

CITY OF GAHANNA CONSULTING SERVICES CONTRACT

This CONTRACT for Consulting Services ("CONTRACT") is entered into by and between, the City of Gahanna, Franklin County, State of Ohio ("City"), with its principal address as 200 South Hamilton Road, Gahanna, Ohio 43230, and POD Design, ("CONTRACTOR").

§ 1.0 RESPONSIBILITIES OF EACH PARTY

The CONTRACTOR will provide the following services as described herein, including but not limited to the following:

Planning and Design Services associated with the Academy Park Improvements Project. These services are more fully described in Exhibit A (Request for Proposal) and Exhibit B (CONTRACTOR's Proposal).

No additional services are anticipated to be required to complete the project unless some unforeseen circumstances arise during the course of the contract. CONTRACTOR shall not be entitled to any compensation for any services performed beyond the scope of this agreement unless prior to performing the services the CONTRACTOR has submitted a written proposal for such additional services which shall specify the services to be performed, the compensation for the services, and the reason for performing said services. No services shall be rendered until they have been approved in writing by the City.

The City shall provide all criteria and full information as to the City's requirements for the Project; designate a person to act with authority on the City's behalf in respect to all aspects of the Project; examine and respond to CONTRACTOR's submissions; and give prompt written notice to CONTRACTOR whenever the City observes or otherwise becomes aware of any defect in the work.

§ 2.0 DURATION OF THE CONTRACT

Services performed under this CONTRACT shall be performed from the effective date of this CONTRACT and in general accordance with the CONTRACTOR's project schedule of Exhibit B or until all work is completed or the CONTRACT is terminated pursuant to the terms contained herein.

§ 3.0 COMPENSATION FOR SERVICES PROVIDED

As compensation to the CONTRACTOR for the performance of the professional services, the City agrees to pay the CONTRACTOR an amount not to exceed **\$178,370.00**. CONTRACTOR shall invoice the CITY monthly for actual work completed.

Payment shall be made at the completion of services with the submission of a monthly itemized invoice approved by the City employee coordinating this service. City shall pay CONTRACTOR's monthly itemized invoice within 30 days receipt of such proper invoice, as is consistent with Ohio Prompt Payment laws.

In the performance of its professional services, CONTRACTOR will use the degree of care and skill ordinarily exercised performing the same or similar services under similar conditions in a similar location. No other warranties, express or implied, are made or intended. CONTRACTOR shall perform all work required under this CONTRACT in accordance with the mutually agreed upon schedule. Any unreasonable delay by CONTRACTOR in the performance of such work shall be a breach of this CONTRACT.

In the event that this CONTRACT is terminated as provided herein, the City shall not be obligated to compensate the CONTRACTOR for any service rendered after the effective date of any termination under this CONTRACT. A final invoice for services rendered shall be submitted within thirty (30) days after the effective date of termination under this CONTRACT.

§ 4.0 TERMINATION

This CONTRACT may be terminated by the City without cause upon a fourteen (14) day written notice to the CONTRACTOR. Additionally, this CONTRACT may be terminated at any time by mutual written consent of all parties.

The City may immediately terminate this CONTRACT if the CONTRACTOR has breached any provisions of this CONTRACT. The following events shall be deemed to be a breach by the CONTRACTOR of his/its obligations hereunder provided, however, said list shall not be deemed all inclusive:

- 4.1 Failure by the CONTRACTOR to perform its obligations in accordance with the mutually agreed upon schedule.
- 4.2 The CONTRACTOR shall cease doing business.
- 4.3 The CONTRACTOR shall file for protection under any state or federal bankruptcy or similar laws. In accordance with the term limitations set forth in the section of the CONTRACT entitled "DURATION OF THE CONTRACT."

If the City Council fails at any time to continue funding for the payments and other obligations set forth herein for the City, then all obligations under this MOU are terminated as of the date the funding expires. City shall provide notice to CONTRACTOR in the event the City fails to appropriate funds, and in such event CONTRACTOR's obligations under the CONTRACT shall immediately cease, except for completion of any services paid in advance if any. At that point the City shall not have any further obligations hereunder. Any party that discovers or is notified of the discontinuation of its funding for this MOU, agrees to notify the other parties of said discontinuation as soon as is practicable.

In the event the Contract is terminated prior to its completion, the CONTRACTOR upon payment, as specified, shall deliver to the City all access materials (badges, keys, etc.), reports, documents, lists, or other materials which have been prepared in the course of the work done under this Contract. All such material shall become and remains the property of the City.

§ 5.0 NON-DISCRIMINATION

The City does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or in the providing of services. The CONTRACTOR agrees to abide by the state and applicable Federal nondiscriminatory policies while performing services under this CONTRACT.

§ 6.0 DRUG, TOBACCO, AND ALCOHOL USE

CONTRACTOR shall comply with all applicable federal, state and local laws regarding smoke free and drug free work places and shall make a good faith effort to ensure that any of his employees or permitted subcontractors engaged in the work being performed hereunder do not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.

§ 7.0 INDEPENDENT CONTRACTOR STATUS

It is understood and agreed by the parties that CONTRACTOR shall perform all duties hereunder as an independent contractor and not as the agent of the City and, therefore, no agency or partnership relationship exists between the City and CONTRACTOR. CONTRACTOR has full opportunity to find other business and has made an investment in its business. CONTRACTOR will retain sole and absolute discretion in the judgment of the manner and means of carrying out its activities and responsibilities under the contract. It is further understood and agreed the CONTRACTOR shall not be considered an employee of the City and shall not be eligible for city employee benefits, including worker's compensation coverage.

§ 8.0 INDEMNIFICATION

CONTRACTOR agrees to fully indemnify and hold harmless (but not defend) the City from any all liability, losses, damages, and expenses arising out of CONTRACTOR's negligent performance of his/its obligations hereunder.

Notwithstanding any language to the contrary, the CONTRACTOR shall be liable for any personal injury or damage to real property or tangible personal property, caused by his/its negligence.

CONTRACTOR shall, at CONTRACTOR's expense, secure and maintain in effect throughout the duration of the contract, insurance of the following kinds and limits set forth in this Section. The CONTRACTOR shall furnish a certificate of insurance and endorsements in a form acceptable to the City before starting work or within ten (10) days after the notice of award of the contract, which ever date is reached first. All insurance policies, except professional liability insurance, shall be written with insurance companies licensed to do business in the State of Ohio and having a rating of at least A-VII, according to the latest edition of the Best's Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the City.

The following provision shall also be stated on each applicable certificate of insurance: "Should any of the above described policies be canceled before the expiration date, the issuing company shall mail fifteen (15) days' written notice to the certificate holder named to the left."

CONTRACTOR shall require any of its subcontractors to secure and maintain insurance as set forth in this Section.

The limits of liability for the insurance required shall provide coverage for the following amounts, or greater where required by law:

A. Commercial General Liability:

i. Coverage to include, Broad Form Property Damage, Contractual and Personal Injury.

ii. Limits:

a. General Aggregate	\$1,000,000.00
b. Each Occurrence	\$1,000,000.00
c. Personal Injury	\$1,000,000.00

iii. Coverage for all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant.

B. Professional Liability:

i. Per Claim/Aggregate \$1,000,000.00

ii. Coverage for all claims caused by the CONTRACTOR's negligence, anyone directly or indirectly employed by the CONTRACTOR, and the CONTRACTOR's obligations under the indemnification provisions of the contract to the extent same are covered.

C. Workers' Compensation:

i. Workers' compensation insurance shall be in accordance with the provisions of the laws of the State of Ohio, including occupational disease provisions, for all employees who perform work pursuant to the contract, and in case work is subcontracted, the CONTRACTOR shall require each subcontractor similarly to provide Workers' Compensation Insurance. All self-insured policies of workers' compensation insurance shall include a waiver of subrogation in favor of the City. In case employees engaged in hazardous work under the contract are not protected under said worker's compensation insurance, the CONTRACTOR shall provide, and shall cause each subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

D. Comprehensive Automobile Liability:

i. Coverage to include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury, and property damage.

ii. Limits:

a. Combined Single Limit	\$1,000,000.00
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E. Umbrella:

i. Limits:

a. Each Occurrence/Aggregate	\$1,000,000.00
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F. The City, its officials, officers, employees, and agents shall be included as an additional insured on all insurance policies identified herein except Workers' Compensation and Professional Liability. All such insurance shall be primary and non-contributory coverage as respects a covered loss. The CONTRACTOR shall be responsible for the payment of all premiums and deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, agents, and employees.

§ 9.0 CONFIDENTIALITY

Contractor shall maintain any and all records associated with the subject of this contract in accordance with any applicable state and federal laws, including but not limited to Ohio Revised Code, and the Health Care Portability Act.

§ 10.0 ASSIGNMENT OR SUBCONTRACT

This CONTRACT shall not be assigned or subcontracted without prior written consent of the City.

§ 11.0 BINDING EFFECT, AMENDMENTS OR MODIFICATION

This CONTRACT shall bind the parties hereto, their respective assigns, successors, receivers, and legal representatives of any type whatsoever, and shall not be modified unless done so in writing signed by any party sought to be bound by any such modification.

§ 12.0 ENTIRE CONTRACT

The CONTRACT constitutes the entire understanding between the parties hereto with reference to the matters contained herein, there being no conditions, warranties or representations other than those contained herein.

