
PROPOSAL FOR

TRAFFIC ENGINEERING SERVICES

CONTRACT UP-12-11

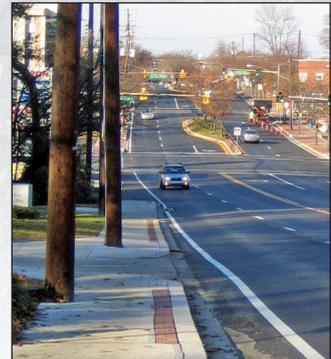
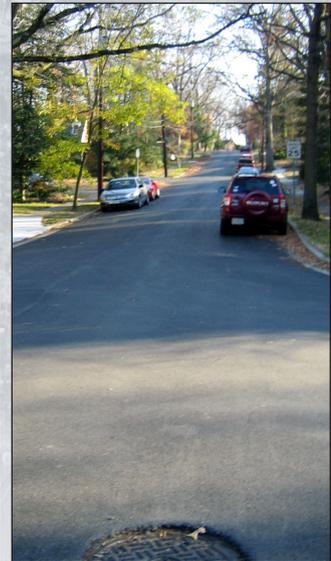
Prepared For:



Prepared By:



Kimley-Horn
and Associates, Inc.



November 30, 2012

Mr. John Rogard Tabori, Mayor
Town of University Park
6724 Baltimore Avenue
University Park, MD 20782

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11400 Commerce Park
Suite 400
Reston, VA
20191
TEL (703) 674-1300
FAX (703) 674-1350

Re: Request for Bid Proposals for Traffic Engineering Services, Contract UP-12-11

Dear Mr. Tabori,

Kimley-Horn and Associates, Inc. is pleased to submit this proposal to provide traffic engineering services to the Town of University Park. We appreciated the opportunity in October to meet and talk with you and members of your Committee about the Cafritz development and your need to assess the potential traffic impacts and proposed mitigation measures related to that development. We understand that the development could result in both opportunities and concerns for University Park. We look forward to serving you and protecting your interests. We will work closely with you and the stakeholders to assess previously prepared analyses, develop and implement mitigation strategies, and develop multimodal strategies that optimize the opportunities and result in benefits to University Park.

I have provided traffic study review services to local agencies for more than 40 years. I have also prepared traffic studies for developer clients over that same period of time. I know and understand the distinct differences between developer-led studies and agency-led studies; the objectives are sometimes different, the analytical methods are sometimes different and therefore, the definition of impact and benefit are also sometimes different. I will successfully guide you through steps to ensure that your interests are served and the Town is prepared to address the anticipated increased levels of traffic. I have presented and testified hundreds of times in front of Councils, Boards, Commissions, and juries. I have been accepted as an expert witness by the Zoning Hearing Examiner in Prince George's County and Montgomery County and by many additional public bodies.

My team includes transportation specialists—*people whose careers and lives are focused on transportation specifically*, not just general engineering consulting. David Whyte, whom you met with me during our interviews, developed the new transportation demand district for the Crystal City area of Arlington, VA, as well as other TMAs identified in his resume. David has prepared bus circulator plans in Arlington, Alexandria, and Fairfax. While I will be responsible for the traffic study reviews and preparation of the pre- and post-development traffic studies, David will be responsible for the transit assignments. Geoff Giffin is an expert traffic engineer, and he will be working closely with you, me, and David on all of our assignments. Katherine Falk is a very senior traffic operations expert, with significant experience in presenting information to the public, funding, and state and federal policy planning and rule making. Katherine lives in Severna Park and her sister lives in University Park.

Our firm was founded by traffic engineers and transportation planners. We truly are local agency transportation experts, within the region and throughout the United States. This proposal includes a description of our approach, our scope of work, schedule, proposed budget and specific descriptions of projects and clients for whom we have developed traffic and transit plans.

Please contact me at (703) 674-1307 or ed.papazian@kimley-horn.com if you have any questions about the information in this proposal or our proposed budget. Thank you again for this opportunity.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Edward Y. Papazian, P.E.
Project Manager

Response to the Request for Proposal

A. Approach

The Town of University Park, Maryland, is seeking proposals to provide traffic engineering, transportation planning and transit services in connection with the Town's review of Preliminary Plan of Subdivision for the Cafritz Property. This mixed-use development located directly adjacent to the Town can provide Town residents and businesses with opportunities. But it could also result in increased levels of congestion, safety concerns, and problems—for which you will be responsible to solve.

Kimley-Horn and Associates, Inc. will work closely with you to anticipate what is needed to solve those problems and continue to work with you to implement the solutions. *We will be your partners, not just consultants.*

Our approach to serving you is to focus on the already-prepared traffic studies for the Cafritz development, to assess the appropriateness of the analysis, and to identify how impacts were defined. More importantly, we also will identify how the Town can benefit from the proposed development, by defining a combination of proven and innovative multimodal transportation improvements that can be implemented—not just to mitigate any impacts, but to make Town-wide improvements to the transportation services and facilities that will benefit the public.

We will provide you with sound counsel on the accuracy of the studies. We will complete the pre-development and post development studies to identify what the actual traffic increases are to your roadways and to the critical intersections that you rely on for mobility, such as the Rt 1/Van Buren intersection. We will discuss the circulator bus study with you in detail—what the objectives are, who will be involved, and what role and responsibility they will have. We will then prepare the study for the geographic area encompassed by Prince George's Plaza, the MARC station in Riverdale Park, the future Purple Line station at River Road, and the College Park Metro Station at Calvert Road.

We approach this service to you as an opportunity to showcase the range of our professional transportation abilities. We have successfully connected different transportation needs into integrated plans that provide near and longer term benefits. We are budget conscious and understand the distinct difference between what would be good to have and what can and will happen within the time and budget available. We focus on implementation and are not satisfied with a plan, however great it is, that cannot be implemented clearly. We provide you with a combination of planning and engineering, not just one or the other. *We consider ourselves to be professional Transportation "Plangineers", and believe that is the type of assistance you require.*

B. Scope of Work

Task 1: Consult in the Matter of the Cafritz Property Development Traffic Study and Plan

a. On or before December 17, 2012, Kimley-Horn will review the Cafritz Traffic Studies (dated July 10, 2012 and September 8, 2012). We will develop a report for the Mayor and Council that includes our assessment of the study, and of the potential impacts and proposed mitigation measures to specific report elements, including the CSX Bridge, the Street Light design to be installed at Van Buren Street, the proposed trip caps, and the TMP. The report will also document our assessment of the report's treatment of other pertinent issues raised in the Council Order of July 18, 2012 and the Agreement to Support Zoning Classification, and Declaration of Covenants between the Town and the Cafritz Development Team.

We will provide a review and assessment of future Cafritz traffic study revisions or new traffic study reports that are completed within the performance period of this contract. We will produce those future efforts based upon our hourly rates provided in this proposal.

- b. Kimley-Horn will prepare for and attend the December 17, 2012 Town Council meeting. We will verbally present our report findings and our assessment of the Cafritz Traffic Studies.
- c. On or before January 7, 2013, Kimley-Horn will help prepare the Town's comments and responses to the Preliminary Plan referral. The responses will focus on the Cafritz Traffic Studies and related traffic issues. We will prepare a draft response letter for the Town's project manager review. We will modify the draft and prepare a final response letter based upon one set of consolidated Town comments.
- d. Our project manager will prepare for, attend and testify before the Prince George's County Planning Board. For budgeting purposes, we have assumed one Board presentation. We will prepare for and attend subsequent Board presentations based upon our hourly rates provided in this proposal.
- e. We will consult and assist with the Town during the Detailed Site Plan (DSP) and permit processes. We anticipate that this will include preparing testimony and testifying before both the Planning Board and the District Council. For budgeting purposes, we have assumed 10 hours of our project manager time for this effort. Additional assistance will be provided based upon our hourly rates provided in this proposal.

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- f. Kimley-Horn will prepare for and attend up to six meetings with M-NCPPC staff to assist Town representatives in negotiations and discussions concerning traffic issues related to Cafritz.

Task 2: Conduct Pre and Post Traffic Studies in University Park and Select Periphery Points

- a. Kimley-Horn will conduct a pre-development traffic study within 45 days of receiving a signed contract. The pre-development study will include collection of new traffic counts at select points in University Park. The exact number will be determined in consultation with the Town, after the date of the contract. For budgeting purposes, we have assumed collecting weekday PM commuter peak period and Saturday midday peak period traffic counts at 20 locations. This scope assumes 10 intersections during the pre-development studies and 10 intersections during the post-development studies. This is anticipated to include data collection for both the pre-development and post-development traffic studies.

We anticipate developing a specific scope of services and work plan for the pre-development (initial) study by working closely with the Town. We understand that the study will include but not be limited to addressing traffic operations at the following intersections: Underwood Street/ Route 1, Van Buren Street/ Route 1, 43rd Avenue and 44th Avenue/East-West Highway, Wells Parkway/Route 1, and Sheridan Street/Route 1.

