MAYOR:
Bradley D. Belt

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III

TOWN OF
Kiawah Island
ESTABLISHED
1988

MAYOR PRO TEMPORE:
Russell A. Berner

COUNCIL MEMBERS:
E. Luke Farrell
Madeleine Kaye
Lance Spencer

TOWN COUNCIL

Municipal Center Council Chambers
June 3, 2025, 1:00 pm

AGENDA

I. **Call to Order:**

II. **Pledge of Allegiance**

III. **Roll Call:**

IV. **Approval of Minutes:**
- **A.** Minutes of the Town Council Meeting of May 6, 2025 **[Tab 1]**

V. **Citizens' Comments (Agenda Items Only):**

VI. **Presentations:**
- **A.** Justin Pierce – Charleston County Emergency Management Director

VII. **Updates:**
- **A.** Mayor
- **B.** Council Members
- **C.** Administrator

VIII. **Old Business:**
- **A.** To Consider Approval of ***Ordinance 2025-08*** - An Ordinance To Adopt The Fiscal Year 2025-2026 Budget For The Town Of Kiawah Island (7/1/25 Through 6/30/26) – ***Second and Final Reading*** **[Tab 2]**
- **B.** To Consider Approval of ***Ordinance 2025-09*** - An Ordinance To Repeal And Replace Article 16 – Beach Management – ***Second and Final Reading*** **[Tab 3]**
- **C.** To Consider Approval of ***Ordinance 2024-24*** - An Ordinance to Amend Section 12-128. - Access, Parking and Loading Regulations, Section 12-63. Description of Zoning Districts and Regulations, and Section 12-374.Definitions to Modify Driveway and Parking Standards for Pervious Paving Requirements - ***Second and Final Reading*** **[Tab 4]**

IX. **New Business:**
- **A.** To Consider Approval of the Charleston Visitors Bureau Budget **[Tab 5]**
- **B.** To Consider Approval of the Fiscal Year 2025/2026 SATAX - State Accommodations Tax Funding Amounts **[Tab 6]**
- **C.** To Consider Approval of the Proposal for Comprehensive On-Call Engineering Services **[Tab 7]**
- **D.** To Consider Approval of the purchase of one (1) Toyota Tacoma as a replacement vehicle for the Wildlife Department **[Tab 8]**
- **E.** To Consider Approval of the Proposal from Mauldin & Jenkins for Internal Controls Assessment **[Tab 9]**

*Each speaker shall be limited to five minutes. No more than 30 minutes shall be allowed for citizen presentations, comments, and/or questions, and the time shall be divided equally among those requesting to speak.

FOIA: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island

F. To Consider Approval of the Amendment to the Contract with Phillips and Jordan, Inc. for Disaster Debris Removal Services **[Tab 10]**

G. To Consider Approval of the Amendment to the Contract with Southern Disaster Recovery, LLC for Disaster Debris Removal Services **[Tab 11]**

H. To Consider Approval of the Amendment to the Contract with Tetra Tech, Inc., Disaster Debris Monitoring Services **[Tab 12]**

X. Citizens' Comments:

XI. Executive Session:

A. Executive Session to receive legal advice protected by the Attorney-Client Privilege (*S.C. Code Ann. 34-4-70-(a)(2)*) concerning matters related to Captain Sams Spit.

The Council may take action after the Executive Session.

XII. Council Member Comments:

XIII. Adjournment:

*Each speaker shall be limited to five minutes. No more than 30 minutes shall be allowed for citizen presentations, comments, and/or questions, and the time shall be divided equally among those requesting to speak.

FOIA: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

TAB 1

TOWN COUNCIL

Agenda Item

TOWN COUNCIL

Municipal Center Council Chambers
May 6, 2025, 1:00 pm

Minutes

I. Call to Order: ***Mayor Belt called the meeting to order at 1:00 pm.***

II. Pledge of Allegiance

III. Roll Call:

Present at the Meeting:
Bradley Belt, *Mayor*
Russell Berner, *Mayor Pro Tem*
Luke Farrell, *Council Member*
Madeleine Kaye, *Council Member*
Lance Spencer, *Council Member*

Also Present:
Stephanie Tillerson, *Town Administrator*
Dorota Szubert, *Finance Director*
Mac McQuillin, Town Attorney
John Taylor, Jr., *Planning Director*
Michael Nardelli, *Assistant Operations Manager*

IV. Approval of Minutes:

A. Minutes of the Town Council Meeting of April 1, 2025

Mayor Belt stated that Council Members had received a copy of the minutes of the Town Council meeting of April 1, 2025, in advance for review. He noted that his correction had been given to the Town Clerk and incorporated, and asked if there were any additional comments or changes to the minutes. Council Member Kaye also noted corrections, providing them to the Town Clerk.

With those corrections, the minutes were deemed approved.

V. Citizens' Comments (Agenda Items Only):
None

VI. Presentations:

A. Coastal Science and Engineering - Dr. Patrick Barrineau

Mayor Belt introduced Dr. Patrick Barrineau, from Coastal Science & Engineering (CSE), the Town's beach consultant. CSE has been monitoring the beach and dune system for several years. He noted that the report includes a lot of technical data and terminology, explaining that the purpose of the presentation is to provide highlights of the extensive report prepared by CSE.

Overview of Kiawah Island's Beach

Dr. Barrineau provided some background on Kiawah by describing the dynamic nature of the island, particularly the areas around Stono Inlet and Captain Sam's Inlet, with the center of the island exhibiting long-term stability. Influences are disturbances in the form of storms, with the island having experienced more than 20 storms since 2015, passing within about a 40-mile radius of the island, compared to fewer than five from 2000 to 2012, not including nor'easters. Another influence is the impact of sea level rise, which has increased by about a foot since 2000 and is expected to rise by another foot by 2050, according to data from tidal gauge records at the Customs House in downtown Charleston.

Detailed Analysis of Beach Conditions

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Dr. Barrineau stated that CSE monitors beach volumes using 61 profiles from Stono Inlet to the Seabrook side of Captain Sams Inlet, with some locations monitored since the 1980s. He indicated that Kiawah Island is divided into six sections or reaches for easier understanding: on the west end are Kiawah Spit, West Beach, Turtle Point, and on the east end are Ocean Course, Lagoon, and Stono Inlet.

Dr. Barrineau indicated that the biggest takeaway detected in the last 12 to 18 months is that on the east end, the shoal that has been approaching for the last five or six years is now fully attached and is spreading sand along the shore. He then discussed the potential hazards from the migration of tidal creeks, particularly around the Ocean Course Clubhouse and driving range, mentioning the current permit application submitted to the state Army Corps to mitigate those potential hazards. Dr. Barrineau stated that, although Mr. Jordan has reported that the creek outlet has shifted back towards the east over the last couple of months. While this is fantastic news, once the permit for those activities is obtained, it will be valid for five years.

Dr. Barrineau explained the erosion observed at the east end over the last year, with approximately 35 of the 40 profiles between the west end of the Ocean Course and the west end of the island losing sand from October 2023 (the date of the last survey) to December 2024. Also noted was the continued narrowing of the spit neck near Beachwalker Park, which is now about 300 feet from mean high water on the ocean side to the creek side.

Dr. Barrineau displayed a chart illustrating the oscillation of each reach volume over time, discussing the oscillating lagoon reach volumes as the shoals periodically emerge and, after attaching, erode in place, and begin to spread down the coast. He detailed that over the last 12 months, from October 23 to December 24, the east end lost approximately 426,000 cubic yards of sand, equivalent to about 16.5 cubic yards per foot per year, which equates to around 15 or 20 feet of dry beach width lost. He noted that it may sound severe, but most of those losses are concentrated within the lagoon reach.

Dr. Barrineau stated that the west end saw slightly less severe losses, approximately 127,100 cubic yards of sand, equivalent to about four or five cubic yards per foot per year from October 23 to December 24, which equates to anywhere from 5 to 10 feet of dry beach width lost.

Impact of Storms on Beach Erosion and Long-Term Trends

Mayor Belt and Dr. Barrineau discuss the impact of the recent storms and the potential for sand to replenish as new shoals form. Dr. Barrineau stated that several storms from December 2023 to March 2024 heavily impacted the region, not just with dramatic flooding but also on coastal beaches. However, the reported 50 feet of dune recession immediately after the December 2023 event probably constitutes the majority of the erosion experienced over those storm events. He noted that over the past 10 to 20 years, there has been a gradual increase in volume on those central and western reaches as sand migrates down, with shoals attaching from the east end and then spreading to the south and west.

Dr. Barrineau discussed the long-term trends of sand volume on the beach, noting that there is more volume now than in 1999 and about the same as in 2007-2008. He explains that the net volume of sand on the beach remains relatively constant over 15-30 years, with long-term cycles of sand accretion and erosion.

Dr. Barrineau discussed the narrowing of the neck on Captain Sam's Spit near Beachwalker Park. Measuring the width from mean high water on the creek side to mean high water on the ocean side, in 2010 it was about 380 feet wide and held more or less steady through about 2015.; However, through March of 2023, that width had shrunk to about 275 feet. With the narrowing of the creek, a closer eye will be kept on it to allow for early warning when, over the next 10 to 20 years, the hazard becomes imminent.

Council Members engaged in an in-depth discussion of the narrowing of the channel, the implications of a breach event, whether action should be taken now rather than waiting, when the repair could be more costly, whether anything should be done to effect change to a natural area, or let nature take its course, and when looking long-term, what strategies need to be considered to mitigate the risks.

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Dr. Barrineau stated that, in general, gains in volume from 2007 to 2015 were modest, at 1.6 million cubic yards over eight years. However, much of that volume has been lost over the subsequent nine to ten years, from 2015 to 2024, due to increased storms and higher water levels. However, the net volume of sand on the beachfront remains relatively constant over the long term, of 15 to 20 to 30 years.

Responding to Mayor Pro Tem Berner's question about how the beach is considered to be accreting but the information provided contradicts that, Dr. Barrineau explained that beaches tend to change at long-term cycles, you can have increases on the island that may last 5, 10, or 15 years, and then decreases that will last 5, 10, or 15 years. But the net change across multiple phases of that rise and fall is a positive trend.

Beach Management and Future Actions

Mayor Belt asked Mr. Jordon to expand on his channel observations. Mr. Jordan stated that the threat was the current in the flushing channel cutting towards the Ocean Course Clubhouse and infrastructure. Currently, a new inlet has opened, and there is virtually no flow in or out on a tide cycle, with water only getting in at high tide. Assuming there is no natural flow, sand is going to move and fill in that channel and make it less and less likely for water to flow through there over time. This can occur quickly or over several months.

Mayor Belt noted that the permitting process was initiated out of concern for the potential negative impacts of the flushing channel on Resort properties. The situation appears to be improving, at least temporarily, but will continue to be closely monitored. If the permit is issued, any changes can still be addressed within the five-year period.

Also discussed was that with the closure of the flushing channel and the area naturally filling in with sand over time, it will result in the restoration of some of the habitat that had been lost previously.

Council Member Farrell questions whether to consider continuing with beach renourishment to reestablish habitat rather than waiting for natural processes. He noted that it would be less expensive and impactful. Mr. Jordan emphasized the need to wait for the permit to be issued and, with the dynamic nature of the area, start having discussions based on the conditions at that time before making decisions on beach renourishment. Mayor Belt agreed to continue monitoring the situation and taking action as appropriate.

VII. Updates:

A. Mayor

Mayor Belt provided updates on the following:

- The Color Music Festival, presented by the Town with the help of Town Staff, was held on Saturday night, with approximately 100 attendees who listened to an extraordinary stringed instrument chamber ensemble.
- The Piccolo Spoilto preview was held the following day at the Church of the Holy Spirit with approximately 300 guests.
- The official end of the Arts and Cultural Events season, but additional programs, including a monthly food truck fest throughout August. The next season kicks off on August 1st.
- The receipt of letters of thanks from grant recipients
- The progress of development projects
    - Both Seafields and the Night Heron Activity Center are on track, and both projects are supposed to be completed by the end of the year.
    - Charleston County is hosting a session regarding the status of the flyover on Savannah Highway (Highway 17)
    - Charleston County Planning Commission meeting on May 12th on the Orange Hill planned development, the Kiawah Island Club's new development that will include a new golf course and 120 new homes. Comments on the project are due by May 8th.

Mayor Belt discussed the status of the off-duty deputy contract with the Charleston County Sheriff's Office (CCSO). The current contract has expired, but the Town will continue to operate under it in the interim. Several issues related to that contract, and ongoing discussions are underway with CCSO regarding an alternative arrangement, intergovernmental agreement, or other solution for regular duty

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and/or off-duty deputy coverage on the island. He also mentioned conversations with CCSO to enhance speed enforcement in the area, particularly on Betsy Kerrison Parkway.

Mayor Belt discussed the status of the Andell West project, stating that Riverstone had approached the Town about the potential for a traffic circle at the entrance to the Andell West property. This issue was previously examined, and at the time, the traffic engineer recommended it as a long-term solution. However, their analysis was based on the full build-out of both the commercial and residential development. The question now is whether a traffic circle and all the work it would entail and disruption are necessary at this point, given the changes made to their current plan, for only the grocery store and the issues that are still being worked out.

Council Members discussed the issue and agreed that they did not see the need to include it now, as it would only be the grocery store, and to wait until closer to the build-out.

B. Council Members

Mayor Pro Tem Berner provided updates on the following:

- A draft solicitation for the design of a new cultural facility addition to the Municipal Center will be released in the coming weeks
- Most of the members of the CERT (Community Emergency Response Team) have now been certified in CPR.
- The Swim Across America event is coming up on June 7th, and the CERT Team is going to be there, helping from the land side, looking for swimmers who are in distress.
- A hurricane preparedness tabletop exercise is scheduled for May 30th. It will be a series of mock exercises of what happens if a hurricane level 1, 2, 3, 4, etc, hits the island
- Attended the meeting with Kiawah Island Utility
- Repaving the low sections of the bike path along the Parkway is taking place. He recounted incidents in which two vehicles drove around the roadway Flagger who had stopped that lane of traffic and drove into oncoming traffic. He asked that everyone please pay attention and abide by the roadway Flagger's commands.
- A recommendation to the Council to install a sign on the Parkway at the intersection going into Cassique that simply says "dangerous intersection."

Council Member Kaye discussed the history of the decline of Kiawah's bobcat population, which was attributed to the use of second-generation anticoagulants (SGAs) in pest control. With the establishment of the Bobcat Guardian Program and continued efforts by Mr. Jordan and the Wildlife Department, assisted by the Conservancy, maintaining emphasis on Bobcat safety and preservation, the Bobcat population has increased.

The recent deaths of two bobcats highlighted the need for renewed efforts to restore the bobcat population and the importance of community involvement in reducing the use of these chemicals. Therefore, the Town's Earth Day initiatives focused on the bobcat population. We collected approximately 15 new signatures and about 20 additional signatures in the last couple of weeks, thanks to the increased emphasis on publicity. She emphasized the importance of public education and community engagement in preserving wildlife diversity. She encouraged everyone to please talk to their friends and neighbors, and ask their pest control companies to sign the pledge not to use the SGAs. She also mentioned that the slide show of the Earth Day events is available on Kiawah's social media platform.

Council Member Kaye also provided updates on the following:

- The Turtle Patrol's Kick-off meeting last week signifies that the season is officially underway
- The Resiliency Committee is getting off the ground, and today's Beach Report is going to be a good place for the Committee's further exploration.
- Work has begun with a group from the Town's communications team on revisiting the Town's website to address challenges with navigation.

In response to a question from an attendee, Council Member Kaye stated that it is up to residents to ask their pest control companies to sign the pledge, committing them to not using second-generation

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anticoagulants. Mayor Belt added that the state has preempted municipalities from regulating the use of pesticides, which is why this effort is voluntary.

Council Member Farrell provided updates on the following:

- The Audit Committee interviewed an auditor to conduct an internal controls audit. In addition to the financial audit, the Committee's focus is on internal controls, processes, and financial security.
- The exploration of underwriters or banks for financing future projects and the potential benefits of municipal bond rates.

Council Member Spencer provided updates on the following:

- The Infrastructure and Public Works Committee
  - Efforts to ensure adequate franchise fees
  - Approved a recommendation to the Planning Commission and the Town Council for potential zoning changes to accommodate increasing our solar coverage.
  - An executive session with Kiawah Island Utility (KIU) giving them flexibility to discuss potential proprietary information, on their operations, planning, resiliency, and capacity, along with other considerations to continue to have viable water and sewer infrastructure.
  - The next utility invited to have discussions will be Berkeley Electric.
  - He highlighted the importance of maintaining viable water and sewer infrastructure and the need for ongoing dialogues with utility providers

Mayor Belt thanked the members of the Infrastructure and Public Works Committee for their work on some issues related to infrastructure on the island and utility providers. He mentioned undertaking the project of conducting a legal review and updating service level provisions in existing franchise agreements, as well as ensuring that franchise agreements are in place with all service providers.

C. Administrator

Ms. Tillerson reported on the following:

- The Main Road and Hwy 17 flyover project update meeting is scheduled for Thursday, May 8th, at 7 pm at the Berkeley Electric Coop.
- The business license renewal season closed on April 30th and will now start imposing late fees.
  - 1300 short-term rental licenses have been collected, with approximately 50 outstanding
  - 2000 to 3000 regular business licenses have been collected, with approximately 1.3 million in revenues, and about 1000 outstanding.
  - The finance department will continue its efforts to track down outstanding licenses.

VIII. Old Business:

A. To Consider Approval of ***Ordinance 2025-04*** – An Ordinance to Amend Section 12-165. – Zoning Permits and Section 12-374. - Definitions to Clarify Items in which a Zoning Permit Shall Be Required – ***Second and Final Reading***

Mr. Taylor explained the change from the first reading of the ordinance. The change in Exhibit "C" regarding Chapter 2 *Bank Retention Systems* Section 17-201 is the addition of "zoning" to ensure that if someone applies for a zoning permit, it would be reviewed and approved in compliance with state-required permits for erosion control devices.

Mr. Taylor stated there was some discussion at first reading regarding fences in section (1)(i). The Town currently has standards in the zoning code under Section 12-104. In Section 12-165, fences were added to ensure clarity and consistency with the review process. Most of the time, fences are reviewed during new construction. Although the number of fences erected as part of new construction has decreased, the placement of fences has caused some issues and property disputes with neighbors. Staff recommends reviewing those to ensure consistency with the zoning code ahead of any installation.

Mr. Taylor stated he had also suggested changing "the" to "any". Mayor Belt clarified that the change being referred to was in Chapter 2 - *Bank Retention Systems*, Section 17-201 in the third sentence, after the Town's Planning Director is "a complete copy of the application," it would be changed to "a complete copy of any application."

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Mayor Pro Tem Berner made a motion to approve the second and final reading of Ordinance 2025-04, to amend Section 12-165. – Zoning Permits and Section 12-374. - Definitions to clarify items for which a zoning permit shall be required. Council Member Kaye seconded the motion.

In response to Council Member Farrell's question on what the ordinance is trying to accomplish, Mr. Taylor explained that the amendment was derived from the Town's Comprehensive Marsh Management Plan, which recommended that erosion control devices, including bulkheads, berms, for example, be reviewed and regulated in a manner that is consistent with future potential impact to either erosion, wildlife habitat, plant, and preservation of that particular natural area, as well as protection of the highlands for property, for developed property. With this particular ordinance, the Town is allowed to refine or establish formal standards that can codify and review independently of any other state-issued or institutional regulations governing bulkheads.

Mayor Pro Tem Berner asked in the language listing the items included in the requirement to obtain a permit, if a permit would be required for making repairs to an existing dock or bulkhead, whether private or commercial. Mr. Taylor confirmed that a permit would be required.

Council Members engaged in an in-depth discussion on whether additional language should be added for clarity on the scope of work requiring a permit, including minor repairs and earth-disturbing activities. Mayor Belt recommended approval without revisiting any earth-disturbing activity, approving it on second reading with the noted minor amendments, and then conducting further internal discussions on regulatory language.

Mayor Pro Tem Berner made a motion to amend the ordinance, adding the minor amendments discussed. Council Member Kaye seconded the motion, and it was unanimously approved.

The motion to approve the second and final reading of Ordinance 2025-04 as amended was approved by a 4 to 1 vote, with Council Member Farrell voting "no".

Council Member Farrell stated that he was opposed on the grounds that he felt the ordinance was redundant, the process was too rigorous, and there were too many opinions involved. Additionally, he noted that homeowners are becoming increasingly stifled by ordinances like this.

B. To Consider Approval of ***Ordinance 2025-05*** – An Ordinance to Amend Section 12-160. -Development Agreements to Modify Review Procedures for Development Agreements– ***Second and Final Reading***

Mr. Taylor highlighted that provisions had been added regarding the time frame, clarification of minor and major modifications, and clarification on whether any of those modifications would need to be made through an ordinance process. In addition to the pre-application and normal procedures, a Planning Commission Workshop has been added, and the Planning Commission will review and provide a recommendation before it is presented to the Town Council.

Mayor Belt discussed that the ordinance included the addition of robust Planning Commission involvement in development agreements, ensuring consistency with the processes for planned developments and annexation. In addition, it requires that any amendment to the development agreement that constitutes anything other than a minor modification, defined as clerical or ministerial, has to be approved by ordinance as well.

Council Member Farrell made a motion to approve the second and final reading of Ordinance 2025-05 - to amend Section 12-160. - Development Agreements to Modify Review Procedures for Development Agreements. Council Member Kaye seconded the motion, and it was unanimously approved.

C. To Consider Approval of ***Ordinance 2025-06*** – An Ordinance to Amend Section 12-76. – Waterfront Development Standards Applying to Properties Adjacent to Saltwater Marshes, Wetlands, Waterways, and Section 12-374. - Definitions to Modify Required Buffer Standards and Modify Lot Coverage and Associated Definitions – ***Second and Final Reading***

Mr. Taylor began by clarifying the intent and purpose of the ordinance. The amendment of Section 12- 76 is intended to address the critical area that is defined by the state. Therefore, any waterways or waterfronts with a state-established critical line would be subject to this ordinance. He noted there was

a lot of discussion at the first reading regarding ponds and pond edges. He clarified that the intent of this ordinance was not to specifically address pond edge maintenance in the same context as prescribed in the activities within the critical line buffer area that is established for this ordinance.

To Council Member Farrell's question on most of the island ponds being governed by BCM (Bureau of Coastal Management), Mr. Taylor explained that the state makes the determination, and some ponds on the island would be subject to the ordinance. After meeting with the Kiawah Island Community Association (KICA), the Architectural Review Board (ARB), and the Resort, it is possible that 10% of the ponds on the island may be subject to the state's critical line; however, no official number has been established.
Specific ponds, such as Bass Pond and Canvasback, as well as some ponds located in the far eastern end, near salt water or salt marshes, are impacted.

Due to the concerns raised, Mr. Taylor reviewed, in detail, the language added to the ordinance to separate ponds not identified by the state from those with a critical line, ensuring they are not subject to prohibited activities.

Council Member Kaye made a motion to approve the second and final reading of Ordinance 2025-06, the Planning Commission's recommendation to amend Section 12-76. – Waterfront Development Standards Applying to properties adjacent to saltwater marshes, wetlands, waterways, and Section 12-374. - Definitions to modify required buffer standards and modify lot coverage and associated definitions. Mayor Pro Tem Berner seconded the motion.

Mayor Belt resets the procedural context of the ordinance, noting the first reading included expansion of the critical area buffer from 10 to 15 feet. The difference between the first and second reading is a relaxation of the extraordinarily restrictive standards, achieved by adding language to make the overly broad restrictions a little more realistic and practical.

Mayor Pro Tem Berner questions the rationale behind increasing the buffer to 15 feet, seeking a clear benefit. Mr. Taylor explained the recommendation from the Marsh Management Plan and the Sea Level Rise Flood Mitigation Report to increase the buffer area. The increase aims to provide a greater buffer for stormwater runoff and improve marsh recovery. Allowing a greater buffer from the critical line to the highlands ensures that any eroding areas can recover, establish a greater space for wildlife habitat, and all the associated elements of the ecosystem of the critical area.

Mayor Pro Tem Berner questioned if the 15 ft buffer criteria applies to homes that are on ponds, to which Mr. Taylor responded that it only applies to areas that have a critical line. So if that pond had established a critical line, then yes, it would apply.

Council Member Farrell stated that in terms of shoreline, a vast majority of ponds are brackish and are under OCRM guidelines, disputing Mr. Taylor's statement that 10% of the ponds on the island may be subject to the state's critical line. He stated that after meeting with Mr. Matt Hill and Mr. Doug Walter from KICA, their recollection is closer to 60% of the shoreline of the ponds is OCRM-regulated.

Council Member Farrell asked that his letter be included in the public record (letter attached as part of the public record) and discussed the items contained within it.

Mayor Belt acknowledged the procedural challenges with the two separate issues involved: the expansion of the critical buffer area from 10 to 15 feet, and the critically necessary changes to the existing waterfront development standards language.

After a lengthy discussion, the Council considers tabling the change in the buffer line area from 10 to 15 feet and proceeds with approving the changes to the waterfront development standards, which relax the existing code.

Council Member Farrell supports the motion to remove the buffer zone expansion, with Mayor Belt emphasizing the need for a better case to be made in the future.

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Council Member Farrell made a motion to amend Ordinance 2025-06 to remove any reference to the expansion of the critical buffer area from 10 feet to 15 feet. Mayor Pro Tem Berner seconded the motion, and it was approved by a 4 to 1 vote, with Council Member Kaye voting "no."

Calling for a vote on the underlying motion as amended, Council Member Kaye stated that Council Member Farrell has made some very good points, which many share. Regarding the points related to solving a perceived problem that does not exist, and scientific evidence, she referenced the information provided in the beach monitoring report presented earlier, which provided scientific evidence that the inland parts of the island are likely to be dramatically impacted and that is why she supported the increase in buffer from 10 to 15 feet. Council Member Farrell stated that the point he was trying to make is that changing the buffer from 10 to 15 feet does not impact or prevent anything.

Following the discussion, the motion to approve the second and final reading of Ordinance 2025-06 as amended was unanimously approved.

D. Discussion of the Beach Operations Agreement for Coastal Expeditions, Inc.

Mayor Belt introduces the Beach Operations Agreement for Coastal Expeditions, discussing the proposed commercial activities. He noted that a number of changes were made to the beach operations agreement to incorporate and reflect much of the discussion that occurred at the last Council meeting. The agreement aims to permit limited commercial activities, particularly public beach tours and community service initiatives at Sandy Point.

Mayor Pro Tem Berner suggests requiring Coastal Expeditions to perform a beach sweep at least once a season as part of the agreement. Council Member Farrell also pointed out that there is unregulated activity out there and questioned whether regulating one person who came forward is the right approach or whether a more expansive approach should be taken.

The discussion included the beach operations agreement with this particular operator, which permits commercial activities. Anybody else engaging in commercial activities would be doing so in violation of our ordinance. A separate question arose regarding enforcement, and proposed changes to the Beach Management Ordinance may also have implications.

Mr. Chris Crowley, owner of Coastal Expeditions, expressed support for the proposal to perform a beach sweep at least once a season and the environmental education component as part of the agreement.

Council Members Kaye and Farrell expressed their support for the agreement, with Mayor Belt reluctant to impose a litter sweep requirement, but rather a requirement for the removal of trash, or anything brought on.

IX. New Business:

A. To Consider Approval of ***Ordinance 2025-08*** - An Ordinance To Adopt The Fiscal Year 2025-2026 Budget For The Town Of Kiawah Island (7/1/25 Through 6/30/26) – ***Public Hearing and First Reading***

Mayor Belt stated that the approval of the FY 2025-2026 budget was a recommendation of the Ways and Means Committee.

Council Member Farrell stated that he and Ms. Szubert have been working on the budget for this coming year since early January. He provided an overview of the budget, highlighting the Town's financial health and the need for fiscal prudence. He outlined several different ways of thinking about how revenues and expenses are allocated in the budget. He emphasized the importance of having documentation and procedures in place to ensure that the Town's operations are conducted in accordance with current standards.

Mayor Belt added that statutorily, the mayor presents the budget to the council. In a sense, his budget reflects some strategic priorities that may differ from those of past administrations. He acknowledged that all of these have been developed in conjunction with discussions with fellow Council Members, also acknowledging the collaborative effort with the Chair of the Ways and Means Committee and the extraordinary time and effort that the Finance Director, Town Administrator, and other staff have put into the development of the budget.

Ms. Szubert stated that the proposed budget includes revenues of $17.6 million and expenditures of $15.1 million, resulting in a projected surplus of $ 2.4 million. All funds are balanced with the access of revenues, except for the state accommodation tax, which has a $700,000 carryover from this year to the next. The Town will continue to provide all the services currently provided. There are some environmental initiatives, cultural initiatives, and funding allocated for capital projects to initiate the civic and cultural wing addition. Additionally, there are a couple of larger capital projects, including landscaping enhancements for the Kiawah Island Parkway and the Town Hall, as well as beach renourishment.

Council Member Farrell made a motion to enter into the Public Hearing for Ordinance 2025-08. Mayor Pro Tem Berner seconded the motion, and it was unanimously approved.

During the public hearing, no public comments were received.

Council Member Farrell made a motion to exit the Public Hearing and return to regular session. Mayor Pro Tem Berner seconded the motion, and it was unanimously approved.

Council Member Farrell made a motion to approve the first reading of Ordinance 2025-08 to Adopt the Fiscal Year 2025-2026 Budget for the Town of Kiawah Island (7/1/25 Through 6/30/26). Mayor Pro Tem Berner seconded the motion.

Mayor Pro Tem Berner emphasized the importance of maintaining fiscal responsibility, indicating that he attended the earlier Ways and Means Committee meeting to discuss the trend of revenues being flat or decreasing versus the trend of expenses going up, and was satisfied with the responses he received.

Council Member Farrell discussed that interest income revenues have been projected to decrease from this year and are sensitive to the actions of the Federal Reserve. He indicated that, from an expense standpoint, salaries and benefits are expected to increase approximately 18%, also noting that the accommodation tax is budgeted at a lower amount than the projected 2025 amount, which is intentionally conservative.

Further discussion included the Town's unique financial position relative to other coastal communities. It maintains a strong financial position, without having an income tax or property tax, and, if necessary, has the opportunity to discontinue Town subsidies or increase the level of state-allowed accommodations or hospitality taxes.

Following the discussion, the motion to approve the first reading of Ordinance 2025-08 was unanimously approved.

B. To Consider Approval of ***Ordinance 2025-09*** - An Ordinance To Repeal And Replace Article 16 – Beach Management ***- First Reading***

Mayor Belt introduces Ordinance 2025-09 to repeal and replace Article 16, the existing Beach Management ordinance. He indicated that the Environmental Committee took on the task of revising the existing ordinance and realized that, rather than doing the changes piecemeal, it was worth taking a fresh look at the Beach Management ordinance as a whole addressing concerns inconsistencies and provisions regarding the Town's jurisdictional regulating activities in the beach and dune system along with the protection of the public safety, preservation of the beach and dune system, and protection of flora and fauna.

Council Member Kaye stated that reworking the ordinance was labor-intensive, but Mayor Belt's instructions were to go back to the drawing board, start over, and get it right. Assigning the task to the Environmental Committee provided members who have extensive hands-on experience, are familiar with the beach, and Mr. Jordan, along with the Wildlife Department, have a thorough understanding of the issues, resulting in a clear-cut approach to beach management.