§ 13.0 WAIVER

The failure of any party to exercise or enforce in any respect any right or provision provided for in this CONTRACT shall not be deemed a waiver of any such right or provision.

§ 14.0 GOVERNING LAW

Contractor, any subcontractor or person acting on behalf of Contractor, in the execution of duties and obligations hereunder, agrees to comply with all applicable federal, state and local laws, rules, regulations and ordinances.

This CONTRACT shall be construed under and in accordance with the laws of the State of Ohio and venue for any dispute will be in the appropriate court in Franklin County.

§ 15.0 NOTICE

Any notice required hereunder shall be made in writing and shall be accomplished by personal delivery, facsimile, or by United States mail, certified, return receipt requested, addressed to the following parties:

Steve Kolwicz
POD Design
100 Northwoods Blvd, Suite A
Columbus, Ohio 43235

Mayor
City of Gahanna
200 S. Hamilton Road
Gahanna, Ohio 43230

§ 16.0 SEVERABILITY

If any provision of this CONTRACT shall be invalid, illegal, or unenforceable, in any respect, said provision shall be severed. The validity, legality, and enforceability of all other provisions of this CONTRACT shall not in any way be affected or impaired unless such severance would cause this CONTRACT to fail of its essential purpose.

§ 17.0 HEADINGS

The headings herein are for reference only. They are not intended and shall not be construed to be a substantive part of this CONTRACT or in any other way to affect the validity, interpretation, or effect of any of the provisions of this CONTRACT.

§ 18.0 LIABILITY AND DAMAGE

The total amount of all claims the City may have against the CONTRACTOR under this CONTRACT or arising from the performance or non-performance of the Services under any theory of law, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the lesser of the fees or \$200,000. As the City's sole and exclusive remedy under this CONTRACT any claim, demand or suit shall be directed and/or asserted only against the CONTRACTOR and not against any of the CONTRACTOR's employees, officers or directors.

Neither the City nor the CONTRACTOR shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected to this CONTRACT or the performance of the services on this Project. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, unrealized energy savings, diminution of property value or loss of reimbursement or credits from governmental or other agencies.

There are no further paragraphs to this document.

IN WITNESS WHEREOF, the parties have executed this CONTRACT on the last day and year set aside their respective signatures.

POD Design

By: *S. Kolwicz*
Steve Kolwicz
Principal

 5/3/24
Date
 20-2024199
Social Security # or FID #

City of Gahanna, Ohio

By: _____
Laurie A. Jadwin, Mayor

Date

Approved as to Form:

Priya Tamilarasan, City Attorney



Request for Proposals (RFP) for Academy Park Improvements

Request Release Date: March 13, 2024

Submittals Due: April 5, 2024

Submit To: Email “Academy Park Improvements Submittal” to jim.turner@gahanna.gov

Purpose: The City of Gahanna is seeking a contract with a professional services team for the planning and design of improvements at Academy Park.

Project Contact: Jim Turner, PE - Project Manager

The City invites proposals from professional consulting firms with experience in the planning and design of improvements at Academy Park. The specific improvements to be addressed through this project are as follows:

- Replacement of an existing parking lot (approximately 110,000 sft total area),
- Replacement of existing playground equipment,
- Installation of a new trail head to serve trail and park users,
- Replacement of existing Park shelter (concept-level planning only, this improvement will not be advanced to final design through this project)

The scope of services for this project will include site survey / geotechnical investigations, concept planning, detailed design, permitting and construction-phase services. This Request for Proposals (RFP) is intended to provide the information needed for interested consulting firms to prepare a complete proposal.

Attachments:

- A. Project Area Figure
- B. Gahanna Parks & Trails Guide
- C. Academy Park Mountain Bike Trail (Proposed)
- D. Firmette – Academy Park
- E. Proposal Pricing Form



1. PURPOSE

The City of Gahanna is seeking a contract with a professional services team for the planning and design of improvements at Academy Park.

2. OVERVIEW

The City of Gahanna is a community of roughly 36,000 residents and is proud to own over 800 acres of park land. The acreage is made up of developed parks designed for active recreational use including 2 aquatic facilities, a senior center, dog park, 3 athletic complexes, 9 hole golf course as well as over 20 miles of multi-purpose trails and over 200 acres of preservation and conservation properties. The Gahanna Parks and Recreation Department (GPRD) is charged with the stewardship and programming of these resources.

Academy Park (1201 Cherry Bottom Rd, Gahanna, OH 43230) is Gahanna’s largest park having a total area of 107 acres. The park property includes seven (7) baseball diamonds, two (2) basketball courts, one (1) athletic field and other amenities (playground, multi-use paths). The existing shelter structure has a total area of approximately 2,800 sft and includes a concession stand, public restrooms and storage. Academy Park is an access point for the Big Walnut Trail multi-use path. The Academy Park property encroaches into the regulatory floodplain / floodway of Big Walnut Creek. The improvements of this project are anticipated to require construction within Zone AE and Zone X flood hazard areas; no construction is anticipated within the regulatory floodway.

The Academy Park parking lot pavement is in poor condition and warrants replacement. The parking lot was designed with minimal stormwater infrastructure (inlets and storm sewer piping). While parking demands for Academy Park can be high at times, the existing use of the park limits expansion options. The only feasible parking expansion opportunity is anticipated to be a potential relocation of the existing basketball court. The Academy Park parking area also includes an 8-ft wide multi-use path that is in poor condition. The existing playground equipment is in marginal condition and warrants replacement. A trail head serving users of the existing bike path system along with users of a proposed mountain bike trail (construction planned for 2024) will be a new feature for the park and should be designed to complement existing park uses.

The City’s construction budget for this project is as follows:

Parking Lot / Multi-Use Path	\$700,000
Playground Equipment	\$400,000
Trail Head	\$150,000
Total Construction	\$1,250,000

The project improvements will primarily be funded with the City’s capital improvement funds. The trail head improvements will also be supported with ODNR NatureWorks funding (\$95,746).



3. SCOPE OF SERVICES

The following is a scope of services that may be modified during contract negotiations with the selected Consultant. Any recommended modifications to this scope of services should be clearly defined and described in the Consultant's submitted proposal.

Task 1. Survey / Geotechnical Investigations

- a. Consultant will complete all necessary site survey using North American Datum 1983 (NAD83) State Plane Coordinates and North American Vertical Datum 1988 (NAVD88). In addition to basemapping information typical for the proposed improvements, the site survey shall also include the location and size of existing trees within anticipated construction limits (minimum 1.5-inch caliper).
- b. Consultant will obtain existing utility information within the project area for inclusion on design drawings.
- c. Consultant shall perform geotechnical borings and pavement coring work as necessary to support pavement design. Consultant shall provide a report of the geotechnical / paving coring results; boring locations shall be indicated on the design drawings.
- d. Consultant shall provide the results of Task 1 as a 5% design deliverable and shall participate in a progress meeting at the completion of this stage. The Task 1 design deliverable shall serve as the basis for conceptual plans to be developed through Task 2.

Task 2. Conceptual Plan Development

- a. Consultant shall develop three (3) conceptual plans to be reviewed with City staff before advancing into Task 3 (detailed design). The concept plans shall include the parking lot improvements, replacement of existing playground equipment, installation of a new trail head facility and replacement of the existing shelter structure. Replacement of the existing shelter structure will not be advanced into final design through this project; the shelter replacement will only be assessed at the concept plan stage.
- b. Consultant shall prepare graphics / renderings suitable for public outreach meetings, planning-level construction cost estimates of all improvements (including the shelter structure replacement) and a listing of advantages / disadvantages for each concept. The graphics / renderings shall clearly indicate that the shelter replacement is a future/potential improvement to be completed through a separate project.



- c. Consultant shall assist the City in up to three (3) public outreach meetings to be held with project stakeholders to review conceptual alternatives. These stakeholders are anticipated to include, but are not limited to:
 - Athletic Affiliates
 - Gahanna school staff
 - Central Ohio Mountain Biking Organization (COMBO)
 - Surrounding property owners

Task 3. Detailed Design

- a. Following the selection of a preferred concept plan, Consultant shall develop detailed project design plans suitable for construction bidding and permitting (see Task 4). The improvements to be advanced through detailed design shall include the parking lot improvements, replacement of existing playground equipment and installation of a new trail head facility. The replacement of the existing shelter shall not be included in the detailed design plans for this project.
- b. Consultant shall prepare construction drawings including title sheet, general notes, plan and profile views, typical sections, construction details, maintenance of traffic plans and erosion and sediment control plan.
- c. All project improvements (including multi-use path) shall be designed in accordance with applicable standards and requirements, including the American with Disabilities Act (ADA) design standards. Gahanna's stormwater design requirements are defined in Gahanna City Ordinances; Gahanna is not subject to City of Columbus standards for stormwater design.
- d. The current City of Columbus Construction and Material Specifications (CMSC) shall be the standard specifications for the construction of these improvements except for those work items that are not covered in the CMSC specifications. The Consultant will prepare any necessary supplemental specifications.
- e. Consultant shall meet with City staff at 50% design and 90% design stages. Consultant shall prepare updated design drawings based on review comments provided by the City.
- f. Consultant will provide an estimated construction cost at 50%, 90% and final design submissions.