- b. Within 120 days after date of receiving a signed contract, Kimley-Horn will prepare a baseline report integrating Maryland SHA, Cafritz, Town, and the Traffic Study data. The report will address potential problem areas and issues, propose traffic mitigation solutions that the Town could implement in preparation of the proposed opening of the first phase of development (currently scheduled for January, 2015) and identify potential bicycle and pedestrian routes.
- c. Kimley-Horn will review the collected traffic counts and identify possible mitigation measures. We will review these findings with the Town and agree on those that the Town wishes to pursue.
- d. Starting 90 to 120 days after the first phase of the Project opens, Kimley-Horn will conduct a post-development (second) traffic study. This effort will include collecting new traffic counts at the same locations as the pre-development study. We will follow the same approach and complete the same scope as the pre-development study for this post-development analysis.
- e. Within 30 days after conducting the post-development (second) traffic study, Kimley-Horn will prepare a second

mitigation report that proposes traffic control solutions based upon the opening of the first development phase and our findings in the post-development traffic study.

- f. Kimley-Horn will again review the collected traffic counts and identify possible mitigation measures. We will review these findings with the Town and agree on those that the Town wishes to pursue.

Task 3: Conduct a Circulator Bus Study

In conjunction with the Town of University Park, the Cities of College Park and Hyattsville, and the Town of Riverdale Park, Kimley-Horn will conduct a Circulator Bus study. We will develop a plan to provide services connecting residents of the area and the new development to each other and other identified stations, such as the MARC station, the College Park Metrorail station, and any future Purple Line stations.

We will explore options for a broad outline of a transit plan outlining the following parameters:

- **Feasibility.** We will identify circulator best practices and determine which would most effectively serve the area. We will hold up to one public outreach meeting to collect input from local stakeholders.
- **Cost.** We will assist the Town and other jurisdictions in exploring options for the most cost-effective way to run the shuttle service—including potentially contracting the route to a bus operation service. We also will explore potential funding options.
- **Potential routes.** We will identify the areas that need to be served. We also will consider local shuttles or circulator bus systems, such as the Town's local shuttle, and determine first if these systems should be incorporated into the more regional circulator bus. We then will assist in determining how to best incorporate these systems.
- **Headways.** We will advise the Town and other jurisdictions on headways of typical circulator bus systems, along with what headways will best fit with the potential routes explored.
- **Operating hours.** We will assist the Town and other jurisdictions in determining operating hours.
- **Management structure.** If the circulator bus will be serving all four localities, we will recommend that a regional circulator bus management committee be formed, with representatives from each locality.

- **Equipment needs.** We will provide an estimate of equipment needs based on the potential routes, operating hours, and headways determined.
- **Employee needs and requirements.** We will provide an estimate of employee needs and requirements based on the determined potential routes and operating hours.

Based on the evaluation of these factors, we will prepare a draft, a final draft, and then a final report on or before March 1, 2013.

Task 4: Assist in the Development of a Transportation Demand Management District

Kimley-Horn will assist the Town in developing a Transportation Demand Management (TDM) District. We will lead development of a District Plan that is based upon our experience and the best practices in the field of TDM. We will meet with the Town to determine when the Plan will be developed, either before or after the opening of the Cafritz development. At that time, we will create a more detailed scope and schedule for the process.

We anticipate that the District will encompass the Town of University Park and the Cafritz Property, and parts of the Cities of College Park and Hyattsville, and the Town of Riverdale Park. We will coordinate with the Traffic Division of the MNCPPC, the Prince George's County Department of Public Works and Transportation, the County Council, the Office of the County Executive, and the Cities and Towns to be included in the District. We will also coordinate with the Cafritz property representatives in developing the Plan.

Among the elements to be considered for inclusion in the Plan are:

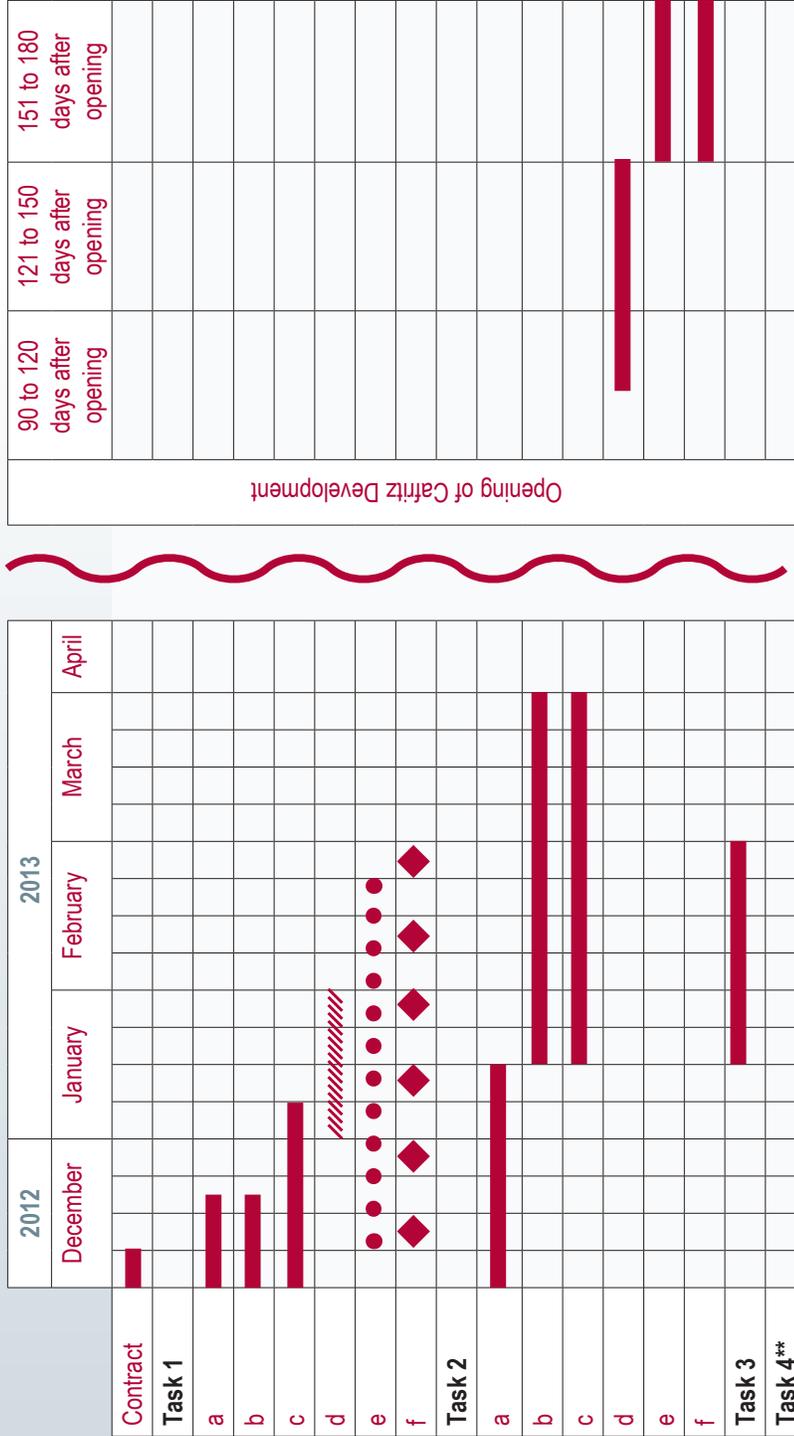
- **Ridesharing.** We will assist the TDM District in exploring expanding its promotion of carpool services, both formal and informal. Informal carpooling arrangements likely already exist in many of the TDM District localities. However, carpool options and customized ride matching is now most efficiently done using web-based matching software programs; many of these programs are set up to allow jurisdictions to provide incentives for carpooling. Dynamic, or real-time, ridesharing web and mobile-web applications are currently being marketed by a number of private firms, including Avego, PickupPal, Zimride, and a number of others. These applications allow users to set up carpools at the time that the ride is needed, and are similar to slugging in that there is no pre-arrangement of the carpool.
- **Carsharing.** We will identify potential strategies to review. Private carsharing companies, such as Zipcar, provide car rentals by the hour, using Internet-, text message-, and

telephone-based reservations systems to allow their members to make hassle-free rentals. These services support Metrorail stations throughout the Washington, DC, metro area, in addition to other major activity centers. The TDM District localities may benefit from the provision of carsharing services.

- **Displaying transit information.** Transportation information displays, both brochure/paper-based displays and electronic displays, can be placed at major employers, libraries, recreation centers, schools, transit stations, shopping centers, and smaller retail stores to provide location-relevant transit information. Static displays that include bus information, ridematching resources, and other transit and TDM marketing materials can be permanently installed at the appropriate locations or rotated between sites. TDM localities can also play a lead role in increasing the quality and type of transit information available at bus stops. We will also explore the use of low-cost electronic transit display that shows nearby real-time transit information.
- **Enhanced transit marketing.** An enhanced transit marketing program can reach new commuters with information on commute options. Creative marketing campaigns with videos, print, and online media can reach new groups of commuters that are not currently captured in employer services outreach. The TDM District may want to focus on reaching new residents to teach them about local transit options.
- **Bike/walk commute mode promotion.** We will research and share with the TDM District localities the many types of ongoing programs that TDM agencies run to promote the use of cycling and walking for commute trips. For example, "confident cycling" and bicycle safety classes can help commuters that otherwise would not have felt comfortable cycling in suburban or urban environments to become comfortable.

We will create a draft TDM Plan, followed by a final TDM Plan. The TDM Plan will include specific recommendations for programs to be implemented, including the agencies responsible or new institutions to be formed (i.e., Transportation Management Associations or TMAs). The programs implemented will be analyzed for anticipated effectiveness based on the projected reduction of single-occupant vehicle (SOV) trips. If desired by the TDM district, we can create a performance measurement plan that includes a broad base of performance measures for each program that would use data available from public commute mode surveys to analyze the impact of the TDM program over the long term. We can also provide implementation strategies for each recommended measure, including options for funding and long-term operation.