Mr. Jordan stated that the complete rewrite of the ordinance had been a long process spanning 14 to 15 months. He provided a high-level summary of the significant changes, including:

- Clarification of the Town's jurisdiction
- Adoption of the Local Comprehensive Beach Management Plan

- Moved all definitions into one chapter
    - Rewrote definitions for beach, dunes, and beach and dune system
    - All structures within the beach and dune system now require a permit from the Town, including beach walkovers
- Reduced the beach speed limit from 20 mph to 15 mph
- Holes dug on the beach are now limited to 12 inches in depth, and holes must be filled in before the end of the day.
- Reworked the wildlife protection chapter to simplify it, and protect shore birds, sea birds, marine mammals, as well as sea turtles, from any harm or harassment.
- Cleaned up the critical habitat chapter to make sure it specifically defines the areas that are currently critical habitat, with suitable nesting habitat.
- In conjunction with the dog leash changes, suitable nesting habitat can only be designated by the Mayor based on input from the Wildlife Department if conditions warrant it, and if they do, then the dog leash restrictions would go into place
- Beach walkovers
    - No significant change in the timing for construction or reconstruction,
    - Provisions giving the Mayor the authority to establish what we are calling "special management zones on the beach" to protect dunes.
        - Community walkovers in those areas that stop more than 20 feet landward must be extended over the primary Dune, and the primary dune height in that area would be the average dune height 30 feet on either side of the trough.
        - All walkovers, private or community, where the walkover cuts through the dune, creating a trough, must be raised using the same height requirement.
    - Beach walkovers cannot be constructed during sea turtle nesting season, May 1 through October 31
- Allow watercraft to be launched and retrieved from the section of beach along the Stono River, from Sandy Point to where there is an ocean-facing beach

Mr. Jordan stated that there was a significant amount of cleanup work, involving the removal of outdated and contradictory language, as well as the development of clear definitions to be used consistently throughout the ordinance.

Council Member Kaye made a motion to approve the first reading of Ordinance 2025-09 - to repeal and replace Article 16 – Beach Management. Mayor Pro Tem seconded the motion.

Mayor Pro Tem Berner commends Mr. Jordan's efforts and raises a conflict in Section 16-804 regarding turtle nesting season and repair timelines. Mr. Jordan clarifies that repairs cannot be done during turtle nesting season, and the time frame requirements do not accrue during this period.
Council Member Farrell questions the necessity of avoiding construction in the daytime hours during turtle nesting season, and Mr. Jordan explains the risks of disturbing unmarked nests.

Clarification on Beach Walkovers and Private Property

Mayor Pro Tem Berner confirms that Section 16-805 Community Walkovers, those belonging to the Club, are included in the ordinance. Mr. Jordan explains the current jurisdictional issues with the Beach Club's walkovers, but the revised ordinance addresses that issue.

Mayor Pro Tem Berner and Mayor Belt discuss the applicability of Section 16804 to private beaches and walkovers. Mr. Jordan clarifies that private walkovers must be maintained in good repair, but do not necessarily need to extend over the primary dune unless in a special management zone.

Mayor Pro Tem Berner and Mr. Jordan discuss the practical considerations and exceptions for special management zones.

Overnight Storage and Beach Operations

Mayor Pro Tem Berner, referring to Section 16-905, Overnight Storage, questioned the legality of overnight storage on the beach by the Beach Club and Island Beach Services, which have storage boxes. Mayor Belt explains that existing Beach Operations Agreements allow for certain storage practices, and a multi-party working group is addressing comprehensive storage policies.

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Mayor Pro Tem Berner recalls a previous discussion about reducing the number of chairs on the beach. Mayor Belt confirms that the current agreements allow for the status quo, with some reductions in storage.

Mayor Pro Tem Berner raises concerns about holes on the beach not being filled in, and Mayor Belt outlines plans for increased beach patrol and code enforcement.

Mayor Pro Tem Berner emphasized the importance of educational efforts over enforcement for turtle nesting issues. Mayor Belt agrees, noting that public safety officers will be educated to educate the public. Council Member Spencer shares concerns about families digging large holes on the beach.

Mayor Belt discussed the balance between regulation and practical considerations, as well as the importance of public education.

Council Member Spencer stated that the document being presented had undergone significant improvements and thanked everyone who had contributed to its development. He also appreciated the consideration of having the decision on a suitable habitat made by the Mayor, indicating that accountability to the public, as an elected official, was important.

Mr. Jordan pointed out that comments were received from KICA, including concerns that the time was too short and all community walkovers that stopped 20 feet short had to be extended to go over the prevailing dune height, no matter where they are on the island, potentially forcing KICA to rebuild 10 walkovers. He stated that the dates were not changed, but the change made to the walkovers was making that a requirement to take effect only if the Mayor declares a special management zone in that area. That should alleviate a lot of that burden, and it will only be required when it is truly needed for storm protection. It was also noted that KICA had not formally confirmed their satisfaction with the stipulation.

Mayor Belt stated that a decision to designate an area as a special management zone involves a process of determining whether, in fact, that designation is appropriate, given the facts and circumstances. Also, noting that it may not be a designation that would stay in place beyond a certain period of time.

Council Member Spencer shared his observations with people on the beach who were standing on a turtle nest, unaware of its significance. Signage reads 'not to go into turtle nests,' but does not help if visitors are unaware of what a turtle nest is, suggesting that signage should include visuals to help visitors recognize turtle nests.

Mayor Belt commented on the dog leash area and the expansion of nesting habitat. While not supportive of memorializing a 700-yard restricted area, it did not mean that he might not make a determination, based on a recommendation from the Wildlife Department, to designate an area as a special management zone. Any recommendation made would need to be justified. If persuaded that there was a nesting habitat that had to be or should be protected, requiring a dog owner to walk a little further before unleashing their dog was not an undue burden. He would also note that, according to the State Beach Management Act, one of the specific requirements for our Beach Management Plan is to provide for the protection of endangered species, threatened species, and important habitats, such as nesting grounds.

Jurisdictional Lines and Special Management Zones

Mr. Roger Warren, President of the Resort, asked how the jurisdictional lines are drawn between property owners, KICA, and the Town. Mayor Belt engaged in an in-depth discussion of the state's jurisdictional lines, setback lines, and the Town has defined its public interest extends to all of the beach and at least the primary dune. The Town has the inherent authority to protect public safety and health, and the welfare of its citizens within its jurisdictional limits, noting this is all laid out in the jurisdictional paragraph in the beach management plan.

Mr. Warren asked whether existing boardwalks or walkovers that may not currently be in compliance with the new requirements would be grandfathered until they need to be changed or repaired. Mayor Belt clarified that a special management zone designation would render the new requirements applicable, and they would need to be met unless there was a basis for an exception.

Mr. Warren also inquired if massive storm damage repairs would have to wait until November, and about the potential for special considerations. Mayor Belt explained that the ordinance allows for exceptions because there may be exceptional circumstances that warrant an exception from the strict application of the rules.

C. To Consider Approval of the Proposal for Comprehensive Landscape Maintenance and Related Services

Mayor Belt introduced the proposal for Comprehensive Landscape Maintenance and Related Services, noting it was a unanimous recommendation from the Ways and Means Committee.

Mr. Nardelli stated that the current contract to perform these maintenance services expired at the end of 2024. Therefore, Town staff released and publicly posted a Request for Proposals (RFP), hosted a mandatory pre-bid meeting, and received six bids.

The Mayor approved a review committee of four staff members to review each bid based on the RFP's criteria: Price (50 pts), Environmental Stewardship (10 pts), Electric Equipment (20 pts), and References and Professional Experience (20 pts). To compare the bids apples-to-apples, the committee had to adjust the mulch and pine straw price, as some firms did not calculate twice the annual installation cost. The committee scored each company as follows:

Artigues Landscaping:	**73 out of 100**
LandOne Group:	**81 out of 100**
Russell Landscaping:	**60 out of 100**
~~**The Greenery Inc:**~~	~~**83 out of 100**~~ **– Withdrew Bid**
US Lawns:	**77 out of 100**
Yellowstone:	**49 out of 100**

The Greenery had to withdraw its bid due to an unexpected staffing issue.

The Review Committee conducted extensive interviews with the top three firms, and much discussion and deliberation recommended the approval of the proposal from LandOne Group for landscape maintenance services at a cost of $135,289 annually. The review committee felt very confident that Land One would provide excellent service to the Town, as they have committed to a five-day-a-week service level that no other contract company offers.

Council Member Farrell added that the five-day-a-week service would provide for one person year-round, and then during the summer months or the growing season, there would be two to three people every day. Mayor Belt emphasized the importance of electric equipment and the comprehensive service that LandOne Group would provide.

Council Member Kaye made a motion to approve the staff's recommendation to retain LandOne Group as the Town's landscape contractor. Mayor Pro Tem Berner seconded the motion.

Council Member Farrell and Ms. Tillerson discussed the payment process, which involves the Public Works Department reviewing the monthly invoice to verify that the items listed are in accordance with the contract and that the work is completed before payment is authorized. Mr. Nardelli stated that LandOne would make software for reporting and milestone tracking available.

Following the discussion, the motion was unanimously approved.

D. To Consider Approval of the Proposal from IMS Solutions Group (IT Contractor)

Mayor Belt introduces the proposal to move the Town's technology infrastructure to Microsoft's Government Community Cloud, noting it was a recommendation from the Ways and Means Committee.

Council Member Farrell explained the benefits of the migration of the Town's technology infrastructure to Microsoft's Government Community Cloud (GCC) to enhance security, compliance, data integrity, and protection against fraudulent emails, along with updating email address extensions from .org to .gov. and the transition is expected to take two to three months. Mayor Belt clarified that the Town will still own its Microsoft licenses, managed by IMS.

Mayor Pro Tem Berner made a motion to approve the proposal from IMS Solutions Group for technology infrastructure migration to Microsoft's Government Community Cloud. Council Member Kaye seconded the motion, and it was unanimously approved.

E. To Consider Approval of the Architectural Design Competition for a Proposed Town Hall Wing Addition

Mayor Belt introduces the proposal for a design competition for a proposed Town Hall wing addition, noting the request is for the approval of the potential expenditure of up to $60,000 that would be awarded to three selected firms as a stipend to participate in a design competition.

Council Member Farrell made a motion for approval of expenditure of up to $60,000 for a design competition for the new wing addition. Mayor Pro Tem Berner seconded the motion.

Mayor Pro Tem Berner and Mayor Belt explained the process of soliciting qualifications from architectural firms.

Mayor Belt presented high-level conceptual elevation and site plans renderings prepared by Mark Caymans of what a wing addition to the town hall would look like. As part of the process, he reached out to several individuals with far more expertise and knowledge on these issues, including former Council Member Dan Prickett and David DeStefano, both of whom were involved in this municipal building project. In addition to Mr. Caymans, Mark Permar has been extraordinarily helpful in guiding what is being proposed today, as well as suggesting the design competition process and how that would unfold. Also involved in the process is David Wohl, chair of The Arts Council, as well as Mayor Pro Tem Berner.

Mayor Belt stated that, rather than proceeding with the high-level conceptual drawings or materials presented by Mr. Caymans and moving forward with the design-build contract, it was concluded that a more robust process was needed. That process would involve issuing an RFQ (Request for Qualifications) in conjunction with the design competition, which would be publicly advertised and sent to several architectural firms. These firms would initially provide high-level ideas as part of their presentation about this project. A design review committee would be constituted, selecting three firms that would be allocated a $20,000 stipend to develop conceptual plans, including detailed site plans, floor plans, renderings, and elevations. The Review Committee would then hold one or more public charrettes on the proposals and then make a recommendation to the Town Council. Town Council could then decide whether it made sense to go forward, given the cost and other potential competing priorities. Mayor Pro Tem Berner emphasizes the importance of the design competition in generating the best ideas for the project.

Mayor Belt stated that the civic and cultural center wing is intended for public use, featuring a community meeting space and an auditorium facility that would provide a venue for many of the programs presented by the Kiawah Arts Council, and could also be utilized by area community groups. Also discussed were the details of the approximately 12,000-square-foot proposed wing, as well as the issues surrounding whether there was sufficient septic system capacity and the number of additional parking spaces required.

Council Member Farrell added that the facility's ongoing operation budget could be paid out of accommodations taxes. Instead of using capital funds, options include a loan, bond payment, or tax-exempt bonds that receive tax-exempt benefits and lower interest rate costs. Mayor Belt added that as an allowable expenditure for the state accommodations tax, it would include not only construction but also maintenance, utility connections, road connections, and financing costs.

Following the discussion, the motion was unanimously approved.

Mayor Pro Tem Berner made a motion to modify the agenda to take Citizens' Comments in advance of the Executive Session. Council Member Farrell seconded the motion, and it was unanimously approved.

X. Citizens' Comments:

Todd Boney – 3532 Shipwatch

Mr. Boney stated he was a member of Preserve Kiawah, with Carol Medendorp running the Regime Council, and is the President of the Seascape Regime.

Mr. Boney stated he understood the state statute limits the Town's ability to say what type of pesticides can and cannot be used, but suggested that the Town could require pest control companies to disclose the types of pesticides they use when applying for business licenses.

Mayor Belt and Mr. Boney engaged in an in-depth discussion of the uses of information captured, identifying companies that are using the right types of pesticides versus the wrong types, accessing properties to sample the types of pesticides being used, and identifying those companies that have signed up to be Bobcat guardians.

Mayor Belt also discussed the Town's efforts to regulate pesticides, that the Bobcat population is healthier than previously, and the Town wants to do all it can to ensure that it continues.

XI. Executive Session:

A. Pursuant to S.C. Code Ann. § 30-4-70(a)(2), to Receive Legal Advice Protected by the Attorney-Client Privilege Concerning Pending Litigation and Proposed Property Purchase.

Upon Returning to Open Session, the Council May Take Action on Matters Discussed in Executive Session.

Council Member Farrell made a motion to move into Executive Session to Receive Legal Advice Protected by the Attorney-Client Privilege Concerning Pending Litigation and Proposed Property Purchase. Mayor Pro Tem Berner seconded the motion, and it was unanimously approved.

Mayor Belt made a motion to exit the Executive Session and return to the Regular Session. Council Member Kaye seconded the motion, and it was unanimously approved.

Returning to Regular Session, no actions or votes were taken as part of the Executive Session.

Council Member Kaye made a motion to authorize the Town's Counsel to enter into settlement discussions with respect to pending litigation matters. Council Member Farrell seconded the motion, and it was unanimously approved.

XII. Council Member Comments:

None

XIII. Adjournment:

Mayor Belt adjourned the meeting at 602 pm.

Submitted by,

_____

Petra S. Reynolds, Town Clerk

_____

Date

DRAFT

Subject: Case AZO25-000003 to modify Section 12-76 (changing the Critical Line Setback)

Dear council members,

I have a high level of concern for this change request. My concern arises from my belief in four (4) fundamental principles:

1. Never taking away owners' property rights without monumental cause
2. lack of scientific basis for an action
3. solving a "perceived or suggested problem" where one does not exist
4. preventing over-reach by governmental authority

This request hits all four of these principles. I will lay out my rationale and concerns in reverse order as it will provide for better clarity.

4) preventing over-reach: There may be some rationale for addressing "water-to-land transition zones" on Kiawah but a broad ordinance loses the needed solutions for specific areas. I have talked in the past about the need to consider 4 different W-t-L transition zones and their unique differences. The potential issues and needed solutions are very different when considering:

- the beach front
- the river front
- the marsh front
- the lakes and ponds frontage

Each of these has unique characteristics and should be addresses differently, and NOT with one large, broad ordinance. Both buffer size and specific needs, solutions and benefits ARE different in the 4 areas mentioned, and this ordinance change does not address those differences.

3) solving a "perceived problem": some of the benefits of this proposal were presented as problems. So ask yourself "How will an increased buffer size":

- "prevent shoreline erosion and property damage caused by flooding". Will a larger buffer stop "King tides"? How will a larger buffer benefit high riverfront properties like Inlet Cove. Will a larger buffer prevent damage from an ocean storm surge?
- "provide increased privacy . . . ". Is there a high demand for "increasing" privacy?
- "save the homeowner money". Really? Have homeowners complained about the cost of irrigation? What is the difference when plants are dormant in non-buffer area? Homeowners need not water or fertilize them either.
- "natural buffers involve removal of invasive species and planting of natural vegetation": most homeowners would say buffer areas are not to be disturbed. This would include removing invasive species and planting native plants. Is a buffer supposed to be natural or managed?

2) "there is a lack of scientific basis" - this seems straightforward. The proposal and the discussion at the last meeting offered no basis for asking for an increased buffer other than "better water quality". While everyone wants better water quality, what impurities does this proposed buffer increase fix? Were measurements taken or water quality tested to support this change? If so, when, with what length of history and what impurities were found? What evidence, specific to Kiawah, is there that shows increasing a buffer from 10 to 15 feet will reduce those impurities. Are the same impurities in the river, vs the ponds and lakes, vs the marsh, vs the ocean.

DRAFT

I met with the "KICA land and lakes team" two weeks ago and we did a deep dive on the ponds and lakes. We discussed water quality, their testing, frequency, range of coverage and their "identified problems". The State also does testing. In summary, the only two problems they struggled with was turbidity and water temperature. Nitrogen, low Oxygen, or other pollutants were not a problem.

Turbidity was a problem largely from (unmanaged) overhanging vegetation, predominately wax Myrtle. This unmanaged vegetation prohibited sunlight and air circulation. Foliage dropping and bushes falling into the lakes increased turbidity and shoreline erosion. They stated that fertilizer, from the golf course, did not drive nitrogen or other secondary nutrients higher.

Water depth, specifically shallow water created a problem when rainfall created a fast, material drop in temperature. This created a turnover in the ponds that depleted Oxygen and resulted in the "fish kills" that are routinely seen in the ponds. They suggested that assistance with pond dredging costs, for shallower ponds would provide a material benefit.

Lastly, they reminded me that the lake and pond system "was intentionally designed and built to manage storm water runoff, allow water to settle and clarify and reduce pollutant migration into the marsh, river and ocean.

1) Thus, there is not enough need or scientific evidence nor a uniform solution that rises to the level of reducing homeowner property rights further than exists in the current ordinance.

In conclusion, I am a strong supporter of real, effective environmental stewardship both on Kiawah Island and more broadly. There are real problems that exist and a range of solutions to solve - real problems. I am a strong supporter of both broad and targeted solutions, that have a material effect on our environment. I recognize the need for larger and smaller solutions to different issues.

However, I am not a supporter of solutions that sound like a reasonable idea, but in fact have no basis in science, or that fundamentally do not work and have a material cost to property rights.

For these reasons, I cannot support this ordinance change request.

Respectfully submitted,

E. Luke Farrell

DRAFT

TAB 2

TOWN COUNCIL

Agenda Item

TOWN OF KIAWAH ISLAND

ORDINANCE 2025-08

AN ORDINANCE TO ADOPT THE FISCAL YEAR 2025-2026 BUDGET FOR THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA (7/1/25 THROUGH 6/30/26)

WHEREAS, the Town of Kiawah Island requires a budget to guide and direct its receipt and expenditure of revenues during Fiscal Year 2025-2026; and

WHEREAS, Section 5-7-260 of the South Carolina Code of Laws, 1976, as amended, requires that certain acts by municipal councils be done by ordinance, including the adoption of a budget; and

WHEREAS, the annual budget shall be based upon estimated revenues and shall provide appropriations for Town operations and debt service for all Town departments; and

WHEREAS, South Carolina law requires that a duly noticed public hearing be held prior to the adoption of a municipal budget; and

WHEREAS, this duly noticed public hearing was held on May 6, 2025, providing the public an opportunity to comment on the proposed budget.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

This Ordinance is adopted to provide the Town of Kiawah Island with an operating budget for Fiscal Year 2025-2026.

Section 2 Creation of the Fiscal Year 2025-2026 Budget for the Town of Kiawah Island, South Carolina

By passage of this Ordinance, the Town of Kiawah Island adopts as its budget for Fiscal Year 2025-2026 "**Exhibit A**," incorporated fully herein by reference, said budget subject to all terms and restrictions pursuant to Ordinances 93-6 and 98-7 (ordinances establishing budget preparation and administrative procedures).

Section 3 Budget Amendment

Council reserves the right to amend and alter any appropriation contained herein.

Section 4 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such part had not been included. If said Ordinance, or any provision thereof, is held to be inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 5 Effective Date and Duration

This Ordinance shall be effective from July 1, 2025, to June 30, 2026.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 3RD DAY OF JUNE 2025.

_____
Bradley D. Belt, Mayor

_____
Petra S. Reynolds, Town Clerk

First Reading: May 6, 2025

Public Hearing: May 6, 2025

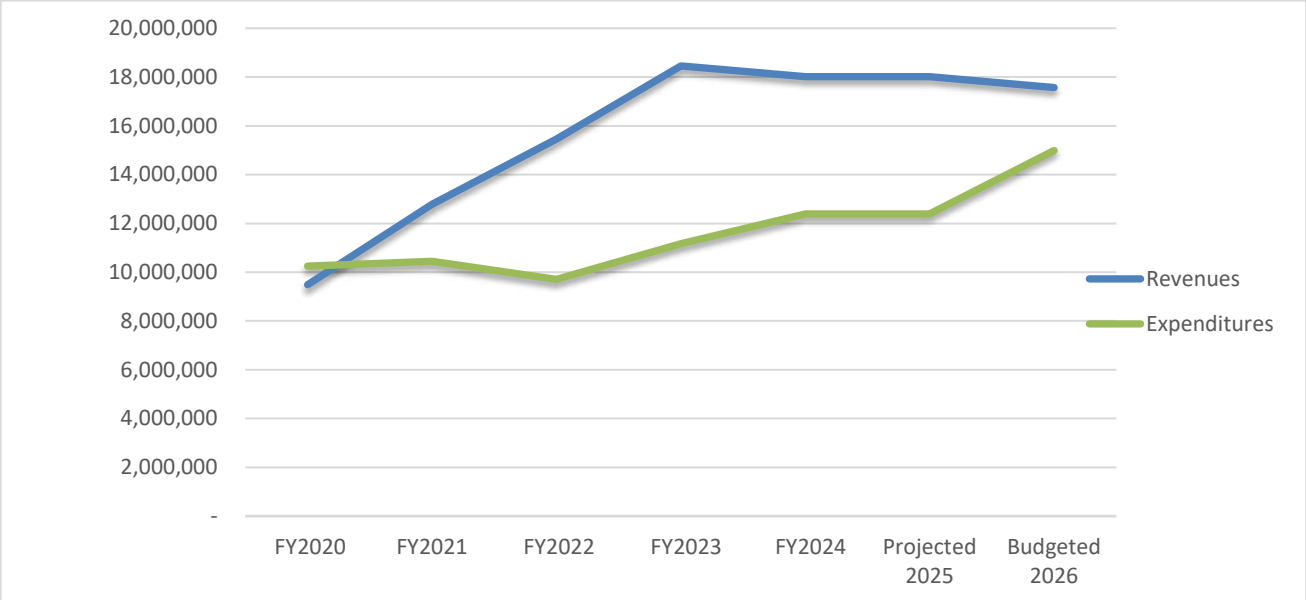
Second Reading: June 3, 2025

NARRATIVE HIGHLIGHTS

The FY2025-2026 Budget reflects the Town's commitment to responsible fiscal planning and prudent spending, ensuring a strong, sustainable financial foundation for future development. This budget has been carefully crafted to maintain services, continue funding environmental initiatives, enhance cultural events and programs and support improvements to the Municipal Center and roads.

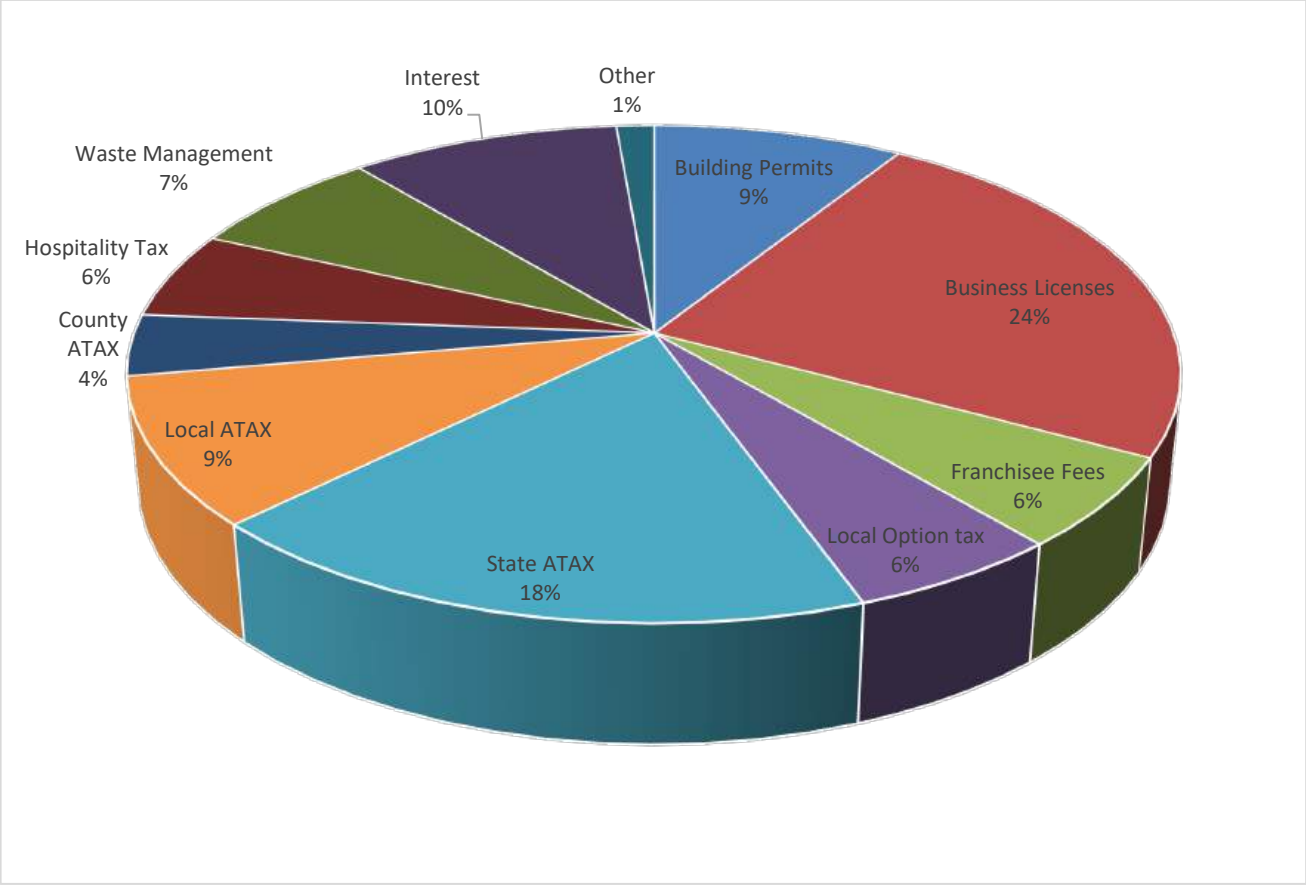
The proposed budget projects $17.6M in revenues, with $15.1M budgeted expenditures, resulting in $2.4M surplus in the consolidated fund balance. The total proposed expenditure includes allocations for recurring costs, totaling $9.8M. That cost covers salaries and benefits ($3.8M), administration and operations ($2.3M), waste management ($2.1M) and contracted public safety ($1.7M) and shows a $1.8M increase from FY2023-2024 actual cost. This increase is mostly attributable to an increase in personnel cost ($917K), waste management ($580K) and public safety ($302K).

The following chart shows the history, projected and budgeted FY2025-2026 trends in total consolidated revenues and expenditures



REVENUES

Overall, the total FY2025-2026 budgeted revenues of $17.6M are 3%, or $460K lower than current year projections. The chart below presents a makeup of the Town's budgeted revenue sources FY26.



The comparisons below are made to FY2024-2025 projected revenues.

- ✓ Building Permits revenue is estimated to decrease 3%, or $50K, primarily due to an estimated slowdown in new construction activity on the Island. The average permit cost for the new construction is approximately $12,500 and for renovation projects is $1,225. Based on the same averages we are anticipating a decrease in permits for the new construction and a slight increase in renovation projects.

  Building Permits from Special Projects are budgeted to decrease 100%, or $437K. At this time there are no special projects planned for the next fiscal year.

- ✓ Business Licenses revenue is budgeted to increase 2%, or $100K. Based on the historical averages, we are budgeting to issue 2,100 standard business licenses with the average cost of $1,240 per license and about 1,400 short term rental licenses with the average cost of $285 per license, collect approximately $400,000 in short term rental application fees, and $700,000 from Municipal Association of SC Telecommunication and Insurance Tax Programs.

- ✓ Franchise Fees are budgeted to remain flat. Those fees include franchise agreements with BEC, Island Beach Services, KIC, Comcast, AT &T and with no change.

- ✓ Local Option Sales Tax is budgeted 3%, or $30K higher than current year projections based on the recent years' averages and the inflation on goods sold.

- ✓ State Accommodation Tax revenue is anticipated to increase 3%, or $93K. We predict volume of tourists on the Island comparable to the current year, however the higher accommodation prices should increase tourism-generated revenues.

- ✓ Local Accommodation Tax revenue is budgeted with a 4%, or a $71k increase reflecting similar trends as SATAX.

- ✓ County Accommodation Tax revenue is budgeted with no change.

- ✓ Hospitality Tax revenue is budgeted to increase 5%, or $51K.

- ✓ Waste Management revenue is budgeted with no change.

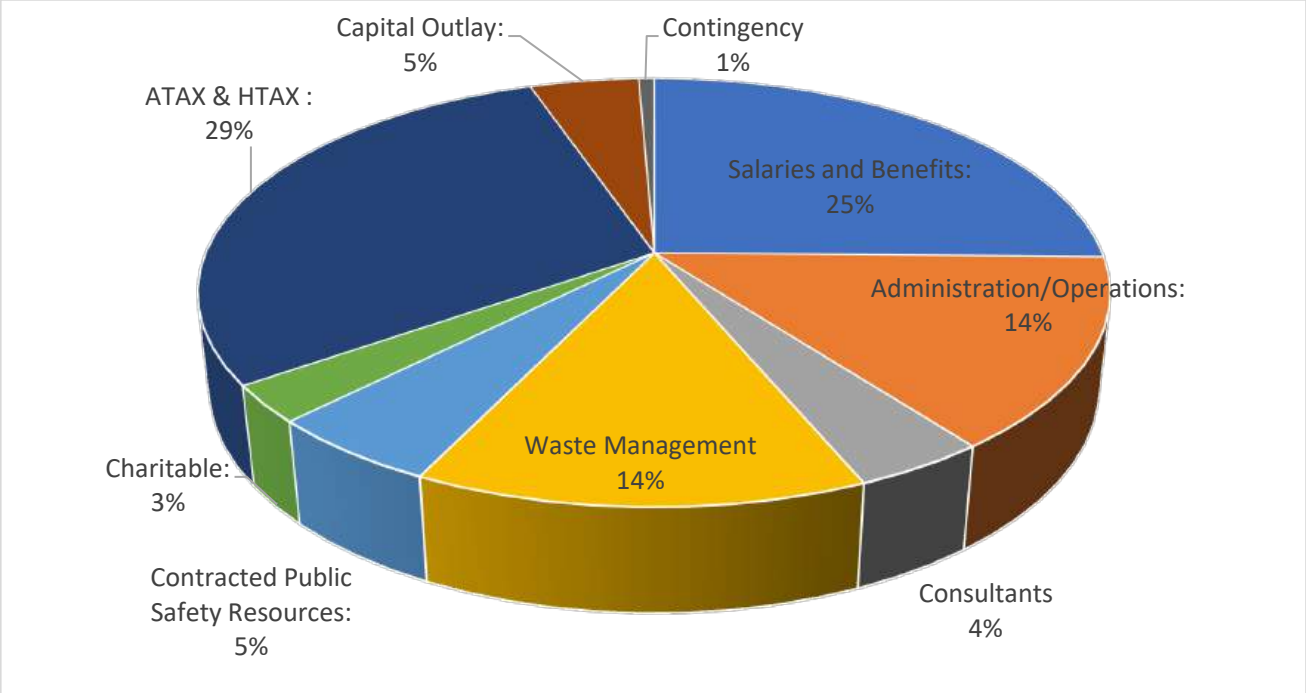
- ✓ Interest Revenue is budgeted to decrease 16%, or $325K, reflecting anticipated lower returns on the Town's investments due to a slow decrease in interest rates.