Task 4. Permitting

- a. Consultant shall prepare all permit application materials required for construction of the designed improvements. These permits and approvals are anticipated to include:
 - City of Gahanna Planning Commission approval (variance, development)
 - City of Gahanna floodplain permit
 - City of Gahanna building permits
 - Ohio EPA General Construction Permit
 - City of Gahanna Engineering Department approval
- b. It is the intent of the City to obtain all permits and approvals **prior to construction bidding**. For any permitting that the Consultant recommends be included within the awarded construction contractor's scope of work, the Consultant shall provide clear justification regarding that approach in their submitted Proposal.
- c. All permit application materials will be submitted by the City; the selected Consultant will not be responsible for payment of any permit application fees. Consultant will be responsible for any updates to the project plans or specifications required as a condition of permitting / City approval.
- d. As part of this task, Consultant shall prepare a final permit / approval summary memo that clearly documents all relevant permit/approval dates, expiration dates and any permit/approval closeout requirements.

Task 5. Construction Services

- a. Construction bidding will be managed using the City of Gahanna's standard on-line bidding system (Bid Express). Consultant shall assume that all construction completed through this project will be procured through sealed bid method per ORC 735.05.
- b. Consultant will assist the City in responding to questions from prospective bidders.
- c. Consultant shall participate in a pre-construction meeting with the awarded construction contractor.
- d. Consultant shall review all material submittals provided by the construction contractor. Consultant shall determine that each submittal is:
 - accepted,
 - accepted as noted,
 - rejected, or
 - directed to amend and resubmit with comments.
- e. The Consultant's submittal review process must be completed within ten (10) calendar days of receipt from the construction contractor or according to an expedited review schedule mutually agreeable to the City and Consultant.



- f. Consultant shall respond to Requests for Information (RFI's) submitted during construction by the construction contractor for questions relevant to issues of design intent or otherwise requiring a response from the design professional.
- g. Consultant shall prepare as-built drawings based on documentation obtained during construction (including survey coordinates).

4. TIMELINE

The following is the RFP and project timeline. The City reserves the right to modify the RFP timeline dates and times.

March 13, 2024: Request for Proposal released

March 29, 2024: Deadline for questions

April 5, 2024, 2:00 pm: Submittal deadline

May 5, 2024: Notice to Proceed to Selected Consultant (Anticipated)

January 6, 2025 - Construction Advertisement (Anticipated)

5. PROPOSAL SUBMITTAL

Consultants shall email their Proposal in pdf format (no hard-copies will be accepted), no later than 2:00 p.m., Friday, **April 5, 2024** to Jim Turner at jim.turner@gahanna.gov

Submittals are not returnable and will become the property of the City. Please be advised that once submitted, the Final Proposal will become “public record” and are available to all for inspection and copying, upon request. Consultants are solely responsible for examining the complete RFP including all documents, instructions, reports, and any addenda to these documents and for responding in full compliance with these instructions.

All questions pertaining to information within or related to this RFP shall be submitted via email to Jim Turner by no later than **March 29, 2024**. The City may, in its sole discretion, extend the RFP due date if such action is deemed necessary by the City, to satisfy the requirements of the process.

6. PROPOSAL CONTENT AND FORMAT

Proposals shall be formatted in accordance with the structure presented below. Excluding Sections F and G, submitted Proposals shall not exceed **12 total pages**.

Section A: Letter of Transmittal (Maximum 1 page)

The Letter of Transmittal shall include: Prime Firm's Name and Address, Point of Contact Name, Title, telephone number, and e-mail address. The letter shall be signed by a duly authorized representative of the Consultant submitting the Proposal.



Section B: Approach and Methodology (Maximum 6 pages)

Describe the proposed approach for the Project as described in the Detailed Scope of Services of this RFP. The Consultant shall also include a discussion of any recommended alternate approaches to the Project and/or Scope of Services and any other relevant information concerning your firm's qualifications for the Project. Explain work/communication process with any sub-consultants and how sub-consultants will be managed. Explain preferred work/communication process with City staff.

Section C: Proposed Project Timeline (Maximum 1 page)

Propose a project schedule depicting the timing of all work activities starting from the Notice to Proceed. Consultants shall assume a (tentative) Notice to Proceed date of May 5, 2024. This schedule should contain project milestones for deliverables. Identify any assumptions used in developing the schedule.

Section D: Project Team (Maximum 1 page)

Submit an organizational chart illustrating the project team members and any subconsultants or subcontractors (including names, titles and office location(s)). Clearly identify the proposed Project Manager and the roles/responsibilities/participation levels of all members of the project team. Please note that the Project Manager represents 15 maximum points of the evaluation criteria, all other project team members represent 15 maximum points. The organizational chart shall clearly identify the DBE/EDGE/SBE status of any firms proposed for the project.

Section E: Project Experience (Maximum 3 pages)

Submit three (3) 1-page project descriptions from work performed within the last five (5) years that demonstrates the Consultant's experience with the work described in this RFP. Each project description shall include the following:

- General description of services,
- Project award date,
- Consultant contract value,
- Client contact information (including phone and email address),
- Role(s) of proposed project team members on the submitted project.

Section F: Proposed Pricing (not included in page limit)

Submit a completed Pricing Schedule using the Attachment E Proposal Pricing Form along with a billing rate schedule. The submitted Pricing Form shall include total Consultant hours per task, total Consultant fee per task, Subconsultant fees per task (if any). The submitted Pricing Form shall clearly identify the total value of services to be provided by DBE/EDGE/SBE firms.

Section G: Team Member Resumes (not included in page limit)

Submit resumes for any proposed staff shown on the Project Team Organizational Chart. On each submitted resume, describe experience with projects of a similar nature.



7. EVALUATION CRITERIA

Each Proposal will be evaluated based on the Team's responses to the RFP criteria, as presented below:

Section	Maximum Points
Section B: Approach and Methodology	25
Section C: Proposed Project Timeline	5
Section D: Project Manager	15
Section D: Project Team	15
Section E: Project Experience	20
Section F: Proposed Pricing	10
Section F: DBE/EDGE/SBE Participation (Target 5%)	10
Total	100

8. SHORTLIST SELECTION

Upon reviewing and scoring all submitted Proposals, the City reserves the right to shortlist qualified Teams for advancement. Presentation/Interviews may be required for shortlisted project teams.

Proposal For:

Academy Park Improvements

POD Design / Advanced Civil Design / GCI Engineering / BBCO DESIGN

April 5, 2024



April 5, 2024

Mr. Jim Turner, P.E.
Project Manager
Department of Parks & Recreation
City of Gahanna
200 S. Hamilton Road
Gahanna, OH 43230

Re: Proposal to provide Professional Design Services for Academy Park Improvements

Dear Mr. Turner

On behalf of POD Design, I am pleased to provide the enclosed qualifications related to the Academy Park Improvements. As you can see below, we feel our team is uniquely suited to assist with the preparation of conceptual plans, community engagement and final documentation for this exciting park improvement project.

Our team understands Gahanna.

Our team members not only have extensive experience working with the city on a multitude of projects, but we are also members of the community as residents and business owners! As regular patrons of Academy Park we are intimately familiar with the characteristics of the park. We have a unique understanding of the community from both our previous project experience and as members of the current design teams for Gahanna City Hall and the Creekside Redevelopment. We know the history of this city, its community members, and their goals for the future.

Our team understands citizen driven design.

After working on hundreds of projects with over 30 park agencies throughout Ohio we know that one undeniable truth of great park design is that a citizen-based approach results in more successful outcomes. Our team has the experience and techniques necessary to lead a process that solicits input from all interested parties and incorporates feedback into park concepts. We utilize a variety of presentation tools to help all involved with visualizing what the built product of their input will look like. We carefully listen to the input we receive along the way and continue to refine preliminary ideas until plans reflect the desires of the community.

Our team understands Playground Design.

Over the years, we have successfully integrated play settings with customized play elements, traditional play components, and nature-based features. Our popular playground destinations have been designed to encourage fun, to be all-inclusive, multigenerational, and provide various levels of physical challenges for child development.

Our team understands Park Improvements.

Our recommendations will reflect community input, prevailing market trends, and draw insights from previous planning efforts. Our objective is to support the City in devising a program for enhancing Academy Park. This involves evaluating existing amenities while also identifying novel amenities that merit inclusion in the park landscape.

If selected, our team has the knowledge and experience to hit the ground running. If you have any questions, please feel free to call me on my cell phone at (614) 565-6577 or e-mail me at skolwicz@poddesign.net. Thank you for the opportunity to be considered for this exciting project!