C. Project Schedule

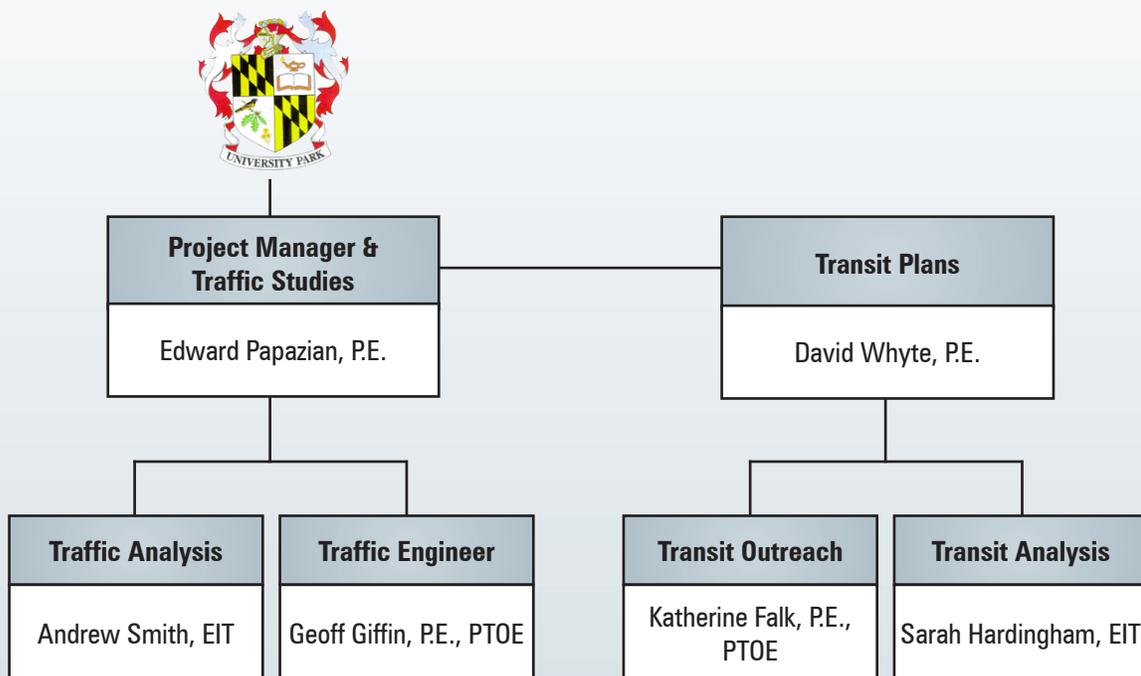


- Consulting and assisting the Town during the Detailed Site Plan (DSP) and permit processes, including testifying before the Planning Board and District Council, will be dependent upon the Town's, Planning Board's, and District Council's schedules
- ** The schedule for Task 4 will be determined once the Town determines when to begin the TDM study process
- /// One presentation with the Prince George's County Planning Board, to be scheduled at the Board's convenience
- ◆ Six meetings to be held with MNCPPC staff, to be scheduled at the MNCPPC's convenience

D. Key Personnel

As demonstrated in the organizational chart below, the Kimley-Horn team will be led by project manager Edward Papazian, P.E. A full resume for Ed as well as resumes for the rest of our team can be found on the following page. We have assembled our team for this contract with versatile staff chosen specifically to meet the needs of this contract. These professionals bring years of practical knowledge to you, as well as specific experience working in Maryland. We take pride in understanding and meeting our municipal clients' needs in a responsive and quality manner.

Organizational Chart



Please see resumes for individual states of registration.

Edward Y. Papazian, P.E.

Project Manager, Traffic Study Assessment and Development



Edward is a recognized specialist in traffic engineering and transportation planning. He has completed traffic studies for more than 500 development projects in Maryland and Virginia throughout the past 40 years, in both urban and suburban settings. Edward has participated in the establishment of Growth Policy and Adequate Public Facilities Ordinance transportation standards that allow development to occur in Metrorail station areas. His experience in Montgomery County also extends to the Town Center area of the City of Rockville, the White Flint area, the Route 29 corridor, and the I-270 corridor. He has similar experience in the Friendship Heights, Bethesda, and District of Columbia central business districts. Edward also is a specialist in the Northern Virginia jurisdictions of Arlington County, City of Alexandria, Fairfax County, Loudoun County, and Prince William County.

Relevant Experience

Traffic Studies, Silver Spring, MD — Project Manager. Edward was responsible for several large developments in Silver Spring. Services included overseeing the preparation of traffic impact studies, identifying roadway and intersection improvements, transportation demand management (TDM) measures that would mitigate traffic impacts, and working with county staff to secure consensus on the findings. A partial list of projects for which Edward has served in the Silver Spring central business district (CBD) includes:

- NOAA Headquarters
- Discovery Communications Headquarters
- United Therapeutics Headquarters
- 1050 Ripley Street
- Ripley North (now 1031 Ripley Street)
- Silver Spring Plaza
- Silver Spring Gateway
- Metro Plaza Silver Spring
- 1100 East-West Highway

Traffic Studies for Mixed-Use Developments, MD — Project Manager. Edward was responsible for performing traffic and parking studies for several large developments in Maryland. Services included overseeing the preparation of traffic impact studies, identifying roadway and intersection improvements, transportation demand management (TDM) measures that would mitigate traffic impacts, and working with city staff to secure consensus on the findings. Representative projects in the City of Rockville include Tower Oaks; RCI site in Rockville Town Center; Market Square at Shady Grove; and 255 North Washington Street in Rockville Town Center. Edward also performed these services for Wisconsin Place, a new mixed-use development in the Chevy Chase area of Montgomery County.

White Flint Mall Redevelopment and White Flint Sector Plan, North Bethesda, MD — Project Manager. Kimley-Horn has provided traffic engineering and transportation planning services for the redevelopment of White Flint Mall as part of the studies for the White Flint Sector Plan. These efforts have included preparing a traffic study of the area, identifying needed roadway improvements, developing a vehicle access and on-site circulation plan, locating parking garage entrances, assuring safe interaction between pedestrian and vehicle flow, and participating in public involvement to obtain community support for the plan. These efforts have demonstrated that transportation capacity is available to accommodate the redevelopment of White Flint Mall. In addition, Kimley-Horn has worked with the staff at the Montgomery County Planning Board in their transportation analysis of the overall sector plan study area.

Special Qualifications

- Has more than 40 years of experience in transportation planning and traffic engineering
- Is a qualified expert witness before planning commissions, city and county councils, and zoning commissions
- Has performed transportation studies in urban and suburban settings throughout the Washington metropolitan area

Professional Credentials

Master of Science, Civil Engineering, Drexel University, 1971

Bachelor of Science, Civil Engineering, Drexel University, 1969

Professional Engineer in Maryland, District of Columbia, Virginia, Florida and Pennsylvania

Professional Affiliations

Institute of Transportation Engineers, Formerly ITE District 2 Representative to the ITE International Board of Direction

American Society of Civil Engineers

National Society of Professional Engineers

References

Nancy P. Regelin, Attorney-at-Law
Shulman Rogers Gandal Pordy & Ecker, P.A.

(301) 230-5224

nregelin@shulmanrogers.com

Troy Balkema, Project Director
Quadrangle Development Corp.

(202) 777-0720

tbalkema@quad1.com

R. David Whyte, P.E.

Transportation and Transit Specialist



David has more than 14 years of experience in progressive transportation planning and policy development. He will be primarily focused on transportation and transit planning and implementation considerations. David specializes in multimodal transportation planning and engineering. Specifically, he is focused on planning transportation systems that accommodate all modes of transportation not only adequately, but appropriately under specific contexts. David has helped with, or led the development of, numerous area plans; transportation elements of comprehensive plans; and communitywide transportation plans for cities and regions of many different sizes, scales, densities, and urban forms. David has a strong understanding of the value of true context-sensitive planning and policy-making.

Relevant Experience

Multimodal Transportation Planning and Engineering Services, Alexandria, VA — Project Engineer. Kimley-Horn is currently assisting the City of Alexandria on assignments associated with multimodal transportation planning, design, and construction in urban settings under a 5-year term contract. David has acted in a number of different roles under this contract ranging from lead planner on the Old Town parking study to engineer on the Route 1 bus rapid transit Design-Build bridging documents to QC/QA reviewer on the Arlandria improvements.

Multimodal Transportation Planning, Engineering, and Project Management Services, Arlington County, VA — Project Engineer. Since 2005, Kimley-Horn has assisted Arlington County on assignments associated with multimodal transportation planning, design, and construction in urban settings. We have performed a wide range of tasks, including preliminary project planning; inventory and analysis, surveys, data collection for all modes of transportation, and studies of individual transportation modes and multimodal solutions; project design, engineering, and cost estimation, including modeling and simulating alternatives; designing the street space to accommodate all modes and developing accurate cost estimates; and project and construction management, including assisting the county in implementing multimodal transportation projects from construction contract award through project close-out. David has managed the East Falls Church Transportation Study, Arlington Ridge Road Arterial Transportation Management project, and Crystal City Multimodal Transportation Study.