- ✓ Other revenues include the following sources:

    1. Aid to Subdivision – $55k, an increase of 5%, or $2.5k.
    2. Planning Fees - $15K, no change.
    3. Court Fees & Fines - $20K, no change.
    4. Beverage Permits revenue - $51K, an increase of 6%, or $3K.
    5. Victim's Assistance Fees - $10K, no change.
    6. Art Council ticket sales-$75k, no change.
    7. Miscellaneous revenue - $15K, no change.

EXPENDITURES

Overall, the total FY2025-2026 budgeted expenditures of $15.1M represent 14% increase compared to the current year FY2024-2025 projections, reflecting an increase of $1.8M and 18% increase compared to FY2023-2024 actual expenditures, representing a $2.2M increase. The chart below presents a makeup of the Town's total consolidated expenditures FY2025-2026.



✓ **Salaries and Benefits** show a 15%, or $513K increase compared to FY2025 projected figures. This increase is primarily due to the following factors:

1. $188K increase for performance-based and cost-of-living adjustments.
2. Funding for 28 existing full-time employees, one new FTE -Project Manager ($75k), and one intern ($20K) to support the Planning Department and various data analysis projects.
3. A budgeted by PEBA 4.6% increase in the Town's health insurance contributions, effective January 1, 2026, and additional contribution to the employee's insurance premiums.

✓ **Administration/Operations** show 23%, or $430K increase, primarily due to the following:

1. Events: 139%, or 32K increase to account for other miscellaneous community activities, and cultural events organized by the Town outside Arts Council programs.
2. Maintenance: 33%, or $197K to cover for possible increase in landscaping contract, and $165k placeholder for enhancements at Town Hall grounds, roundabout and vegetation along KIP.
3. Professional Services: 36%, or $152k increase and include the following:
   - Town Attorney, Labor Attorney and additional legal services -$480K

- Town Prosecutor-$20K
- On-Call Engineer- $50K
- Annual Financial Audit -$30K

✓ **Consultant** costs are budgeted to increase by 68%, or $224K and include the following:

1. HR Consultants- $25K
2. Tallow tree control-$30K
3. Reserve study-$15K
4. Internal controls assessment -$30K
5. Actuarial evaluation- $5.5K
6. Website consulting-$15K
7. CPSM (remainder of the contract)-$14.5K
8. Zoning ordinance update- $100K
9. Stormwater management review-$75K
10. GIS shapefiles mapping and analysis-$25K
11. Beach survey-$50K
12. Floodplan management services -$40K
13. MC wing design competition- $60K
14. Placeholder for infrastructure projects-$50K
15. Miscellaneous consulting services- $20k

✓ **Public Safety** costs are budgeted to be 2%, or 34K higher than current year projections, assuming the same contract terms with CCSO and an average of 800 hours per month for deputy coverage.

✓ **ATAX & HTAX** Uses include the following allocations:

1. Promotional fund- CVB -$903K
2. SATAX Town Allocations- $1.4M including:
    - 70% of deputies cost-$538K
    - 70% of beach patrol contract-$408K
    - 70% of Trident contract for the beach garbage pickup-$78K
    - Arts & Cultural Events- $322K
3. SATAX Other Recipients (funding outside the Town's allocations)- $1.6M
4. Other Uses- $512K, including:
    - Aerial photography- $50K
    - Beach monitoring- $60K
    - Conservation projects- $250K
    - Environmental research- $96K
    - Educational programs- $25K
    - Fish Studies-$10K
    - Pond management-$6K
    - Turtle patrol-$15K

- Beach signs-$20K

✓ **Capital Outlay** includes the following requests:

1. Building-$300K for Municipal center project including preliminary design for the wing addition, office modifications and garage/storage improvements.
2. Infrastructure and landscape-$350K for patching work on Beachwalker Parkway-$250K and Betsy Kerrison safety and esthetics enhancements-$50K and bridge repair-$50k.
3. Vehicles- $80k for the boat.
4. Other- $10k for KI Parkway cameras.

✓ The budget includes the following interfund transfers:

1. $25,956 from GF to AC for payroll allocation
2. $175,000 from LATAX to GF for infrastructure and landscape improvements
3. $336,205 from LATAX to Capital Fund for future beach renourishment and capital projects
4. $336,205 from LATAX to Capital Fund for an emergency fund
5. $51,000 from Beverage Tax Fund to Capital Fund for future infrastructure repairs
6. $198,000 from Hospitality Tax Fund to Capital Fund for future beach renourishment and capital projects
7. $198,000 from Hospitality Tax Fund to Capital to emergency fund
8. $175,000 from Hospitality Tax Fund to GF for infrastructure and landscape improvements

Town of Kiawah Island
Budget Draft FY2026
All Funds Consolidated

Revenues:	**Actuals FY 2024**	**Budgeted FY2025**	**Projected FY2025**	**Budget FY2026**	**% of Total**	**FY2025 Projected Variance $**	**FY2025 Projected Variance %**	**FY2024 Actual Variance $**	**FY2024 Actual Variance %**
Building Permits	$ 1,605,081	$ 1,300,000	$ 1,624,869	$ 1,577,131	9%	$ (47,738)	-3%	# $ (27,950)	-2%
Building Permits/Special Projects	959,182	-	437,092	-	0%	(437,092)	-100%	# (959,182)	-100%
Business Licenses	4,635,356	3,750,000	4,100,000	4,200,000	24%	100,000	2%	# (435,356)	-9%
Franchisee Fees	981,795	970,000	1,034,364	1,037,300	6%	2,936	0.3%	# 55,505	6%
Local Option tax	995,279	900,000	971,359	1,000,500	6%	29,141	3%	# 5,221	1%
State ATAX	3,023,766	3,000,000	3,096,019	3,189,161	18%	93,142	3%	# 165,395	5%
Local ATAX	1,566,940	1,500,000	1,609,923	1,681,025	10%	71,102	4%	# 114,085	7%
County ATAX	732,633	612,000	700,000	700,000	4%	-	0%	# (32,633)	-4%
Hospitality Tax	962,458	900,000	940,074	991,303	6%	51,229	5%	# 28,845	3%
Waste Management	643,032	1,068,000	1,246,500	1,246,500	7%	-	0%	# 603,468	94%
Interest	1,985,302	1,200,000	2,025,000	1,700,000	10%	(325,000)	-16%	# (285,302)	-14%
Other	363,995	267,012	234,968	240,567	1%	5,599	2%	# (123,428)	-34%
Total Revenues	**18,454,819**	**15,467,011**	**18,020,168**	**17,563,487**	**100%**	**(456,680)**	**-3%**	**(891,332)**	**-5%**
Expenses:									
Salaries and Benefits:									
Salaries	2,106,856	2,478,883	2,367,611	2,706,554	18%	338,942	14%	599,698	28%
Overtime	13,370	11,700	11,800	12,000	0%	200	2%	(1,370)	-10%
Benefits	606,985	859,225	737,704	890,239	6%	152,535	21%	283,254	47%
Payroll Tax	191,770	226,950	206,352	227,279	2%	20,926	10%	35,509	19%
	2,918,981	**3,576,758**	**3,323,468**	**3,836,072**	**25%**	**512,604**	**15%**	**917,091**	**31%**
Administration/Operations:									
Administration	245,843	193,520	155,160	117,520	1%	(37,640)	-24%	(128,323)	-52%
Communications	72,065	84,724	74,997	72,984	0.5%	(2,013)	-3%	919	1%
Events	20,985	25,000	23,000	55,000	0.4%	32,000	139%	34,015	162%
Insurance	202,673	224,940	243,079	269,876	2%	26,797	11%	67,203	33%
Maintenance	750,515	599,000	602,200	799,000	5%	196,800	33%	48,485	6%
Minor Assets & Supplies	126,071	134,800	100,850	143,400	1%	42,550	42%	17,329	14%
Miscellaneous	18,321	25,000	25,000	27,000	0.2%	2,000	8%	8,679	47%
Office Equipment	44,552	40,000	40,000	50,000	0.3%	10,000	25%	5,448	12%
Professional Services	417,418	515,000	427,900	580,000	4%	152,100	36%	162,582	39%
Travel & Training	58,917	100,650	76,350	83,300	1%	6,950	9%	24,383	41%
Utilities	104,229	125,000	125,000	125,000	1%	-	0%	20,771	20%
	2,061,589	**2,067,634**	**1,893,536**	**2,323,080**	**15%**	**429,544**	**23%**	**261,491**	**13%**
Consultants	339,914	362,150	331,729	556,000	4%	224,271	68%	216,086	64%
Waste Management	1,520,835	2,107,000	2,100,000	2,100,000	13%	-	0%	579,165	38%
Funded from SATAX *	-	-	-	(78,400)		(78,400)	-	(78,400)	-
Contracted Public Safety Resources:									
Charleston County Deputies	465,658	703,779	733,779	767,970	5%	34,191	5%	302,312	65%
Evening Code Enforcement	389,376	389,376	389,376	389,376	3%	-	0%	-	0%
Beach Patrol	584,000	584,000	584,000	584,000	4%	-	0%	-	0%
	1,439,034	**1,677,155**	**1,707,155**	**1,741,346**	**5%**	**34,191**	**2%**	**302,312**	**21%**
Funded from SATAX *	(1,021,994)	(897,800)	(881,000)	(946,379)		(65,379)		75,615	-7%
Charitable:									
MUSC Pledge	200,000	200,000	200,000	200,000	1%	-	0%	-	0%
Contributions	220,891	200,000	200,000	220,000	1%	20,000	10%	(891)	0%
	420,891	**400,000**	**400,000**	**420,000**	**3%**	**20,000**	**5%**	**(891)**	**0%**
Contingency	-	100,000	-	100,000		100,000	-	100,000	-
ATAX & HTAX :									
Promotional Fund-CVB	931,512	902,870	870,729	902,870	6%	32,141	4%	(28,642)	-3%
SATAX Town Allocations*	1,021,994	897,800	984,195	1,348,779	9%	364,584	37%	326,785	32%
SATAX Other Recipients	2,003,657	2,962,274	1,754,445	1,558,834	10%	(195,611)	-11%	(444,823)	-22%
Other Uses	588,055	805,900	629,569	512,000	3%	(117,569)	-19%	(76,055)	-13%
	4,545,218	**5,568,844**	**4,238,938**	**4,322,483**	**29%**	**83,545**	**2%**	**(222,735)**	**-5%**
Capital Outlay:									
Building	92,361	25,000	-	300,000	2%	300,000	-	207,639	225%
Infrastructure & Landscape	338,237	-	35,000	350,000	2%	315,000	900%	11,763	3%
Vehicles	112,773	35,000	23,944	80,000	1%	56,056	234%	(32,773)	-29%
Other Capital Expenditures	58,203	50,000	39,129	10,000	0.1%	(29,129)	-	(48,203)	-83%
	601,574	**110,000**	**98,073**	**740,000**	**5%**	**641,927**	**655%**	**138,426**	**23%**
Total Expenses	**12,826,042**	**15,071,741**	**13,211,899**	**15,114,202**	**100%**	**1,902,303**	**14%**	**2,288,160**	**18%**
Net Changes in Fund Balance	**$ 5,628,777**	**$ 395,270**	**$ 4,808,269**	**$ 2,449,285**		**$ (2,358,984)**		**$ (3,179,492)**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/26
ALL FUNDS

	2024-2025 Budget										
	General Fund Budget	**State Accom Tax Fund Budget**	**County Accom Tax Fund Budget**	**Local Accom Tax Fund Budget**	**Beverage Tax Fund Budget**	**Hospitality Tax Fund Budget**	**Victims Assist Fund Budget**	**Arts and Cultural Events**	**Capital Fund Budget**	**Emergency Fund Budget**	**Total Funds Budget**
Revenues & Other Sources :											
Accommodations Tax	$ 179,594	$ 3,009,567	$ 700,000	$ 1,681,025	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,570,186
Hospitality Tax	-	-	-	-	-	991,303	-	-	-	-	991,303
Aid to subdivisions	54,567	-	-	-	-	-	-	-	-	-	54,567
Zoning Permits	15,000	-	-	-	-	-	-	-	-	-	15,000
Business License Revenue	4,200,000	-	-	-	-	-	-	-	-	-	4,200,000
Building Permits	1,577,131	-	-	-	-	-	-	-	-	-	1,577,131
Local Option Sales Tax	1,000,500	-	-	-	-	-	-	-	-	-	1,000,500
Franchise Fee - Electric	485,000	-	-	-	-	-	-	-	-	-	485,000
Franchise Fee -Beach	412,300	-	-	-	-	-	-	-	-	-	412,300
Franchise Fee - Other	140,000	-	-	-	-	-	-	-	-	-	140,000
Fines & Forfeitures	20,000	-	-	-	-	-	10,000	-	-	-	30,000
Interest Revenue	943,105	90,000	75,000	190,000	-	101,895	-	-	299,000	1,000	1,700,000
Waste Management	1,246,500	-	-	-	-	-	-	-	-	-	1,246,500
Beverage Tax / Permits	-	-	-	-	51,000	-	-	-	-	-	51,000
Miscellaneous Revenue	15,000	-	-	-	-	-	-	75,000	-	-	90,000
Transfers In	-	-	-	-	-	-	-	348,638	585,466	534,466	1,468,569
Total Revenues & Other Sources	**10,288,697**	**3,099,567**	**775,000**	**1,871,025**	**51,000**	**1,093,198**	**10,000**	**423,638**	**884,466**	**535,466**	**19,032,057**
Expenditures & Uses :											
Salary and Benefits	3,741,434	-	-	-	-	-	-	94,638	-	-	3,836,072
Administration	117,520										117,520
Communication	72,984	-	-	-	-	-	-	-	-	-	72,984
Events	55,000										55,000
Insurance	269,876	-	-		-	-	-	-	-	-	269,876
Maintenance	501,100	-	26,900	-	-	271,000	-	-	-	-	799,000
Minor Assets & Supplies	138,400							5,000			143,400
Miscellaneous	27,000										27,000
Office Equipment	50,000	-	-		-	-	-	-	-	-	50,000
Professional Services	580,000	-	-		-	-	-	-	-	-	580,000
Travel & Training	83,300	-	-		-	-	-	-	-	-	83,300
Utilities	32,000	-	35,000	22,500	-	35,500	-	-	-	-	125,000
Consultants	556,000	-	-	-	-	-	-	-	-	-	556,000
Waste Management	1,991,600	78,400	30,000	-	-	-	-	-	-	-	2,100,000
CCSO Deputies	230,391	537,579	-	-	-	-	-	-	-	-	767,970
Evening Code Enforcement	389,376	-	-	-	-	-	-	-	-	-	389,376
Beach Patrol	175,200	408,800	-	-	-	-	-	-	-	-	584,000
Contributions	420,000	-	-		-	-	-	-	-	-	420,000
Contingency	100,000										100,000
ATAX & HTAX Uses	-	2,461,704	497,000	15,000	-	-	-	324,000	-	-	3,297,704
Capital Outlay	340,000	-		200,000	-	200,000	-	-	-	-	740,000
Transfers Out	24,638	324,000	-	672,410	51,000	396,521	-	-	-	-	1,468,569
Total Expenditures & Uses	**9,895,819**	**3,810,483**	**588,900**	**909,910**	**51,000**	**903,021**	**-**	**423,638**	**-**	**-**	**16,582,771**
Change in Fund Balance	**392,878**	**(710,916)**	**186,100**	**961,115**	**-**	**190,177**	**10,000**	**-**	**884,466**	**535,466**	**2,449,285**
Fund Balances, beginning of the year projected	26,562,479	811,920	2,330,648	2,906,378	-	1,946,810	21,176	-	7,589,182	3,153,915	45,328,573
Fund Balances, end of the year budgeted	**$ 26,955,357**	**$ 101,004**	**$ 2,516,748**	**$ 3,867,494**	**$ -**	**$ 2,136,987**	**$ 31,176**	**$ -**	**$ 8,473,648**	**$ 3,689,381**	**$ 47,777,858**

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
GENERAL FUND								
REVENUES:								
BUSINESS LICENSE REVENUE	$ 3,840,556	$ 3,700,000	3,800,000	$ 100,000	3%	$ (40,556)	-1%	Based on historical averages plus an increase for inflation
STR APPLICATION FEES	395,900	400,000	400,000	-	0%	4,100	1%	Based on PY actuals
STATE ACCOMMODATIONS TAX	174,938	193,590	179,594	(13,996)	-7%	4,656	3%	First $25K plus 5% of SATAX
AID TO SUBDIVISION	50,141	51,968	54,567	2,599	5%	4,426	9%	Based on estimates from the State
SOLID WASTE REVENUE	661,899	1,246,500	1,246,500	-	0%	584,601	88%	Based on number of subscribers for different service types
PLANNING FEES	15,415	15,000	15,000	-	0%	(415)	-3%	Based on current year actuals
BUILDING PERMITS	1,623,848	1,624,869	1,577,131	(47,738)	-3%	(46,717)	-3%	Based on historical averages
BUILDING PERMITS/SPECIAL PROJECTS	958,114	437,092	-	(437,092)	-100%	(958,114)	-100%	No special projects expected
LOCAL OPTIONS SALES TAX	995,279	971,359	1,000,500	29,141	3%	5,221	1%	Based on historical averages plus an increase for inflation
FRANCHISE FEE - ELECTRIC	432,687	484,364	485,000	636	0%	52,313	12%	Based on current year actuals
FRANCHISE FEE - BEACH SERVICE	399,500	400,000	412,300	12,300	3%	12,800	3%	$300k or 30% of Island Beach Services gross receipts &$5k -KIGR, $7.3k-KIC
FRANCHISE FEES - OTHER	149,608	150,000	140,000	(10,000)	-7%	(9,608)	-6%	Based on the contracts with AT&T, Comcast
COURT FEES, FINES & FORF	18,778	20,000	20,000	-	0%	1,222	7%	Based on CY actuals
INTEREST REVENUE	888,838	1,100,000	943,105	(156,895)	-14%	54,267	6%	Rate of return -4%
MISCELLANEOUS REVENUE	90,501	15,000	15,000	-	0%	(75,501)	-83%	
TOTAL REVENUES	**10,696,002**	**10,809,741**	**10,288,697**	**(521,044)**	**-5%**	**(407,305)**	**-4%**	
OTHER FINANCING USES/SOURCES:								
DEFICIENCY OF REVENUES OVER EXPENDITURES	-	-	-	-	-	-	-	
TOTAL REVENUES & OTHER SOURCES	**$ 10,696,002**	**$ 10,809,741**	**$ 10,288,697**	**$ (521,044)**	**-5%**	**$ (407,305)**	**-4%**	

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
EXPENDITURES:								
SALARIES, PR TAXES & BENEF/REG EMPLOYEES	3,016,668	3,330,843	3,836,072	505,229	15%	819,404	27%	
SALARIES, PR TAXES & BENEF/DEPUTIES	465,658	733,779	767,970	34,191	5%	302,312	65%	Salaries for off duty deputies.
DEPUTIES CONTRACTED WITH CCSO	-	-	-	-	-	-	-	No Longer existing
STR CODE ENFORCEMENT	389,376	389,376	389,376	-	0%	-	0%	Contract with Island Services for after hours code enforcement
BEACH PATROL	584,000	584,000	584,000	-	0%	-	0%	Contract with Island Services for beach patrol
UTILITIES & SUPPLIES:								
UTILITIES	104,229	125,000	125,000	-	0%	20,771	20%	Based on current year actuals
GENERAL	96,396	82,350	76,100	(6,250)	-8%	(20,296)	-21%	Estimate for supplies, uniforms
MINOR ASSETS	29,675	18,500	62,300	43,800	237%	32,625	110%	Estimate for computers replacement and small equipment
ADVERTISING	27,264	10,500	11,500	1,000	10%	(15,764)	-58%	Based on current year actuals
COMMUNICATION								
CELL PHONES & IPADS	26,253	22,997	20,984	(2,013)	-9%	(5,269)	-20%	Based on current year actuals for Town's employees
REGULAR PHONES	45,812	52,000	52,000	-	0%	6,188	14%	Cost for landline, internet and cable
WASTE MANAGEMENT	1,520,835	2,100,000	2,100,000	-	0%	579,165	38%	Based on Trtident contract
PRINTING	25,140	9,000	9,000	-	0%	(16,140)	-64%	Printing UB invoices, business license and contractors decals
PROFESSIONAL SERVICES	417,418	427,900	580,000	152,100	36%	162,582	39%	Town Attorney, Prosecutor and annual audit
CONSULTING	339,914	331,729	556,000	224,271	68%	216,086	64%	Estimate for various consulting work
MAINTENANCE								Building maint., Island wide landscaping and road maint., and software maint.
SOFTWARE	200,420	214,200	234,000	19,800	9%	33,580	17%	
BUILDING & VEHICLES	123,273	127,000	152,000	25,000	20%	28,727	23%	
ROADS & LANDSCAPING	426,822	261,000	411,000	150,000	57%	(15,822)	-4%	
INSURANCE	202,673	243,079	269,876	26,797	11%	67,203	33%	
TRAVEL & TRAINING	58,917	76,350	83,300	6,950	9%	24,383	41%	Travel and professional development
RENTALS	44,552	40,000	50,000	10,000	25%	5,448	12%	Based on contracts.
TOURISM & RECREATIONS	192,925	246,100	532,000	285,900	116%	339,075	176%	
CONTRIBUTIONS	220,891	200,000	220,000	20,000	10%	(891)	0%	
CAPITAL OUTLAY	422,853	98,073	740,000	641,927	655%	317,147	75%	
OTHER	285,149	283,660	174,020	(109,640)	-39%	(111,129)	-39%	Based on current year actuals
MUSC PLEDGE	200,000	200,000	200,000	-	0%	-	0%	MUSC Pledge of $1M over 5 years
CONTINGENCY	-	-	100,000	100,000	-	100,000	-	
TOTAL EXPENDITURES	**9,467,113**	**10,207,436**	**12,336,498**	**2,634,291**	**26%**	**2,869,385**	**30%**	
ALLOCATION TO SATAX	1,021,994	881,000	1,024,779	143,779	16%	2,785	0%	Consolidated amount for various departments
ALLOCATION TO COUNTY ATAX	352,425	506,200	588,900	82,700	16%	236,475	67%	Consolidated amount for various departments
ALLOCATION TO LOCAL ATAX	597,943	495,953	215,000	(280,953)	-57%	(382,943)	-64%	Consolidated amount for various departments
ALLOCATION TO HOSPITALITY TAX	440,079	235,168	506,500	271,332	115%	66,421	15%	Consolidated amount for various departments
ALLOCATION TO ARTS & CULTURAL EVENTS	129,636	140,449	-	(140,449)	-100%	(129,636)	-100%	
TOTAL NET EXPENDITURES	**6,925,036**	**7,948,665**	**10,001,319**	**2,052,654**	**26%**	**3,076,283**	**44%**	
OTHER FINANCING USES/SOURCES:								
TRANSFER TO ARTS & CULTURAL EVENTS	118,000	118,000	24,638	(93,362)	-79%	(93,362)	-79%	
EXCESS OF REVENUES OVER EXPENDITURES	3,161,182	-	-	-	-	(3,161,182)	-100%	
TOTAL OTHER FINANCING USES/ SOURCES	**3,279,182**	**118,000**	**24,638**	**(93,362)**	**-79%**	**(3,254,544)**	**-99%**	
TOTAL EXPENDITURES & OTHER USES	**$ 10,204,218**	**$ 8,066,665**	**$ 10,025,956**	**$ 1,959,291**	**24%**	**$ (178,262)**	**-2%**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40200 - ADMINISTRATION								
MAYORAL OFFICE AND TOWN ADMINISTRATION								
SALARIES - REGULAR EMPLOYEES	$ 302,850	$ 347,122	$ 608,685	$ 261,563	75%	$ 305,835	101%	Salaries for Town Administrator, clerk and 8% aggregated total for salary adjustments
OVERTIME	1,988	2,000	2,000	-	0%	12	1%	
BONUS	-	8,646	5,000	(3,646)	-42%	5,000	-	
EMPLOYEE BENEFITS	17,057	15,000	16,800	1,800	12%	(257)	-2%	Employee Christmas bonus [$300 (30], Employee Assistance Annual Cost ($2,800), Employee Appreciation Events ($5,000)
INSURANCE - MEDICAL	20,557	13,456	16,459	3,003	22%	(4,098)	-20%	
FICA ER MATCH	20,739	23,662	40,243	16,581	70%	19,504	94%	
RETIREMENT MATCH	60,051	63,408	115,035	51,627	81%	54,984	92%	
TUITION REIMBURSEMENT	6,734	5,000	5,000	-	100%	(1,734)	-	50% tuition reimbursement
WORKERS COMPENSATION	31,724	24,988	35,000	10,012	40%	3,276	10%	
HOLIDAY EVENTS	20,985	23,000	15,000	(8,000)	-35%	(5,985)	-29%	Town holiday dinners (Christmas celebration & Thanksgiving) - At Town Hall
PROFESSIONAL SERVICES	387,058	400,000	550,000	150,000	38%	162,942	42%	Town Attorney, Town Prosecutor, Additional Legal Services -$500K, engineer on call-$50k
HR CONSULTANTS	25,771	30,000	30,000	-	0%	4,229	16%	$25K FGP and additional consultant services
TELEPHONE-CELL	1,805	1,620	1,620	-	0%	(185)	-10%	Based on cost for 1 cell phone . iPads and mifi
TRAVEL & TRAINING	11,405	10,000	10,000	-	0%	(1,405)	-12%	Estimate SCAPA, ICMA,SCCCMA (Stephanie T)
DUES	3,652	4,000	4,000	-	0%	348	10%	Estimate for Training (SCAPA, SCCCMA/ICMA, ULI, MASC) - ST & (MASC) - PR
SUBSCRIPTIONS	2,270	2,000	2,500	500	25%	230	10%	Civic Plus (MuniCode Sub), Google Svc , Adobe
ADVERTISING COSTS	7,693	4,000	5,000	1,000	25%	(2,693)	-35%	Estimate for advertising
COMMUNITY ACTIVITIES	15,482	10,000	20,000	10,000	100%	4,518	29%	Disaster Awareness Day, Volunteer Appreciation ,Other Misc. Community Events
CHARITABLE CONTRIBUTIONS	220,891	200,000	220,000	20,000	10%	(891)	0%	Charitable contributions
SUPPLIES - OFFICE	10,995	10,000	10,000	-	0%	(995)	-9%	Based on current year actuals
SUPPLIES - OTHER	27,142	20,000	15,000	(5,000)	-25%	(12,142)	-45%	Estimate for coffee supplies, water, pop, medicine supply, and misc.
MISCELLANEOUS EXPEND	14,683	15,000	15,000	-	0%	317	2%	
ELECTIONS	18,711	6,840	10,000			(8,711)	-47%	
COMPUTER & SOFTWARE MINOR	5,882	5,000	5,000	-	0%	(882)	-15%	
	1,236,125	**1,244,743**	**1,757,343**	**509,440**	**41%**	**521,218**	**42%**	
Department: 40700 - COUNCIL								
COUNCIL DEPARTMENT								
CELL PHONE	8,362	4,045	2,700	(1,345)	-33%	(5,662)	-68%	
MEETING COST	2,267	-	10,000	10,000	-	7,733	341%	Costs for the Town's annual retreat & business meetings
TRAVEL & TRAINING	3,276	1,000	5,000	4,000	400%	1,724	53%	
SUPPLIES - OFFICE	9,861	2,000	3,000	1,000	50%	(6,861)	-70%	
	23,766	**7,045**	**20,700**	**(7,045)**	**-100%**	**(3,066)**	**-13%**	
TOTAL ADMINISTRATION	**$ 1,259,891**	**$ 1,251,788**	**$ 1,778,043**	**$ 526,255**	**42%**	**$ 518,152**	**41%**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40100 - ENVIRONMENTAL								
SALARIES - REGULAR EMPLOYEES	$ 195,267	$ 277,015	277,015	$ -	0%	$ 81,748	42%	Salaries for 3 employees
SALARIES - TEMPORARY	1,666	-	-	-	-	(1,666)	-100%	
FICA ER MATCH	16,991	20,651	19,585	(1,066)	-5%	2,594	15%	
INSURANCE - MEDICAL	32,925	43,758	46,985	3,227	7%	14,060	43%	
RETIREMENT MATCH	45,056	57,454	57,429	(25)	0%	12,373	27%	
PROFESSIONAL SERVICES	55,300	23,500	-	(23,500)	-100%	(55,300)	-100%	
CONSULTANTS	-	31,500	40,000	8,500	27%	40,000	-	Deer Processing ($6k), Tallow Tree Control ($30k), Temporary Assistants
TELEPHONE-CELL	2,045	1,450	1,500	50	3%	(545)	-27%	Based on cost for 3 cell phones
SOFTWARE LICENSES	5,805	4,000	8,000	4,000	100%	2,195	38%	ArcGIS, Adobe, Watchtower
DUES	-	200	500	300	150%	500	-	
SUBSCRIPTIONS	-	500	500	-	0%	500	-	
TRAVEL & TRAINING	1,921	1,500	3,000	1,500	100%	1,079	56%	
TURTLE PATROL EXPENDITURES	10,898	7,000	15,000	8,000	114%	4,102	38%	
BEACH MONITORING & REPAIRS	43,194	40,000	60,000	20,000	50%	16,806	39%	Annual CSE Monitoring,
RESEARCH	121,140	117,100	96,000	(21,100)	-18%	(25,140)	-21%	Bobcat GPS, Bird Banding, Toxicology
COMMUNITY OUTREACH	-	2,500	1,000	(1,500)	-	1,000	-	School Environmental Programs
PROGRAMS	15,113	25,000	25,000	-	0%	9,887	65%	Dolphin/Shorebird Stewardship, Bluebird Boxes
CONSERVATION PROJECTS	-	50,000	250,000	200,000	400%	250,000	-	Projects TBD
FISH STUDIES & EQUIPMENT	-	2,000	10,000	8,000	400%	10,000	-	Fish Testing and Stocking ($3000) Water Quality Testing
POND MANAGEMENT	2,580	5,000	6,000	1,000	20%	3,420	133%	KICA Pond Maintenance contract, herbicide control
AERIAL PHOTOGRAPHY	-	-	50,000	50,000	-	50,000	-	Potentially KICA & Conservancy will participate
SUPPLIES - OFFICE	1,099	2,000	2,000	-	0%	901	82%	
SUPPLIES OTHER	519	1,000	1,000	-	0%	481	93%	
UNIFORMS	1,730	1,500	1,500	-	0%	(230)	-13%	
BOOKS & PERIODICALS	58	250	500	250	100%	442	762%	
EQUIPMENT - MINOR	4,986	5,000	5,000	-	0%	14	-	Deer removal equipment: safety harnesses, ammunition, batteries, flashlights, sandbags, etc.
COMPUTER & SOFTWARE - MINOR	1,714	1,500	2,000	500	33%	286	-	
TOTAL DEPARTMENT EXPENDITURES	**560,007**	**721,377**	**979,514**	**258,137**	**36%**	**419,507**	**75%**	
ALLOCATION TO LOCAL ATAX:								
70% OF SALARIES, PR TAXES, AND BENEFITS	174,143	239,326	-	(239,326)	-100%	(174,143)	-100%	
TURTLE PATROL COST	10,898	7,000	15,000	8,000	114%	4,102	38%	
	185,041	**246,326**	**15,000**	**(231,326)**	**-94%**	**(170,041)**	**-92%**	
ALLOCATION TO COUNTY ATAX								
RESEARCH	121,140	117,100	96,000	(21,100)	-18%	(25,140)	-21%	
BEACH MONITORING & REPAIRS	43,194	40,000	60,000	20,000	50%	16,806	39%	
CONSERVATION PROJECTS	-	50,000	250,000	200,000	400%	250,000	-	
KI CONSERVANCY -LAND ACQUISITION	-	-	-	-	-	-	-	
PROGRAMS	15,113	25,000	25,000	-	0%	9,887	65%	
FISH STUDIES & EQUIPMENT	-	2,000	10,000	8,000	400%	10,000	-	
POND MANAGEMENT	2,580	5,000	6,000	1,000	20%	3,420	-	
AERIAL PHOTOGRAPHY	-	-	50,000	50,000	-	50,000	-	
	182,027	**239,100**	**497,000**	257,900	108%	314,973	173%	
TOTAL NET EXPENDITURES	**$ 192,939**	**$ 235,951**	**$ 182,717**	**$ (53,234)**	**-23%**	**(10,222)**	**-5%**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40300 - FINANCE								
SALARIES - REGULAR EMPLOYEES	$ 343,931	$ 370,483	$ 370,483	$ -	0%	$ 26,552	8%	Salaries for 5 employees
OVERTIME	6,028	3,500	3,500	-	0%	(2,528)	-42%	
INSURANCE - MEDICAL	42,001	45,513	52,469	6,956	15%	10,468	25%	
FICA ER MATCH	25,686	28,342	28,342	-	0%	2,656	10%	
RETIREMENT MATCH	81,776	54,513	54,513	-	0%	(27,263)	-33%	
ANNUAL AUDIT	30,360	27,900	30,000	2,100	8%	(360)	-1%	Annual audit
CONSULTANTS	3,500	16,000	48,500	32,500	203%	45,000	1286%	Estimate for reserve study-$15k,actuarial evaluation- $3.5k, $30k for internal controls audit
TELEPHONE-CELL	2,373	3,500	3,500	-	0%	1,127	47%	Cell phones and Ipad
SOFTWARE LICENSES	192,491	200,000	210,000	10,000	5%	17,509	9%	Cost for ADP-$55K, Incode10- $35K , citizenserve -$40K ($1.8k per license), IMS-$72k, misc- $8k
DOCUMENTS MANAGEMENT	15,825	15,000	15,000	-	0%	(825)	-5%	Duncan & Parnell document services
TRAVEL & TRAINING	11,736	15,000	15,000	-	0%	3,264	28%	Cost for membership to MASC and GFOA & ACFR review
DUES	600	1,000	1,000	-	0%	400	67%	Printing for utility billing and business license applications and decals
PRINTING COSTS	4,963	6,000	6,000	-	0%	1,037	21%	Estimate for travel to attend conferences plus eLearning courses
SUPPLIES - OFFICE	6,699	5,000	5,000	-	0%	(1,699)	-25%	Based on PY actuals, plus business cards for new staff
SUPPLIES - OTHER	420	1,500	1,500	-	0%	1,080	257%	Based on PY actuals
BANK COSTS	133,451	150,000	20,000	(130,000)	-87%	(113,451)	-85%	Cost for WF cc terminals, bank fees & check processing
COMPUTER & SOFTWARE - MINOR	1,779	1,500	1,500	-	0%	(279)	-16%	1 pc replacement
MISCELLANEOUS EXPEND	-	1,000	1,000	-	0%	1,000	-	Misc
TOTAL DEPARTMENT EXPENDITURES	**903,619**	**945,750**	**867,307**	**(78,444)**	**-8%**	**(36,312)**	**-4%**	
ALLOCATION TO COURT DEPARTMENT	26,331	23,168	23,168	-	**0%**	(3,163)	-12%	30% of Salaries, payroll taxes and benefits for finance clerk allocated to the Court Department
TOTAL NET EXPENDITURES	**877,288**	**922,583**	**844,139**	**(78,444)**	**-9%**	**(33,149)**	**-4%**	