Warm regards, POD Design



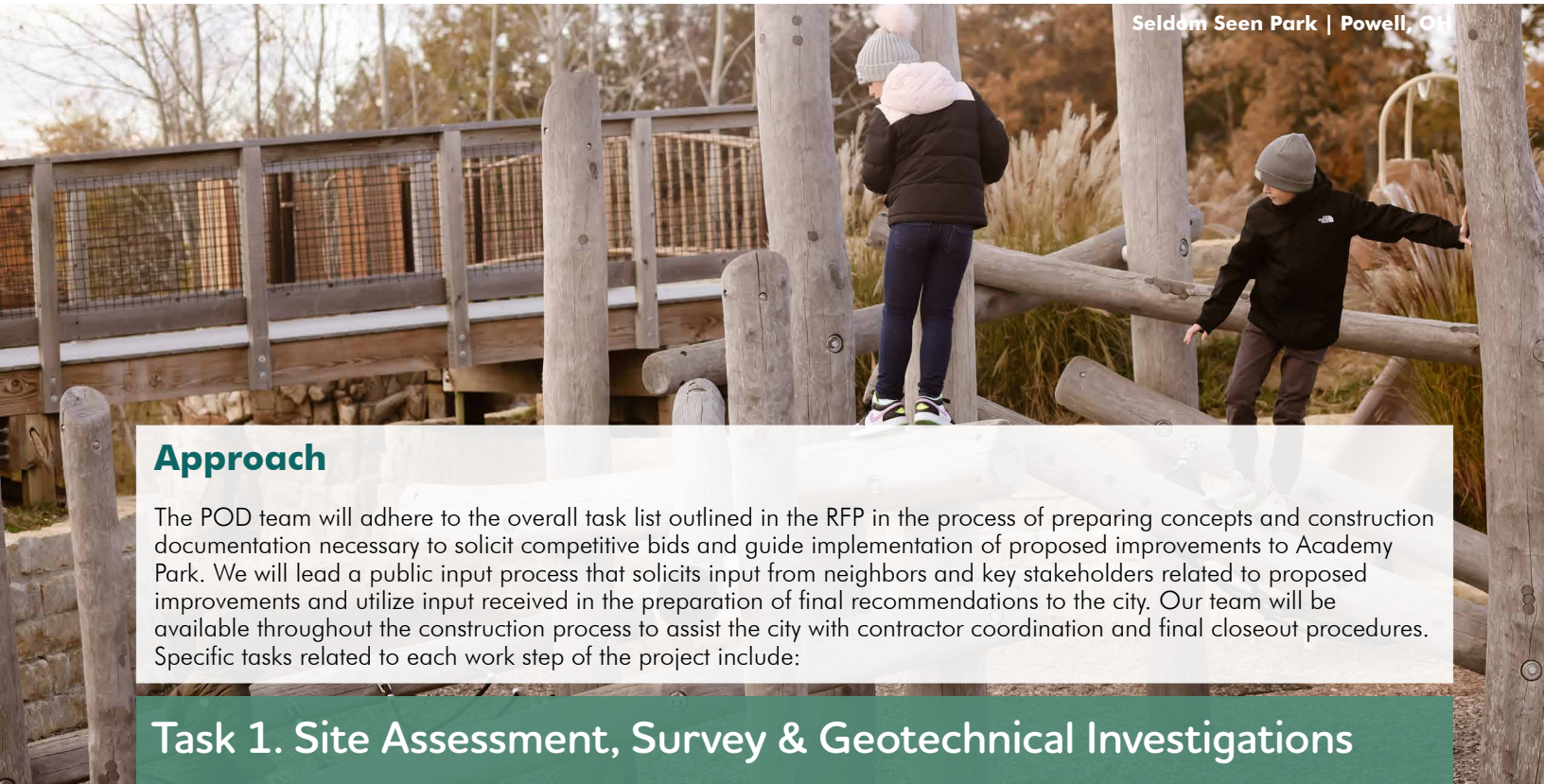
John Witkowski, PLA, Project Manager



Steve Kolwicz, ASLA, LEED AP Co-founder and Principal

John Witkowski, PLA
100 Northwoods Blvd. Suite A
Columbus, OH 43235
JWitkowski@PODdesign.net
d:614.425.2862

Steve Kolwicz, PLA, ASLA
100 Northwoods Blvd. Suite A
Columbus, OH 43235
skolwicz@poddesign.net
614.255.3399



Seldom Seen Park | Powell, OH

Approach

The POD team will adhere to the overall task list outlined in the RFP in the process of preparing concepts and construction documentation necessary to solicit competitive bids and guide implementation of proposed improvements to Academy Park. We will lead a public input process that solicits input from neighbors and key stakeholders related to proposed improvements and utilize input received in the preparation of final recommendations to the city. Our team will be available throughout the construction process to assist the city with contractor coordination and final closeout procedures. Specific tasks related to each work step of the project include:

Task 1. Site Assessment, Survey & Geotechnical Investigations

The POD team will conduct onsite assessments of existing conditions and prepare base mapping required to guide the rest of the design process. Findings of our efforts will be documented in report and plan formats and reviewed with the city prior to initiating the conceptual design process. Specific tasks to be included in this work step include:

- Prepare site survey using North American Datum 1983 (NAD83) State Plane Coordinates and North American Vertical Datum 1988 (NAVD88). Surveyed information will include physical locations of existing site features within the project area defined in the RFP including hardscape, existing trees (excluding trees between parking lot and Cherry Bottom Road), buildings, play equipment, fencing, etc.
- Existing trees surveyed will include size, species and condition
- Collect and document existing utility information within the project area utilizing markings provided by OUPS and on-site observations of power poles, manhole lids, fire hydrants, valves, etc. Note: OUPS does not guarantee that all private utilities will be marked in the field
- Provide topographic information at a minimum 50' grid over the project area as outlined in the RFP. Spot elevations to include top of curb, edges of pavement, walkways, edge of shoulder and grade breaks along adjoining roads, etc.
- Conduct geotechnical borings and pavement coring work as necessary to support pavement design. Borings will be documented in report format with locations noted both in the report and on working drawings. The engineering team will review findings with the city and determine preferred approach to paving design to be included in the final documentation
- Attend design review meeting with city to discuss site observations, survey mapping, geotechnical testing results, etc. and discuss impacts of these findings on the preparation of conceptual design alternatives to follow in the next work step. Deliverable products will be considered to be the 5% milestone for the overall project.



Hannah Park | Gahanna, OH



Township Park | Orange Township, OH



Hannah Park | Gahanna, OH

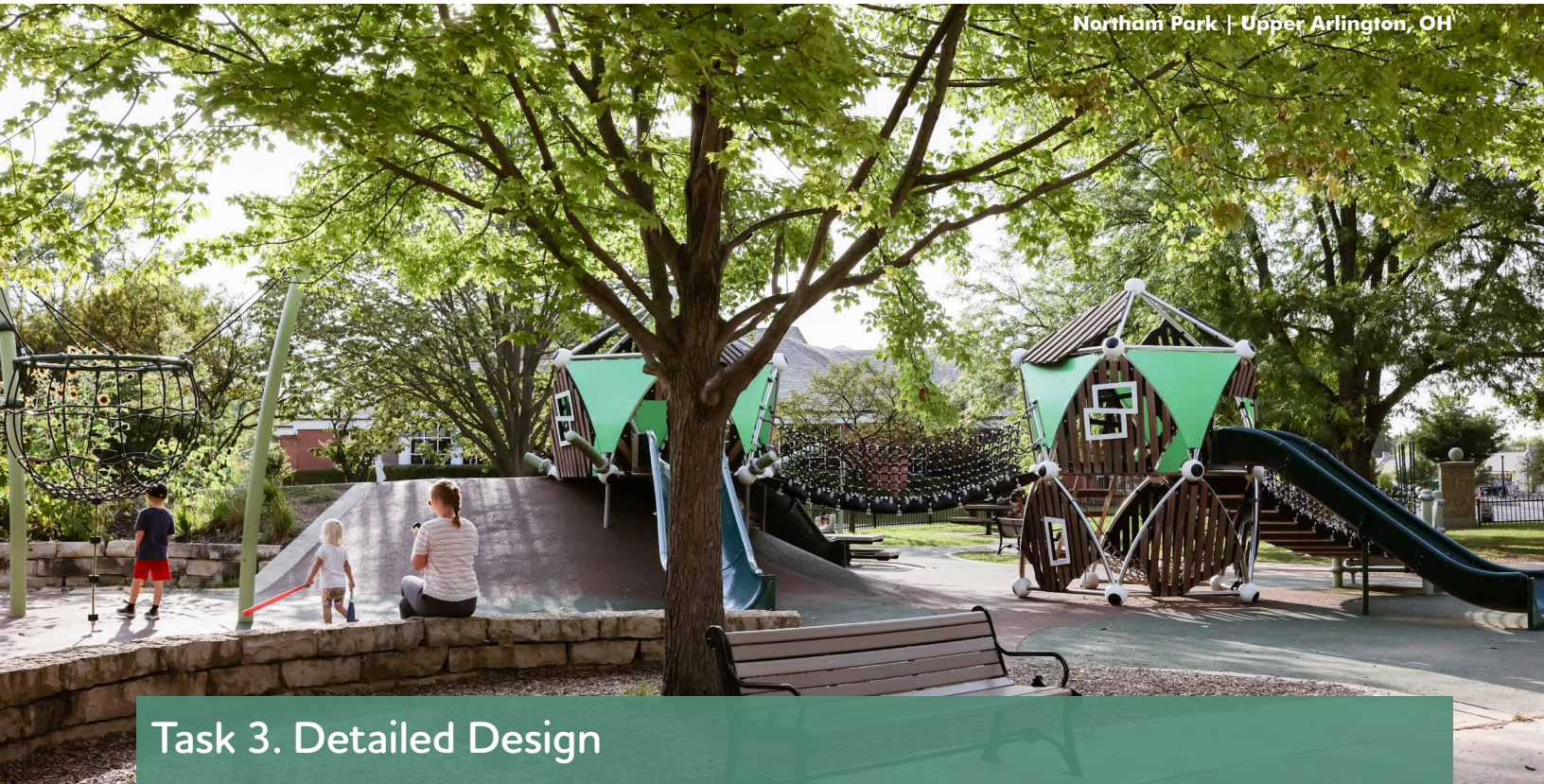
Task 2. Conceptual Plan Development

The POD team will utilize input received from our review meeting to discuss findings of the site assessment, base mapping and geotechnical testing work step above to begin the preparation of conceptual recommendations for the portion of the park included in the marked area of the RFP. This work step will include studies for each of the main elements of the project including parking lot layout, playground replacement, trail head facility and replacement shelter. We will utilize alternatives developed to solicit input from the community in order to prepare a final preferred concept to present to the city as a final deliverable for this work step. Specific tasks to be included in this work step include:

- Preparation of preliminary concept alternatives for review with the city. We will prepare up to 3 different concepts depicting potential parking lot, shelter, playground and trail head configurations for review and consideration.
- Preparation of playground alternatives for city and community input. We will coordinate with at least 3 playground equipment vendors for the preparation of conceptual designs responding to a request for designs prepared by the POD team. Products of the responses to this request will be provided in plan and 3D modeled formats to assist in communicating alternatives with the city and stakeholders during the public input process.
- Preparation of conceptual shelter alternatives for city and community input. We will prepare alternatives for the replacement shelter to be depicted in plan, elevation and 3D model to assist in the review and input from the city and stakeholders during the public input process. All shelter products will be clearly noted as a future potential improvement at the park.
- Preparation of materials for public input sessions. We will assemble graphics developed in the work steps above in a manner suitable for solicitation of public input at sessions described below. Likely formatting will include plans, elevations, 3D modeling, etc. along with reference imagery of proposed park improvements. We will prepare listings of pros and cons for each alternative presented to help guide discussions with both the city and general public
- Assist with the design, publicity and implementation of up to three public input sessions to review alternatives described above. We anticipate these open-house style sessions will be advertised by the city to the general public and will include organizations with a vested interest in the project including, but not limited to surrounding neighbors, local athletic organizations, Gahanna city and private schools, Central Ohio Mountain Biking Organization, etc.
- Prepare final preferred concept plan incorporating city and community input collected from public open-house sessions. Final concepts will include a preliminary conceptual opinion of probable construction cost for elements to be included in the implementation of the design in future work steps. The design team will attend a review meeting with the city to present final conceptual recommendations and probable construction costs in order to define the final project scope and budgeting prior to moving forward with detailed design.



Gentile Park | Kettering, OH



Northam Park | Upper Arlington, OH

Task 3. Detailed Design

Upon approval of the final conceptual recommendations and notice to proceed the POD team will initiate the preparation of final documents required to obtain city approvals, solicit bids and guide implementation of recommended improvements to the park. We anticipate various city approvals will be coordinated at intervals throughout the detailed design work step as outlined below and will work with the city to submit documentation required in order to maintain the overall project schedule. Specific tasks to be included in this work step include:

- Prepare plans and graphics necessary to submit for city required reviews for development plans, certificate of appropriateness, fire department, planning and zoning, engineering department, etc. to solicit input that may impact the transition from conceptual to final bid documents (note we do not anticipate any new storm sewer systems to be introduced for the proposed park improvements)
- Attend meeting with city to review schedule for drawing progress reviews and required submittals/internal reviews to ensure timing is on track for preset meeting dates, submittals, etc. as well as delivery of documentation for solicitation of bids for project implementation.
- Initiate preparation of construction documentation for all features to be included in the implementation of park improvements. We anticipate these features to include improved parking areas, potential parking expansion, playground replacement, trail head features, walkways, landscape, etc. Plan sets are likely to include title sheet, general notes, civil plan and profile views, pedestrian hardscape and playground layout, typical sections, construction details, planting, maintenance of traffic and erosion and sediment control plans. Elements depicted in final plans will conform to applicable local, state and federal ordinances and design standards.
- Preparation of updated opinion of probable construction cost for review throughout the detailed design process.
- Preparation of technical specifications supplementing items not covered by current City of Columbus Construction and Material Specifications (CMSC). Note that it is assumed that all front end (bidding, contract and general requirements) specification will be provided by the city.
- Attend design review meetings with the city at 50% and 90% milestones to review plans and updated opinions of probable construction cost.
- Prepare updates to plans and exhibits incorporating input received in milestone review meetings.
- Preparation of final opinion of probable cost to be included in final project manual.



Orange Park | Orange Township, OH



Johnston McVay Park | Westerville, OH

Seldom Seen Park | Powell, OH



Task 4. Permitting

The POD team will assist with the preparation materials required to submit for permit applications required as a part of the project. Our team will work with the city to identify applicable reviews and incorporate them into the project schedule for detailed design as described above. As outlined in the RFP we anticipate these approvals may include but may not be limited to:

- City of Gahanna Planning Commission
- City of Gahanna floodplain permit
- City of Gahanna building permits
- Ohio EPA General Construction Permit
- City of Gahanna Engineering Department

Based on the scope as we understand it, we believe we should be able to obtain all permits and approvals prior to construction bidding and will endeavor to accommodate submittals and review on the overall project schedule. We will coordinate our efforts to provide any materials required for submittals that will be submitted by the city and will update plans and specifications accordingly as modifications are required during the review process. As requested, we will prepare a summary of applications and approvals granted, noting the permit type, approval dates, expiration dates, required closeout procedures and other pertinent information.





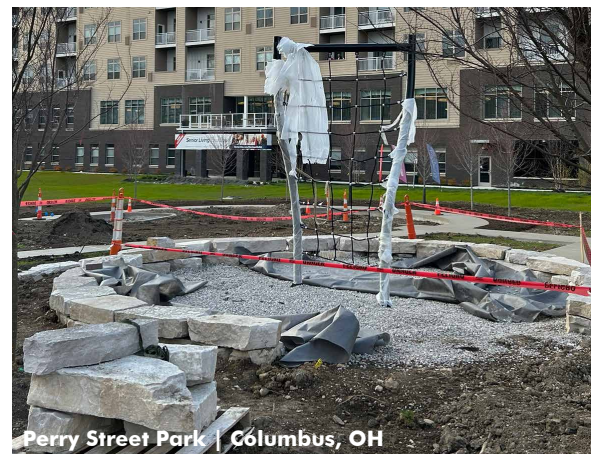
Task 5. Construction Services

The POD team will be available to assist with bidding and construction observation throughout the construction process. Specific tasks to be included in this work step include:

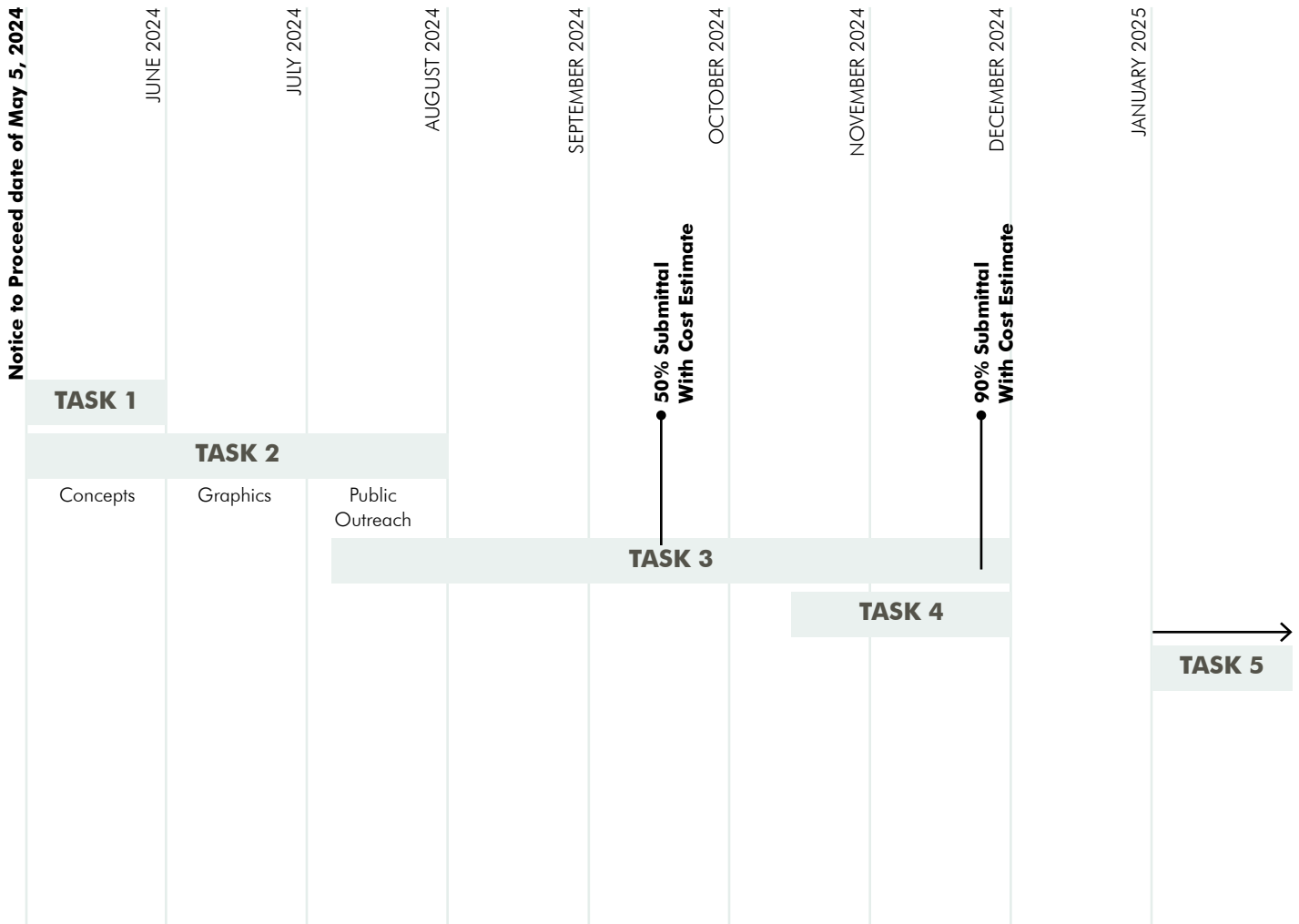
- Assist with final production of project manual as needed
- Attend pre-bid conference and on-site evaluation as outlined in project manual
- Assist with responses to questions from prospective bidders during the bidding process
- Attend pre-construction conference with the awarded construction contractor
- Assist with review and approval/rejection of material submittals and shop drawings as needed
- Assist with responses to contractor requests for information (RFI) submitted during construction as well as clarifications of design intent as needed
- Attend owner, architect, contractor (OAC) meetings as requested during the construction process
- Assist with the preparation of record or as-built drawings utilizing documentation provided by the contractor as collected during the construction process, field locations and minor survey as necessary
- Assist with preparation of punch lists or other city required closeout procedures as contractors achieve substantial completion