Potomac Yard Transportation Plan, Alexandria, VA — Project Manager. Kimley-Horn performed transportation planning services to assist the City of Alexandria and a land use planner to develop a small area plan for Potomac Yard that included the assessment of existing multimodal transportation conditions; projecting future travel demand for proposed land uses; and developing, reviewing, and analyzing concepts for the future transportation network to include a possible Metrorail station, the Crystal City-Potomac Yard Transitway, buses, bicycle and pedestrian facilities, street cross sections and intersections, and travel demand management. David led this project and developed model architecture, the analysis, and the analysis report. David also worked hand-in-hand with the city on traffic calming issues in two neighborhoods and worked to develop neighborhood cut-through plans for several neighborhoods.

Columbia Pike Multimodal Street Improvements, Arlington County, VA — Project Engineer. Kimley-Horn is conducting a multimodal transportation study, environmental documentation, public involvement process, and preliminary design for street improvements along the 3.5-mile length of Columbia Pike. The analysis is examining alternatives for implementing improvements to provide a modified street cross section to include reconfigured travel and left-turn lanes, on-street parking, bicycle accommodations, wider sidewalks, enhanced pedestrian crossings, landscaped medians, and street trees. David has been involved in the development of travel demand forecasts for Columbia Pike and in the review of preliminary roadway concepts and plans.

Special Qualifications

- Has 16 years of diverse experience in urban, suburban, and rural transportation planning and urban design in communities throughout the Washington, DC metro area
- Experienced in integrated multimodal planning, analysis, and design for large and small communities
- Proficient in numerous travel demand model platforms and transportation analysis packages
- Experienced in transit planning at station/stops, corridor, and municipal levels
- Experience in designing, leading, and facilitating public involvement programs and processes

Professional Credentials

Bachelor of Science, Civil Engineering, North Carolina State University, 1998

Professional Engineer in Virginia and North Carolina

Professional Organizations

Urban Land Institute

Institute of Transportation Engineers

American Planning Association

American Public Transportation Association

Katherine W. Falk, P.E., PTOE

Transit and Public Outreach



Katherine has more than 20 years of experience in traffic engineering and transportation planning including long-range transportation plans for improvements to enhance vehicular flow as well as to provide convenient connections to pedestrian, bicycle, and transit facilities. She also has technical and project management experience on several projects with the Federal Highway Administration (FHWA), the majority of which are related to the Manual on Uniform Traffic Control Devices (MUTCD). Katherine lives in Severna Park and her family lives in University Park; she will be providing community outreach.

Relevant Experience

2009 Edition MUTCD Rulemaking Process — Project Manager. Kimley-Horn has been involved with the preparation of the MUTCD since 2000. As part of this task, Kimley-Horn assisted FHWA with the 2000, 2003, and most recently, the 2009 Edition of the MUTCD. For the 2009 Edition, Kimley-Horn's work included developing federal register notices describing all of the proposed changes and developing the MUTCD page images for the Notice of Proposed Amendments (NPA) to the 2003 MUTCD, which were placed in the Federal Register and on FHWA's website in January 2008. Kimley-Horn assisted the FHWA with analyzing more than 15,000 comments that were received in response to the NPA. Based on those comments, Kimley-Horn further aided the FHWA with the development and preparation of the Federal Register notice that was published in December 2009, which describes the comments and changes in the 2009 Edition. Kimley-Horn also assisted with editing and developing PowerPoint presentations for use by FHWA in outreach training efforts. For this project, Katherine prepared the federal register notice, organized all public comments, and assisted with the editing and development of the presentation documents.

Traffic Signalization Design Services 2009 to present, Fairfax County, VA — QC/QA Reviewer. Kimley-Horn is serving Fairfax County as an on-call consultant to provide traffic signal design services. Kimley-Horn's services include providing engineering reports and/or studies associated with new or existing traffic signals, developing design plans and detail drawings for new traffic signals or traffic signal modifications, providing construction specifications and related construction/bid documents, and providing construction cost estimates and support of construction activities. Additional services include the development of signage and pavement marking plans, traffic signal warrant studies, pedestrian crossings, and minor roadway improvement plans.

Van Dorn Street Corridor Study, Fairfax County, VA — Project Manager. Kimley-Horn conducted a traffic analysis for a segment of Van Dorn Street (Route 613) in Fairfax County, investigating potential improvements to both traffic safety and operations. The study segment is approximately 1.25 miles long and included six signalized intersections. The study included two key objectives identifying feasible traffic safety countermeasures and identifying feasible traffic operations improvements. Kimley-Horn submitted a report, Synchro signal timings, a countermeasure matrix highlighting improvements by type, location, and relative cost, and detailed sketches depicting signing and pavement marking plans to be used for implementation. Katherine wrote the technical report, attended client meetings, developed a countermeasure matrix, reviewed Synchro runs, participated in and oversaw fieldwork activities, and was a presenter at stakeholder workshops.

Traffic Engineering Design Contract for the Northern Operations Region, VA — QC Review and Signal Designer. Kimley-Horn is providing traffic engineering services under a term contract. This includes attending field meetings, reviewing initial and final design plans, and verifying quantities for modifications to existing signals and designs for new traffic signal installations. Katherine prepared and reviewed traffic signal design plans for new traffic signal installations. She is the task manager for two large task orders for replacing existing bridge mounted guide signs and for replacing existing cantilever and full span guide sign structures. As part of this task, Katherine led the team in designing more than 50 guide signs throughout Northern Virginia.

Special Qualifications

- Has 24 years of experience in traffic engineering and transportation planning including long-range transportation plans for improvements to enhance vehicular flow as well as to provide convenient connections to pedestrian, bicycle, and transit facilities
- Significant involvement with the Manual of Uniform Traffic Control Devices (MUTCD) and the National Committee on Traffic Control Devices
- Strong technical traffic engineering and planning skills along with writing skills to develop briefings for decision makers, information for the public, and technical reports to document analyses

Professional Credentials

Master of Business Administration, Old Dominion University, 1995

Bachelor of Science, Civil Engineering, University of Virginia, 1989

Professional Engineer in Maryland and Virginia

Professional Traffic Operations Engineer

Professional Organizations

National Committee on Uniform Traffic Control Devices

Institute of Transportation Engineers

Geoff D. Giffin, P.E., PTOE

Traffic Engineer



Geoff has 11 years of experience in transportation engineering in a broad range of planning, design, and operations. His areas of expertise are in the design of traffic control signals and operations and he also has significant experience in safety analyses, traffic impact studies, transportation planning, multimodal intersection design, parking studies, public involvement, and the development of transportation standards, specifications, and policies. Geoff is the project manager for similar contracts with the Virginia Department of Transportation, Town of Purcellville, Fairfax County, and the City of Alexandria.

Relevant Experience

Traffic and Transportation Services On-Call, Purcellville, VA — Deputy Project Manager. Geoff has managed several traffic analysis and traffic impact study task orders. Kimley-Horn is providing professional traffic and transportation engineering services on an on-call basis for the Town of Purcellville. Our services include survey and plats, engineering design, compliance with the state environmental review process (SERP), specifications, right-of-way process, estimates, public participation process, and review of traffic impact studies.

Multiple Awards Schedule for Multimodal Transportation Planning and Engineering Services, Alexandria, VA — Project Manager. Kimley-Horn is currently assisting the City of Alexandria on assignments associated with multimodal transportation planning, design, and construction in urban settings. Under this 5-year term contract, we have performed a wide range of tasks, including preparing a design-build procurement package for a new bus rapid transit (BRT) system along Route 1. Geoff is responsible for managing the term contract as well as managing many of the task orders including the Safe Routes to School, pedestrian improvements design, and parking studies.

2009 Edition of the Manual on Uniform Traffic Control Devices (MUTCD), Washington, DC — Project Engineer. Geoff assisted the Federal Highway Administration (FHWA) in the preparation of the 2009 Edition of the MUTCD. Kimley-Horn conducted research to gather information, identify impacts, and make recommendations. Geoff assisted the FHWA with analyzing more than 15,000 comments that were received in response to the NPA.

Traffic Signalization Design Services, Fairfax County, VA — Project Manager. Kimley-Horn is serving Fairfax County as an on-call consultant to provide traffic signal design services. Since 2009, Geoff has managed all task orders for this on-call contract. Many of the task orders were produced concurrently with different specialized technical staff from multiple Kimley-Horn offices. Services have included development of traffic signal plans, signage and pavement marking plans, traffic signal warrant studies, speed studies, traffic operational analyses in support of roadway design plans, traffic analysis for transportation management plan detours, traffic signal timings, street light analyses, and street light design.

Courts Complex Transportation Study, Leesburg, VA — Project Manager. Kimley-Horn provided professional transportation planning and engineering design services to identify and document transportation and parking issues that are expected to arise due to the expansion of the county courts complex in the Town of Leesburg. Kimley-Horn's services included parking analyses, traffic analyses, and conceptual transportation improvements plans. Kimley-Horn also recommended transportation solutions that are anticipated to be needed to resolve the transportation and parking issues. The results of the study helped the county inform the capital improvement program (CIP) process. Geoff coordinated with county DCWM and Town of Leesburg staff, led the traffic and parking analyses, developed site parking alternatives, and recommended transportation improvements to address potential traffic impacts.