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40600 - COURT DEPARTMENT								
SALARIES - JUDGE	4,000	4,000	4,000	-	0%	-	0%	Judge's stipend
SALARIES - REGULAR EMPLOYEES	18,778	17,288	17,288	-	0%	(1,490)	-8%	30% of clerk of court salary
INSURANCE - MEDICAL	2,812	1,919	1,919	-	0%	(893)	-32%	
FICA ER MATCH	1,785	1,401	1,401	-	0%	(384)	-21%	
RETIREMENT MATCH	2,956	2,559	2,559	-	0%	(397)	-13%	
TRAVEL & TRAINING	1,737	1,500	1,500	-	0%	(237)	-14%	Estimate for registration fees and travel to attend conferences for the Judge
DUES	53	120	120	-	0%	67	126%	Based on current year actuals
SUPPLIES-OFFICE	375	500	500	-	0%	125	33%	
	$ 32,496	**$ 29,288**	**$ 29,288**	**$ -**	**0%**	**$ (3,208)**	**-10%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40500 - COMMUNITY AFFAIRS								
SALARIES - REGULAR EMPLOYEES	$ 209,671	$ 261,445	263,824	2,379	1%	$ 54,153	26%	Salaries for 4 employees
SALARIES - TEMPORARY	-	3,000	3,000	-	-	3,000	-	Additional help for special events
OVERTIME	5,188	4,500	4,500	-	0%	(688)	-13%	
INSURANCE - MEDICAL	29,642	34,904	40,060	5,156	15%	10,418	35%	
FICA ER MATCH	12,921	20,001	20,001	-	0%	7,080	55%	
RETIREMENT MATCH	39,951	48,524	48,524	-	0%	8,573	21%	
TUITION REMBURSEMENT	6,306	2,375	5,000	2,625	111%	(1,306)	-21%	AC Events Manager
TELEPHONE-CELL	3,061	3,240	3,240	-	0%	179	6%	Cost for 4 cell phones and 2 Ipad
CONSULTANTS	-	-	15,000	15,000	-	15,000	-	Website upgrade
SOFTWARE LICENSES	10,181	10,000	16,000	6,000	60%	5,819	57%	TOKI app $4.2K, subscriptions for Survey Monkey-$1K, Mailchimp-$5.2K, Civic+-$4.9K, misc. $0.7k
SPECIAL EVENTS	-	-	20,000	20,000	-	20,000	-	Events organized outside of AC planning
PUBLISHING & PROMOTIONS	18,956	3,000	3,000	-	0%	(15,956)	-84%	Budget at a glance, other misc communication related material
PRINTING - TOWN NOTES	1,221	-	-	-	-	(1,221)	-100%	
TRAVEL & TRAINING	9,203	12,000	10,000	(2,000)	-17%	797	9%	4 employees
DUES	499	-	-	-	-	(499)	-100%	
SUPPLIES - OFFICE	7,960	2,000	2,500	500	25%	(5,460)	-69%	
UNIFORMS	1,107	1,000	500	(500)	-50%	(607)	-55%	
SUPPLIES - OTHER	123	500	5,500	5,000	1000%	5,377	4372%	Discretionary equipment
MISC	2,901	1,000	1,000	-	0%	(1,901)	-66%	
COMPUTER & SOFTWARE - MINOR	10,037	3,000	3,000	-	0%	(7,037)	-70%	
TOTAL DEPARTMENT EXPENDITURES	**368,928**	**410,488**	**464,648**	**54,160**	**13%**	**95,720**	**26%**	
ALLOCATION TO ARTS & CULTURAL FUND	129,636	140,449	-	(140,449)	-100%	(129,636)	-100%	
TOTAL NET EXPENDITURES	**$ 239,292**	**$ 270,039**	**$ 464,648**	**$ 194,609**	**72%**	**$ 225,356**	**94%**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40900 - DEPUTIES								
SALARIES - DEPUTIES	$ 323,833	$ 575,917	$ 575,917	$ -	0%	$ 252,084	78%	Based on average 800h a month
OVERTIME	32,220	50,000	50,000	-	0%	17,780	55%	
FICA ER MATCH	24,985	35,954	35,954	-	0%	10,969	44%	
RETIREMENT MATCH	56,114	71,908	79,099	7,191	10%	22,985	41%	
COUNTY DEPUTY VEHICLE FEES	13,230	12,000	12,000	-	0%	(1,230)	-9%	Based on current contract -$10 per deputy per shift
COUNTY RADIO COSTS	15,276	15,000	15,000	-	0%	(276)	-2%	
CCSO CONTRACT	-	-	-	-	-	-	-	
TOTAL DEPARTMENT EXPENDITURES	**465,658**	**760,779**	**767,970**	**7,191**	**1%**	**302,312**	**65%**	
ALLOCATION TO STATE ATAX	613,194	489,000	537,579	48,579	10%	(75,615)	-12%	70%funding
ALLOCATION TO LOCAL ATAX	70,455	43,545	-	(43,545)	-	(70,455)	-100%	
TOTAL NET EXPENDITURES	**(217,991)**	**228,234**	**230,391**	**2,157**	**1%**	**448,382**	**-206%**	
Department: 40950 - PUBLIC SAFETY								
SALARIES	279,625	275,765	275,765	-	0%	(3,860)	-1%	Salaries for 4 employees
OVERTIME	655	1,000	1,000	-	0%	345	53%	
INSURANCE - MEDICAL	38,642	53,435	62,827	9,392	18%	24,185	63%	
FICA ER MATCH	19,829	21,096	21,096	-	0%	1,267	6%	
RETIREMENT MATCH	63,948	55,352	55,352	-	0%	(8,596)	-13%	
CONSULTING	-	58,129	14,500	(43,629)	-	14,500	-	
TELEPHONE-CELL	2,722	3,240	3,240	-	0%	518	19%	4 cell phones and Ipad & Nokia
TRAVEL & TRAINING	1,864	10,650	9,800	(850)	-8%	7,936	426%	Flight, Rooms
DUES	210	1,000	1,000	-	0%	790	376%	
SUPPLIES - OFFICE	3,379	2,000	1,000	(1,000)	-50%	(2,379)	-70%	
SUPPLIES - OTHER	7	1,000	1,000	-	0%	993	-	
UNIFORMS	807	1,500	2,000	500	33%	1,193	148%	
EQUIPMENT_MINOR	14,372	6,000	5,000	(1,000)	-17%	(9,372)	-65%	Traffic and security products
COMPUTER & SOFTWARE - MINOR	1,683	2,000	16,800	14,800	-	15,117	-	CLEAR- background checks$2.3K - AllStar - $6Kk , watchtower-$8.5k
MISCELLANEOUS	10,950	10,000	10,000	-	-	(950)	-	Includes cost for Airmedcare
TOTAL DEPARTMENT EXPENDITURES	**438,693**	**502,167**	**470,380**	**(21,787)**	**-4%**	**42,637**	**10%**	
ALLOCATION TO LOCAL ATAX	59,136	74,136	-	(74,136)	-100%	(59,136)	-100%	
TOTAL NET EXPENDITURES	**379,557**	**428,031**	**470,380**	**52,349**	**12%**	**101,773**	**27%**	
Department: 40800 - PUBLIC WORKS								
SALARIES	139,409	146,363	146,363	-	0%	6,954	5%	Salary for 2 employees
INSURANCE - MEDICAL	18,896	24,057	27,435	3,378	14%	8,539	45%	
FICA ER MATCH	10,281	11,197	11,197	-	0%	916	9%	
RETIREMENT MATCH	30,069	28,415	28,415	-	0%	(1,654)	-6%	
TELEPHONE-CELL	1,751	2,122	1,080	(1,042)	-49%	(671)	-38%	2 cell phones
TRAVEL & TRAINING	4,114	8,000	6,000	(2,000)	-25%	1,886	46%	
SUPPLIES - OFFICE	741	10,000	1,000	(9,000)	-90%	259	35%	
UNIFORMS	666	500	1,000	500	100%	334	50%	
	$ 205,927	**$ 230,654**	**$ 222,490**	**$ (8,164)**	**-4%**	**$ 16,563**	**8%**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40850 - PLANNING								
SALARIES	$ 170,445	$ 231,619	$ 306,619	$ 75,000	32%	$ 136,174	80%	Salary for 3 employees plus Dedicated ArcGIS, water flooding, and resiliency initiatives
OVERTIME	99	300	500	200	100%	401	100%	
SALARIES-TEMPORARY	5,088	-	20,000	20,000	100%	14,912	100%	FY 26 planning intern Summer/Fall/Spring (Year round support)
INSURANCE - MEDICAL	23,126	20,220	31,830	11,610	57%	8,704	38%	
FICA ER MATCH	12,881	17,719	17,329	(390)	-2%	4,448	35%	
RETIREMENT MATCH	29,591	48,988	45,507	(3,481)	-7%	15,916	54%	
TUITION REMBURSEMENT	-	-	5,000	5,000	-	5,000	-	Planning Administration Advancement
STENOGRAPHER	6,990	6,000	8,000	2,000	33%	1,010	14%	Slight reduction from FY25 as projected versus actual number of LTPB hearings is lower
CONSULTANTS	91,537	100,000	250,000	150,000	150%	158,463	173%	Zoning Ordinance Update -$100K, Stormwater Management Review -$75K, GIS shapefile mapping and analysis-$25K, beach survey consultants-$50k .
TELEPHONE-CELL	1,090	1,080	1,404	324	30%	314	29%	3 cell phones
TRAVEL & TRAINING	4,340	10,000	12,000	2,000	20%	7,660	176%	Includes training and travel to conferences for required CE and expanded department focus and roles (APA, ISA, SC Beach, ESRI)
DUES	-	1,000	5,000	4,000	400%	5,000	-	Annual Dues for membership planning and landscape organizations.
ADVERTISING	615	3,500	3,500	-	0%	2,885	469%	Costs for public notification requirements. Includes PC, BZA, LTPB, and special area plans and studies
SUPPLIES - OFFICE	2,296	1,500	5,000	3,500	233%	2,704	118%	computers equipment, replacement laptop 3-5 years
SUPPLIES - OTHER	733	1,000	2,500	1,500	150%	1,767	100%	Includes additional staff
UNIFORMS	152	300	2,000	1,700	567%	1,848	100%	Mapping, field/site inspections, equipment associated with planner (LA)
COMPUTER & SOFTWARE - MINOR	5,954	-	18,500	18,500	-	12,546	211%	ESRI, Bluebeam and Public Input-community engegment platform -$15k
	354,937	**443,226**	**734,689**	**291,463**	**66%**	**379,752**	**107%**	

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 41500 -BUILDING DEPRTMENT								
SALARIES	$ 459,992	$ 450,799	450,799	$ -	0%	$ (9,193)	-2%	Salaries for 5employees
OVERTIME	166	500	500	-	0%	334	201%	
INSURANCE - MEDICAL	46,959	45,703	69,713	24,010	53%	22,754	48%	
FICA ER MATCH	33,997	38,697	34,486	(4,211)	-11%	489	1%	
RETIREMENT MATCH	84,412	71,358	95,886	24,528	34%	11,474	14%	
PROFESSIONAL SERVICES	12,712	50,600	40,000	(10,600)	-21%	27,288	215%	Placeholder for floodplain management services to compile all required documentation-$5K, third party inspection-$35K
CONSULTING	15,825	10,000	10,000	-	0%	(5,825)	-37%	Duncan & Parnell document services
TELEPHONE-CELL	3,044	2,700	2,700	-	0%	(344)	-11%	Cost for 5 cell phones
DUES	2,630	2,000	2,400	400	20%	(230)	-9%	ICC/State Renewals for 5 staff
TRAVEL & TRAINING	9,321	6,700	11,000	4,300	64%	1,679	18%	5 staff required to maintain CEU'S
SUPPLIES - OFFICE	2,204	4,000	2,000	(2,000)	-50%	(204)	-9%	Including departmental copies, and supplies
SUPPLIES - OTHER	117	500	1,000	500	100%	883	755%	Based on current year actuals
UNIFORMS	1,021	300	1,600	1,300	433%	579	57%	5-staff members uniforms
EQUIPMENT MINOR	303	500	500	-	0%	197	65%	Placeholder
COMPUTER & SOFTWARE - MINOR	2,124	200	3,000	2,800	1400%	876	41%	Reduce amount most of staff has new computers
	$ 674,827	**$ 684,558**	**$ 725,585**	**$ 41,027**	**6%**	**$ 50,758**	**8%**	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 41000 - OPERATIONS								
WATER	$ 64,246	$ 75,000	$ 75,000	$ -	0%	$ 10,754	17%	Based on CY projections
SOLID WASTE DISPOSAL/BEACH	1,520,835	2,100,000	2,100,000	-	0%	579,165	38%	Contract with Trident , Chas recycling fee-$35k plus $10k for misc.
CUSTODIAL	23,402	20,000	20,000	-	0%	(3,402)	-15%	Office cleaning contract , monthly cleaning supplies-3.6K, windows cleaning -$2.4k, misc-$4K
LANDSCAPING	216,864	250,000	400,000	150,000	60%	183,136	84%	Based on lowest bitter $235K , $165K enhanced improvements at TH, KIP and roundabout
CODE ENFORCEMENT	389,376	389,376	389,376	-	0%	-	0%	Based on the contract with Island Services for after hours code enforcement
BEACH PATROL	584,000	584,000	584,000	-	0%	-	0%	Based on the contract with Island Services
CONSULTING	-	-	60,000	60,000	-	60,000	-	Placeholder for design competition $20 per architect
MUNICIPAL CENTER PROJECTS	-	-	300,000	300,000	-	300,000	-	Potential projects: preliminary designs for MC wing addition, office modifications in TH, garage modifications
CHARGING STATIONS	-	39,129	-	(39,129)	-100%	-	-	Charging stations for Town Hall
REPAIR & MAINT - BUILDING	43,615	50,000	50,000	-	0%	6,385	15%	HVAC, generator annual service ,incidentals, regular maintenance
REPAIR & MAINT - VEHICLES	46,863	45,000	50,000	5,000	11%	3,137	7%	14 vehicles, based on CY average monthly cost
REPAIR AND MAINT - EQUIPMENT	9,393	10,000	10,000	-	0%	607	6%	Misc. equipment repairs
PEST CONTROL	2,002	5,800	5,800	-	0%	3,798	190%	Pest and mosquito control and termite bond
RENTAL - EQUIPMENT	42,285	40,000	40,000	-	0%	(2,285)	-5%	Estimate for copier leases , based on current year actuals
INSURANCE - VEHICLES	10,232	11,870	17,212	5,342	45%	6,980	68%	Insurance for 13 vehicles -45%increase
INSURANCE - DATA PRO & CYBER	18,605	20,183	22,201	2,018	10%	3,596	19%	10% increase
INSURANCE - LIAB/TOR	61,587	89,829	98,812	8,983	10%	37,225	60%	$82k- GL and $8k umbrella for AC events +10% increase
INSURANCE - BUILDING & PERSONAL PROPERTY	16,139	15,693	17,262	1,569	10%	1,123	7%	10% increase
INSURANCE - D&O	35,027	33,307	34,972	1,665	5%	(55)	0%	5% increase
TELEPHONE	37,737	40,000	40,000	-	0%	2,263	6%	Contract for phone service (SEGRA)-$25K, internet and cable (Comcast) -$10K and back up internet-ATT-$5.5k
EMERGENCY COMMUNICATION	8,075	12,000	12,000	-	0%	3,925	49%	Monthly charges for satellite phones and Code Red
SECURITY SYSTEM	6,247	5,800	5,800	-	0%	(447)	-7%	Estimate for building and surveillance cameras-Plan to re-bid the contract
SUPPLIES - OFFICE	3,205	3,000	3,000	-	0%	(205)	-6%	Based on current year actuals
SUPPLIES - OTHER	6,863	4,000	4,000	-	0%	(2,863)	-42%	Based on current year actuals
SUPPLIES - POSTAGE	6,240	6,000	6,000	-	0%	(240)	-4%	Postage for day to day business, certified letters, and utility billing mailing
CHRISTMAS DECORATIONS	9,888	11,000	11,000	-	0%	1,112	11%	Based on current year actuals
ELECTRICITY	39,983	50,000	50,000	-	0%	10,017	25%	Based on CY projections
VEHICLES	58,940	23,944	80,000	56,056	234%	21,060	36%	Boat
SIGNS	906	2,000	22,000	20,000	1000%	21,094	2328%	$20k placeholder for beach signs and $2k maintenance for the signs
EQUIPMENT	3,291	50,000	10,000	(40,000)	-	6,709	204%	Placeholder for PKW cameras and trailer
	3,265,846	**3,986,931**	**4,518,435**	**531,504**	**13%**	**1,252,589**	**38%**	
ALLOCATION TO STATE ATAX	408,800	392,000	487,200	95,200	24%	78,400	19%	70% of beach patrol and Trident for the beach and boat funded from SATAX
ALLOCATION TO COUNTY ATAX	170,398	267,100	91,900	(175,200)	-66%	(78,498)	-46%	
ALLOCATION TO LOCAL ATAX	79,731	114,096	-	(114,096)	-100%	(79,731)	-100%	Beach upkeep
ALLOCATION TO HOSPITALITY ATAX	249,313	217,318	306,500	89,182	41%	57,187	23%	
TOTAL NET EXPENDITURES	**908,242**	**2,996,417**	**3,632,835**	**(104,914)**	**-4%**	**(22,642)**	**-2%**	

	Actuals FY 2024	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
Department: 40400 - INFRASTRUCTURE								
REPAIR AND MAINT ROADS	$ 209,958	$ 35,000	300,000	$ 265,000	757%	90,042	43%	Placeholder for BWD patching -$250kand bridge repair -$50k
LANDSCAPING	150,805		-	-	-	(150,805)	-	
BETSY KERRISON SAFETY & ENHANCEMENTS	-	-	50,000	50,000	-	50,000	-	
GENERAL INSURANCE - BRIDGE	61,083	72,197	79,417	7,220	10%	18,334	30%	Estimate for bridge insurance -10% increase
PROFESSIONAL SERVICES	128,279	16,000	50,000	34,000	213%	(78,279)	-61%	Placeholder for infrastructure projects
MISCELLANEOUS	-	2,000	15,000	13,000	650%	15,000	-	Misc projects
	550,125	**125,197**	**494,417**	**369,220**	**295%**	**(55,708)**	**-10%**	
ALLOCATION TO LOCAL ATAX	203,580	17,850	200,000	182,150	1020%	(3,580)	-2%	Allocate 50%
ALLOCATION TO HOSPITALITY TAX	190,766	17,850	200,000	182,150	1020%	9,234	5%	Allocate 50%
TOTAL NET EXPENDITURES	**155,779**	**89,497**	**94,417**	**4,920**	**5%**	**5,654**	**4%**	
Department: 41400 - CERT TEAM								
CERT TEAM	517	3,000	3,000	-	0%	2,483	480%	
	$ 3,000	**$ 3,000**	**$ 3,000**	**-**	**0%**	**2,483**	**480%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
STATE ACCOMMODATION TAX FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
STATE ACCOMMODATIONS TAX REVENUE	$ 2,848,827	$ 2,810,913	$ 1,132,323	$ 2,902,429	$ 3,009,567	$ 198,654	7%	$ 107,138	4%	$ 160,740	6%	Based on historical averages
INTEREST REVENUE	129,955	50,000	68,120	165,000	90,000	40,000	80%	(75,000)	-45%	(39,955)	-31%	Rate of return -4%
	2,978,782	**2,860,913**	**1,200,443**	**3,067,429**	**3,099,567**	**238,654**	**7%**	**107,138**	**3%**	120,785	4%	
EXPENDITURES:												
PROMOTIONAL FUND	931,512	902,870	494,082	870,729	902,870	-	0%	32,141	4%	(28,642)	-3%	30% of SATAX
SATAX CURRENT YEAR FUNDING	1,072,144	3,000,000	276,670	2,635,445	2,907,613	(92,387)	-3%	272,168	10%	1,835,469	171%	
TOTAL STATE ACCOMMODATION TAX EXPENDITURES	**2,003,656**	**3,902,870**	**770,752**	**3,506,174**	**3,810,483**	**(92,387)**	**-2%**	**304,309**	**9%**	**1,806,827**	**90%**	
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ 975,126**	**$ (1,041,957)**	**$ 429,691**	**$ (438,744)**	**$ (710,916)**	**$ 331,041**	**-32%**	**$ (197,172)**	**45%**	**$ (1,686,042)**	**-173%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
COUNTY ACCOMMODATION TAX FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
REVENUES:												
COUNTY ACCOMMODATION TAX	$ 681,098	$ 612,000	$ 329,677	$ 700,000	$ 700,000	$ 88,000	14%	$ -	0%	$ 18,902	3%	Based on County's estimate
INTEREST REVENUE	129,955	65,000	56,128	100,000	75,000	10,000	15%	(25,000)	-25%	(54,955)	-42%	Rate of return -4%
TOTAL CATAX REVENUES	**811,053**	**677,000**	**385,805**	**800,000**	**775,000**	**98,000**	**16%**	**(25,000)**	-3%	**(36,053)**	-5%	
EXPENDITURES :												
WATER & SEWAGE	15,961	20,000	900	20,000	20,000	-	0%	-	0%	4,039	25%	allocation from GF
SOLID WASTE DISPOSAL	11,759	25,000	-	25,000	25,000	-	0%	-	0%	13,241	113%	allocation from GF
CUSTODIAL COSTS	4,333	5,000	-	5,000	5,000	-	0%	-	0%	667	15%	allocation from GF
LANDSCAPING COSTS - MINOR	2,650	20,000	-	20,000	20,000	-	0%	-	0%	17,350	655%	allocation from GF
REPAIR & MAINT - BUILDING	1,000	1,000	-	1,000	1,000	-	0%	-	0%	-	0%	allocation from GF
PEST CONTROL COSTS	500	500	-	500	500	-	0%	-	0%	-	0%	allocation from GF
TELEPHONE - REGULAR	5,200	5,200	-	5,200	5,200	-	0%	-	0%	-	0%	allocation from GF
SECURITY SYSTEM COSTS	200	200	-	200	200	-	0%	-	0%	-	0%	allocation from GF
BEACH PATROL COSTS	584,000	584,000	340,667	584,000	-	(584,000)	-100%	(584,000)	-100%	(584,000)	-100%	Beach Patrol contract
ARIAL PHOTOGRAPHY	-	-	-	-	50,000	50,000	-	50,000	-	50,000	-	
BEACH MONITORING & REPAIRS	43,194	75,000	-	40,000	60,000	(15,000)	-20%	20,000	50%	16,806	39%	Beach Mitigation, Annual beach survey and report (CSE)
CONSERVATION PROJECTS	-	250,000	2,708	50,000	250,000	-	0%	200,000	400%	250,000	-	Projects TBD
ENVIRONMENTAL RESEARCH	121,140	128,900	26,611	117,100	96,000	(32,900)	-26%	(21,100)	-18%	(25,140)	-21%	Bobcat GPS, Bird Banding, Toxicology
EDUCATIONAL PROGRAMS	15,113	25,000	9,943	25,000	25,000	-	0%	-	0%	9,887	65%	Dolphin/Shorebird Stewardship, Bluebird Boxes, Bobcat Guardian
FISH STUDIES & EQUIPMENT	-	13,000	-	2,000	10,000	(3,000)	-23%	8,000	400%	10,000	-	Fish Testing and Stocking ($3000) Water Quality Testing
POND MANAGEMENT	2,580	5,000	-	5,000	6,000	1,000	20%	1,000	20%	3,420	133%	
ELECTRICITY COSTS	11,995	15,000	10,563	15,000	15,000	-	0%	-	0%	3,005	25%	50% allocation from GF
TOTAL CATAX EXPENDITURES	**819,625**	**1,172,800**	**391,392**	**915,000**	**588,900**	**(583,900)**	**-50%**	**(326,100)**	**-36%**	**(230,725)**	**-28%**	
FUND ALLOCATIONS TO OTHER FUNDS :												
ALLOCATE FROM SATAX	(467,200)	-	-	(408,800)	-	-	-	408,800	-100%	467,200	-100%	70% of beach patrol cost funded from SATAX
TOTAL CATAX FUND EXPEND, ALLOCATI	**352,425**	**1,172,800**	**391,392**	**506,200**	**588,900**	**(583,900)**	**-50%**	**82,700**	**16%**	**236,475**	**67%**	
NET INCREASE/(DECREASE) IN FUND BAL	**$ 458,628**	**$ (495,800)**	**$ (5,587)**	**$ 293,800**	**$ 186,100**	**$ 681,900**	**-138%**	**$ (107,700)**	**-37%**	**$ (272,528)**	**-59%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
LOCAL ACCOMMODATION TAX FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
REVENUES:												
LOCAL ACCOMMODATION TAX	$ 1,566,940	$ 1,500,000	$ 1,003,846	$ 1,609,923	$ 1,681,025	$ 181,025	12%	$ 71,102	4%	$ 114,085	7%	Based on historical averages
INTEREST REVENUE	157,382	150,000	130,388	210,000	190,000	173,781	869%	(20,000)	-10%	32,618	21%	Rate of return -4%
TOTAL LATAX REVENUES	**1,724,322**	**1,650,000**	**1,134,234**	**1,819,923**	**1,871,025**	**354,806**	**40%**	**51,102**	**3%**	**146,703**	**9%**	
EXPENDITURES :												
SALARIES - REGULAR EMPLOYEES	122,190	205,125	-	188,961	-	(205,125)	-100%	(188,961)	-100%	(122,190)	-100%	
FICA ER MATCH	8,099	15,692	-	14,456	-	(15,692)	-100%	(14,456)	-100%	(8,099)	-100%	
INSURANCE - MEDICAL	16,375	31,331	-	30,631	-	(31,331)	-100%	(30,631)	-100%	(16,375)	-100%	
RETIREMENT MATCH	19,966	44,024	-	35,071	-	(44,024)	-100%	(35,071)	-100%	(19,966)	-100%	
DEPUTIES COST	-	20,445	-	43,545	-	(20,445)	-100%	(43,545)	-	-	-	
BEACH UPKEEP	79,731	112,000	39,185	114,096	-	(112,000)	-100%	(114,096)	-100%	(79,731)	-100%	Contract with CW
TURTLE PATROL	10,898	12,000	1,255	7,000	15,000	3,000	25%	8,000	114%	4,102	38%	
BEACH SUPPLIES COSTS	-	2,500	-	2,500	22,500	20,000	800%	20,000	800%	22,500	-	$20k placeholder for beach signs
TOTAL LATAX EXPENDITURES	**257,259**	**443,118**	**40,440**	**436,259**	**37,500**	**(405,618)**	**-92%**	**(398,759)**	**-91%**	**(219,759)**	**-85%**	
FUND TRANSFERS AND ALLOCATIONS TO OTHER FUNDS:												
TRANSFER TO ARTS & CULTURAL FUND	237,386	211,540	-	202,575	-	(211,540)	-100%	(202,575)	-100%	(237,386)	-100%	
TRANSFER TO GENERAL FUND	289,529	29,750	-	17,850	200,000	170,250	572%	182,150	1020%	(89,529)	-	Transfer to GF for 50% cost of road improveme
TRANSFER TO CAPITAL FUND	596,957	672,410	-	643,969	672,410	-	0%	28,441	4%	75,453	13%	Future Beach Renurishment -20% of LATAX re
TOTAL LATAX FUND EXPEND, TRANSFERS & ALLOCATIONS	**1,381,131**	**1,356,818**	**40,440**	**1,300,654**	**909,910**	**(446,908)**	**-33%**	**8,016**	**1%**	**(251,462)**	**-18%**	
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ 343,191**	**$ 293,182**	**$ 1,093,794**	**$ 519,269**	**$ 961,115**	**$ 801,714**	**273%**	**$ 395,482**	**76%**	**$ 1,304,306**	**380%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
BEVERAGE PERMITS FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	
REVENUES:												
BEVERAGE TAX REVENUE	$ 48,050	$ 45,000	$ -	$ 48,000	$ 51,000	$ -	0%	$ (3,000)	-6%	$ 2,950	6%	$3k per alcoholic beverage permit (15 entities)
	48,050	**45,000**	-	**48,000**	**51,000**	-	**0%**	**(3,000)**	**-6%**	**2,950**	**6%**	
FUND TRANSFERS TO OTHER FUNDS :												
TRANSFER TO CAPITAL FUND	48,050	45,000	-	48,000	51,000	-	0%	2,000	4%	2,950	6%	
	48,050	**45,000**	-	**48,000**	**51,000**	-	**0%**	**2,000**	**4%**	**2,950**	**6%**	
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (5,000)**	**$ (0)**	**$ -**	**-**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
HOSPITALITY TAX FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
REVENUES:												
HOSPITALITY TAX	$ 962,430	$ 900,000	$ 462,292	$ 940,074	$ 991,303	$ 91,303	10%	$ 51,229	5%	$ 28,873	3%	Based on historical averages
INTEREST REVENUE	114,373	110,000	93,401	150,000	101,895	(8,105)	-7%	(48,105)	-32%	(12,478)	-11%	Rate of return -4%
TOTAL HOSPITALITY TAX REVENUES	**1,076,803**	**1,010,000**	**555,693**	**1,090,074**	**1,093,198**	**83,198**	**17%**	**3,124**	**0%**	**16,395**	**2%**	
EXPENDITURES :												
WATER & SEWAGE	25,937	32,500	39,104	32,500	32,500	-	0%	-	0%	6,563	25%	Irrigation for KI Parkway, roundabout, Beachwalker Dr and Betsy Kerrison Parkway
LANDSCAPING COSTS - MINOR	211,089	120,000	163,162	180,000	260,000	140,000	117%	80,000	44%	48,911	23%	Contract for maintenance of KI Parkway, roundabout, Beach Walker Dr and Betsy Kerrison
CHRISTMAS DECORATIONS	9,888	11,000	1,818	1,818	11,000	-	0%	9,182	505%	1,112	11%	Estimate for Christmas decorations
ELECTRICITY COSTS	2,399	3,000	806	3,000	3,000	-	0%	-	0%	601	25%	Electricity for roundabout lights
TOTAL EXPENDITURES	**249,313**	**166,500**	**204,890**	**217,318**	**306,500**	**140,000**	**84%**	**89,182**	**41%**	**57,187**	**23%**	
FUND TRANSFERS TO OTHER FUNDS :												
TRANSFER TO ARTS & CULTURAL FUND	22,000	22,000	-	22,000	-	(22,000)	-100%	(22,000)	-100%	(22,000)		
TRANSFER TO GENERAL FUND	60,886	122,500	-	17,850	200,000	77,500	63%	182,150	1020%	139,114	632%	Transfer to GF for 35% cost of Beachwalker Dr and KI Parkway intersection improvements
TRANSFER TO CAPITAL FUND	372,524	331,671	-	376,030	396,521	64,851	20%	20,492	5%	23,997	39%	20% of Hospitality tax revenue for future projects on tourism related infrastructure , 20% -Emergency Fund
TOTAL HOSPITALITY FUND EXPEND & TRANSFERS	**704,723**	**642,671**	**204,890**	**633,198**	**903,021**	**260,351**	**41%**	**269,824**	**43%**	**198,298**	**53%**	
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ 372,080**	**$ 367,329**	**$ 350,803**	**$ 456,876**	**$ 190,177**	**$ (177,153)**	**-48%**	**$ (266,700)**	**-58%**	**$ (181,903)**	**-49%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
VICTIMS ASSISTANCE FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
SOURCES :												
VICTIMS ASSISTANCE FEES	$ 5,180	$ 10,000	$ 3,246	$ 10,000	$ 10,000	$ -	0%	$ -	0%	$ 4,820	93%	
TOTAL SOURCES	**5,180**	**10,000**	**3,246**	**10,000**	**10,000**	**-**	**0%**	**-**	**0%**	**4,820**	**93%**	
EXPENDITURES:												
CONTRIBUTIONS TO VICTIMS PROGRAMS	5,180	10,000	7,645	10,000	10,000	$ -	0%	$ -	0%	4,820	93%	
TOTAL EXPENDITURES	**5,180**	**10,000**	**7,645**	**10,000**	**10,000**	**$ -**	**0%**	**$ -**	0%	**4,820**	**93%**	
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ -**	**$ -**	**$ (4,399)**	**$ -**	**$ -**	**$ -**	**0%**	**$ -**	**0%**	**$ -**	**0%**	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
ARTS & CULTURAL FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change
SOURCES :											
TRANSFER FROM LATAX FUND	$ 219,763	$ 211,540	$ -	$ 202,575	$ -	$ (211,540)	-100%	$ (202,575)	-100%	$ (219,763)	-100%
TRANSFER FROM HOSPITALITY TAX FUND	22,000	22,000	-	22,000	-	(22,000)	-100%	(22,000)	-100%	(22,000)	-100%
TRANSFER FROM SATAX TAX FUND	-	-	-	-	324,000	324,000	-	324,000	-	324,000	-
TRANSFER FROM GENERAL FUND	104,615	118,000	-	118,000	24,638	(93,362)	-79%	(93,362)	-79%	(79,977)	-76%
TICKET SALES	58,617	85,000	73,339	75,000	75,000	(10,000)	-12%	-	0%	16,383	28%
TOTAL SOURCES	**404,995**	**436,540**	**73,339**	**417,575**	**423,638**	**28,718**	**7%**	**6,063**	**1%**	**18,643**	**5%**
										-	
EXPENDITURES:										-	
PAYROLL & RELATED EXPENSES	89,380	133,000	89,380	94,638	94,638	5,258	6%	(16,185)	-15%	5,258	6%
ARTS COUNCIL	100,067	118,000	105,000	118,000	118,000	-	0%	-	0%	17,933	18%
ADMINISTRATIVE COST	4,615	5,540	3,260	5,000	5,000	(540)	-10%	(540)	-10%	385	8%
CULTURAL EVENTS	210,933	180,000	112,153	199,937	206,000	24,000	13%	6,063	3%	(4,933)	-2%
TOTAL EXPENDITURES	**404,995**	**436,540**	**309,793**	**417,575**	**423,638**	**28,718**	**7%**	**(10,662)**	**-2%**	**18,643**	**5%**
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ -**	**$ -**	**$ (236,454)**	**$ 0**	**$ 0**	**-**	**0%**	**(28,640)**	**-**	**$ 0**	**-**