Gentile Park | Kettering, OH



Perry Street Park | Columbus, OH



TASK 1. Survey / Geotechnical Investigations

TASK 2. Conceptual Plan Development

TASK 3. Detailed Design

TASK 4. Permitting

TASK 5. Construction Services



John Witkowski
PLA
Project Manager



Stephen J. Kolwicz
PLA, ASLA, LEED AP
Principal

Brian Davis
PLA
Landscape Architecture



Thomas M. Warner
P.E.
Civil Engineering

Douglas Hock
P.S.
Surveyor



Jeffrey M. Holko
P.E.
Project Manager



Robert 'Bruce' Faris
Ohio Registered Architect 1992
Senior Project Manager

Zac Romer-Jordan
Ohio Registered Architect 2016
Vice President

POD DESIGN

With a wealth of diverse experience ranging from conceptual master planning to crafting construction documents for interactive educational spaces, we have cultivated expertise in bringing our clients' visions to life. Our commitment to meticulous attention spans from the initial concept to the final construction, ensuring that every detail is carefully considered, integrating both the apparent and subtle elements. Throughout each phase, our work reflects a deliberate design intent, harmoniously marrying functionality and aesthetics on all scales.

ADVANCED CIVIL DESIGN

Advanced Civil Design has extensive experience with public and private infrastructure layout, design and construction services including roadway and utility infrastructure projects that support the future users often associated with these types of developments. Our team provides professional services for many municipalities within the State of Ohio as well as many of Ohio's largest builders and developers. The quality and experience of our people separate us from other firms that provide similar services. The Advanced advantage starts with exceptional team communication that allows us to confirm our understanding of the clients' project vision, the development of project milestones, diligence throughout the planning, design and construction services process and with an adherence to developed schedules allows us to deliver successful projects on time and within budget. We continue to maintain working relationships with other consultants that enable us to provide a wider range of services and a team approach as may be necessary for each project development.

GEOTECHNICAL CONSULTANTS INC.

The foundation of Geotechnical Consultants, Inc. (GCI) was laid in 1979 on the principles of quality work, honest fees, exceptional service and providing clients with solid value for their money. Over the past 45 years, GCI has grown from a traditional soils and foundation engineering company to a diversified full-service geotechnical engineering, environmental consulting, building envelope consulting, and construction materials engineering and testing services firm serving clients throughout the Midwest and Mid-Atlantic regions.

BBCO DESIGN

Build Less \ Create More. This philosophy influences everything we do. From how we work, how we hire and how we source materials so that we create spaces that are sustainable, sound and inspiring. We believe in listening more and talking less. In bringing your vision through in an unexpected way. We create spaces that are built to reveal the essential. The honest. The most precise. We create spaces that are fluid. Designed to evolve. To both expand and contract to meet multiple uses with a single vision, yours. A fluid and communicative environment allows us to not only work well as a team, but also to be ready and responsive to the needs of our clients. We've built a team of individuals who share the belief of performing each task to the highest standard. We are detail oriented, thorough, and are constantly striving to advance our efficiency and innovation.

- WBENC** Women's Business Enterprise National Council 2005126779
- MBE** Minority Business Enterprise Program 221149
- WOSB** Women Owned Small Business
- EDGE** Encouraging Diversity, Growth, and Equity 21608
- DBE** Disadvantaged Business Enterprise 8(a) Certification



JOHNSTON-MCVAY PARK

WESTERVILLE, OH

Johnston McVay Park is a 6.7-acre parcel acquired by the City of Westerville in 2016 and fulfills a long time need for a neighborhood park in the area. After several meetings, online forums, and open houses attended by hundreds of residents, POD in concert with the Westerville Parks & Recreation Department developed a list of guiding principles for the project. A plan for improvements which aligned with the community’s mission and vision for this park was created as a result. The park’s theme, “Rooted in Nature,” was developed to honor the original landowners Morris & Dorothy McVay, and to weave together the site’s historical significance with the various desired activities.

In addition to preserving the mature trees on site, the plan includes a safer realigned entry drive with parking, a network of paved multi-use trails, green infrastructure with an increased habitat establishment, a barn style shelter and restroom building (as a nod to an old existing barn on site), and carefully positioned signature play elements unique to Central Ohio.

SCHEDULE

2018 - Project Award
2020 - Completion

CLIENT CONTACT

Mr. Randy Auler, Director
614.901.6504
randy.auler@westerville.org

CONTRACT VALUE

\$186,000

TEAM MEMBERS FOR THIS PROJECT

Stephen J. Kolwicz - Principal
John Witkowski - Project Manager



Drawing from the McVays love of nature and their philanthropic efforts, POD created a plan depicting their stories while creating a unique recreational experience. Utilizing a fun, whimsical approach to designing the park paired with various educational opportunities, POD has been able to maintain and embellish the site’s natural character which the McVays sought to preserve for future generations of the Westerville community.





MCCORD PARK

WORTHINGTON, OH

McCord Park is a 25-acre greenspace in the northeast quadrant of the Worthington community. Originally constructed in 1975, the park is home to a variety of facilities including athletic fields, playgrounds, basketball court, community garden, shelter, restrooms and picnic areas. POD was commissioned to lead a master planning process to develop a vision for updating the park to better serve the current and long-term needs of Worthington citizens.

POD led the community-based design process which relied on input from elected and appointed officials, business leaders, neighbors, and other stakeholders to

develop recommendations for potential park improvements. After more than a dozen meetings, online forums, and open houses attended by close to 300 citizens the team presented a plan for improvements that retained key features of the park and added features to improve the overall functionality and amenities desired by the community. The updated plan includes more efficient parking, athletic field enhancements, additional shelters, open lawn space for programmed and unprogrammed use, updated community garden spaces, nature-based playgrounds, new restroom/concessions building, interpretive train display and 1/2-mile multi-use trail.

SCHEDULE

2019 - Project Award
2024 - Completion

CLIENT CONTACT

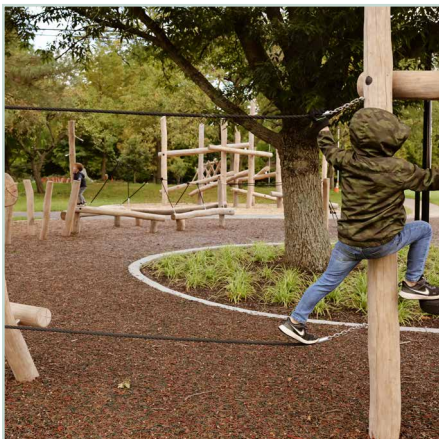
Mr. Darren Hurley, Director
614.436.2743
darren.hurley@worthington.org

CONTRACT VALUE

\$348,000

TEAM MEMBERS FOR THIS PROJECT

Stephen J. Kolwicz - Principal
John Witkowski - Project Manager





GENTILE PARK

KETTERING, OH

POD design was contracted by the City of Kettering to develop a master plan to create a new park on the former Defense Electronics Supply Center site. This process involved several meetings with city staff throughout the course of the project which led to the development of a thematic mission statement and goals for the project. POD also lead several public input sessions throughout the course of the design process to gather comments from the public and special interests groups regarding the design and development of the park master plan.

The resulting master plan was guided by the vision of creating an accessible park asset that becomes a destination for neighborhood activity and recreation, while recognizing the historical significance of the site. The design team incorporated several additional programmatic features into the design which were identified during the public engagement sessions including public art and education, environmental responsibility, and the integration of smart park technologies.

