighting - STP-9900(918)
- ✓ Waynesville 2009 Safe Routes to School - SRTS-INF-H289(106)
- ✓ Waynesville 2007 Safe Routes to School - SRTS-INF-H109(003)
- ✓ Waynesville Historic Route 66- STP-9900(934)
- ✓ Waynesville Roubidoux Historic Enhancement - STP-9900(921)

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