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/26
CAPITAL & EMERGENCY FUND

	Actuals FY 2024	2024-2025 Budget	Actuals thru 2/16/2025	Projected 2024-2025	2025-2026 Proposed Budget	FY 25 Budget $ Change	FY 25 Budget % Change	FY 25 Projected $ Change	FY 25 Projected % Change	FY 24 Actuals $ Change	FY 24 Actuals % Change	Justifications/Notes
REVENUES & SOURCES :												
TRANSFER FROM GENERAL FUND	$ -	$ -	$ -	$ -	$ -	$ -	-	$ -	-	$ -	-	
TRANSFER FROM LOCAL ACCOMMODATION FUND	537,224	600,000	643,969	643,969	672,410	72,410	12%	28,441	4%	135,187	25%	40% of LATAX Revenue
TRANSFER FROM BEVERAGE FUND	37,573	50,000	48,000	48,000	51,000	1,000	2%	3,000	6%	13,427	36%	
TRANSFER FROM HOSPITALITY TAX FUND	359,204	360,000	376,030	376,030	396,521	36,521	10%	20,492	5%	37,317	10%	40% of HTAX Revenue
INTEREST	446,705	300,000	272,768	300,000	300,000	-	0%	-	0%	(146,705)	-33%	Rate of return -4%
TOTAL REVENUES & SOURCES	**1,380,706**	**1,310,000**	**272,768**	**1,367,999**	**1,419,931**	**109,931**	**31%**	**-**	**0%**	**(146,705)**	**-33%**	
EXPENDITURES:												
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	-	-	0%	
NET INCREASE/(DECREASE) IN FUND BALANCE	**$ 1,380,706**	**$ 1,310,000**	**$ 272,768**	**$ 1,367,999**	**$ 1,419,931**	**$ 109,931**	**31%**	**$ -**	**0%**	**$ (146,705)**	**-11%**	

Town of Kiawah Island
Five Year Capital Improvements Plan

Capital Expenditures	Projected FY2025	Budgeted FY2026	Forecast FY2027	Forecast FY2028	Forecast FY2029	Forecast FY2030
Beach Renourishment	$ 77,000	$ -	$ 800,000	$ -	$ -	$ -
Municipal Center Expansion	-	300,000	12,000,000	-	-	-
Garage Modifications & Drainage Improvements	75,000	-	210,000	-	-	-
Municipal Center Parking Modifications	7,000	-	-	-	-	-
Pedestrian Leisure Trail	-	-	-	-	-	-
Beachwalker Dr Repavement	-	250,000	-	-	-	1,000,000
Kiawah Island Parkway Resiliency Projects	350,000	-	-	-	-	-
Beachwalker Dr & Kiawah Island Parkway Landscape	-	-	-	-	-	-
Betsy Kerrison Safety & Esthetics Enhancements	-	50,000	-	-	-	-
Median at Little Rabbit	12,000	-	-	-	-	-
Property Acquisitions	-	-	1,000,000	1,000,000	1,000,000	1,000,000
Audio-Visual Equipment Upgrade	65,000	-	-	-	-	-
Speed & Traffic Control Equipment	37,422	-	-	-	-	-
Vehicles	-	-	-	-	-	-
· Administration	-	-	-	55,000	-	-
· Planning	-	-	-	-	-	-
· Building Department	-	-	-	-	55,000	-
· Public Safety	-	-	-	55,000	-	-
· Public Works	23,944	-	110,000	70,000	70,000	70,000
·Wildlife	45,000	80,000	55,000	-	55,000	55,000
	-	-	-	-	-	-
Total Capital Expenditures	**$ 692,366**	**$ 680,000**	**$ 14,175,000**	**$ 1,180,000**	**$ 1,180,000**	**$ 2,125,000**

TAB 3

TOWN COUNCIL

Agenda Item

TOWN OF KIAWAH ISLAND

ORDINANCE 2025-09

AN ORDINANCE TO REPEAL AND REPLACE ARTICLE 16 – BEACH MANAGEMENT

WHEREAS, the Town of Kiawah Island Code of Ordinances currently contains Article 16 – Beach Management; and

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to repeal and replace Article 16 - Beach Management to promote the safe and responsible recreational use of the Town's beaches, marine resources and environs, and to prohibit uses and activities that would interfere with or impede normal recreational uses, adversely impact wildlife and the environment, or endanger members of the public; and

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to repeal and replace Article 16 – Beach Management.

Section 2 Ordinance

The Town hereby repeals Article 16 – Beach Management and replaces it as shown in the attached **"Exhibit A."**

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances, or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances

Section 4 Effective Date and Duration

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 3RD DAY OF JUNE 2025.

_____

Bradley D. Belt, Mayor

ATTEST:

By: _____

Petra Reynolds, Town Clerk

1st Reading: May 6, 2025

2nd Reading: June 3, 2025

Article 16 – BEACHES AND WATERWAYS

CHAPTER 1. - BEACHFRONT JURISDICTION AND MANAGEMENT

Sec. 16-101 - Purpose

This chapter is adopted to promote the safe and responsible recreational use of the Town's beaches, marine resources and environs, and to prohibit uses and activities that would interfere with or impede normal recreational uses, adversely impact wildlife and the environment, or endanger members of the public.

Sec. 16-102 – Town Jurisdiction

S.C. Code Section 5-7-30 confers upon municipalities the authority to adopt regulations and ordinances and exercise police powers to protect the health, safety, and welfare of its citizens and visitors within the Town municipal limits and grant franchises for the use of public beaches. Section 5-7-140 extends municipal police powers one mile seaward of the high tide line and to the low water mark of any navigable body of water other than the Atlantic Ocean (or the middle of such body of water). Section 5-7-145 authorizes municipalities to enact and enforce beach safety regulations within its jurisdictional limits. Section 48-39-350 directs local governments to enact a comprehensive beach management plan consistent with and meeting the requirements of the SC Beachfront Management Reform Act.

Sec. 16-103 - Plan adopted

The updated 2020 Comprehensive Beach Management Plan for the Town of Kiawah Island is hereby adopted by reference as if fully set forth herein, and shall constitute the Town's Comprehensive Beach Management Plan in accordance with applicable South Carolina Law.

CHAPTER 2. - DEFINITIONS

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section:

Active Beach means the area seaward of the toe of the Primary Dune or escarpment.

Artificial Light means any source of light, including both interior and exterior, emanating from a manmade device, including but not limited to: incandescent, mercury vapor, metal halide, or sodium lamps, flashlights, spotlights, street lights, construction or security lights.

Beach is inclusive of (1) those lands subject to periodic inundation by tidal and wave action so that no nonlittoral vegetation is established, (2) those areas between the mean low-

water mark and the mean high-water mark from Captain Sam's Inlet in the west to the northernmost portion of Little Bear Island in the east, (3) those areas between the mean high-water mark extending landward to the toe of the Primary Dune from Captain Sam's Inlet in the west to the northernmost portion of Little Bear Island in the east, and (4) those areas from the mean low-water mark for a distance of 300 yards into the waters of the Atlantic Ocean.

Beach and Dune System means the Beach and Dune collectively.

Beach Walkover means a structure designed to provide pedestrian access from either private homes, community access points, or adjacent streets to the beach, typically consisting of a wood boardwalk structure, stairs, ramps, or a combination thereof.

Community Beach Walkovers means those serving regimes, clubs, associations, commercial entities, or the general public intended to provide high-volume access to the beach.

Critical Habitat are environs designated by the Town that provide essential foraging, roosting, and nesting habitat for endangered or threatened species.

Dawn means 30 minutes before sunrise.

Dune(s) is inclusive of the Primary Dune and all dunes seaward of the Setback Line.

Dusk means 30 minutes after sunset.

Leash is a physical lead not longer than 16 feet that is made of material sufficient to effectively restrain the pet. Electronic collars do not constitute a leash.

New Development means and includes new construction and remodeling of existing structures when such remodeling includes alteration of exterior lighting.

Nuisance refers to any behavior or activity of a pet that can reasonably be considered threatening, dangerous, or persistently disruptive to other pets, wildlife, or humans.

On Leash means that a physical restraint is secured to the animal’s collar or harness, and continuously held by a competent person physically capable of restraining the animal.

Point Source means the bulb, lamp, or glowing elements of a fixture from which light is emitted.

Primary Dune means a dune which constitutes the front row of dunes adjacent to the Atlantic Ocean, has a minimum height of thirty-six (36) inches as measured vertically from the crest to the toe of the dune and forms a nearly continuous line for five hundred (500) shore parallel feet.

Setback Line means the line set by the South Carolina Department of Environmental Services - Bureau of Coastal Management (SCDES - BCM) that delineates the boundary within which the state has direct permitting authority for activities in the beach/dune system.

Shading Coefficient means a coefficient expressing that percentage of the incident radiation which passes through the window as heat.

Special Management Zone means a designated section of the beach that is vulnerable to storm surge and overwash. These areas typically have limited secondary dune protection.

Suitable Nesting Habitat are environs designated by the Town that contain the physical or biological features conducive to shorebird nesting and/or have historically been utilized for nesting.

Tinted or Filmed Glass means window glass which has been covered with window tint or film such that the material has a Shading Coefficient of 0.45 or less.

Under Control is a pet that is closely supervised, kept within sight and under voice control ensuring the safety and well-being of both the pet and the surrounding community.

(Code 2004, § 5.7.20; Ord. No. 1991-03, 7-11-1991; Ord. No. 2015-02, § I, 7-28-2015)

CHAPTER 3. - BEACH AND DUNE SYSTEM

Sec. 16-301 – Beach and Dune Protection

No building, fence, or other structure shall be erected, placed or altered within the Beach and Dune System unless permitted by the Town and until all applicable state and federal permits have been issued. Mitigation may be required as a condition of any permit granted.

Sec. 16-302 – Dune Alteration

No person shall alter, destroy or remove any portion of the Dune or vegetation thereon unless permitted by the Town and until all applicable state and federal permits have been issued.

Sec. 16-303 – Pedestrian Traffic in Dunes

No person shall walk on any portion of the Dunes other than via Beach Walkovers, existing, non-vegetated foot paths in front of Beach Walkovers, other designated beach access points, unless on official business.

Sec. 16-304 – Shoreline Alteration

No alterations shall be made to the natural shoreline, inlet location, or to existing natural beach elevation unless permitted by the Town and until all applicable state and federal permits have been issued.

Sec. 16-305 - Vehicle Use

(a) No vehicle, to include electric-assist bicycles and any other mode of transportation that is propelled by a motor or any other battery- assisted devices, including but not

limited to, battery-assisted motorized skateboards or battery-assisted motorized mono-wheel skateboards, shall be driven or operated on the Beach and Dune system of Kiawah Island, except as authorized below:

(1) Emergency vehicles.

(2) Town and other authorized government vehicles.

(3) Vehicles used in the turtle monitoring program.

(4) Vehicles used to conduct Town-approved beach surveys.

(5) Vehicles used in conjunction with Town contracts, concessions, franchise agreements, or operation agreements.

(6) Kiawah Island Community Association security and maintenance vehicles.

(7~~8~~) Small open motorized vehicles and medical devices may be operated by, or for the benefit of, individuals who have a physical or mental disability which is recognized by state or federal law, and which would otherwise preclude their use and enjoyment of the beach.

(8~~9~~) Any other vehicles deemed essential by the Town.

(b) Except in cases of an emergency, vehicles which are authorized to be driven or operated on the beach shall comply with the following requirements:

(1) Vehicles shall be operated so as not to endanger or unreasonably disturb beachgoers, wildlife or marine life, and designated critical habitat areas, including shorebird and turtle nesting areas.

(2) Vehicles shall not exceed a speed of fifteen miles per hour.

(3) Vehicles shall be operated on the wet sand when possible.

(4) Vehicles shall not be driven onto or within any Dune or vegetated area.

(5) Vehicles shall enter the beach only from designated vehicle access points.

(6) Vehicles shall be equipped with four-wheel drive.

(7) Vehicle operators must obtain a beach driving certification from the Town.

Sec. 16-306 - Digging on the Beach and Dune

(a) No person shall dig any hole to a depth of greater than 12 inches on the Beach.
(b) No person shall possess a metal shovel of any type within the Beach and Dune System.

(c) Anyone digging a hole or creating a sand structure must restore the sand to its natural condition either before leaving the beach or no later than 30 minutes prior to sunset.

(d) Exceptions: (1) Authorized personnel and (2) sponsored KICA, KIGR, KI Club or Town events. All holes created shall be filled at the end of the event.

Sec. 16-307 – Discharge on the Beach

Outfalls or other means of direct discharge onto the Beach are prohibited.

CHAPTER 4 - WILDLIFE AND MARINE LIFE

Section 16-401 – Wildlife and Marine Life Protection

In addition to any other applicable state or federal laws, no person shall physically harm or harass sea turtles (including eggs, nests and hatchlings), marine mammals or any seabird or shorebird (including eggs, nests and young).

(a) For the purpose of this section, the term "harass" shall mean any act that has the potential to harm or otherwise disturb by disrupting behavioral patterns, including, but not limited to: migrating, breeding, feeding, or roosting.

(b) Nothing herein shall preclude or otherwise limit the activities of any individual, employee, group or organization which has been duly authorized by an agency or department of the Town, state or federal government.

CHAPTER 5 - CONTROL OF PETS

Sec. 16-501- Control of Pets on the Beach and Dune System

(a) Pets are not permitted in Critical Habitat.

(b) Pets are not permitted on any portion of the Dunes. Pets shall traverse the Dunes via Beach Walkovers, existing, non-vegetated foot paths in front of Beach Walkovers, or other designated beach access points.

(c) Pets are required to be on leash at all times on the beach, except for the locations and time periods specified below:

(1) Dog Use Area: Owners may unleash their pets year-round between dawn and dusk in the Dog Use Area which is marked with signage and includes the Beach between the Kiawah East Beach Club and the Ocean Course vehicular access. The pet must be under control, shall not be a nuisance, and the owner/handler must have a leash in their possession. When Suitable Nesting Habitat is identified within the Dog Use Area, the leash restriction in (d) applies.

(2) Seasonal Dog Use Area: Owners may unleash their pets from October 16 through February 28 between dawn and dusk in all areas of the beach except those areas

designated as Critical Habitat. The pet must be under control, shall not be a nuisance, and the owner/handler must have a leash in their possession.

(d) Pets must be on leash seaward of any area designated as Suitable Nesting Habitat during shorebird nesting season, ~~typically between~~ during a period no longer than April 1 ~~and~~ to July 1

(Code 1993, § 16-502; Ord. No. 99-2, 3-9-1999; Ord. No. 2009-06, § 2(1), 9-1-2009; Ord. No. 2001-2, 3-13-2001; Ord. No. 2010-05, § 2, 8-30-2010; Ord. No. 2013-04, § 2, 5-7-2013; Ord. No. 2014-08, § 2, 8-5-2014)

CHAPTER 6 – CRITICAL HABITAT AND SUITABLE NESTING HABITAT

Sec. 16-601 - Designation of Critical Habitat

Critical Habitat includes all portions of the Beach and Dune System (1) west of the Critical Habitat sign located 800 yards west of Beachwalker County Park and (2) east of the Ocean Course Golf Course vehicular access.

Sec. 16-602 - Designation of Suitable Nesting Habitat

Suitable Nesting Habitat areas ~~will~~ may be designated by the Mayor during shorebird nesting season (April 1 to July 1) ~~when appropriate based~~ on written recommendations from the Town's Environmental Department. The recommendation shall explain in reasonable detail the evidence supporting the recommendation and shall be posted on the Town's website. Any such designation shall be limited in time and area reasonably required to protect nesting shorebirds.

CHAPTER 7 - BEACH LIGHTING FOR SEA TURTLE PROTECTION

Sec. 16-701 - New Development

(a) Exterior Light Fixtures shall be shielded so that no light illuminates the Beach and the Point Source is not visible from the Beach.

(b) Tinted or Filmed Glass shall be used in windows visible from the Beach.

(c) Temporary lights at construction sites shall not be mounted more than 15 feet above the ground. Illumination from the lights shall not spread beyond the boundary of the property being developed, and in no case shall those lights illuminate the Beach or shall the Point Source be visible from the Beach. Lights shall be turned off from 9:00 p.m. until dawn during the period of May 1 to October 31 of each year.

(d) Pool lighting shall be installed so that those lights do not illuminate the Beach and no Point Source is visible from the Beach.

(Code 1993, § 16-103; Ord. No. 2001-2, 3-13-2001; Ord. No. 2019-01, § 2, 3-5-2019)

Sec. 16-702 - Exemptions for New Development

The provisions of section 16-701 shall not apply to any structure for which a building permit has been issued by the Town, prior to March 5, 2019.

(Code 1993, § 16-104; Ord. No. 2001-2, 3-13-2001; Ord. No. 2019-01, § 2, 3-5-2019)

Sec. 16-703 - Existing Development

(a) Exterior Lights illuminating buildings or associated grounds for decorative or recreational purposes shall be shielded or screened so that those lights do not illuminate the Beach and no Point Source is visible from the Beach or turned off from 9:00 p.m. until dawn during the period of May 1 to October 31 of each year.

(Code 1993, § 16-105; Ord. No. 2001-2, 3-13-2001; Ord. No. 2019-01, § 2, 3-5-2019)

Sec. 16-704 - Individual Use of Lights

Use of unfiltered lights (any color spectrum except red), including but not limited to flashlights, bike lights, head lamps, cellular phones, and cameras, are prohibited on the Beach and Dune System from 9:00 pm until dawn during the period of May 1 to October 31 of each year.

(Ord. No. 2019-01, § 2, 3-5-2019)

Sec. 16-705 - Organized Functions and Special Events

The illumination from beachfront organized functions or special event lighting shall not spread beyond the boundary of the property and shall not illuminate the Beach nor shall the Point Source be visible from the Beach. No organized functions or special events shall take place on the Beach and Dune System between dusk and dawn during the period of May 1 to October 31 of each year, without approval of the Town.

(Ord. No. 2019-01, § 2, 3-5-2019)

CHAPTER 8 – BEACH WALKOVERS

Sec. 16-801 – State Requirements Adopted

All Beach Walkovers must be constructed in accordance with the South Carolina Department of Environmental Services - Bureau of Coastal Management (SCDES - BCM) requirements as set forth in the South Carolina Code of State Regulations, R 30-13(O)(1) and the Town hereby adopts and incorporates these regulations as a part of this Article.

Sec. 16-802 – Permit Required

Construction, major repair or modification of any Beach Walkover requires a permit from the Town. A permit is not required for maintenance projects to replace railings or decking if there is no excavation or movement of sand on the Beach and Dune System.

Sec. 16-803 – Special Management Zones

Special Management Zones shall be established by the Town to protect sections of the beach that are vulnerable to tidal intrusion due to limited dune protection. Special Management Zones will be designated by the Mayor when appropriate based on recommendations from the Town's Environmental Department.

Sec. 16-804 – State of Disrepair

Beach Walkovers shall be maintained in a state of good repair. This applies only to the portion of the walkover on the Active Beach. The Town will conduct periodic inspections, typically in May and after storm events, and shall notify the property owner that the said Beach Walkover is in violation. Owners must bring said walkover into compliance within 30 days of notification. Should said owner fail to repair and/or remove the unsafe portion from the identified Beach Walkover within the 30-day time limit, the Town shall be authorized to modify the identified Beach Walkover and file a real property lien against said owner's property for the costs associated with such removal or modification including reasonable attorney fees.

Sec. 16-8054 – Walkovers Extending onto the Active Beach

Beach Walkovers may not extend more than ten feet onto the active beach. The Town will conduct periodic inspections, typically in May and after storm events, and shall notify the property owner that the said Beach Walkover is in violation. The Town may, at its discretion, choose not to enforce this section after storm events in which the beach is expected to quickly recover and bring the Beach Walkover naturally back into compliance. The owner must submit their remediation plans within 30 days of notification. Once approved, the owner will have 90 days to cut off the boardwalk and remove the debris from the beach. Should the owner choose to rebuild, the normal approval process for a new Beach Walkover will be followed. Should said owner fail to modify the identified Beach Walkover within the 90-day time limit, the Town shall be authorized to modify the identified Beach Walkover and file a real property lien against said owner's property for the costs associated with such removal or modification including reasonable attorney's fees.

Sec. 16-8065 – Community Walkovers Terminating Landward of the Active Beach

Owners of existing Community Beach Walkovers terminating more than 20 feet landward of the active beach shall be notified by the Town to make corrections and extend Beach Walkovers over the Primary Dune to the Active Beach. If the Beach Walkover is within a Special Management Zone, the Primary Dune height used to determine the Beach Walkover elevation shall be the average height of the Primary Dune thirty feet on either side of the

Beach Walkover location. The owner must submit their remediation plans within 30 days of notification. Once approved, the owner will have 180 days to complete said remediation. Should said owner fail to extend and/or modify the identified Community Beach Walkover within the 180-day time frame, the Town shall be authorized to extend and/or modify said Community Beach Walkover and file a real property lien against said owner's property for the costs associated with such extension and/or modification including reasonable attorney's fees.

Sec. 16-807~~6~~ – Special Management Zone Requirements

It is unlawful for the deck (the top surface of the wood planking) of any Beach Walkover located in a Special Management Zone to exist at an elevation below the Primary Dune height. The Primary Dune height shall be the average height of the Primary Dune thirty feet on either side of the existing Beach Walkover. Owners of existing Beach Walkovers in violation shall be notified by the Town to make corrections. The owner must submit their remediation plans within 60 days of notification. Once approved, the owner will have 180 days to complete said remediation. Should said owner fail to modify the identified Beach Walkover within the 180-day time frame, the Town shall be authorized to levy fines up to $100 per day.

Sec. 16-808~~7~~ – Construction Timing

Beach Walkovers shall not be constructed during the time period from May 1 to October 31 in order to protect sea turtle nests and hatchlings. This seasonal restriction does not apply to Beach Walkover maintenance projects to replace railings or decking if there is no excavation or movement of sand on the Active Beach. The time frame requirements set forth in this section shall not accrue during this time period.

Sec. 16-809~~8~~ - Exceptions

The Town may grant an extension or modification~~s~~ to the above date and time frames to owners of Beach Walkovers in the event of extenuating circumstances.

CHAPTER 9 – GENERAL BEACH REGULATIONS

Section 16-901 - Littering Prohibited

No person shall leave, or cause or permit to be left, any glass, bottle, glassware, can or pieces thereof, cigarette or cigar butts, or any garbage, waste, litter, trash, debris or refuse of any kind on the beach or dune system or within the waters adjacent to the beach.

Section 16-902 – Prohibited Items

All single-use plastic carryout bags, all plastic straws, all polystyrene/plastic foam products, glass containers, and all balloons are prohibited from possession or use on the Beach (Sec 14-402 (e)).

Sec. 16-903 - Glass Containers and Products; Permitted Exceptions

Glass containers of any kind are prohibited on the Beach and Dune System, unless permitted by the Town for organized events.

Sec. 16-904 – Launching, Operating or Retrieving of Vessels Restricted

(a) No person shall launch or retrieve a vessel, excluding hand-launched sailboats, surfboards, kayaks, paddleboards, rafts, inner tubes or similar devices, anywhere on the Beach and Dune System, except in case of emergency.

(b) No person shall propel or cause to move any vessel, except hand-launched sailboats, kayaks, paddleboards, surfboards, rafts, inner tubes or similar devices within the Beach and Dune System, except in case of emergency.

(c) The above provisions shall not apply to the portion the Beach along the Stono River from the northern tip of Little Bear Island extending 2300 yards to the south.