The resulting proposed plan for this new park includes walking paths appropriate for all ages, a shelter house, unprogrammed (free play) open space, and an accessible nature-based playground which integrates the historical context of the site into the play features. By evaluating and recommending the reuse of existing materials and site infrastructure, the design team was able to offer up cost saving design solutions to keep the project within budget. When completed, Gentile Park will provide a much-needed park space for this region of Kettering.

SCHEDULE

2019 - Master Plan
2024 - Completion

CLIENT CONTACT

Ms. MaryBeth O’Dell, Director
937.296.2454
MaryBeth.ODell@ketteringoh.org

CONTRACT VALUE

\$200,000

TEAM MEMBERS FOR THIS PROJECT

Stephen J. Kolwicz - Principal
John Witkowski - Project Manager
Brian Davis - Landscape Architecture



ATTACHMENT E - PROPOSAL PRICING FORM

TASK	DESCRIPTION	CONSULTANT			SUBCONSULTANT	TOTAL TASK FEE
		TASK HOURS	LABOR FEE	EXPENSES	FEES	
1	Survey / Geotechnical Investigation	16	\$2,240.00		\$16,800.00	\$19,040.00
2	Conceptual Plan Development	180	\$25,200.00	\$2,500.00	\$14,450.00	\$42,150.00
3	Detailed Design	200	\$28,000.00	\$500.00	\$53,900.00	\$82,400.00
4	Permitting	32	\$4,480.00	\$500.00	\$9,200.00	\$14,180.00
5	Construction Services	120	\$16,800.00		\$3,800.00	\$20,600.00
TOTAL PROJECT FEE (INCLUDING DBE/EDGE/SBE)						\$178,370.00
TOTAL DBE/EDGE/SBE FEE						\$9,000

HOURLY RATES

							
Principal	\$180	Principal	\$220	Staff Engineer, EIT	\$100	Principal	\$350
Senior Project Manager	\$130	Senior Project Manager	\$180	Staff Engineer, PE	\$150	Sr. Project Manager	\$200
Project Manager	\$105	Project Manager	\$165	Senior Engineer, PE	\$175	Project Manager	\$175
Project Designer	\$85-95	Design Engineer, PE.	\$140	Principal, PE	\$200	Project Architect	\$150
Graphic Designer	\$95	Design Engineer	\$120			Designer 2	\$135
Intern	\$55	Surveyor (Office)	\$120			Designer 1	\$120
		Surveyor, P.S. (Office)	\$130			Intern	\$90
		Field Survey Crew (1-man)	\$160			Administrative	\$75
		Field Survey Crew (2-man)	\$180				
		Clerical	\$40				



John Witkowski

PLA
POD Design Project Manager

email:
JWitkowski@PODdesign.net

office:
614.255.3399

direct:
614.425.2862

Profile

education:
Bachelors of Landscape Architecture
Ohio State University, 2005

professional registration:
Professional Landscape Architect (PLA) in Ohio

professional experience:
Years with POD: 5
Years with another firm: 10

After more than 15 years in the profession he loves, John joined the POD Design team in late 2015 as a project designer. His diverse work background has allowed him to flourish as he's been exposed to a wide variety of project types and styles from around the world. Coupled with his education, his experiences have provided him with a wealth of knowledge in his field and the confidence to implement it accordingly.

John's attention to detail, project management skills, and desire to exceed the expectations of his clients are just a few attributes that stand out as contributing to his success as a landscape architect. Additionally, his construction experience and his ability to create unique design solutions have contributed to a multitude of successful constructed projects in the U.S. and abroad.

Experience



Johnston-McVay Park,
Westerville, OH
Project Manager
Nature based playground design



Creekside District Master Plan
Gahanna, OH
Project Manager
Planning and landscape architectural services for the historic mixed-use Creekside District redevelopment



McCord Park
Worthington, OH
Project Manager
Regional park with athletic fields, playgrounds & community garden



Gahanna City Hall
Gahanna, OH
Project Manager
Landscape architectural services associated with the new City of Gahanna City Hall



Northam Park
Upper Arlington, OH
Project Manager
Nature based playground design, community pool



Bill Yeck Park
Centerville, OH
Project Manager
Regional park with nature trails, wayfinding



Seldom Seen Park,
Powell, OH
Project Manager
Regional park with athletic fields & playground



Creekside Redevelopment
Gahanna, OH
Project Manager
Conceptual planning for Gahanna Creekside



Stephen J. Kolwicz

ASLA, LEED AP
POD Design Co-Founder & Principal

email:
SKolwicz@PODdesign.net

office:
614.255.3399

direct:
614.360.3068

Profile

education:
Bachelor of Landscape Architecture
(Cum Laude), Ball State University, 1995

professional registration:
Professional Landscape Architect (PLA) in
Ohio #936 and 25 other states
CLARB Certified
LEED Accredited Professional

professional experience:
Years with POD: 19
Years with another firm: 10

affiliations:
American Society of Landscape Architects
Ohio Chapter, ASLA – Past President
Ohio State University, Advisory Board to
Landscape Architecture Section Chair
Ohio Parks and Recreation Association
U.S. Green Building Council
Urban Land Institute

awards:
2010 Business First Forty Under 40 Award

Steve Kolwicz is a principal and co-founder of POD Design. In his twenty-eight years as a landscape architect in private practice Steve has made an early impact with creative solutions to a diversity of design challenges. His desire to achieve a balance between creative problem solving and technical expertise has resulted in hundreds of successful projects throughout the United States and abroad.

Prior to forming POD design, Steve managed a wide variety of projects for two well-respected landscape architecture firms in both Columbus and Cincinnati. He has been responsible for virtually all aspects of site design and planning projects for public and private clients. His project experience includes everything from theme parks to community parks, from community to campus planning. He has consistently demonstrated a competent technical capability and a fresh approach to design challenges that have resulted in numerous design awards and a dedicated repeat client base.

Experience



Johnston-McVay Park,
Westerville, OH
Principal
Nature based playground design



McCord Park
Worthington, OH
Principal
Regional park with athletic fields, playgrounds & community garden



Gentile Park,
Kettering, OH
Principal
Nature based playground design, brown field development



Northam Park
Upper Arlington, OH
Principal
Nature based playground design, community pool



Creekside District Master Plan
Gahanna, OH
Principal
Planning and landscape architectural services for the historic mixed-use Creekside District redevelopment



Gahanna City Hall
Gahanna, OH
Principal
Landscape architectural services associated with the new City of Gahanna City Hall



Headley Park,
Gahanna, OH
Principal
Master Plan for Park Expansion



Hannah Park
Gahanna, OH
Principal
Site master planning, synthetic field, athletic fields, natural playground

RESUMES



Brian Davis

PLA
POD Design Landscape Architect

email:
BDavis@PODdesign.net

office:
614.255.3399

direct:
614.360.3063

Profile

education:

Masters of Landscape Architecture, Ohio State University, 2014

Masters of City/Urban, Community and Regional Planning, Ohio State University, 2014

Bachelor's Degree - Psychology, Wittenburg University, 2005

professional registration:

Professional Landscape Architect (PLA) in Ohio

professional experience:

Years with POD: 9

Years with another firm: 2

After an initial six year career in education, Brian made a shift to urban planning and landscape architecture obtaining master's degrees in both fields from The Ohio State University. Brian joined POD Design in 2015 as a landscape designer after spending several years working in the public sector for the Columbus Recreation and Parks Department and in the private sector focused on community engagement and comprehensive plan development. Brian's diverse background in public engagement and urban planning give him a heightened awareness of how each project fits into the greater context of the surrounding community, while his strict attention to detail and desire for seamless construction has allowed him to excel in his role focused on construction documentation, geographic information system mapping, presentation graphics and project coordination.

Experience



Bill Yeck Park
Centerville, OH
Project Designer
Regional park with nature trails, wayfinding



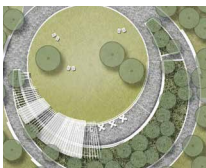
Scotts Family Park,
Marysville, OH
Project Designer
Regional park with athletic fields, shelters, and playgrounds



Perry Street Park,
Powell, OH
Project Designer
Urban mixed-use, open space



Xenia Station Splash Pad & Playground
Xenia, OH
Project Designer
Spraygrounds & Playground



Dublin Corners Park,
Dublin, OH
Project Designer
Neighborhood park, landscape architecture



Westerville Community Center,
Westerville, OH
Project Designer
Community Center Expansion



Petro Plaza at Northam Park
Upper Arlington, OH
Project Designer
Neighborhood park, landscape architecture



Veterans Memorial at Mallway Park,
Upper Arlington, Ohio
Project Designer
Memorial Plaza



Thomas M. Warner

P.E.

Advanced Civil Design Principal

Profile

education:

B.S. Civil Engineering, Ohio State University

professional registration:

Registered Professional Engineer Ohio, #E-64513 West Virginia, #20094 Kentucky, #27806 Illinois, #062.066175

professional experience:

30+ Years

affiliations:

American Society of Civil Engineers
US Green Building Council
Raleigh Chamber of Commerce
Habitat for Humanity

areas of expertise:

Project Management, Public Infrastructure, Large Scale Commercial, Retail Developments, Office Developments, Public Roadways, Storm Water Design, Erosion Control, Sanitary Sewer Design, Waterline Design, Quality Control, Public Involvement, Client Communications

Mr. Warner is one of the principal owners of Advanced Civil Design. He is a licensed engineer with over thirty years of experience as a project designer and manager. Tom has spent his entire career working with municipalities and private developers designing infrastructure and commercial developments. Tom is the main point of contact for most of the firm's private development clients and is also very involved in project management oversight and permitting.