Special Qualifications

- Specializes in traffic signal design and traffic simulation modeling of urban interchanges, freeway corridors, and signalized intersections
- Experienced in all aspects of traffic operations analysis, including planning at-grade intersections (signalized, unsignalized, and roundabouts) and grade-separated interchanges
- Specializes in traffic impact studies ranging in complexity from rural areas to urban studies with heavy demand in the Washington, DC metro area

Professional Credentials

Master of Science, Civil Engineering, Virginia Polytechnic Institute and State University, 2003

Bachelor of Science, Civil Engineering, Virginia Polytechnic Institute and State University, 2001

Professional Engineer in Maryland, the District of Columbia, Virginia, and West Virginia

Professional Traffic Operations Engineer

Professional Organizations

Institute of Transportation Engineers

National Committee on Uniform Traffic Control Devices, Signals Technical Committee

Andrew T. Smith, EIT

Traffic Analyst

Andrew has three years of experience as a traffic and transportation planning analyst at Kimley-Horn. Andrew has worked on projects involving transportation networks across Virginia and the Washington D.C. metropolitan area. Andrew has performed several traffic impact analyses and studies, including projects ranging from studies in urban centers to those involving modifications to major roadway networks with U.S. and interstate highways. He also is skilled in traffic engineering design, including the design of guide signage, pedestrian improvements, and traffic signals, requiring coordination with local agencies and state departments of transportation. He is skilled in the use of Synchro and various CADD software packages.

Relevant Experience

Glen Aldon on Battery Lane, Bethesda, MD — Analyst. Kimley-Horn is preparing a traffic impact analysis for the Glen Aldon development in the urban core of Bethesda, MD. The purpose of the study is to obtain zoning approval for the development. This includes an assessment of existing and future traffic conditions and mitigation measures for any future traffic issues that develop as a result of the future traffic patterns. Andrew was the primary analyst involved with traffic analysis and the creation of the report.

Jefferson-Houston PreK-8 School, Alexandria, VA — Analyst. Kimley-Horn is providing professional design services including civil, traffic, and environmental engineering as well as landscape architecture for the development of a new 125,000-square-foot PreK-8 School for Alexandria City Public Schools (ACPS) as part of the architect-led design team. The school is located in the Parker Gray Historic district of Old Town Alexandria and will employ significant energy efficient and sustainable design concepts. The school will house approximately 800 students. The project includes a significant amount of community involvement and coordination with a complex team of professionals and city staff. Among several other design tasks, Kimley-Horn is preparing the traffic study. Andrew performed field observations and analyzed field data collected for this project. He also attended community meetings.

Nebraska Avenue Complex Master Plan, Washington, DC — Analyst. As a subconsultant, Kimley-Horn is preparing a transportation analysis in support of the Nebraska Avenue complex (NAC) master plan. The site is located in the northeast corner of the Ward Circle between Massachusetts Avenue and Nebraska Avenue, NW. The master plan will provide a framework for the General Services Administration (GSA) to update and potentially expand this facility to add more building space. The transportation study is a part of the environmental documentation required. Kimley-Horn's role is to prepare a transportation/traffic study and a transportation management plan. Andrew coordinated of field observations, performed the traffic analysis, and assisted in the creation of the report.

Jackson Gateway/I-95 Access Study, Spotsylvania County, VA — Analyst. For the Fredericksburg Area Metropolitan Planning Organization (FAMPO), Kimley-Horn conducted an interstate access modification study in the Jackson Gateway area of Spotsylvania County. The study involved the evaluation of existing and future traffic operations under no build, build, and modified build scenarios. As a part of the study process, FAMPO's travel demand model was used to generate traffic volume forecasts and CORSIM was used extensively to analyze future traffic operations. New interchange and interchange modification concepts were developed to address build and no-build conditions. Andrew has developed complex analysis tools necessary for the analysis of various interchange alternatives. He also performed capacity analysis on a roadway network that included 27 intersections. He was involved with several technical working group meetings.



Special Qualifications

- Has three years of experience as a traffic and transportation analyst
- Skilled in traffic engineering design, including the design of guide signage, pedestrian improvements, and traffic signals
- Proficient in the use of Synchro and various CADD software packages

Professional Credentials

Bachelor of Science, Civil Engineering, University of Virginia, 2009

Registered Engineer-in-Training

Professional Organizations

American Society of Civil Engineers

National Society of Black Engineers

Sarah E. Hardingham, EIT

Transit Analyst



Sarah joined Kimley-Horn after graduating from the University of Virginia with a Bachelor of Science in Civil and Environmental Engineering. She is well versed in the traffic impact analysis process and has performed many studies in the Virginia and Washington, DC metropolitan area, frequently working with Edward on these efforts. She recently completed a Comprehensive Transportation Review for a development in Rockville, MD, and is finishing a study under the VDOT Chapter 870 Regulations. She also has been involved in multiple parking demand and utilization studies. Her experience with signal timing and capacity analysis includes the operation of Synchro and HCS software packages. Sarah is a very versatile analyst who takes on new assignments with vigor and enthusiasm. She has a passion for transit studies, and is excited to have the opportunity to work on this project with David and Katherine.

Relevant Experience

Chesapeake Bay Foundation Facility at Pleasure House Point, Virginia Beach, VA — Analyst. Sarah completed a parking assessment for a proposed education facility. Her tasks included assessing existing parking utilization, developing GIS graphics to display existing conditions, projecting trip generation of the proposed facility, and assessing future parking demand and whether the surrounding on and off-street parking could accommodate said demand.

Hal and Berni Hanson Regional Park, Loudoun County, VA — Analyst. Kimley-Horn is working with Loudoun County Parks, Recreation, and Community Services to provide master planning services and complete entitlement services for the Hal and Berni Hanson Regional Park. The park will be developed on a 256-acre site located in Aldie, VA, and may include up to 19 athletic fields and multiple passive recreational uses. Sarah contributed to a VDOT Chapter 870 traffic impact study of existing, background, and future traffic conditions. Her additional tasks included developing trip generation methods for land uses not located in the ITE Trip Generation Reports, assigning trips to existing and future network intersections, performing HCM analysis on projected traffic volumes, creating signal timings for proposed signals using Synchro7 software, and performing signal warrants for future site driveways.

718 Rockville Pike Redevelopment, Rockville, MD — Analyst. Sarah performed a traffic impact analysis of existing, background and future traffic conditions for a Rockville, MD site proposed for redevelopment. She used ITE Trip Generation Reports to develop site generated trips and pass-by volumes. Sarah also completed a capacity analysis of existing, background, and future conditions using Synchro7 software, and produced a Comprehensive Transportation Report for the City of Rockville.

Adams Morgan Historic Hotel, Washington, DC — Analyst. Sarah performed a late night traffic analysis of a proposed hotel in the Adams Morgan area of Washington, DC. She analyzed existing vehicle and pedestrian volumes, projected future trips generated by the hotel during late night hours, and performed capacity analyses on study intersections. Sarah then compiled the findings in a memorandum to the client.

Special Qualifications

- Proficient in performing traffic- and transportation-related analysis, including traffic impact analyses, parking assessments, and optimizing signal timings
- Skilled in the use of Synchro 7.0 and the creation of GIS databases

Professional Credentials

Bachelor of Science, Civil and Environmental Engineering, University of Virginia, 2012
Registered Engineer-in-Training

E. Outside Consultants



Kimley-Horn has retained the qualified subconsultant **The Traffic Group, Inc.** to assist with traffic counts. The Traffic Group frequently conducts traffic counts for Kimley-Horn on a variety of traffic engineering-related projects.

Established in 1985, The Traffic Group is a leading traffic engineering and transportation planning specialty firm headquartered in Baltimore County, MD, that specializes in data collection services. The Traffic Group encourages the Town to contact the following references for similar projects.

CLIENT: Town of Berwyn Heights, MD
5700 Berwyn Road
Berwyn Heights, Maryland 20740
The Honorable Cheye Calvo, Mayor, (301) 474-6350

SERVICES: As part of a traffic study, The Traffic Group conducted field surveys, speed and volume counts along several Town roadways and origin and destination surveys to determine the amount of cut-through traffic to and from MD 193 to MD 201 using 58th Avenue, 60th Avenue, 62nd Avenue, Pontiac Street, and Edmonston Road.

CLIENT: City of Bowie, MD
2614 Kenhill Drive
Bowie, Maryland 20715
Jim Henderson, Public Works Director, (301) 262-6200

SERVICES: Traffic counts, including manual turning movement and mechanical volume counts and analysis to determine the impact of new City Hall on the surrounding area road network.

F. Relevant Experience

Kimley-Horn was founded 45 years ago in Raleigh, NC. The company was formed by two very talented individuals, Bob Kimley and Bill Horn, both highly recognized and respected traffic engineers. Their passion was to serve clients, particularly public agencies. Planning and engineering efficient, effective, and safe transportation systems were their primary objective back then, and this culture has been passed on and is still a fundamental goal of our transportation professionals. While traffic and transportation planning and engineering remain our cornerstone, we have grown significantly since our start in 1967 to become a full-service multidisciplinary firm offering services to federal, state, and local governmental agencies; developers; and commercial, industrial, and agricultural interests. Kimley-Horn is experienced in all aspects of traffic engineering and transportation planning.

On the following page, we present find three of our recent relevant projects, along with client reference information.