(Code 1993, § 16-803; Ord. No. 2001-2, 3-13-2001)

Sec. 16-905 - Overnight Storage of Beach Equipment Prohibited

No person shall leave overnight on the Beach and Dune System, including under Beach Walkovers, items of any kind whatsoever, unless permitted by the Town. These items include, but are not limited to, tents, tent frames, beach chairs, beach umbrellas, clothing and toys.

(Code 1993, § 16-805; Ord. No. 2001-2, 3-13-2001)

Sec. 16-906 - Public Nudity Prohibited

It shall be unlawful for any person to appear or travel on the Beach and Dune System in a state of nudity.

(Code 1993, § 16-806; Ord. No. 2001-2, 3-13-2001)

Sec. 16-907 - Fires Restricted

No person shall build, start, ignite or maintain a fire or open flame, or use any propane fired grill, cooker, or heating device heated by fire on the Beach and Dune System except by permit from the Town

(Code 1993, § 16-811; Ord. No. 2001-2, 3-13-2001)

Sec. 16-908 - Fireworks Restricted

No person shall use, fire, shoot, discharge or ignite fireworks on the Beach and Dune System, except by permit from the Town (See section 15-209 for further regulations regarding this activity).

(Code 1993, § 16-812; Ord. No. 2001-2, 3-13-2001)

Sec. 16-909 - Breaching of the Peace Prohibited

No person shall appear on the Beach and Dune System in a grossly intoxicated condition or otherwise conduct himself in a disorderly or boisterous manner.

(Code 1993, § 16-813; Ord. No. 2001-2, 3-13-2001)

Sec. 16-910 - Commercial Activities Restricted

No person shall sell or offer for sale any goods or merchandise, or solicit any trade or business on the Beach and Dune System, except under license or written agreement from the Town.

(Code 1993, § 16-814; Ord. No. 2001-2, 3-13-2001)

Sec. 16-911 - Power to Recall Swimmers

The duly appointed code enforcement officers of the Town shall have the power and authority to recall from the waters adjoining the beach any person who, in their discretion, shall be in danger of drowning or becoming imperiled, or who may imperil the safety of others, or when the condition of wind, water, weather or any hazard, including the physical and mental condition of the person in the water, shall be such as to constitute a danger to the health, life, or safety of that person, rescue personnel or other persons within the waters.

(Code 1993, § 16-815; Ord. No. 2001-2, 3-13-2001)

Sec. 16-912 - Organized Functions and Special Events

Organized functions and special events on the Beach and Dune System are prohibited except by permit from the Town.

(Code 1993, § 16-817; Ord. No. 2001-2, 3-13-2001) (Ord. No. 2013-03, § 2, 5-7-2013)

Sec. 16-913 - Overnight Sleeping Prohibited

No person shall sleep on the Beach and Dune System between the hours of 10:00 p.m. and 7:00 a.m.

(Code 1993, § 16-808; Ord. No. 2001-2, 3-13-2001)

TAB 4

TOWN COUNCIL

Agenda Item

Town of Kiawah Island Zoning Ordinance Amendment Request
Case AZO24-000008 Case History

Planning Commission Meeting: July 3, 2024
Public Hearing and First Reading: November 5, 2024
Town Council Meeting: December 3, 2024
Planning Commission Meeting: December 18, 2024
Planning Commission: February 5, 2025
Second Reading: June 3, 2025

CASE INFORMATION

Applicant: Town of Kiawah Island

Application: The Town of Kiawah is requesting to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to modify Section 12-128. Access, Parking and Loading Regulations, Sec. 12-63 Description of Zoning Districts and Regulations, and Sec.12-374. Definitions to modify driveway and parking standards for pervious paving requirements.

Key Factors of the Proposed Ordinance:

The proposed amendments to Sec. 12-128 Access, Parking and Loading Regulations and Sec 12-63 Description of Zoning Districts and Regulations will require pervious paving for new and replacement driveways and parking lots and modifies the allowable increase of maximum lot coverage for utilizing pervious material. Introduces revised definition of pervious surface.

RECOMMENDATION BY THE PLANNING COMMISSION

Pursuant to §12-158(3) of the *Land Use Planning and Zoning Ordinance* "The Planning Commission shall review the proposed text amendment and/or zoning map amendment and take action, recommending that the Town Council approve or deny the proposed amendment. The Planning Commission may hold a public hearing in accordance with the procedures in section 12-156. The Planning Commission's recommendation shall be based on the approval criteria of subsection (6) of this section. The Planning Commission shall submit its recommendation to the Town Council within 30 working days of the Planning Commission meeting at which the amendment was introduced. A simple majority vote of Planning Commission members present, and voting shall be required to approve the amendment."

DECISION ON AMENDMENT BY THE TOWN COUNCIL

Pursuant to §12-158(5) of the *Land Use Planning and Zoning Ordinance* "After receiving the recommendation of the Planning Commission, the Town Council shall hold one or more public hearings, and any time after the close of the public hearing, take action to approve, approve with modifications, or deny the proposed amendment based on the approval criteria of subsection (6) of this section. A simple majority vote of Town Council members present, and voting shall be required to approve the amendment. Zoning map amendments shall not be approved with conditions. Prior to action on a proposed code text amendment, the Town Council may, in the exercise of its legislative discretion, invoke the "pending ordinance doctrine" by ordinance so that no building permits shall be issued for structures which would be affected by the proposed amendment until the Town Council has rendered its decision on the proposed amendment.

APPROVAL CRITERIA

Pursuant to §12-158(6) of the *Land Use Planning and Zoning Ordinance*, (6) Approval criteria. Text and zoning map amendments to the ordinance may be approved if the following approval criteria have been met:

a. The proposed amendment is consistent with the purposes and intent of the adopted Town of

Kiawah Island Comprehensive Plan;

b. The proposed amendment is consistent with the purposes and intent of this article;

c. The purpose of the proposed amendment is to further the general health, safety and welfare of the Town of Kiawah Island;

d. The proposed amendment corrects an error or inconsistency or meets the challenge of a changed condition.

Planning staff finds the proposed amendment satisfies the approval criteria pursuant to §12-158(6) and recommends approval.

PLANNING STAFF REVIEW

The proposed amendments require all new and replacement driveways and parking facilities to be pervious paving material and modifies the incentive that allowed increase to the maximum lot coverage for residential districts for utilizing pervious material for driveways. With the recommendation to require all driveways be of a pervious paving material, the allowable increase incentive for areas not defined by driveways in *Section 12-63. Description of zoning districts and regulations* was eliminated. Reduced incentives remain for use of pervious walks, patios and raised courtyards and planters created by walls three feet or less above adjacent grade.

The minimization of total impervious area directly relates to a reduction in stormwater runoff volume and the associated pollutants from a development site. It is for this reason that; this proposed amendment is recommended by the Comprehensive Marsh Management Plan Pervious Impervious Subcommittee and is responsive to specific recommendations of both the Comprehensive Marsh Management Plan (2023) and the Flood Mitigation and Sea Level Rise Adaption Report for Kiawah Island (2018) to reduce the amount of impervious surfaces on the island.

In addition to the reduction in runoff and associated pollutants this could also count towards the Town's Community Rating System (CRS) credits to improve the community's FEMA score which could help lower flood insurance rates. *"The Community Rating System (CRS) is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed the minimum requirements of the National Flood Insurance Program (NFIP)."*

The Pervious/Impervious Subcommittee of the Comprehensive Marsh Management Plan has been studying for the past six months various strategies to reduce the amount of impervious surface on Kiawah, per the plan's recommendation. This has included looking at possible incentive programs and how other coastal communities are addressing this issue as well as studying regulatory approaches.

City of Folly Beach – All new driveways and parking area outside the structure footprint are required to be pervious.

City New Orleans – All new and renovated surface parking lots are required to use pervious pavement.

Tybee Island – All new residential driveways and replacements of more than 50% of existing driveways be permeable materials designed to allow retention of at least the first one inch of stormwater.

Town of Seabrook Island – Parking spaces more than 10% of the minimum required parking spaces for a development are required to be permeable. No permeable parking requirements howvever permeable parking can be administratively approved for parking areas beyond the minimum parking

development standards, for outdoor storage areas, and for open air recreation parking uses for the Camp St. Christopher District.

Staff introduced an approach of providing incentives along with regulatory changes to achieve the recommended reduction of pervious paving on the island at the Town Council Retreat May 9-10, 2024. Based on the discussion it was understood that the Town of Kiawah has minimum incentives that can be offered at this time, as permitting costs are low and other resources are not available. It was recommended that the regulatory approach would be needed to achieve the desired reduction in impervious surface.

The review process for this recommendation began with an introduction for discussion purposes to the Planning Commission at the June 8, 2024 meeting. Subsequent to the introduction in June of 2024, the Planning Commission made a recommendation on the proposed amendment in July 2024. In coordination with additional resiliency and stormwater management regulatory change recommendations, further consideration of any action was paused to engage and inform the community including the Planning Commission and Town Council with greater understanding of Kiawah's existing condition.

On September 30, 2024, the Planning Department hosted a joint Town Council Planning Commission Stormwater / Resiliency Workshop to provide engagement with engineering professionals to better understand general stormwater best management practices and Kiawah Island's existing conditions. Representatives from Charleston County Public Works Department, Kiawah Island Community Association and Kiawah Conservancy were present.

The importance of education and awareness will be a continued priority to communicate the benefits of pervious paving and impacts of water quality are continued efforts of not only the planning department but the many other stakeholders.

- The Planning Commission has now a liaison role to area regimes and neighborhood to liaise between neighborhoods inquiring about the process of pervious paving materials. This provides direct opportunity to expound upon previous case studies and successes. This also provides an opportunity to educate and inform the community on the pervious paving options that are available with a range of durability and associated costs.

- Planning staff has presented to the Kiawah Island Community Association to share information gathered through Comprehensive Marsh Management Workgroup on pervious paving benefits.

- Communications department in coordination with subcommittee of the Comprehensive Marsh Management Workgroup is currently working on a pervious material podcast series.

- Standard communications on these subject matters are on the website and pushed out to the community from the Town along with the other entities as the Kiawah Conservancy and Kiawah Island Community Association to increase range of audiences.

- The Kiawah Conservancy has provided an analysis which provides impervious surface coverage across Kiawah estimating ~18% total impervious area. According to SCDNR and NOAA thresholds references included within materials:

    - Greater than 10-20% impervious coverage leads to adverse changes to the physical and chemical environment.

    - Greater than 20-30% impervious coverage leads to significant changes in environmental conditions

The proposed amendment would not require any existing driveways or parking areas to be demolished and replaced. Any proposed new driveway or parking area, or in the event a property owner is replacing

their driveway, or a major renovation for parking or driveway it would now be required implement a permeable surface.

With the continued dialogue and engagement planning staff finds the proposed amendment is consistent with greater goal of Kiawah community becoming more resilient.

PLANNING COMMISSION MEETING JULY 3, 2024

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

On July 3, 2024 The Planning Commission approved the proposed text amendment with a vote of 5 to 1.

TOWN COUNCIL MEETING PUBLIC HEARING AND FIRST READING NOVEMBER 5, 2024

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

The Town Council voted to approve on 1st Reading the ordinance as proposed by a vote of 3 to 1.

Discussion included views on incentives programs along with concerns about the cost and maintenance of pervious surfaces.

TOWN COUNCIL MEETING SECOND READING DECEMEBR 3, 2024

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

Town Council held discussion regarding potential incentives opportunities.

The Town Council voted to amend the proposed ordinance, recommending the following changes:

- **Remove the driveway replacement requirement**
- **Insert a date of when new driveways and parking facilities will be required.**
- **Amend Section 12-128 (f) All new construction or replacement of parking facilities shall be a pervious surface.**

These changes received a vote of Town Council approving the amended ordinance with a 4 to 1 vote.

Due to the proposed changes, legal counsel advised that the ordinance amendments should go back before the Planning Commission for review and recommendation. The Planning Commission shall have no more than 30 days within which to submit its report on the amendments.

Town Council directed planning staff and legal staff to convene on proposed language regarding defining replacement parking facilities.

The proposed text amendment was reviewed by the Planning Commission for review and recommendation at a special call meeting on December 18, 2024.

PLANNING COMMISSION MEETING DECEMBER 18, 2024

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

Planning Commission discussed potential changes presented. **On December 18, 2024, the Planning Commission voted to defer action for further study of potential impacts by a vote of 7 to 0.**

Planning Commission requested engagement with professionals to provide additional context to installation, maintenance, costs, and other potential impacts.

PLANNING COMMISSION MEETING FEBRUARY 5, 2025

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

Planning staff invited members of the private sector to engage with the Planning Commission relative to pervious paving requirements. Contractors, installers, and other representative shared the benefits and challenges to pervious paving.

Planning Commission voted to make a recommendation to the Town Council to allow time for a workshop to gather additional information in regards to the amended ordinance.

Subsequent to this meeting an informal subcommittee composed of Larry Iwan, Gene Babinec and Madeleine Kaye met on March 28th with staff to discuss next steps. Pervious driveways were highlighted as just one tool in the tool box which includes stormwater standards etc.

TOWN COUNCIL SECOND READING JUNE 2, 2025

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

Pursuant to Division 5. General Procedural Requirements. Sec. 12-155. Generally, (6) Inaction by review and decision-making bodies. *"When a review or decision-making body fails to take action on an application within the time required, such inaction shall be interpreted as a recommendation of approval of the application, respectively. Timeframes for action may be extended if the applicant consents to the extension. When a review body fails to take action on an application within the time required, the decision-making body shall be free to proceed with its own action on the matter without further awaiting the recommendation of the review body."*

As a result the following ordinance as recommended comes before the Town Council for final reading.

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-24

An Ordinance to Amend Chapter 12 – Land Use Planning and Zoning Ordinance Article II. Zoning, Division 2. Zoning Maps/Districts. Sec. 12-63. - Description of zoning districts and regulations.; Division 4. Supplemental Regulations, Sec. 12-128. - Access, parking, and loading regulations; and Article IV. Definitions. Sec. 12-374. - Definitions to modify driveway and parking standards for pervious paving requirements

WHEREAS, the Town of Kiawah Island Municipal Code currently contains *Chapter 12 - Land Use Planning and Zoning*; and

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to enhance resiliency efforts by modifying driveway and parking standards for pervious paving requirements; and

WHEREAS, the text amendment would be consistent with the purposes and intent of the adopted Comprehensive Plan and would not be detrimental to the public health, safety, and welfare of the Town of Kiawah Island; and

WHEREAS, the Planning Commission held a meeting on July 3, 2024, at which time a presentation was made by staff, and an opportunity was given for the public to comment on the text amendment request; and

WHEREAS, the Planning Commission, after consideration of the staff report, subsequently voted to recommend to the Town Council that the proposed amendment be approved; and

WHEREAS, the Town Council held a Public Hearing on November 5, 2024, and a meeting on December 3, 2025, providing the public an opportunity to comment on the proposed amendment; and modified the proposed amendment to remove the driveway replacement requirement; and

WHEREAS, Town Counsel stated per the Local Planning Act, the modification should be returned to the Planning Commission to submit its report and recommendation on the change to Town Council within a time prescribed by ordinance, which may not be more than 30 days; and

WHEREAS, the Planning Commission held subsequent meetings on December 18, 2024, and February 5, 2025, at which time a presentation was made by staff, and an opportunity was given for the public to comment on the text amendment request; and

WHEREAS, the Planning Commission, after consideration of the staff report, subsequently voted to recommend to the Town Council to allow time for a workshop to gather more information and defer back to the Planning Commission.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 **Purpose**

The purpose of this Ordinance is to amend Chapter 12 - Land Use Planning and Zoning Ordinance to modify driveway and parking standards for pervious paving requirements.

The proposed amendments require all new driveways and parking facilities to be pervious paving material and modify the incentive that allows an increase to the maximum lot coverage for residential districts for utilizing pervious material for driveways.

Section 2 **Ordinance**

(1) The Town hereby amends Section 12-63 Description of Zoning Districts and Regulations as shown in the attached **"Exhibit A".**

(2) The Town hereby amends Section 12-128. Access, Parking, and Loading Regulations as shown in the attached **"Exhibit B".**

(3) The Town hereby amends Section 12-374. Definitions as shown in the attached **"Exhibit C".**

Section 3 **Severability**

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective 30 days from its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 3RD DAY OF JUNE 2025.

_____

Bradley D. Belt, Mayor

ATTEST:

By: _____

Petra Reynolds, Town Clerk

1st Reading: November 5, 2024

2nd Reading: June 3, 2025

Sec. 12-63. Description of zoning districts and regulations.

The purpose and intent of this section is to specify zoning categories and standards for all classes of use, e.g., residential, resort, commercial, etc. Standards include permitted density, lot size and coverage, and supplemental regulations.

(1) Any property previously zoned special development shall fall under the PD zoning.

(2) In determining the maximum number of dwelling units or hotel rooms per acre, all water bodies and all land below mean high-water level on the original or "grassroots" site are to be excluded. This requirement serves to reduce overcrowding and over-development of residential, resort, commercial and other sites. Maximum density/intensity is a limit on development rights, and not a grant of vested rights.

(3) Lot coverage is defined in article IV, definitions, of this ordinance. Maximum percentage lot coverage is specified for each zoning district: however, the following items shall be excluded from lot coverage as determined by the Planning Director:

a. At grade boardwalks and landscape retaining walls below three feet in height; or

b. The access drive located on the "pole" of a flag lot as defined by this ordinance.

Allowable increase for residential districts. The maximum lot coverage for the R1, R2, and R3 districts may be increased for specific pervious elements as follows:

Maximum Lot Coverage as Shown in the Residential District	Allowable increase as percentage of the Maximum Lot Coverage
50 percent	~~10~~ 2.5 percent
40 percent	~~15~~ 5 percent
33 percent	~~20~~ 10 percent

The only items that qualify for allowable increase in maximum lot coverage as determined by the Planning Director are:

~~a. Driveways not defined by this ordinance that utilize pervious materials.~~

b. Pervious walks and patios.

c. Raised courtyards and planters created by walls three feet or less above the adjacent grade.

Where an OCRM critical line is located on the property, the setback and buffer requirements of the waterfront development standards, section 12-76, shall apply.

(4) The following apply to the residential zoning districts:

a. For lots on cul-de-sacs or similar circumstances, the minimum width shall apply at the front yard setback line. Cul-de-sac lots shall have a minimum width of 25 feet at the street line. The minimum width of any flag lot may be reduced to 20 feet, provided that the minimum width specified in the table is provided at the front building setback line.

b. The minimum yard requirements shall be increased to 30 feet from any lot or parcel boundary which abuts a golf course, lagoon, marsh, and/or open area.

c. Height of single-family detached homes is measured from the Federal Emergency Management Agency's base flood elevation determined for the individual home site.

(5) The following apply to the nonresidential zoning districts:

a. For lots on cul-de-sacs or similar circumstances, the minimum width shall apply at the front yard setback line. Cul-de-sac lots shall have a minimum width of 25 feet at the street line.

b. Nonresidential structures may have the height in stories shown in the corresponding zoning district lot standards table, provided that the highest roof ridge of the building does not exceed the height shown from the Federal Emergency Management Agency's base flood elevation determined for that individual structure.

c. Canopies connected to the main building shall be set back a minimum of 20 feet from any property line.

(Code 1993, § 12A-203; Ord. No. 2005-08, § 12A-203, 10-12-2005; Ord. No. 2015-04 , § 2, 4-14-2015)

Sec. 12-128. Access, parking and loading regulations.

The following regulations are intended to aid in the design and location of proper access, parking, and loading areas in order to maintain safe and efficient traffic flow, and to promote environmental stewardship and stormwater runoff best management practices.

(1) *Access/driveways.* The following regulations shall apply to all development to prevent the proliferation of poorly spaced driveways that can result in reduced safety and carrying capacity of community streets, except that the distances may be varied in accordance with section 12-163 to permit the construction of a single, safe access where no other access to a lot is possible.

a. Generally, any lot having access to more than one type of street shall provide access on the street designed for the lowest traffic volume.

b. Nonresidential properties having access to a minor and collector street may construct a single driveway on the collector street, provided that the driveway complies with the standards herein.

c. There shall be only one curb cut for an individual lot or parcel. Town approval shall be required for more than one curb cut to an individual lot or parcel from any street, where there is a compelling reason.

d. No lot or development parcel shall directly access Kiawah Island Parkway and the arterial portions of Governor's Drive and Flyway Drive.

e. Private residential driveways shall be a minimum of ten feet in width and provide a vertical clearance of a minimum of 13.5 feet. Nonresidential driveways shall be a minimum of 18 feet in width and provide a vertical clearance of a minimum of 13.5 feet.

~~e.~~f. All new driveways permitted after July 3~~April 4,~~ 2025 shall be constructed of pervious materials.

(2) *Spacing between driveways and intersections.* The centerline of driveways shall be separated from the centerline of other driveways and intersections in accordance with the following table 4D, excepting lots platted prior to adoption of the ordinance from which this article is derived and where relief is needed to protect essential natural features, such as specimen trees and dunes:

Table 4D. Driveway Separation Regulations	
Road Type	Minimum driveway separation
Arterial	Driveways prohibited
Collector	75 feet
Minor	No spacing limitation

a. No driveway shall be permitted providing access to an arterial street if the property has access to a collector or minor street.

b. On minor streets, no driveway should be permitted within 60 feet of an intersection, except when relief is needed due to an existing tree, unusual lot configuration, wetlands or other topographical or geographic feature of the lot.

c. When channelized right turn lanes are used, the Planning Director shall determine the minimum spacing between the driveways and intersections based on AASHTO standards as modified by site-specific conditions.

(3) *Parking and loading.* This section specifies the minimum parking and loading standards for the Town. Where strict interpretation of these standards creates a unique hardship, an individual may seek a variance pursuant to section 12-163.

a. *Minimum parking requirements.* Each use shall provide the number of parking spaces specified in table 4F in subsection (3)c of this section and comply with the following:

1. The Planning Director shall determine the number of parking spaces required for uses not referenced in table 4F in subsection (3)c of this section by first applying the standard for the most similar use or uses as listed in the table. If there is no similar use, the Planning Director may make a determination or may request that the applicant undertake a parking study.

2. Any fraction of a parking space required under this article shall be counted as a full parking space.

3. Handicapped spaces shall be provided as required by the Americans with Disabilities Act (ADA) standards shown below in table 4E in subsection (3)b of this section, or as requirements are amended by Federal Law.

4. Parking requirements shall be based on gross leasable area.

5. Off-street parking facilities shall be provided for any new building constructed and for any new use established, for any addition or enlargement of an existing building or use, or for any change of occupancy or manner of operation that would result in additional parking spaces being required; provided, however, if insufficient parking exists on a lot or parcel, then the number of spaces required to meet the needs of both the existing and new buildings or uses shall be provided.

6. Facilities being used for off-street parking on the effective date of this article shall not be reduced in capacity to less than the number of spaces prescribed, nor shall they be altered in design or function to less than the minimum standards prescribed herein.

7. For sites with more than one use, or for adjacent sites served by a common parking facility, the parking requirement shall be the total number of spaces required for each site or use.

b. *Accessible parking for physically disabled persons.* Handicapped spaces shall be provided as required by the Americans with Disabilities Act (ADA) standards shown in the following table 4E:

Table 4E. Minimum Number of Accessible Spaces for Physically Disabled Persons

Total Parking Spaces Provided	Minimum Number of Spaces		
	Accessible	Van Accessible	Car Accessible
1—25	1	1	0
26—50	2	1	1
51—75	3	1	2
76—100	4	1	3
101—150	5	1	4
151—200	6	1	5
201—300	7	1	6
301—400	8	1	7
401—500	9	2	7
501—1,000	2 percent of total spaces	1 out of every 8 accessible spaces	7 out of every 8 accessible spaces

Over 1,000	20 + 1 per each 100 spaces over 1,000		

c. *Minimum dimensions.* All parking spaces reserved for persons with disabilities shall comply with the parking space dimension standards of this section, provided that access aisles shall be provided immediately abutting such spaces, as follows:

1. *Car accessible spaces.* Car accessible spaces shall have at least a five-foot-wide access aisle located abutting the designated parking space.

2. *Van accessible spaces.* Van accessible spaces shall have at least an eight-foot-wide access aisle located abutting the designated parking space.

3. *Proximity to main entrance.* All accessible spaces shall be in close proximity to the main entrance of the facility being served.

Table 4F. Off-Street Parking Requirements		
Type of Development		Required No. of Parking Spaces[1]
Residential		
	Single-family detached	2 spaces per dwelling unit (DU)[2]
	Duplex	2 spaces per dwelling unit
	Patio homes	2 spaces per 2 bedroom per dwelling unit
	Townhouses	2.5 spaces per 3 or more bedroom per dwelling unit
	Multiple-family	1.5 spaces per efficiency or 1 bedroom per dwelling unit
Hotels		1.25 spaces per room
	Guestrooms	1 space per 4 persons allowed under maximum occupancy
	Conference area (part of hotel structure)	1 space per 75 square feet of indoor seating area, plus 1 per 200 square feet of outdoor seating area
		50 percent of parking required for other uses
Other uses[2]		
	General office	1 space per 300 square feet of GLA
	Real estate sales/leasing	1 space per 100 square feet of GLA
	Doctor/dentist office	1 space per 100 square feet of GLA
	Retail/service	1 space per 250 square feet of GLA
	Restaurant	1 space per 75 square feet of indoor seating area, plus 1 per 200 square feet of outdoor seating area
	Religious activities and public assembly	1 space per 50 square feet of assembly area
	Convention center (not accessory to hotel)	1 space per 4 persons allowed under maximum posted occupancy, plus 1 per employee in shift
	Community services	1 space per 2 employees plus 1 per company car parked on the premises
Recreational		
	Driving range	1.5 spaces per tee
	Golf courses	4 spaces per hole, plus 50 percent of the other uses, plus 1 space per employee on the largest shift[3]

	Tennis courts	2 spaces per court, plus 50 percent of the other uses, plus 1 space per employee on the largest shift[3]
	Marinas	3 spaces per 4 slips, plus 50 percent of the other uses[3]
	Swimming pool	1 space per 300 square feet pool and deck area
	Food and beverage	1 space per 75 square feet of indoor seating area, plus 1 space per 200 square feet of food service area
	Other recreational facilities, indoor	1 space per 300 sq. ft
	Parks (note: in addition to any other uses in this table)	1 space per 2 acres with minimum of 3 spaces
	Mixed use parking	Calculated per individual use as set forth in this table
[1] The Planning Director may determine that parking in addition to any of the parking set forth in this table is necessary in the form of overflow parking on pervious surfaces.		
[2] Single-family residences shall have adequate turnaround space along driveways so that vehicles do not need to back into or out of driveways.		
[3] Other uses may include accessory meeting rooms/convention facilities and accessory restaurants.		

d. *Parking design standards.* The following are minimum design standards, the Planning Director may require modifications to parking lot design to ensure the safety of pedestrians, bicyclists and motorists:

1. All off-street parking shall be located outside of required landscape buffer areas and behind front building lines.
2. Parking facilities constructed, or reconstructed greater than 50 percent of their original size, subsequent to the effective date of the ordinance from which this article is derived shall conform to these design standards.
3. All required parking facilities shall be maintained for the duration of the use requiring such facilities. Parking facilities shall be used exclusively for the temporary parking of passenger automobiles, motor vehicles or light trucks not exceeding one ton in capacity, and shall not be used for the sale, display or storage of merchandise, or for the storage or repair of vehicles or equipment.
4. All required parking facilities shall be located on the same site as the use for which such facilities are required.
5. On street head-in parking is prohibited.
6. Angled parking is prohibited.
7. Required parking for residential uses shall be provided within an enclosed garage.
8. Each standard parking space shall consist of an independently accessible rectangular or trapezoidal area.
9. Each parking space shall have a vertical clearance of at least 7.5 feet.
10. Each parking and loading area shall have adequate drives, aisles, and turning and maneuvering areas for access and usability, and shall at all times have access to a street or alley.
11. The minimum parking facility design standards are listed in table 4G in this subsection.
12. All required surface parking facilities shall be constructed of a pervious surface. This includes newly constructed or additions to existing parking facilities and replacement

parking facilities. Replacement parking facilities shall be defined as substantial improvements where any combination of repairs, reconstruction, alteration or improvements exceed 50% of the total surface parking facility area as determined by the Planning Director. Designated service drives and loading zones which shall be identified during site plan review process are exempt and may use impervious surface materials.

~~12.~~13. Where applicable, the Planning Director may require overflow parking spaces in addition to those required in table 4F in subsection (3)c of this section. All overflow parking spaces shall be of a pervious surface.

~~13.~~14. Required parking spaces shall not have direct access to a street or highway. Access to required parking spaces shall be provided by on-site driveways. Off-street parking spaces shall be accessible without backing into or otherwise reentering a public right-of-way.

Table 4G. Minimum Parking Facility Design Standards

Parking Pattern (degrees)	Maneuvering Lane Width (feet)		Parking Space Dimensions (feet)		Total Width of Two Tiers of Spaces and Maneuvering Lane (feet)	
	One-Way	Two-Way	Width	Length	One-Way	Two-Way
0 (parallel)	11	18	8.5	25	28	35
30—50	12	20	9	18	48	56
54—75	13	22	9	18	49	58
76—90	N/A	24	9	18	N/A	60

e. *Markings.* In paved parking areas, each off-street parking space shall be identified by surface markings at least four inches in width. Marking shall be visible at all times. Such markings shall be arranged to provide for orderly and safe loading, unloading, parking and storage of vehicles.

f. *Off-street loading requirements.*

1. *Spaces required.* For every nonresidential use there shall be provided sufficient space to accommodate the maximum number of trucks that will be loading, unloading, or standing at any one time.

2. *Size of space.* Each off-street loading space shall be of a size commensurate with the buildings to be accommodated. In no case shall required off street loading space encroach upon off street parking space required by this article.

3. *Location.* All required off street loading spaces shall be located on the same lot as the building which they are intended to serve.

4. *Entrances and exits.* Off-street loading entrance and exit drives shall be located at least 25 feet from any street intersection.

5. *Loading spaces adjacent to sidewalks.* Where a loading space is adjacent to a public sidewalk or other public pedestrian way, it shall be so located, arranged, and improved with curbs or other barriers, as to provide adequate protection for pedestrians.

6. *Maneuvering areas.* All off street loading spaces shall be provided with adequate off street maneuvering areas.

Table 4H. Loading Requirements	
Gross Floor Area (square feet)	Loading and Unloading Spaces Required
0—1,999	None
2,000—4,999	1 space at the discretion of the Planning Director
5,000—19,000	1 space
20,000—99,000	1 space, plus one space for each 20,000 square feet or portion thereof in excess of 20,000 square feet
100,000 or more	5 spaces, plus one space for each 40,000 square feet or portion thereof in excess of 100,000 square feet

g. *Parking, loading and vehicular use area landscaping.*

1. *Parking, loading and vehicular area perimeters.* Unless otherwise expressly stated, perimeter landscaping shall be required around the outer perimeter of all off street, surface parking, loading and vehicular use areas. Parking areas for the exclusive use of single-family dwellings shall be exempt from these requirements. Any off-street parking, loading or vehicular use area that will be entirely screened from view by an intervening building or structure or by a buffer provided to satisfy requirements contained elsewhere in this article shall also be exempt from these (parking, loading and vehicular use area) perimeter landscaping requirements.

2. *Perimeter landscape requirements.*

(i) A curbed perimeter landscape area at least ten feet in depth shall be provided at the perimeter of all off-street parking, loading and vehicular use areas, except where permitted driveway openings are to be provided. Where drainage or other utility easements exist along property lines, the perimeter landscape area shall be located adjacent to the easement.