Advanced Civil Design has become one of Central Ohio's most reliable private design firms. Tom did spend some time in his career as a private development manager and understands the bigger picture needs for each development client.

Experience

AWS Data Center Campus

City of Dublin, Ohio. Master planning, design and permitting for a five-building data center campus. Prepared construction drawings for the data buildings for grading, stormwater and utilities including electric and fiber routing throughout the campus. Advanced worked closely with the general contractor, architect and end user to provide a successful project that was permitted ahead of schedule.

OSU Medical Campus

City of Dublin, Ohio: Master planned medical campus that includes a surgical center, a medical office building and a hospital tower on approximately 30 acres of property in the City of Dublin, Ohio. Tom led a design team on securing zoning and final development plan approval for this Tier 1 economic impact project for the Ohio State University. The project included a master planned storm water system and our team worked closely with the County and the City on other needed public utilities. Final design services were provided by another civil engineering team.

OSU Field Hockey Press Box

City of Columbus, Ohio: ACD worked with Ford & Associates and The Ohio State University on a press box improvement for the OSU Field Hockey stadium. Tom coordinated with the design team on the new building structure, relocation of affected private utilities and communicated the design with the OSU administrative team and the design team.

Franklin Peak

City of Gahanna, Ohio: ACD and Ford & Associates worked closely together to secure permits for a new 69,000 square foot office building and a 5,000 square foot brewery on approximately five acres of property located in the City of Gahanna, Ohio. The teams worked together to secure the development plan approval and final design document approval from the City of Gahanna and State of Ohio.

Hannah Park

City of Gahanna, Ohio: Tom managed a design team on a City park project for the City of Gahanna. Tom led his team on the utility and storm water design efforts and communication with the project team that included POD Design and Meyers + Associates. The professional services included site surveys, parking lot, athletic fields, support for the gathering structure and permitting with the City and State.



Douglas Hock

P.S.

Advanced Civil Design Principal, Survey Manager

Profile

education:

Undergraduate Studies, Ohio State University

affiliations:

NCSS, North Carolina Society of Surveyors

professional registration:

Registered Professional Surveyor
Ohio, #S-7661
North Carolina, L-4618

areas of expertise:

Deed Research, Boundary Surveys,
Dedication Plats, ALTA Surveys,
Topographic Surveys, Annexation
Plats, Right-of-way Plans, Easement
Documents, Legal Descriptions,
Zoning Maps, Quality Control, Client
Communications

Certified ODOT Right-of-Way Designer

professional experience:

35 Years

Doug oversees all surveying services provided by the company and is the primary client contact for surveying. Doug has more than thirty-five years of both field and office experience preparing boundary surveys, ALTA surveys, topographic surveys, annexation plats, subdivision plats, easement descriptions and construction staking. His expertise includes knowledge of standards for construction staking, survey document preparation and property transfer, and Doug is certified by the Ohio Department of Transportation as a Right-of-Way Designer.

Throughout his career Doug has been the surveyor in charge of regional shopping malls, over 4,000 units of multi-family development and all types of commercial and industrial construction staking. Doug has completed hundreds of ALTA surveys throughout the State of Ohio.

Experience

Good Tract Surveys, Fairfield County, Ohio

Boundary and topographic surveys for 47.2 acres. Mr. Hock was the client contact and survey manager for the project. In addition to the surveys he managed the survey crew coordination and oversight of final survey. Mr. Hock also worked with the project schedule and budget. Included in the project scope was right-of-way exhibits, easement descriptions and boundary monumentation.

Kagy Tract Surveys, Hancock County, Ohio

Boundary and topographic surveys for 40.0 acres. Mr. Hock was the client contact and survey manager for the project. In addition to the surveys he managed the survey crew coordination and oversight of final survey.

Techcenter Drive Dedication Plat

Dedication plat for a public roadway that was reviewed and inspected by ACD. Final Plat included defining developable lots, creating easement and reserves and dedicating the proposed right-of-way.

Perry State Forest, Perry County, Ohio

Mr. Hock completed a topographic survey for a 25 acre area in the "Reclamation Dam No.1 Rehabilitation, Perry County, Ohio Project No. DNR 736 727-98-024". Mr. Hock was the primary client contact and survey manager for the project. In addition to the surveys he managed the survey crew coordination and oversight of final survey.

Muskingum River Lock & Dam No. 7, Muskingum County, Ohio

Mr. Hock completed a topographic and boundary survey for Muskingum River Lock & Dam No. 7. He was the primary client contact and survey manager for the project. In addition to the surveys he managed the survey crew coordination and oversight of final survey. The work included soundings of the bottom of the channel and detailed measurements of both the lock and the adjacent swing bridge, which was eventually replaced.

RESUMES



Jeffrey M. Holko

P.E.

Geotechnical Consultants Inc., Project Manager

Profile

education:

B.S. Civil Engineering, Ohio University
M.S. Civil Engineering, Ohio University

affiliations:

American Society of Civil Engineers
(ASCE), Central Ohio Section Member

professional registration:

Professional Engineer—Ohio, Virginia,
Maryland and District of Columbia

Jeff joined GCI in 2017 as a project manager in the engineering department. Since joining GCI, Jeff has worked on a variety of projects throughout Ohio, including roadside landslips and bridges (County/District, ODOT, and FEMA), roadway design, manufacturing facilities, data centers, student housing, parking garages, retail buildings, and industrial/warehouse facilities.

Prior to his time at GCI, Jeff spent over nine years working in the field for geotechnical engineering and construction materials testing in the Washington, DC metro area. Jeff is well regarded among his peers for his approach to working with owners, contractors, and other design professionals on projects throughout various industries including landslides, residential, commercial, educational, and government.

Experience

Marble Cliff Quarry Development
Columbus, OH

Grandview Crossing Development
Columbus, OH

Dublin Methodist Hospital Expansion
Dublin, OH

Columbus Metropolitan Library
Gahanna, OH

4th and 5th Apartments
Columbus, OH

Marion Industrial Facility
Marion, OH

Kemper House of Worthington
Worthington, OH

Worthington Hills Senior Living Center
Worthington, OH

Brew Dog Hotel
Canal Winchester, OH

Lancaster Community Church
Lancaster, OH



Robert 'Bruce' Faris

Ohio Registered Architect 1992
BBCO DESIGN, Senior Project Manager

Profile

education:

Bachelor of Science in Architecture .
Ohio State University, 1985
Introduction to Production AutoCAD.
Franklin University, 1987
Production AutoCAD. Franklin University,
1988
Advanced AutoCAD. Franklin University,
1988

professional registration:

Ohio Registered Architect 1992

affiliations:

Our Lady of Perpetual Help . Building and
Architect Selection Committees, Design
Sub-Committee
Lands and Zoning, Grove City . Chairman
Grove City Councilman . Former Ward 3
Representative
Grove City Board of Zoning Appeals .
Former Board Member
Boy Scouts of America . Ohio Valley
District Camping Committee Chairman

Over the last 38 years, Bruce has accumulated and integrated a number of architectural and leadership experiences. These have been molded into a set of skills that extend from creating and implementing firm business strategies with a strong financial acumen coupled with resource management through the architectural design / documentation process to construction administration and securing repeat clients by delivering what was promised. He strives to create personal commitments to individuals and organizations through establishing a firm foundation of trust built on strong relationships. He believes understanding and internalizing various aspects of our profession is simple, as on the other hand communicating these in a way that is helpful to a firm and to individuals is not. He leverages his communication skills, relationship building skills, leadership skills, and knowledge of our industry to work with firms and individuals in effort to align with their goals.

Experience

BBCO - 326 South High Street
Columbus, OH

City of Columbus - Dorrian Green + River South Garage
Assessment
Columbus, OH

City of Columbus - Cip Project Scoping Facility Condition
Assessment
Columbus, OH

Ohio Department of Rehabilitation and Correction - LocI
General Renovation
London, OH

Girl Scouts of Ohio's Heartland - STEM Leadership Center
Galloway, OH



Zac Romer-Jordan

Ohio Registered Architect 2016
BBCO DESIGN, Project Architect

Profile

education:

Bachelor of Science, Architecture University of Cincinnati, 2008
Master of Architecture . University of Cincinnati, 2010

professional registration:

Ohio Registered Architect 2016

Zac is a registered architect in the State of Ohio with over 14 years of work experience. His project experience ranges from residential and mixed-use projects to early childhood learning centers and schools.

Zac's strength lies in his keen attention to design, details, graphics & construction. A recipient of numerous awards, he possesses excellent interpersonal communication skills. He is very effective as a coordinator and at maintaining a high standard of documentation for projects.

Most recently, Zac has participated as the Project Architect on several of BBCO's public sector projects, including the Westside Early Childhood Learning Center and the Columbus City Schools upgrades and renovations.

Experience

City of Columbus - Hilltop Early Learning Center
Columbus, OH

City of Columbus - Marion & Tuttle Pools Renovation
Columbus, OH

Dublin City Schools - Preschool Addition
Dublin, OH

Columbus City Schools - Security Update
Columbus, OH

Girl Scouts of Ohio's Heartland - STEM Leadership Center
Galloway, OH