On-Call for Multimodal Transportation Planning, Engineering, and Project Management Services, Arlington County, VA

Since 2005, Kimley-Horn has assisted Arlington County on assignments associated with multimodal transportation planning, design, and construction in urban settings. Under this on-call contract, we have performed a wide range of tasks, including all of the primary and secondary services requested on the project. Representative projects include:

- **Crystal City Multimodal Transportation Study:** Conducted a multimodal transportation study as part of a master plan for redevelopment in the Crystal City Metro Station area. The study included development and analysis of concept plans.
- **Columbia Pike Superstops Environmental Documentation and Design:** Provided environmental documentation and permitting services for the first three bus "superstops" in Arlington County. Providing design services for a fourth stop. Bus stop improvements include large customized structures and improvements to curb, gutter, sidewalk, and pedestrian accessibility.
- **Arlington Ridge Road Arterial Transportation Management (ATM) Design:** Developed implementation plans for low-cost measures, including pavement markings, delineators, and advance pedestrian flashers. Measures were installed and received positive public feedback.
- **Arlington Mill Community Center:** Provided traffic engineering services; conducted a traffic impact study, parking analysis, and roadway concept design in support of this project which is now under construction.
- **Old Jefferson Davis Highway Design and Construction Phase Services:** Kimley-Horn completed a multimodal transportation design and environmental assessment for this project, which serves Long Bridge Park, north of Crystal City. Design includes roadway realignment, reconstructed pavements, sidewalks, bicycle lanes, and transit stops. Kimley-Horn is currently providing construction phase services to Arlington County in support of the Long Bridge Park project.

CLIENT'S NAME

Arlington County

ADDRESS

2100 Clarendon Boulevard, Suite 900
Arlington, VA 22201

PROJECT MANAGER

John Martin, P.E., Kimley-Horn

TELEPHONE NUMBER

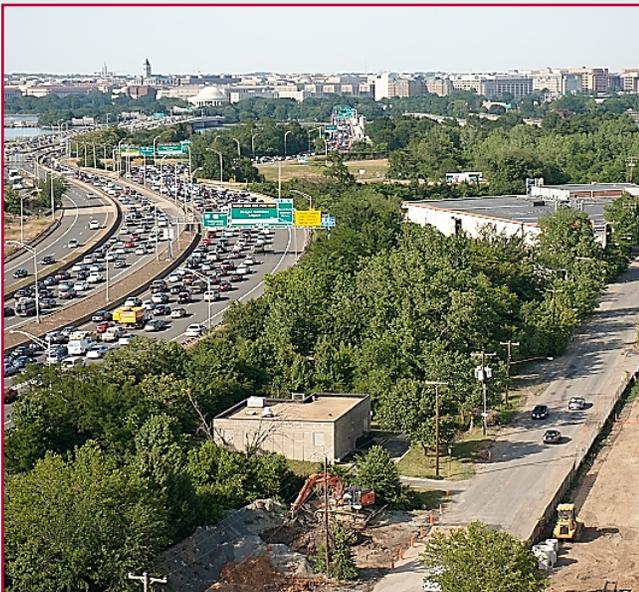
(703) 674-1305

PROJECT REFERENCE NAME

Tom Hutchings, Capital Projects Manager

PHONE NUMBER

(703) 228-3662



Old Jefferson Davis Highway Design and Construction Phase Services, Arlington, VA. Completed 2010.



Arlington Ridge Road ATM Design, Arlington, VA. Completed 2008.

Multiple Awards Schedule for Multimodal Transportation Planning and Engineering Services, Alexandria, VA

Since 2010, Kimley-Horn has been assisting the City of Alexandria on assignments associated with a multimodal transportation planning, design, and construction task order contract in the city. Under this five-year contract, we have performed a wide range of tasks, including:

- Traffic calming planning and design
- Intersection improvement planning
- Safety analyses
- Multimodal transportation planning
- Infrastructure and public facility design
- Preliminary and final design of pedestrian improvements
- Safe Routes to School project implementation.
- Parking studies
- Design-build documents transit and pedestrian improvements along a urban roadway
- Design-build procurement package for a new bus rapid transit (BRT) system along Route 1

CLIENT'S NAME

City of Alexandria

ADDRESS

301 King Street, Room 4100
Alexandria, VA 22314

PROJECT MANAGER

Geoff Giffin, P.E., PTOE, Kimley-Horn

TELEPHONE NUMBER

(703) 674-1355

PROJECT REFERENCE NAME

Sandra Marks, Division Chief, Transportation
Planning Division

PHONE NUMBER

(703) 746-4147



Safe Routes to School pedestrian improvements, Alexandria, VA.
Completed 2010.



Old Town Parking Study, Alexandria, VA. Completed 2011.

Traffic and Transportation Services On-Call, Purcellville, VA

Kimley-Horn is providing professional traffic and transportation engineering services on an on-call basis for the Town of Purcellville. Our services include review of traffic impact studies, survey and plats, engineering design, compliance with the state environmental review process (SERP), specifications, coordination to secure VDOT approval, right-of-way process, coordination with Town utility relocation consultant, cost estimates, and public participation process.

Through this contract, Kimley-Horn has or is currently providing services on more than 30 task orders. Some of these projects include:

- Site plan and/or traffic impact studies for seven private developments
- Traffic signal modification design at three intersections
- 32nd Street through truck restriction study
- Main Street and 32nd Street traffic signal warrant study and intersection improvements
- Signage and pavement marking upgrades at Main Street and 18th Street
- Intersection operations review at Maple Avenue and A Street
- North Maple Avenue trail design
- Main Street and 21st Street traffic analysis and signage/pavement marking plan for a left turn restriction
- Streetscape construction plans for 21st Street and 23rd Street
- Fireman's Field master plan

CLIENT'S NAME

Town of Purcellville

ADDRESS

221 South Nursery Avenue
Purcellville, VA 20132

DEPUTY PROJECT MANAGER

Geoff Giffin, P.E., PTOE, Kimley-Horn

TELEPHONE NUMBER

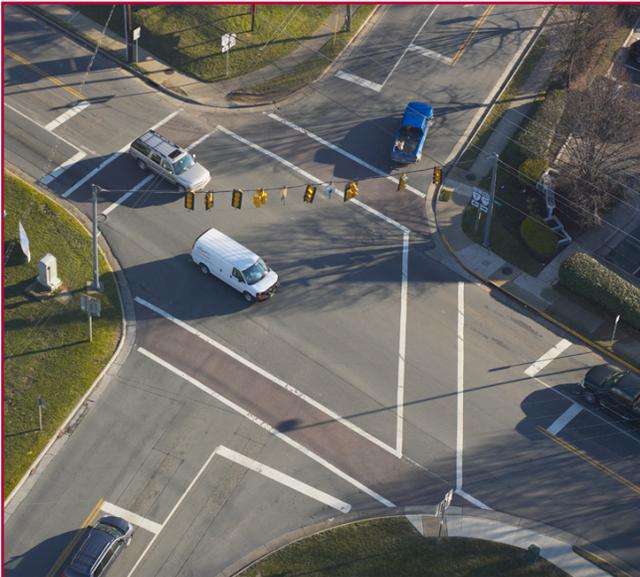
(703) 674-1355

PROJECT REFERENCE NAME

Samer Beidas, P.E., CCM, Director of Public Works

PHONE NUMBER

(540) 751-2314



Main Street and Maple Avenue Intersection, Purcellville, VA.
Construction scheduled to be completed in 2014.



Downtown Purcellville, VA. Contract scheduled to end 2012.

Crystal City Multimodal Transportation Study, Arlington County, VA

Kimley-Horn provided services for a multimodal transportation study for the Crystal City area of Arlington County. Services consisted of performing urban traffic operations (including traffic signal and transit priority); pedestrian access and facility design; bus transit planning, facility design, and operations; parking demand management, operations, and facility design; urban design and development; and bicycle access and facility design. Public involvement and agency coordination by Kimley-Horn were critical to the project's success. As redevelopment options were proposed for the Crystal City area, this multimodal transportation plan focused on all modes of travel and center around the Metro station area and on Jefferson Davis Highway (U.S. 1).

The study resulted in a transportation plan that addressed safety and operational concerns and modifications to the current transportation network in the context of the future redevelopment of Crystal City. The plan also recommended short- and long-term multimodal transportation improvements which Arlington County is now implementing. In meeting the project purpose, Kimley-Horn worked closely with Arlington County staff, as well as the selected land use consultant, current land owners, a citizen-led task force, and other interested parties. Additionally, we reviewed and analyzed travel demand and develop transportation options and conceptual improvements for the Crystal City multimodal transportation plan.

Kimley-Horn provided landscape architecture and master planning for this contract. Located adjacent to the Pentagon and National Airport, Crystal City's economic and physical characteristics are being drastically affected by the military base realignment initiatives (BRAC). Primary duties include developing urban, multimodal corridor cross sections to include transit, bicycle, vehicular and enhanced pedestrian mobility, coordinating with project architects on master plan options for the redevelopment of the neighborhood, and assisting with the public charrette process. This project received the 2009 Charter Award for "Crystal City Vision Plan 2050" at CNU conference.