(ii) Required perimeter landscape areas shall be planted in accordance with the following minimum standards:

A. One canopy tree shall be provided for each 50 linear feet of parking, loading or vehicular use area perimeter. These trees may be used to satisfy the interior parking lot landscaping requirements;

B. A hedge or other landscape material of at least three feet in height (at maturity) shall be planted within the perimeter landscape area to provide a continuous landscape element, or a combination of trees, hedge, other durable landscape material or approved wall, fence or earth berm may be used to form the continuous landscape element;

C. All portions of the perimeter landscape area not planted with shrubs or trees or covered by a wall or fence barrier shall be planted in grass or ground cover; and

D. Parked vehicles may overhang a landscaped area if curbing is installed to prevent any damage to plants within the required perimeter landscape area. Landscaping, walls, fences and earth berms will be located to prevent their damage and/or destruction by overhanging vehicles.

3. *Interior areas landscape requirements.* The following interior parking lot landscaping requirements shall apply to all parking lots except those exclusively serving single-family residential uses.

(i) A minimum of one landscape island shall be provided for each ten parking spaces within an off-street parking area. Required landscape islands shall have a minimum of 325 square feet, variably dependent upon the species of the canopy tree proposed by the designer. Each parking lot bay must terminate with a tree island.

(ii) Each required landscaping island shall contain at least one canopy tree and there shall be at least one canopy tree per ten parking spaces within the off-street parking area. Double-loaded interior parking landscape islands are to be no less than ten feet wide and canopy trees planted in these islands are to be planted in line with parking stripes (between vehicles).

(iii) Curbs, wheel stops or other approved protective barriers shall be installed around all required landscape islands, as approved by the Planning Director.

(iv) Landscaping provided to meet the right-of-way buffer standards of this article may not be used to satisfy interior parking lot landscaping requirements. Canopy trees provided to meet perimeter landscaping requirements may be counted to satisfy interior parking lot landscaping requirements.

h. *Paving and drainage.*

1. For all uses ~~except single-family dwellings,~~ parking and loading facilities shall be surfaced and maintained with ~~asphaltic concrete or other permanent hard surfacing~~ material sufficient to prevent mud, dust, loose material and other nuisances~~. Pervious materials may be allowed as approved by the Planning Director~~. Parking areas underneath the footprint of existing and proposed structures shall be exempt from this requirement. (Pervious surfaces permit infiltration or percolation of stormwater into the ground a rate greater than 0.1 inch/hour.)

2. All parking and loading facilities shall be designed, graded and provided with permanent storm drainage facilities that prevent standing water on any parking area, and do not increase the flow of water onto adjacent properties, streets or alleys. These facilities may include Low Impact Development solutions such as Bioretention Areas.

(Code 1993, § 12A-405; Ord. No. 94-12, § 2(12A-404), 9-26-1994; Ord. No. 2005-08, § 12A-405, 10-12-2005)

Sec. 12-374. Definitions.

(a) The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Relevant Definitions

Driveway means a minimum ten-foot wide vehicular travel way of any surface treatment (pervious or impervious) from the property line to the garage. This includes guest parking and required back-up and turn-around areas required for safe vehicular movement as determined by the Planning Director.

Impervious surface means any material which prevents, impedes or slows infiltration or absorption of stormwater directly into the ground at the rate of absorption of vegetation bearing soils, including buildings, asphalt, concrete, gravel and other surfaces as determined by the Planning Director.

Lot coverage means the total percentage of lot area that is impervious to stormwater, including buildings, decks, walls, driveways, ~~front~~ walkways, and other impervious surfaces as defined by this ordinance and determined by the Planning Director.

Parking lot means an open area providing off-street parking for the motor vehicles of residents, tourists, customers, or employees on a temporary, daily, or overnight basis.

Bioretention areas (rain gardens) means shallow depressed areas that are filled with a sandy soil and/or gravel media and are planted with vegetation used to reduce stormwater runoff rates, volumes and pollutant loads.

Pervious surface means an unimproved portion of land maintained in its natural condition or an improved portion of land covered by a material that permits infiltration or percolation of stormwater into the ground ~~as determined by the Planning Director~~ at a rate greater than 0.1 inch/hour.

Service drive means a designated drive aisle that is used for delivery and service by trucks and larger vehicles.

TAB 5

TOWN COUNCIL

Agenda Item

REQUEST FOR TOWN COUNCIL ACTION

TO: **Mayor and Town Council Members**

FROM: **Dorota Szubert Finance Director**

SUBJECT: **Charleston Visitor Bureau (CVB) Budget Approval FY2026**

DATE: **June 3, 2025**

BACKGROUND:

In August 2021**,** The Tourism Expenditure Committee (TERC), which is an oversight authority for State Accommodation Tax (SATAX) spending, adopted new reporting requirements for the local governments. One of the new requirements is that the Town provides documentation supporting the designation of a non-profit organization under S.C. Code 6-4-10(3) that engages in the advertising and promotion of tourism. These organizations are the recipients of SATAX revenue, generally referred to as "30% funds." The Town has designated Charleston Visitor Bureau (CVB) of the "30% fund."

The documentation required to be provided to TERC includes the annual budget for the designated organization, which needs to be reviewed by the local Accommodation Tax Committee and approved by the Town Council. The Town's State Accommodation Tax (SATAX) Committee has reviewed the CVB's FY 2026 Budget at its June meeting and recommended approval by the Town Council.

ACTION REQUESTED:

To approve CVB's FY2025-2026 budget.

30 Percent (NONPROFIT DMO) Budget Form (Adopted October 14, 2022)

Name of Government: Kiawah Island
Contact Person: Dorota Szubert
Phone: 843-768-9166 **Email: dszubert@kiawahisland.org**

Name of Organization Designated to Receive Special Fund:* Charleston Area Convention & Visitors Bureau / Explore Charleston

Atax Amount: $925,000

***Only one organization per form. Please duplicate this form as necessary.**

Project Category and Brief Explanation *	Amount Budgeted for 24-25	Amount Budgeted for 25-26
1 (Advertising), 2 (Promotional Materials), 3 (Marketing Support) and 7 (Other - Tourism Research)	$439,059	$481,332
5. Media Efforts	$82,684	$90,460
4. Group Sales Efforts and Tradeshows	$142,812	$160,664
6. Visitor Services (enters, Call / Chat Centers)	$178,511	$192,554
Total:	$843,066	$925,010

Project Categories - All must attract or provide for tourists.

1 - Advertising (Print, digital, broadcast, social, etc.)
2 - Promotional Materials/Publications
3 - Marketing support (creative, photography, videography)
4 - Group Sales Efforts and Tradeshows
5. Media Efforts
6. Visitor Services (Centers, Call/Chat Centers)
7. Other

Certification that the Local Accommodations Tax Advisory Committee Reviewed Budgets Submitted and Made Recommendations per Section 6-4-25 of the SC Code of Laws. (Please type YES or NO below. If NO, please offer explanation)

Use space below to offer brief explanation of difference between budget and actual expenses or attach supplemental documentation from DMO.

Save as an Excel or PDF Document and Return to Tourism Expenditure Review Committee via email at damita.holcomb@dor.sc.gov

TAB 6

TOWN COUNCIL

Agenda Item

Town of Kiawah Island
SATAX Committee Funding Recommendations
FY 2025/2026

	SATAX Funds - Source		Amount	
	Projected Revenue		$ 3,189,161	
	Projected Interest		$ 90,000	
	Carry over from FY 2024-2025		$ 710,916	
		TOTAL AVAILABLE FUNDS	$ 3,990,077	
	Statutory ($25,000 + 5%) – General Fund		($179,594)	
	Statutory (30%) – CVB		($902,870)	
	Town of Kiawah Island Proposed Budget Allocations	CCSO Deputy Contract		
		Beach Patrol Contract		
		Trident Beach Trash Pick-up Contract		
		Arts & Cultural Events		
		TOTAL BUDGETED TOWN ALLOCATION	($1,348,779)	
		REMAINING FUNDS	$1,558,834	

Tab #	Project	Applicant Sponsor	2025/2026 Application Request	SATAX Committee Funding Recommendation
6	Rentals Advertising and Marketing	Akers Ellis	$ 156,000.00	120,800
7	Destination Marketing & Advertising	Andell Inn	$ 295,000.00	$ 247,200
8	Maybank Fields Renovation/Upgrade Project	Barrier Island Little League	$ 100,000.00	$ 8,333
9	Vacation Rentals and Marketing	ESPM Vacation Rentals	$ 35,000.00	$ 21,833
10	Events Promotion	Freshfields Village / Freshfileds (EDENS) LLC	$ 35,000.00	$ 35,000
11	Garden & Gun + Freshfields Village / Kiawah Partnership	Freshfields Village / Freshfileds (EDENS) LLC	$ 211,396.00	$ 208,465
12	Tourism Marketing & Advertising	Freshfields Village / Freshfileds (EDENS) LLC	$ 65,000.00	$ 62,000
13	Low Counrty Festivus: Arts& Culture Series	Heal with Hearts	$ 8,000.00	$ 833
14	Keeper of the Wild Wildlife Rescue and Sanctuary	Keeper of the Wild Wildlife Rescue and Sanctuary Inc.	$ 5,239.05	$ 4,040
15	Beneath the Oaks with Rebecca McMackin	Kiawah Conservancy	$ 10,000.00	$ 5,000
16	Kiawah River Bridge Living Shorelines Project	Kiawah Conservancy	$ 340,000.00	$ 118,333
17	Marketing of KI Events and Holiday Programing	Kiawah island Golf Resort	$ 475,000.00	$ 475,000
18	The Angel Oak Preserve	Lowcountry Land Trust	$ 1,000,000.00	$ 43,333
19	Enhancing the Dolphin Experience of Kiawah Island	Lowcountry Marine Mammal Network	$ 25,850.00	$ 16,833
20	Advanced Medical Support	St. Johns Fire District	$ 110,060.00	$ 81,843
		Totals for Year Ending	$ 2,871,545.05	$ 1,448,849
	Total Available for Funding		$1,558,834	$1,558,834
	Total in excess of Funding		$ (1,312,711.05)	$ 109,986

Tourism-related expenditures include:

1. advertising and promotion of tourism so as to develop and increase tourist attendance through the generation of publicity
2. promotion of the arts and cultural events
3. construction, maintenance, and operation of facilities for civic and cultural activities including construction and maintenance of access and other nearby
4. roads and utilities for the facilities
   the criminal justice system, law enforcement, fire protection, solid waste collection, and health facilities when required to serve tourists and tourist
5. facilities. This is based on the estimated percentage of costs directly attributed to tourists
   public facilities such as restrooms, dressing rooms, parks, and parking lots
6. tourist shuttle transportation
7. control and repair of waterfront erosion
8. operating visitor information centers

TAB 7

TOWN COUNCIL

Agenda Item

Request for Town Council Action

TO: **Mayor and Council Members**

FROM: **Brian Gottshalk, Public Works Director**

SUBJECT: **Request to Recommend Firms for On-Call Engineering Services**

DATE: **3 June 2025**

BACKGROUND:

The Town engages external vendors to deliver engineering services that staff cannot provide. These outsourced services include civil, structural, traffic, and environmental engineering for various municipal projects. Currently, town staff are required to issue a Request for Proposals (RFP) or Request for Qualifications (RFQ) for an engineering project. A review team then evaluates each proposal before being forwarded to the Ways and Means Committee, which makes recommendations to the Town Council for final approval. Although this process ensures adherence to the Town's procurement ordinance and maintains effectiveness, it usually lengthens project timelines by at least one month or more.

The proposed process aims to expedite the selection of engineering firms while ensuring access to a diverse range of engineering expertise and adhering to the Town's procurement ordinance. This strategy will offer diverse perspectives and potential solutions in days, rather than weeks. Furthermore, the process will enable staff to cultivate long-term partnerships with firms that recognize the Town's unique characteristics, including its environmental conditions, stormwater management needs, and infrastructure.

This initiative enables the Town to establish on-call contracts with multiple engineering firms across various fields of expertise. It allows town staff to directly send project scopes to pre-qualified contracted firms, streamlining operations by eliminating the need for the traditional RFP process when appropriate, while preserving the option for competitive bidding on projects that warrant such an approach.

ANALYSIS:

Town staff released an RFQ for on-call engineering services. The RFQ was posted publicly and also sent directly to engineering firms that have done work for the town on past projects. A four-member review team consisting of Russell Berner, Ryan Ellmers (Civil Engineer with

KICA), Stephanie Tillerson, and I conducted a comprehensive evaluation of the fourteen submitted responses.

Fourteen firms responded to the solicitation: Alliance Consulting Engineers, AMT and Associates, ESP Associates, Infrastructure Consulting and Engineering, JMT, Kimley-Horn, McCormick Taylor, McSweeney Engineers, Mead & Hunt, MRB Group, RK&K, Seamon Whiteside, Weston Sampson, and Woolpert.

Following individual assessment and collaborative deliberation, the review team recommends six firms for contract negotiations:

- Alliance Consulting Engineers;
- Infrastructure Consulting and Engineering;
- Kimley-Horn;
- McSweeney Engineers;
- Weston Sampson; and
- Woolpert.

The selection was based on the qualifications and experience of the firm and its key personnel, technical capabilities, project experience, environmental stewardship experience, project approach and methodology, and fee schedule. These six firms provide comprehensive coverage across all engineering disciplines for the Town, ensuring specialized expertise and diverse perspectives.

ACTION REQUESTED:

The evaluation committee requests that the Town Council approve the authorization for the Mayor to enter into contract negotiations and execute agreements with the six recommended engineering firms: Alliance Consulting Engineers, Infrastructure Consulting and Engineering, Kimley-Horn, McSweeney Engineers, Weston Sampson, and Woolpert.

BUDGET & FINANCIAL DATA:

If approved, there will be no upfront costs involved. Costs will only arise when services are provided, and depending on the type of services, they will be allocated to either the General Fund or a Restricted Fund.

TOWN OF KIAWAH ISLAND

REQUEST FOR QUALIFICATIONS

On-Call Engineering Services

1. IMPORTANT DATES

Event	Date
RFQ Release Date	March 26, 2025
Pre-Submission Conference (Optional)	April 3, 2025, 10:00 AM
Deadline for Questions	April 10, 2025, 5:00 PM
Final Addendum Issued (if necessary)	April 14, 2025
Qualification Submission Deadline	April 25, 2025, 2:00 PM
Interviews (if necessary)	May 9, 2025
Anticipated Award Notification	Week of May 11, 2025
Contract Start Date	Week of May 18, 2025

2. OVERVIEW

The Town of Kiawah Island ("Town") is seeking Statements of Qualifications from qualified professional engineering firms to provide On-Call Engineering Services as needed. The Town intends to select up to three (3) firms to enter into non-exclusive on-call service agreements to provide professional engineering services.

Kiawah Island is a coastal barrier island community. Selected firms should have demonstrated experience working with similar coastal communities and understand the unique challenges and sensitivities of barrier island ecosystems.

These on-call contracts will provide the Town with ready access to professional engineering expertise across multiple disciplines without the need for individual procurement actions for each project. This approach will enable the Town to respond quickly to infrastructure needs, development review requirements, environmental challenges, and other engineering demands as they arise.

3. SCOPE OF SERVICES

The Town requires professional engineering services across multiple disciplines. Firms may demonstrate expertise in all areas or specialize in particular service categories. The Town may select firms with complementary expertise to ensure comprehensive coverage of all service needs. Below are specific engineering services to be provided.

3.1. General Civil Engineering Services

The Town seeks firms with expertise in general civil engineering to assist with infrastructure planning, design, and management. Services may include public infrastructure and facilities

assessment and planning; capital improvement project design; preparation and review of construction documents; construction administration and inspection; project management; cost estimating and budgeting; grant application support; permit preparation; development plan review; and transportation planning. Firms should have experience with public infrastructure projects in coastal communities and demonstrate knowledge of applicable regulations and permitting requirements.

3.2. Stormwater Management Services

Stormwater management is a critical concern for Kiawah Island as a coastal community. The Town requires expertise in stormwater system planning and design; drainage studies; hydrologic and hydraulic modeling; flood mitigation strategies; stormwater master planning; green infrastructure and low-impact development solutions; MS4 permit compliance; water quality assessment; erosion and sediment control; and best management practices design. Firms should demonstrate expertise in innovative stormwater management approaches appropriate for coastal environments with high water tables, tidal influences, and sensitive ecosystems.

3.3. Environmental and Resiliency Engineering Services

The Town is committed to protecting and enhancing its natural environment. Environmental engineering services may include environmental assessments and impact studies; wetland delineation and mitigation; coastal erosion studies and shoreline management; habitat restoration; environmental permitting; seawall and bulkhead design; sea level rise and flood mitigation planning; resilience planning; groundwater studies; contamination assessments; and environmental compliance monitoring. Firms should demonstrate experience with environmentally sensitive projects and knowledge of federal, state, and local environmental regulations.

3.4. Surveying Services

The Town may require surveying services to support engineering projects and land management. Services may include boundary and topographic surveys, as-built surveys, wetland surveys and mapping, right-of-way and easement mapping, and GIS data development and management. Firms should demonstrate proficiency with modern surveying technologies and data management systems.

4. Environmental Priorities

Selected firms should demonstrate their commitment to sustainable practices and experience with environmentally sensitive design. The Town encourages innovative approaches to infrastructure challenges that minimize environmental impacts and enhance natural systems.

Engineering services should consider and incorporate low-impact development techniques, nature-based solutions, green infrastructure, innovative stormwater management, habitat protection, wildlife conservation, and coastal resilience strategies where applicable. Firms should discuss their experience with environmental stewardship in terms of their qualifications and explain how they will integrate sustainable practices into their work for the Town.

5. QUALIFICATIONS AND FEE REQUIREMENTS

Statements of Qualifications should provide comprehensive information about the firm's capabilities, experience, approach to on-call engineering services, and fee structure. The Town seeks clear, concise submissions that demonstrate the firm's qualifications, understanding of the Town's needs, and competitive pricing.

5.1. Firm Profile and Experience

Provide an overview of your firm, including company history, size, and organizational structure. Describe your firm's experience with similar on-call contracts, particularly in coastal communities or barrier islands. Discuss your firm's approach to quality control and project management. Include information about your office locations and proximity to Kiawah Island.

5.2. Professional Staff Qualifications

Describe your firm's management team structure and identify key personnel who would be assigned to the Town projects. Include resumes for key personnel that detail their education, professional registrations, certifications, relevant experience, and specific roles in the contract. Discuss staff availability and capacity to handle multiple concurrent projects.

5.3. Technical Capabilities

Describe your firm's areas of specialized expertise and the services you provide in-house versus those you typically subcontract. Discuss your experience in each service category listed in the Scope of Services.

5.4. Project Experiences and References

Provide detailed information about at least three (3) relevant projects completed within the past five (5) years. For each project, include the project name and location, client name and contact information, project description and scope of services provided, project timeframe and completion date, and key personnel involved. Additionally, provide at least three (3) client references for similar on-call contracts, including contact information and a brief description of the services provided.

5.5. Environmental Stewardship Experience

Describe your firm's experience with sustainable design and environmental stewardship, particularly in coastal environments. Provide examples of environmentally sensitive projects and their outcomes. Discuss your experience with coastal resilience planning and implementation.

5.6. Project Approach

Explain your methodology for managing on-call assignments, including communication protocols, responsiveness strategies, quality control procedures, schedule management, cost control measures, and conflict resolution methods. Describe how you would establish and maintain effective working relationships with Town staff and other stakeholders. Discuss your approach to addressing the unique challenges of working in a coastal barrier island environment.

5.7. Fee Schedule

Provide a comprehensive fee schedule that includes:

1. Hourly rates for all personnel classifications who may work on Town projects
2. Hourly rates for specialized equipment usage, if applicable
3. Standard markup for sub-consultants, if any
4. Reimbursable expense policy and rates
5. Any volume discounts or other cost-saving measures available to the Town

The fee schedule will be considered in the selection process, and the final fee schedule will be incorporated into the final service contract. While the Town values competitive pricing, selection will be based on the best overall value, considering qualifications and fees.

6. Format Requirements

To facilitate the review and comparison of submissions, the Town requests that Statements of Qualifications follow these format guidelines:

Submit four (4) printed copies and one (1) electronic version (PDF format on USB drive). Include a table of contents and clearly label all sections. Limit submissions to 40 pages maximum (excluding resumes, certifications, fee schedules, and attachments).

7. Submission Instructions

7.1. Qualification Submission

- Deadline: 2:00 pm on Thursday, April 25, 2025
- Address: Town of Kiawah Island, 4475 Betsy Kerrison Pkwy, Kiawah Island, SC 29455
- Mark sealed envelopes: "Town of Kiawah Island On-Call Engineering Services RFQ"
- Email electronic version to Petra Reynolds, Town Clerk, at preynolds@kiawahisland.org
- Late submissions will not be accepted or considered

7.2. Pre-Submission Meeting (Optional)

An optional pre-submission meeting will be held on April 3, 2025, at 10:00 AM at the Town of Kiawah Island Municipal Center. Interested firms are encouraged to attend and ask questions and better understand the Town's needs.

7.3. Questions and Inquiries

Direct all questions to Brian Gottshalk, Public Works Director:

- Email: bgottshalk@kiawahisland.org
- Phone: (843) 768-9166

Only written inquiries received ten (10) or more business days before the RFQ submission deadline will receive a response. All responses to significant questions will be provided to all interested firms via an addendum.

8. Evaluation and Selection Process

8.1. Evaluation Criteria. Each submittal will be evaluated based on the following criteria:

Category
Qualifications and Experience of the Firm
Qualifications and Experience of Key Personnel
Technical Capabilities and Service Categories
Project Experience and Past Performance
Environmental Stewardship Experience
Project Approach and Methodology
Fee Schedule
Location and Availability
Total

1. **Qualifications and Experience of Firm**
   Overall firm experience, particularly with similar on-call contracts and work in coastal communities. Financial stability and longevity in the industry. Relevant project history demonstrating the capability to perform the required services.

2. **Qualifications and Experience of Key Personnel**
   Overall firm experience, particularly with similar on-call contracts and work in coastal communities. Relevant project history demonstrating the capability to perform the required services.

3. **Technical Capabilities and Service Categories**
   Demonstrated expertise in the service categories described in the Scope of Services. Technical resources and capabilities available to support Town projects.

4. **Project Experience and Past Performance**
   Quality and relevance of past projects. Client references and performance on similar contracts. Demonstrated ability to complete projects on time and within budget.

5. **Environmental Stewardship Experience**
   Demonstrated commitment to environmental stewardship and sustainable practices. Experience with environmentally sensitive projects in coastal environments.

6. **Project Approach and Methodology**
   Approach to managing on-call assignments, communication, quality control, schedule management, and cost control. Understanding of the Town's needs and priorities.

7. **Fee Schedule**
   Competitiveness and clarity of fee structure. Reasonableness of hourly rates compared to industry standards and other proposals. Value-added services or cost-saving measures offered.

8. **Location and Availability**
   Proximity to Kiawah Island and demonstrated ability to respond promptly to Town needs. Capacity to handle multiple concurrent projects.

8.2. Evaluation Process

- All proposals received shall be subject to evaluation by a review committee of the Town.
- The committee will review and analyze all submittals according to the criteria above.
- The Town may request interviews or presentations with selected firms to clarify qualifications.
- The committee will make recommendations to the Mayor, Ways and Means Committee, and Town Council.
- Selection shall be made in order of preference based on the criteria included in this RFQ.
- The Town may request additional information from firms during the review process.

8.3. Award Process

- The Town intends to select up to three (3) qualified firms whose qualifications are most advantageous to the Town of Kiawah Island.
- The Town reserves the right to reject any or all submissions in whole or in part as may be in the best interest of the Town.
- A written Notice of Award will be sent to the selected firms
- The successful firms shall not undertake any work, and the Town will not be responsible for payment of any work undertaken by the successful firms prior to issuing a Notice to Proceed for specific task orders.

9. CONTRACT TERMS AND CONDITIONS.

The successful firms will be required to enter into the Town's standard contract, which will reflect the Scope of Services herein and other relevant terms and conditions.

9.1. Contract Duration

The successful firms' contracts will run for three (3) years (June 1, 2025 – May 31, 2028), with an option to extend for two (2) additional one-year periods if both parties mutually agree.

9.2. Engineering Consulting Services

The Town may request consulting services directly from on-call firms that do not warrant a formal Task Order. These requests may come from the Mayor, Administrator, Public Works Director, or Operations Manager

Consulting services are typically limited in scope and complexity. Services will be billed hourly using the established fee schedule, with a predefined not-to-exceed amount.

If the service expands significantly in scope, cost, or complexity during execution, it may be converted to a formal Task Order following the process outlined below.

9.3. Task Order Process

The Town will issue Task Orders for specific projects or assignments as needs arise. For each Task Order, the Town may select one of the on-call firms based on expertise, availability, and past performance, request proposals from multiple on-call firms, or rotate assignments among on-call firms.

Each Task Order will include a detailed scope of work, schedule, deliverables, and compensation method. Compensation will typically be based on one of the following methods:

1. **Time and Materials**: Based on the hourly rates established in the fee schedule, with a not-to-exceed amount.
2. **Lump Sum**: Fixed fee for well-defined scopes of work.

Task Order fees will be negotiated based on the established rate schedule in the firm's proposal and subsequent contract. The Town reserves the right to negotiate task-specific discounts on the established rates for larger projects or to address budget constraints.

9.4. Performance Evaluation

1. The Town will conduct performance evaluations for each completed Task Order.
2. The firms shall meet with the Public Works Director or Operations Manager as required to review services.
3. Failure to maintain satisfactory performance may result in termination of the contract.

9.5. Insurance Requirements

The successful firms shall maintain the following insurance coverage throughout the contract term:

1. **General Liability**: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.
2. **Automobile Liability**: $1,000,000 combined single limit per accident for bodily injury and property damage.
3. **Workers' Compensation**: Statutory limits are required by South Carolina state law, and employer's liability limits of $100,000 per accident.

4. **Professional Liability/Errors & Omissions Insurance:** $1,000,000 per occurrence and $2,000,000 aggregate for claims arising from professional services under this contract. This insurance shall cover claims resulting from professional errors and omissions.

The Town of Kiawah Island shall be named as an additional insured on the General Liability and Automobile Liability policies.

The successful bidder shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ.

9.6. Termination Provisions

1. **Termination for Convenience**: The Town may terminate the contract at any time by giving thirty (30) days' written notice to the firm.
2. **Termination for Cause**: The Town may terminate the contract immediately for:
    - Failure to perform services as specified
    - Failure to meet performance standards
    - Violation of any terms and conditions of the contract
3. In the event of termination, the firm shall be paid for services satisfactorily completed prior to the termination date.

9.7. Contract Amendment

Any modification or amendment to the contract must be in writing and signed by both parties. The Town reserves the right to modify service requirements during the contract period.

10. GENERAL INFORMATION

10.1. Right to Reject

Without prejudice, the Town reserves the right to reject, in whole or in part, any proposals received, waive all technicalities or negotiate any term(s) or provision(s) of such proposals. Such rejection, waiver, or negotiation shall be accomplished in any manner necessary to serve the best interest of the Town.

10.2. Respondent Representations

By submitting a Statement of Qualifications, each Respondent represents that they have read and understood this RFQ and that the response is made in accordance therewith; that they have reviewed the RFQ and become familiar with the local conditions under which the work is to be performed; that they are qualified to provide the services required under this RFQ and will do so professionally and timely; and that their response will remain firm for a period of 90 days from the date of submission.

10.3. Non-Collusion

Every proposal must be accompanied by a notarized affidavit of non-collusion, executed by the bidder or, in the case of a corporation, by a duly authorized representative of the said corporation.

11. EXHIBITS

Exhibit A – RFQ Checklist and Submittal Forms
Exhibit B – Fee Schedule Template

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EXHIBIT A – RFQ CHECKLIST AND SUBMITTAL FORMS

NOTE: These items are the criteria for evaluating your proposal. Please make sure that

the following items are included with your submittal:

☐ Submittal Form (Required)
☐ Non-Collusion Oath (Required)
☐ Documentation of Insurance Coverage (Required)
☐ Copy of Business License (If applicable)
☐ Minority/Women-Owned Business Certification (Preferred but not required)
☐ Organization Information – (Required)
☐ Personnel List (i.e., names of persons to be used in this engagement) (Required)
☐ References (Required)

You do not have to submit the Bidder's Checklist, which is included for your convenience. However, you must provide all required information.

Failure to submit the required items may deem your submittal to be non-responsive.

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE:_____, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: _____

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

3. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

4. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

5. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☐ Yes ☐ No

If yes, please provide the license number: _____

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☐ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?____Yes_____No

If so, are you certified?_____Yes_____No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: _____

STATE OF: _____

I, _____ (print name), being duly sworn, state that:

I am the _____ (title) of _____ (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

PRINT NAME: _____

NOTARY PUBLIC FOR THE STATE OF _____

My Commission Expires: _____

Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: _____

Contact Person: _____

Date Submitted: _____

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Classification/Position Title	Name(s) of Key Staff	Hourly Rate ($)
Principal/Senior Manager		$
Project Manager		$
Senior Engineer		$
Project Engineer		$
Senior Designer		$
Designer		$
CAD Technician		$
GIS Specialist		$
Environmental Scientist		$
Surveyor (PLS)		$
Administrative Support		$
Other (specify)		$
Other (specify)		$
Other (specify)		$

SECTION 2: EQUIPMENT RATES (If Applicable)

Please provide rates for specialized equipment that may be used on Town projects. Add additional rows as necessary.

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$
Survey Equipment (GPS)	Day	$
Field Testing Equipment	Day	$
Traffic Counting Equipment	Week	$
Other (specify)		$

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Type of Expense		Billing Rate	Unit
Mileage	$		Per mile
Photocopies/Prints	$		Per page
Large Format Printing	$		Per sheet
Other (specify)	$		
Other (specify)	$		

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: _____% (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

Signature of Authorized Representative

Title

COMPANY INFORMATION

NAME OF COMPANY: _____

By:_____ _____
Signature Print Name

Title:_____(i.e., Owner, Partner, Corporate Officer, etc.)

Address: _____

City:_____State:_____Zip: _____

Telephone Number:_____Business Fax Number: _____

Email Address:_____

Is your firm a_____Corporation,_____Sole Proprietorship, or_____Partnership?

If incorporated, please list state of incorporation: _____

FEIN or SSN: _____

MAYOR:
Bradley D. Belt

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III

TOWN OF
Kiawah Island
ESTABLISHED
1988

MAYOR PRO TEMPORE:
Russell A. Berner

COUNCIL MEMBERS:
E. Luke Farrell
Madeleine Kaye
Lance Spencer

On-Call Engineering Services RFQ

Addendum 1

17 April, 2025

1. Does the Town foresee any projects under this contract involving partnering with the Kiawah Island Community Association?
   While the jurisdiction typically remains separate between the Town of Kiawah Island and the Kiawah Island Community Association, there is a possibility that some future projects will require coordination between the two entities.