CLIENT'S NAME
Arlington County

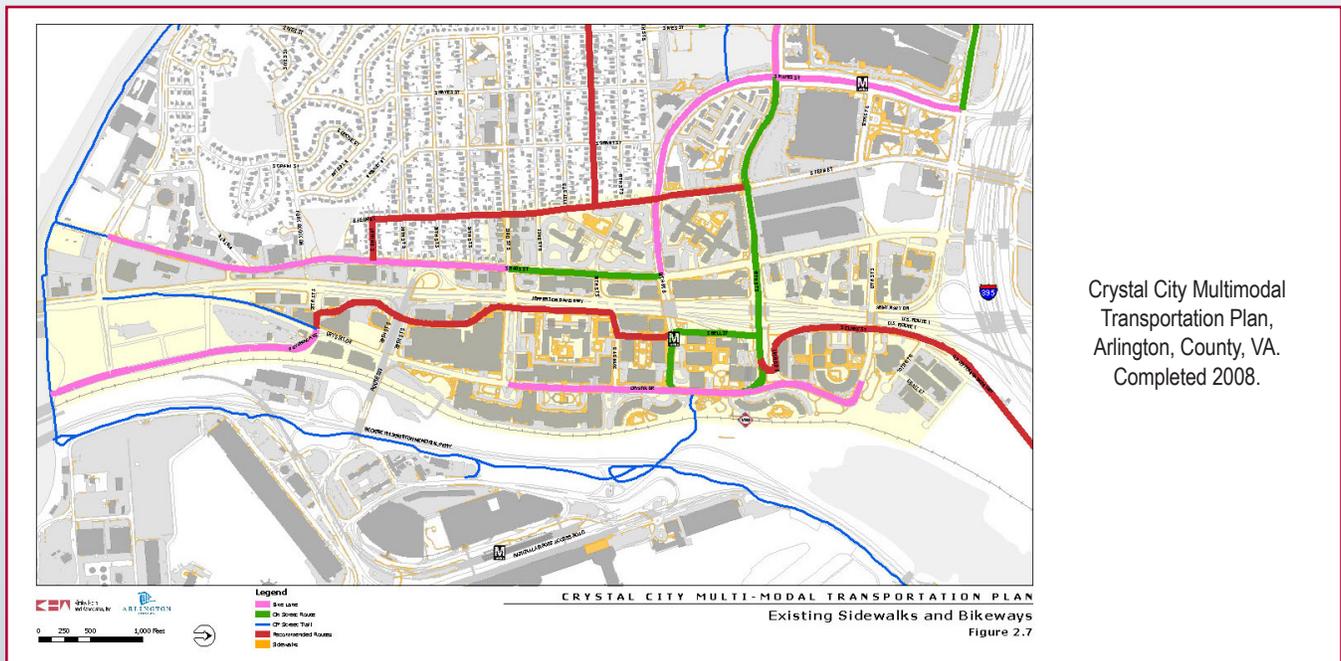
ADDRESS
2100 Clarendon Boulevard, Suite 900
Arlington, VA 22201

PROJECT MANAGER
John Martin, P.E., Kimley-Horn

TELEPHONE NUMBER
(703) 674-1305

PROJECT REFERENCE NAME
Richard Best, Division of Transportation

PHONE NUMBER
(703) 228-3689



Crystal City Multimodal Transportation Plan, Arlington County, VA. Completed 2008.

G. Additional Information

Kimley-Horn would like to discuss with the Town of University Park the liability language found on page 5 of the Request for Bid Proposal.

H. Proposed Billing Rates

Below please find Kimley-Horn's proposed hourly billing rates for this contract.

Team Member	Rate Per Hour
Edward Papazian	\$200
David Whyte	\$200
Katherine Falk	\$180
Geoff Giffin	\$180
Andrew Smith	\$125
Sarah Hardingham	\$125

I. Project Contact

Edward Papazian, P.E., Vice President, will serve as the Town's project contact for the duration of the project. He can be reached by phone at (703) 674-1307 or via email at ed.papazian@kimley-horn.com.

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-11 – TRAFFIC ENGINEERING SERVICES
Bid Proposal Form**

TOWN OF UNIVERSITY PARK
6724 Baltimore Avenue
University Park, MD 20782

BID DUE: Friday, November 30, 2012
TIME: 5:00 p.m. EST

TO BE FILED IN HARD COPY AND BY EMAIL

Kimley-Horn and Associates, Inc.

(Name of Bidder)

hereby submits the following proposal for the **Town of University Park Traffic Engineering Services** as more particularly described in RFP CP-12-11. Having carefully examined the Request for Proposals, related documentation, the proposed Consultant Agreement and **Addenda Numbered** N/A (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents, for the stipulated sum of:

TASK 1. Bid: Twenty-five thousand, eight hundred dollars \$ 25,800
(Written) (Figures)

TASK 2. Bid: Forty-six thousand, two hundred dollars \$ 46,200
(Written) (Figures)

TASK 3. Bid: Sixteen thousand dollars \$ 16,000
(Written) (Figures)

TASK 4. Bid: Fifteen thousand, five hundred dollars \$ 15,500

One hundred and three thousand, five hundred Dollars
(Total Amount in Words)

\$ 103,500
(Total Amount in Figures)

Listing of Personnel Performing the Contract Work and Hourly Billing Rates

Edward Y. Papazian, P.E. -- \$200 Andrew T. Smith, EIT -- \$125

R. David Whyte, P.E. -- \$200 Sarah Hardingham, EIT -- \$125

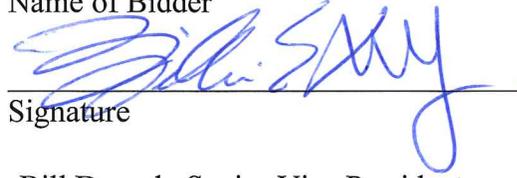
Katherine W. Falk, P.E., PTOE -- \$180

Geoff D. Giffin, P.E., PTOE -- \$180

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required, as specified in RFP section F.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Kimley-Horn and Associates, Inc.
Name of Bidder


Signature

November 28, 2012
Date

Bill Dvorak, Senior Vice President
Name and Title of Individual Authorized to Bind Bidder

--

TO BE SUBMITTED WITH BID

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-11 – TRAFFIC ENGINEERING SERVICES**

Information Regarding the Bidder

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided.

1. Name of Bidder: Kimley-Horn and Associates, Inc.
(Individual/Firm/Corporation)

Business Address: 11400 Commerce Park Drive

Reston, VA 20191

Telephone Number: (703) 674-1300

E-mail address: ed.papazian@kimley-horn.com

2. Is the business incorporated? Yes No

Non-Corporate Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

<u>Name</u>	<u>Business Address</u>	<u>Residence Address</u>

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

<u>Name</u>	<u>Office</u>	<u>Residence and Business Address</u>	<u>Date Office Assumed</u>
Please see attached sheet. Please note that the officers of Kimley-Horn and Associates, Inc. are re-elected every year; therefore, the current officers all were elected this year.			

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

<u>Name</u>	<u>Business Address</u>	<u>Residence Address</u>
Please see attached sheet.		

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

<u>Entity Name</u>	<u>Level of Involvement</u>	<u>Date Completed</u>	<u>Time Spent</u>	<u>Contact Name & Telephone No.</u>
Please see attached proposal.				

7. Bidders will answer the following questions: (The word "you" refers to any individual, partnership, partner and/or corporation and its officers.)

a. Have you ever failed to complete any work awarded to you? No

If yes, state where and why:

b. Have you ever been affiliated with some other organization that failed to complete a contract? No

If yes, state name of individual and reason therefor.

c. With what other businesses are you affiliated? Please see attached sheet.

d. Please list all landscape architects, project managers, and outside consultants who will perform work under the Contract and provide resumes and references. Edward Papazian, P.E., will serve as project manager. His resume and references are provided in the attached proposal.

e. Identify all personnel who will be employed to perform the work described in the Contract Documents, list their hourly rate(s) and provide resumes.

Please see attached proposal.

f. Please provide at least 3 references, including any Maryland governmental units or agencies for whom you have worked on a similar project. Include the name and telephone number of your contact with each.

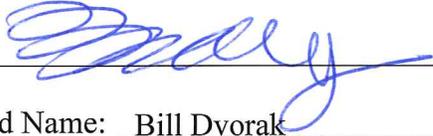
Please see attached proposal.

g. Identify all subcontractors, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

The Traffic Group, Inc. will provide traffic counts under this contract.

Dated this 29th day of November, 2012.

Kimley-Horn and Associates, Inc.
Name of Bidder

By: 

Printed Name: Bill Dvorak

Title: Senior Vice President

Kimley-Horn and Associates, Inc.
Principal Officers and Directors

(Kimley-Horn and Associates, Inc. is wholly owned by Associates Group Services, Inc., a Florida Corporation.)

<u>Name:</u>	<u>Home Address:</u>	<u>Phone Number:</u>
Principal Officers:		
Mark S. Wilson CEO & Chairman	4909 Deerwood Drive Raleigh, NC 27612	919-782-4535
John C. Atz President	6139 Wood Creek Court Jupiter, FL 33458	561-746-0977
Richard N. Cook Senior Vice President, Secretary, Treasurer	120 Hillcrest Road Raleigh, NC 27605	919-833-3139
Directors:		
John C. Atz President	6139 Wood Creek Court Jupiter, FL 33458	561-746-0977
Barry L. Barber Senior Vice President	3205 Anderson Drive Raleigh, NC 27609	919-821-7575
Gregory B. Burns Senior Vice President	15358 Forest Haven Lane Frisco, TX 75035	214-548-5429
Derrick B. Cave Senior Vice President	7035 29 th Court Vero Beach, FL 32967	772-770-1627
Terence T. Murphy Senior Vice President	40040 Highland View Lane Paeonian Springs, VA 20129	540-882-9089
Brooks H. Peed Executive Vice President	2709 N Indian River Drive Ft. Pierce, FL 34946	561-465-8923
H. Dean Penny Senior Vice President	1013 Quail Trail Clayton, NC 27520	919-553-5639
Michael G. Schiller Senior Vice President	10827 E. Acoma Drive Scottsdale, AZ 85255	480-342-8530
Frederick W. Schwartz Senior Vice President	#2703, 750 N Rush Street Chicago, IL 60611	312-640-2462
Christopher A. Squires Senior Vice President	416 Chesterfield Road Raleigh, NC 27608	919-420-2053
Deborah L. Wilson Senior Vice President	3906 Creekview Ridge Drive Buford, GA 30092	678-482-7325
Mark S. Wilson CEO & Chairman	4909 Deerwood Drive Raleigh, NC 27612	919-782-4535

Kimley-Horn and Associates, Inc.
Principal Officers and Directors

(Kimley-Horn and Associates, Inc. is wholly owned by Associates Group Services, Inc.)

<u>Name:</u>	<u>Business Address:</u>	<u>Phone Number:</u>
Principal Officers:		
Mark S. Wilson CEO, Chairman	3001 Weston Parkway Cary, NC 27513	919-677-2000
John C. Atz President	1920 Wekiva Way, Suite 200 West Palm Beach, FL 33411	561-845-0665
Richard N. Cook Senior Vice President, Secretary, Treasurer	3001 Weston Parkway Cary, NC 27513	919-677-2000
Directors:		
John C. Atz President	1920 Wekiva Way, Suite 200 West Palm Beach, FL 33411	561-845-0665
Barry L. Barber Senior Vice President	3001 Weston Parkway Cary, NC 27513	919-677-2000
Gregory B. Burns Senior Vice President	12750 Merit Drive, Suite 1000 Dallas, TX 75251	972-770-1300
Derrick B. Cave Senior Vice President	445 24 th Street, Suite 200 Vero Beach, FL 32960	772-794-4100
Terence T. Murphy Senior Vice President	11400 Commerce Park Drive, Suite 400 Reston, VA 20191	703-674-1300
Brooks H. Peed Executive Vice President	445 24 th Street, Suite 200 Vero Beach, FL 32960	772-794-4100
H. Dean Penny Senior Vice President	333 Fayetteville Street, Suite 600 Raleigh, NC 27601	919-835-1494
Michael G. Schiller Executive Vice President	7740 N. 16 th Street, Suite 300 Phoenix, AZ 85020	602-944-5500
Frederick W. Schwartz Senior Vice President	205 West Wacker Drive, Suite 2125 Chicago, IL 60606	312-726-9445
Christopher A. Squires Senior Vice President	3001 Weston Parkway Cary, NC 27513	919-677-2000
Deborah L. Wilson Senior Vice President	2 Sun Court, Suite 220 Norcross, GA 30092	770-825-0744
Mark S. Wilson CEO & Chairman	3001 Weston Parkway Cary, NC 27513	919-677-2000

Affiliated and/or Subsidiary Companies

Kimley-Horn and Associates, Inc. affiliates and subsidiaries are shown in the chart below.

Unless otherwise indicated, the address for all companies is 3001 Weston Parkway, Cary, NC 27513.

APHC, Inc.	Holding company owning Kimley-Horn’s parent company and other affiliated companies
Associates Group Services, Inc.	Kimley-Horn’s parent company
KHA Systems, Inc. Kimley Horn Consulting & Engineering India Private Limited* Kimley-Horn Puerto Rico, LLC** KHPG, Inc.	Subsidiaries of Kimley-Horn
Hutcheon Engineers, Inc. KHP, Inc. Kimley-Horn of Michigan, Inc. Rady and Associates, Inc.	Affiliates because they are all owned by APHC, Inc.
Kimley-Horn of New York, P.C.***	Company shares officers with Kimley-Horn

* Kimley Horn Consulting & Engineering India Private Limited: Eros Corporate Towers, Level 15 Nehru Place, New Delhi 110019, India

** Kimley-Horn Puerto Rico, LLC: 208 Ponce de Leon Avenue, Suite 1600, San Juan, Puerto Rico 00918

*** Kimley-Horn of New York, P.C.: 30 Broad Street, 40th Floor, New York, NY 10004

TO BE SUBMITTED WITH BID

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-11 – TRAFFIC ENGINEERING SERVICES**

Non-Collusion Affidavit

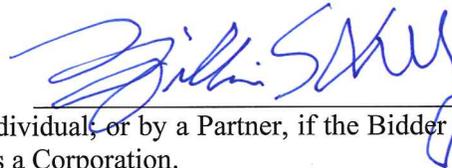
Bill Dvorak, being duly sworn on oath, deposes and says:

That he/she is the

Senior Vice President
(Owner, Partner, Title if on behalf of a Corporation)

of Kimley-Horn and Associates, Inc.,
(Name of Business, Corporation or Partnership)

the party submitting the foregoing Bid; that (he has not) (no officer of the said Corporation has) (no partner of the said Partnership has) nor has any person, firm or corporation acting on (his/her) (its) (their) behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Bid being submitted herewith; and that (he/she) (the said Corporation) (the said Partnership) has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Bid Price of the Bidder herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the within Bid is submitted; that in making this Affidavit, the affiant represents that he/she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of his/her knowledge and information.

 (SEAL)

To be signed by Bidder, if the Bidder is an Individual, or by a Partner, if the Bidder is a Partnership; or by a duly authorized Officer, if the Bidder is a Corporation.

TO BE SUBMITTED WITH BID

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-08 – TRAFFIC ENGINEERING SERVICES**

Bribery Affidavit

I, Bill Dvorak, the undersigned Senior Vice President
(Office Held)

of Kimley-Horn and Associates, Inc., being first duly sworn on oath,
(Name of Business Entity)

affirms and says this 28th day of November, 2012, that I hold the aforementioned office in

Kimley-Horn and Associates, Inc.
(Name of Business Entity)

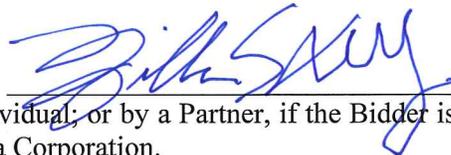
the said entity submitting a bid or otherwise applying for a contract with the Town of University Park, a municipal corporation in the State of Maryland, for the supply of goods or services, to wit:

TRAFFIC ENGINEERING SERVICES and Related Services

and that to the best of my knowledge, information and belief, no officer, director or partner of:

Kimley-Horn and Associates, Inc.
(Name of Business Entity)

nor any employee thereof directly involved in obtaining contracts with the State of Maryland or any county or other political subdivision thereof has been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or federal government for acts or omissions committed. I hereby declare and affirm under the penalties of perjury that the foregoing is true to the best of my knowledge and information.

 (SEAL)

To be signed by Bidder, if the Bidder is an Individual; or by a Partner, if the Bidder is a Partnership; or by a duly authorized Officer, if the Bidder is a Corporation.

TO BE SUBMITTED WITH BID

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-11 – TRAFFIC ENGINEERING SERVICES
False Pretenses Affidavit**

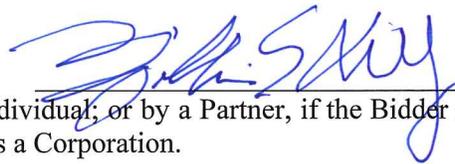
I, Bill Dvorak, the undersigned Senior Vice President
(Office Held)

of Kimley-Horn and Associates, Inc., being first duly sworn on oath,
(Name of Business Entity)

affirms and says this 28th day of November, 2012 that I hold the aforementioned office in

Kimley-Horn and Associates, Inc.
(Name of Business Entity)

I FURTHER DECLARE AND AFFIRM, under the penalties of perjury, that neither I nor, to the best of my knowledge, information and belief, the above Business Entity nor any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the City, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

 (SEAL)

To be signed by Bidder, if the Bidder is an Individual; or by a Partner, if the Bidder is a Partnership; or by a duly authorized Officer, if the Bidder is a Corporation.

TO BE SUBMITTED WITH BID

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-11 – TRAFFIC ENGINEERING SERVICES
Certificate of Non-Suspension**

I, Bill Dvorak, do hereby certify
that Kimley-Horn and Associates, Inc. has not been suspended or
(Name of Bidder)
barred from participation in contract activities with any government.



Signature

Senior Vice President

Title

November 28, 2012

Date

TO BE SUBMITTED WITH BID

**TOWN OF UNIVERSITY PARK, MARYLAND
RFP UP-12-11 – TRAFFIC ENGINEERING SERVICES**

Affidavit of Non-Conviction

I hereby affirm that:

- (1) I am the Senior Vice President (Title) and duly authorized representative of Kimley-Horn and Associates, Inc. (Name of Business Entity) whose address is 11400 Commerce Park Drive, Reston, VA and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.
- (2) Except as described in Paragraph 3 below, neither I nor the above firm nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Article 27 of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported).
- (3) State "none" or, as appropriate, list any conviction, plea or admission described in Paragraph 2 above, with the date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

none

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of University Park, Maryland, under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of University Park, Maryland, may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the City.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

November 28, 2012

Date