2. The due date is listed as next Thursday, which is the 24th, not the 25th. Am I correct in that the deadline is Thursday the 24th?
   The submission deadline is Friday April 25th by 2pm

3. The RFQ says 4 hard copies plus an electronic on a thumb drive – the website says email the submission to Patrea. Which do you prefer?
   Please submit the hard copies with thumb drive version as well as an email submission to Petra Reynolds. She will need copies emailed to her from all firms so that she can keep record for the Town archive

Statement of Qualifications
Professional On-Call Engineering Services
Town of Kiawah Island, Charleston County, South Carolina

ALLIANCE
CONSULTING ENGINEERS

Statement of Qualifications
Professional On-Call Engineering Services
Town of Kiawah Island
Charleston County, South Carolina

Mr. Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

ALLIANCE
CONSULTING ENGINEERS

Alliance Consulting Engineers, Inc.
23 Plantation Park Drive
Suite 204
Bluffton, South Carolina 29910-6072
(843) 757-5959

Proposal Number: P25048-C, D, F, G

April 25, 2025

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Section A: Letter of Interest

Section B: Statement of Qualifications

1) Firm Profile and Experience
    a) Location and Availability
2) Professional Staff Qualifications
    a) Firm License and Certifications
3) Technical Capabilities
4) Project Experience and References
5) Enivronmental Stewardship Experience
6) Project Approach

Section C: Alliance Consulting Engineers, Inc. Fee Schedule

Appendix A

Required Forms

- Exhibit A – RFQ Checklist and Submittal Forms
    - Submittal Form
    - Non-Collusive Oath
    - Insurance Certificate
    - Statement of Local Business License Status
    - Statement of Minority and Women Owned Business Status
- Exhibit B – Town of Kiawah Island Fee Schedule Form

Appendix B

- Professional Resumes

Section A:
Letter of Interest

ALLIANCE
CONSULTING ENGINEERS

April 25, 2025

Mr. Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

RE: Statement of Qualifications for
Professional On-Call Engineering Services
for Town of Kiawah Island
Charleston County, South Carolina
Proposal No.: P25048-C,D,F,G

Dear Mr. Gottshalk:

Thank you for giving Alliance Consulting Engineers, Inc. the opportunity to submit this Statement of Qualifications to provide Indefinite Deliverables Indefinite Quantity Professional Engineering Services for General Civil Engineering, Stormwater Management, and Environmental and Resiliency Engineering (excluding Wetlands Delineation, Seawall and Bulkhead Design, and Environmental Compliance Monitoring) Projects for the Town of Kiawah Island.

Alliance Consulting Engineers, Inc.'s commitment to the Town of Kiawah Island begins with our civic and economic engagement in the community. Alliance Consulting Engineers, Inc.'s Lowcountry Office is located in Bluffton (Lowcountry) and has offices in Columbia, Charleston, Greenville (Upstate), and Charlotte, North Carolina. Alliance Consulting Engineers Inc. was founded on the concept that our clients want in-depth personal involvement for today's complex projects. Our hands-on approach guides the client from taking infrastructure inventories through conceptual planning, grants and funding acquisition, preparing cost estimates, site design, storm drainage, landscape design, permitting, construction and project management. Using traditional business practices and state-of-the-practice technology, Alliance Consulting Engineers, Inc.'s mission is to demonstrate our commitment to our clients through responsiveness and the highest standards of quality. Throughout our twenty-one (21) year history, we have been awarded over two thousand, six hundred (2,600) engineering projects. These projects range in professional fees from one (1) thousand dollars to eight (8) million dollars.

Alliance Consulting Engineers, Inc. is in a firm financial position, with no outstanding debt, and maintains a steady workload, providing the core of Alliance Consulting Engineers, Inc.'s financial strength. Alliance Consulting Engineers, Inc. is comprised of a staff of fifty-six (56) including thirteen (13) Professional Engineers. Alliance Consulting Engineers, Inc. has assembled a very capable and award-winning team of professionals with the experience and knowledge required to complete the tasks for the Town of Kiawah Island. Our Project Team for the Town of Kiawah Island's Professional On-Call Engineering Services Projects has highly qualified personnel including Mr. Deepal S. Eliatamby, P.E., President / Senior Project Manager, Mr. James W. Frost, II, P.E., Senior Vice President / Senior Project Manager, Mr. Kyle M. Clampitt, P.E., Senior Vice President / Senior Project Manager, Mr. Adam. R.

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Hogan, P.E., Vice President / Senior Project Manager, Mr. Frank Turano, Lowcountry Regional Manager, Mr. Eric W. Larson, P.E., Senior Project Manager / Project Lead, Mr. David M. Novotny, P.E., Mr. Benjamin S. Whaley, P.E., Mr. Ryan D. Jones, P.E., Senior Project Managers, Mr. Jesse A. Mefford, P.E. and Mr. Daniel F. Rohman, P.E., Project Managers, Mr. Jacob C. Horn, P.E., Project Engineer, and Mr. Frank N. Mitchell, E.I.T., Mr. T. Ryan Merritt, E.I.T., Ms. Harlie M. Wdowiak, E.I.T., and Ms. Marielle N. van Vulpen, E.I.T., Engineering Associates. Alliance Consulting Engineers, Inc. personnel have a combined total of over three hundred fifty (350) years of experience including many projects specific to Roadway, Drainage, and Environmental Planning and Design, Construction Management, Code Development, Plan Review, and Site Engineering Services for municipal, county, industrial, educational and commercial projects. Services included preparation of Engineering Design, Site Layout, Construction Plans, Regulatory Permitting Assistance, conducting Environmental Assessments, Ecological Assessments, coordinating Geotechnical Explorations, providing Construction Administration and Construction Observation Services, Site Improvement, Site Development, Storm Drainage, Erosion and Sediment Control, Water and Wastewater Systems. This collective group of individuals brings knowledge of working with governments at the Local, State and Federal levels.

In the last five (5) years, Alliance Consulting Engineers Inc.'s Lowcountry office has provided Professional Engineering Services for Hilton Head Presbyterian Church Administration Building and Parking Lot Expansion in the Town of Hilton Head Island, Design and Permitting for the Site for Hilton Head Fire Station No. 2, Two (2) Parking Lot Design Projects for Sea Pines Resorts in the Town of Hilton Head Island, Conceptual Design on a 12.7-Acre Sea Pines Resort in Harbour Town in the Town of Hilton Head Island, Site Design for Palmetto Bay Lodges in the Town of Hilton Head Island, Pickle Ball Court Conversions for Indigo Run in the Town of Hilton Head Island, Numerous Roadway, Utility, and Site Development Improvements for the Hardeeville Commerce Park in the City of Hardeeville, Pine Arbor Road Stormwater Masterplan in the City of Hardeeville, Site Design for the Hardeeville Library in the City of Hardeeville, Roadway Improvements to serve the Marsh Cove Fire Station in the Town of Ridgeland, Site/Civil Engineering Design Plans for Student Housing for the IJGA Campus in the Town of Bluffton, Stormwater Assessment to the Tidewater Creek Homeowners Associations on Lady's Island in Beaufort County, Parking Lot Assessment and rehabilitation for Ocean Club Villas Regime 1 in the Town of Hilton Head Island, the New Riverside Red Barn Park Maintenance Building and Phase 2 Trails Design in Bluffton, and Residential Development Due Diligence for McGuinn Homes, Inc. in the City of Hardeeville, Town of Ridgeland, Jasper County and Hampton County.

As part of our pledge to provide services to the Town of Kiawah Island, Alliance Consulting Engineers, Inc. offers assistance in obtaining State and Federal Grants and Low Interest Loans, Professional Design Services, Comprehensive Knowledge of Regulatory Requirements for Design and Permitting and familiarity with Cities, Counties and Regulatory Permitting Agencies including obtaining rights-of-way or easements, environmental and regulatory permitting compliance that will be beneficial to the successful completion of all of the Town of Kiawah Island Professional On-Call Engineering Services Projects. Alliance Consulting Engineers, Inc.'s knowledge gained during previous projects, our project personnel's past experiences and our commitment to the highest quality and responsiveness will enable our Project Team to successfully complete any Professional On-Call Engineering Services Projects for the Town of Kiawah Island on time and on budget.

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Alliance Consulting Engineers, Inc. thanks you for giving us the opportunity to provide this Statement of Qualifications and we look forward to providing our services to the Town of Kiawah Island on this project. If you have any questions or comments, please contact us at (843) 757-5959.

Very truly yours,

ALLIANCE CONSULTING ENGINEERS, INC.

Deepal S. Eliatamby, P.E., SCCED
President

Enclosures
cc:
Mr. James W. Frost, II, P.E., Alliance Consulting Engineers, Inc.
Mr. Kyle M. Clampitt, P.E., Alliance Consulting Engineers, Inc.
Mr. Adam R. Hogan, P.E., Alliance Consulting Engineers, Inc.
Mr. Eric W. Larson, P.E., Alliance Consulting Engineers, Inc.
Mr. Frank I. Turano, Alliance Consulting Engineers, Inc.

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Section B:
Statement of Qualifications

1) Firm Profile and Experience

Firm Profile and Experience

Alliance Consulting Engineers, Inc.
Post Office Box 8147
Columbia, South Carolina 29202
803-779-2078
www.allianceCE.com
Established 2004
Mr. Deepal S. Eliatamby, P.E., SCCED - President

23 Plantation Park Drive, Suite 204
Bluffton, South Carolina 29910
843-757-5959

Alliance Consulting Engineers, Inc. is a South Carolina based multi-disciplined engineering firm providing engineering consulting services to municipalities, county governments, developers, industries architects and other private entities. Alliance Consulting Engineers, Inc.'s personnel includes a wide range of experience and expertise.

Alliance Consulting Engineers, Inc., was founded over twenty-one (21) years ago on the concept that our clients want in-depth personnel involvement for today's complex projects. These projects range in professional fees from one (1) thousand dollars to eight (8) million dollars. Our hands-on approach guides the client from conceptual planning through final design, permitting and construction. Using traditional business practices and state-of-the-practice technology, Alliance Consulting Engineers, Inc.'s mission is to demonstrate our commitment to our clients through responsiveness and quality results.

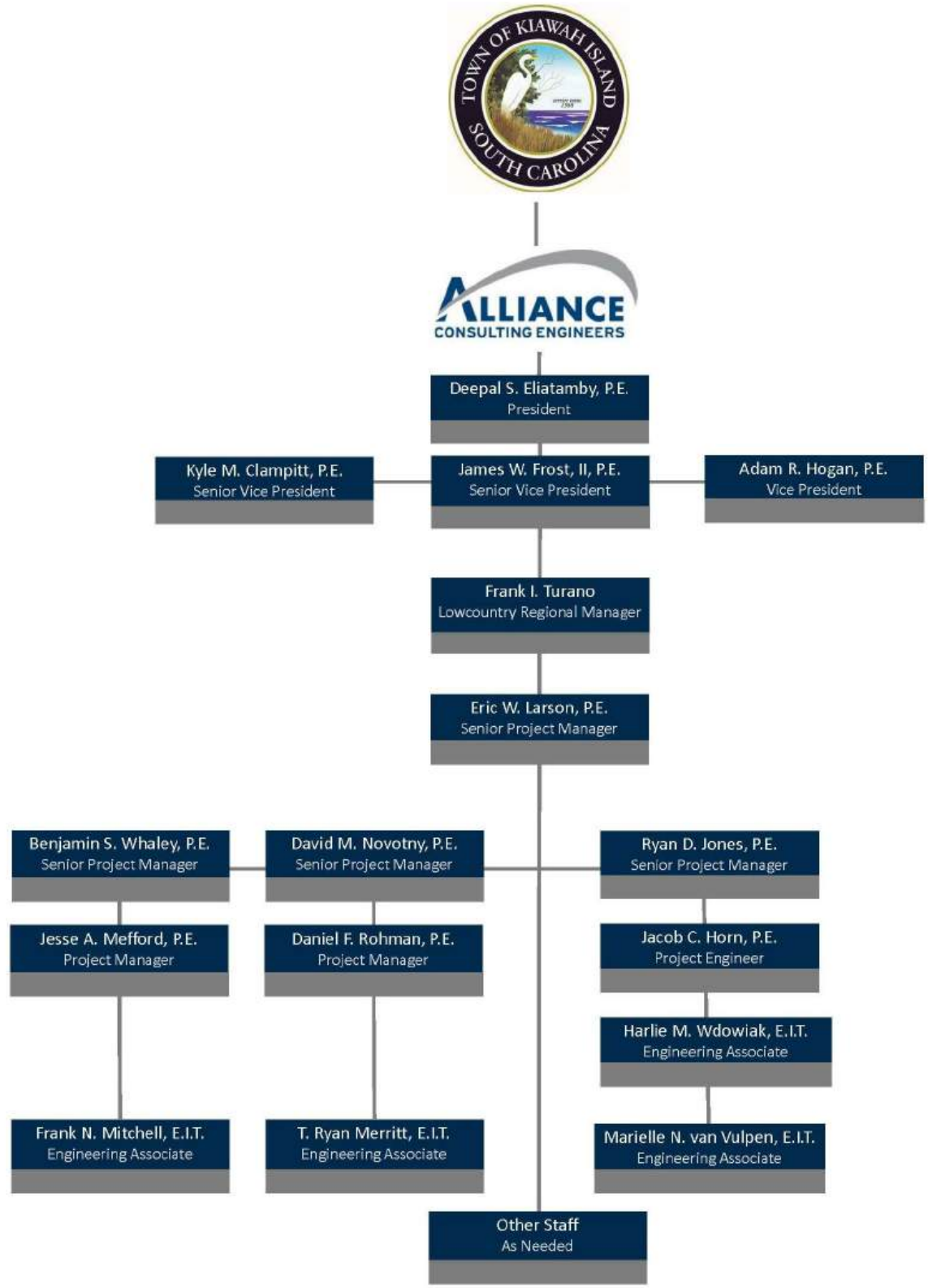
Our experienced staff of fifty-six (56), including fourteen (14) Professional Engineers licensed in the State of South Carolina, offers professional planning and design services, comprehensive knowledge of regulatory requirements and familiarity with local and regional construction practices. Alliance Consulting Engineers, Inc.'s approach to efficient project completion encompasses professional expertise and the latest computer technology. This approach coupled with our commitment to providing a quality product enables Alliance Consulting Engineers, Inc. to provide our clients with cost-effective and efficient solutions to their engineering needs.

Alliance Consulting Engineers, Inc. has extensive experience with for Professional On-Call Engineering Services Projects. Our personnel are experienced and qualified with all aspects of Civil Engineering, including those listed in the Request for Qualifications by the Town of Kiawah Island:

- General Civil Engineering
- Stormwater Management
- Environmental and Resiliency Engineering (excluding Wetlands Delineation, Seawall and Bulkhead Design, and Environmental Compliance Monitoring)

Alliance Consulting Engineers, Inc. understands the Town of Kiawah Island has additional Professional On-Call Engineering Services Contracts that can be utilized at the Town's discretion for Services including Wetlands Delineation, Seawall and Bulkhead Design, Environmental Compliance Monitoring, and Surveying Services, which is needed for many of the tasks listed within the RFQ. Therefore, Alliance Consulting Engineers, Inc. does not propose partnering with any Subconsultant Engineering Firms to complete the tasks listed within the RFQ. However, should the Town of Kiawah prefer that Alliance Consulting Engineers, Inc. team with a Value Partner performing Services outside of those listed above, Alliance Consulting Engineers, Inc. will respect that decision and willingly partner with the Town of Kiawah's Project Team.

Organizational Chart



1.a Location and Availability

Location and Availability

Location

Kiawah Island is a Town rich in history and culture and desirable place to vacation. Growth associated with these attributes brings challenges that Alliance Consulting Engineers, Inc. welcomes the chance to serve the Town of Kiawah Island. With the Town of Kiawah Island, Alliance Consulting Engineers, Inc. will create opportunities to improve infrastructure to serve the workforce and visitors, while at the same time protecting the environment and the culture that made the Lowcountry the Destination that it is. As it relates to this Statement of Qualifications, the Town of Kiawah Island has several initiatives that services provided under this Professional On-Call Engineering Services Projects will address. Alliance Consulting Engineers, Inc. has demonstrated experience in Capital Project Planning, Design, and Construction, Stormwater Management, including Federal Emergency Management Agency (FEMA) Grant Programs and requirements and Municipal Separate Stormsewer System (MS4) Permit Complaina, and Environmental and Resiliency projects. Alliance Consulting Engineers, Inc. can bring value to the Town of Kiawah Island by creating or enhancing Capital and Stormwater Programs for Roads, and other Town owned Infrastructure.

This project will primarily be served from Alliance Consulting Engineers, Inc.'s Lowcountry Regional Office in Bluffton and Corporate Headquarters in Columbia. Alliance Consulting Engineers, Inc.'s Corporate Headquarters is conveniently located downtown Columbia. Our corporate headquarters resides in the same building as the Office of State Engineer in downtown Columbia. Alliance Consulting Engineers, Inc. was established in 2004 and since that time has completed over two thousand six hundred (2,600) projects. During the past twenty-one (21) years, Alliance Consulting Engineers, Inc. has completed projects in each of the forty-six (46) counties in South Carolina including Charleston County and the Lowcountry Region. Alliance Consulting Engineers, Inc. has the ability to produce a quality product, over significant distance. This consistent workload has afforded Alliance Consulting Engineers, Inc. the opportunity to remain in sound financial standing and expand our Offices from Columbia to locations in Bluffton, Charleston and Greenville, South Carolina as well as Charlotte, North Carolina.

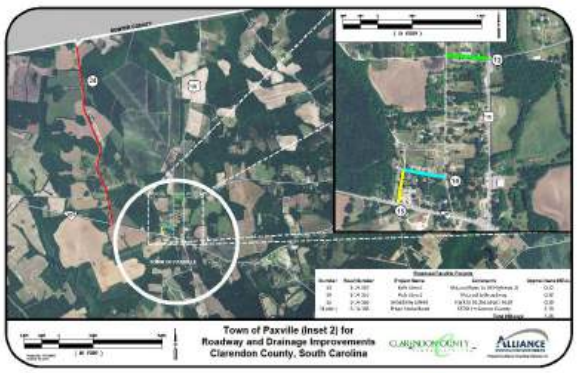
Alliance Consulting Engineers, Inc.'s Corporate office is strategically located within five (5) to ten (10) minutes from many important state and federal the regulatory agencies including the South Carolina Office of the State Engineer (OSE), South Carolina Department of Transportation (SCDOT), South Carolina Department of Environmental Services (SCDES), and the United States Army Corps of Engineers (USACE). Our location is conducive to unparalleled regulatory response times with Construction Permitting.

Eighty-five percent (85%) of the firm's projects are within a two (2) hour drive of the Alliance Consulting Engineers, Inc. home office.

Alliance Consulting Engineers, Inc. has provided Storm Drainage, Roadway, Pathway and Pavement Design, Site Design, Grading and Drainage Plans, Culvert Analysis and Design, Surveying, Wetlands Delineation, Subsurface Geotechnical Exploration, Permitting, Traffic Studies, Erosion and Sediment Control Plans, Construction Management and Observation Projects in the region for numerous industrial parks, commercial facilities, and institutional sites over the past several years and is considered the premier economic development engineering firm in this field in South Carolina.

Our experienced personnel offer preliminary planning, professional design services, comprehensive knowledge of regulatory requirements, and familiarity with local and regional construction practices. To complement these services and our strong design experience, Alliance Consulting Engineers, Inc. has unparalleled experience with Local Governments and one (1) of its team members have extensive experience to the inner working of County Governments having served Counties the states of South Carolina and Georgia. Mr. Eric W. Larson, PE, AICP, CFM, CPSWQ, WW3-GA has served previously as the Stormwater Utility Manager, Environmental Engineering and Land Management Director, Disaster Recovery Director, and Capital Projects Director for Beaufort County, South Carolina and as the Assistant County Manager for Effingham County, Georgia and serves as a County Liaison to Alliance Consulting Engineers, Inc. with over thirty (30) years of experience. Mr. Larson is located in Bluffton and will serve as the Town of Kiawah Island's primary Point of Contact and Project Lead. The collective and unparalleled experience of Alliance Consulting Engineers, Inc. with the inner workings of governmental organizations provides an invaluable insight into Local Government Projects.

In an effort to continually provide quality service and outstanding and responsive communication, a member of the Alliance Consulting Engineers, Inc. team will be available to meet with representatives from the Town of Kiawah Island as needed. Alliance Consulting Engineers, Inc.'s office is strategically located near many of the presiding local government and regulatory agencies including the South Carolina Department of Environmental Services (SCDES), and the South Carolina Department of Transportation (SCDOT), the United States Army Corps of Engineers (USACE) and Ocean and Coastal Management (OCRM).



Alliance Consulting Engineers, Inc. has many hours of valuable experience and expertise on Civil Engineering Consulting projects throughout South Carolina. This experience is key to proactively recognizing regionally unique problems and providing decisive and cost-effective solutions. Using experience gained from similar projects and our understanding of the key elements of roadway design, stormwater management land planning and design, water and wastewater planning and design and educational, institutional and recreational site design, the Alliance Consulting Engineers, Inc. project team has familiarity with planning and executing a project timeline on schedule and within budget.

Lowcountry Experience

Alliance Consulting Engineers, Inc. has been serving Charleston County and the Lowcountry Region since 2004, having completed a number of projects in the Lowcountry Region. In the last five (5) years, Alliance Consulting Engineers Inc.'s Lowcountry office has provided Professional Engineering Services for Hilton Head Presbyterian Church Administration Building and Parking Lot Expansion in the Town of Hilton Head Island, Design and Permitting for the Site for Hilton Head Fire Station No. 2, Two (2) Parking Lot Design Projects for Sea Pines Resorts in the Town of Hilton Head Island, Conceptual Design on a 12.7-Acre Sea Pines Resort in Harbour Town in the Town of Hilton Head Island, Site Design for Palmetto Bay Lodges in the Town of Hilton Head Island, Pickle Ball Court Conversions for Indigo Run in the Town of Hilton Head Island, Numerous Roadway, Utility, and Site Development Improvements for the Hardeeville Commerce Park in the City of Hardeeville, Pine Arbor Road Stormwater Masterplan in the City of Hardeeville, Site Design for the Hardeeville Library in the City of Hardeeville, Roadway Improvements to serve the Marsh Cove Fire Station in the Town of Ridgeland, Site/Civil Engineering Design Plans for Student Housing for the IJGA Campus in the Town of Bluffton, Stormwater Assessment to the Tidewater Creek Homeowners Associations on Lady's Island in Beaufort County, Parking Lot Assessment and rehabilitation for Ocean Club Villas Regime 1 in the Town of Hilton Head Island, the New Riverside Red Barn Park Maintenance Building and Phase 2 Trails Design in Bluffton, and Residential Development Due Diligence for McGuinn Homes, Inc. in the City of Hardeeville, Town of Ridgeland, Jasper County and Hampton County. In addition, the firm has completed numerous roadway improvements, water system improvements, environmental projects, site certifications, site developments, and Solid Waste Management studies. Our familiarity with the Town of Kiawah Island and Charleston County in general, positions us to assist the Town of Kiawah Island with any requests related to General Civil Engineering, Stormwater Management, Environmental and Resiliency Engineering, or other civil engineering related services.

Alliance Consulting Engineers, Inc. currently has active projects in Charleston County and in neighboring City of Hardeeville, Jasper County, Allendale County, Beaufort County, Berkeley County, Colleton County, Dorchester County, Hampton County, Bryan County, Georgia, and Effingham County, Georgia. This gives Alliance Consulting Engineers, Inc. daily access to the Town of Kiawah Island and the Lowcountry Region. We believe this local presence and knowledge will be beneficial for the success of the Town of Kiawah Island's projects.

We believe that developing and nurturing personal and professional relationships with the Town of Kiawah Island personnel and repesentatives of both the private and public sectors enables us to build a level of trust that will mutually benefit Alliance Consulting Engineers, Inc. and the Town of Kiawah Island for years to come.

Quality, Completeness, and Timeliness

Alliance Consulting Engineers, Inc.'s team provides a quality product in a timely manner. Alliance Consulting Engineers, Inc. is a professional civil and environmental engineering firm that the Town of Kiawah Island can rely on to complete the project on schedule and within budget.

Alliance Consulting Engineers, Inc. was founded on the concept that our clients want in-depth personal involvement for today's complex projects. Our hands-on approach guides the client from conceptual planning through final design, permitting, and construction. Using traditional business practices and state of the practice technology, Alliance Consulting Engineers, Inc.'s mission is to demonstrate our commitment to our clients through responsiveness and quality results.

Alliance Consulting Engineers, Inc. is a multi-disciplined civil and environmental engineering firm dedicated to providing our clients with a quality product in a timely manner. Our project personnel have extensive site design and planning experience. We offer Grant Application and Administration Services, as well as Construction Administration and Construction Observation Services.

Our experienced staff offers professional surveying, geotechnical subsurface exploration, roadway and drainage design services, comprehensive knowledge of regulatory requirements and familiarity with local and regional construction practices. Alliance Consulting Engineers, Inc.'s approach to efficient project completion encompasses professional expertise and the latest computer technology. This approach, coupled with our commitment to providing a quality product, enables Alliance Consulting Engineers, Inc. to provide our clients with cost-effective and efficient solutions to their engineering needs.

The professional staff of Alliance Consulting Engineers, Inc. recognizes that our client's deadlines and project schedules are explicitly designed around an established agreed upon budget. It is wholly recognized by each staff member the importance of their contribution, as part of the overall project team, towards achieving the project scope, schedule, budget and quality objectives.

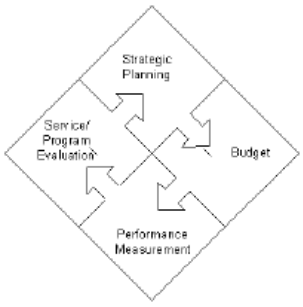
Our Project Team's workload over the past twenty-one (21) years has been steady. Since the company was founded in 2004, Alliance Consulting Engineers, Inc. has been awarded over two thousand six hundred (2,600) projects. These projects range in professional fees from one (1) thousand dollars to eight (8) million dollars. The current workload will afford Alliance Consulting Engineers, Inc. to not only be responsive to the needs of the Town of Kiawah Island, but most importantly, provide the quality staff that will guarantee top of the line service performed on time and within budget. Our company believes in acquiring and maintaining a workload that matches our ability to produce, and to this date we have been very successful.

Our project team utilizes state-of-the-practice software in conjunction with advanced plotters, high speed color printers, copiers, scanners, and other electronic equipment to enable us to effectively provide our services in a timely manner. Our business philosophy is to be responsive to our clients' needs by providing a quality product in a timely manner. Alliance Consulting Engineers, Inc. and its team of subconsultants take pride in their ability to complete a project on time and within budget, each time providing quality services for a satisfied client.

We pledge to allocate the resources needed to successfully complete any and all requests for Professional On-Call Engineering Services during the term of the projects for the Town of Kiawah Island with a level of professionalism

that will exceed your expectations. We believe that with our technically trained and capable staff and our state of the practice hardware and software capabilities, we can complete all tasks set forth for Professional On-Call Engineering Services for the Town of Kiawah Island, including, not but limited to, General Civil Engineering, Stormwater Management, and Environmental and Resiliency Engineering.

Efficiency and timeliness are high priorities of every project at Alliance Consulting Engineers, Inc. At the onset of a project our project managers prepare internal schedules that identify key deliverables and milestones. The internal schedules are prepared based on the overall project schedule to allow for our internal quality control reviews. All submittals and progress prints are compiled within the internal schedule to assure timelines are met. Our familiarity with the expectations of state and federal regulatory agencies ensures that our project team members complete timely permitting and approval of submissions. This advantage allows Alliance Consulting Engineers, Inc. to minimize delays in schedules, which in turn helps to avoid unanticipated expenditures.



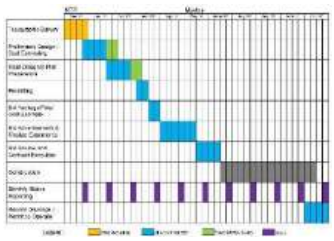
The outstanding abilities of Alliance Consulting Engineers, Inc. to meet anticipated schedules and budget requirements can best be demonstrated properly for Professional On-Call Engineering Services Projects for the Town of Kiawah Island by speaking with past clients and registering their satisfaction. We have a strict internal policy on Project Timelines and Schedule Deadlines. Our policy is that Alliance Consulting Engineers, Inc. will not miss a deadline. When Alliance Consulting Engineers, Inc. is selected for a project it tells us that our Client has put their faith in us to complete the tasks requested. We pledge to uphold that confidence in us by doing what it takes to meet schedule deadlines. Our experience in design and planning, roadway and drainage design and planning, water and wastewater design, storm water planning, infrastructure/site improvement and development, landscape architecture, construction management, and traffic study/corridor analysis civil engineering, environmental engineering, storm water modeling, storm water system design, hydrology and ecology will allow us to be successful in meeting the Town of Kiawah Island's Professional On-Call Engineering Services Project requirements.

In today's current economy, Alliance Consulting Engineers, Inc. is sensitive to the budgets for municipalities. We understand that project budget requirements are critical to the project being successful and can sometimes mean the difference in whether the project can be implemented or not. Alliance Consulting Engineers, Inc.'s standard practice is to prepare estimates at two (2) stages during the life of the project to ensure that scope creep does not push the project over the budget requirements. During the preliminary design and planning phase we prepare a Preliminary Cost Opinion accompanied by a Preliminary Improvements Map. Upon completion of design, we prepare a Construction Cost Opinion for the proposed improvements. This practice will enable the Town of Kiawah Island to feel confident that the project will be a success. This coupled with our extensive planning, design, and permitting experience in multiple aspects of on-call as needed design and construction management, demonstrates to our clients that Alliance Consulting Engineers, Inc. is a professional civil engineering firm that they can rely on.

Through exceptional communication, documentation, and follow-up, each project staff member is made aware of the client's requirements for completion of all tasks within the project and the required budget. Alliance Consulting Engineers, Inc. will work with the Town of Kiawah Island to meet the project budget and timing constraints and is open to negotiating the terms of our proposal with the Town of Kiawah Island at any time.

Adverse impacts to the budget are avoided through our project team members' commitment to their fields of expertise and experience.

Ability to Motivate Contractor to Meet Construction Schedule



Alliance Consulting Engineers, Inc. is able to provide the services of a Project Representative (PR) at the project site to provide more extensive observation of the contractor's work. The team of professionals involved during the design phase of the project will be the same individuals involved during the construction observation of the Professional On-Call Engineering Services Projects. By providing design professionals, construction should progress in reasonable conformance with Construction Plans and Specifications. This methodology is utilized to maintain uniformity and knowledge throughout the project duration from planning to design to construction. During the construction phase of the project, Alliance Consulting Engineers, Inc. participates in the Pre-Construction Conference, and as appropriate, assists in establishing baselines and benchmarks for identifying the work, which in the engineer's judgment, is necessary to enable the contractor to proceed with construction. In connection with observations of the work in progress, Alliance Consulting Engineers, Inc. makes site visitations at intervals appropriate to the current stages of construction, as the engineer deems necessary.

These site visits will be conducted in order to observe the progress and quality of the work completed. As construction approaches completion, Alliance Consulting Engineers, Inc. will receive, review, and transmit to the client the Contractor's Completion Documents, which include maintenance and operating instructions, schedules, guarantees, bonds, certificates, or other evidence of insurance not previously submitted and required by the Contract Documents; certificates of inspection, tests and approvals; Shop Drawings; and the annotated record documents which are to be assembled by the Contractor in accordance with the Contract Documents to obtain final payment.

Through the completion of weekly site observations and review of monthly pay applications, Alliance Consulting Engineers, Inc. will closely monitor weather days being claimed by the contractor. These weather delays will be reviewed and closely monitored to ensure the Town of Kiawah Island is being delivered a final product in a timely manner. Alliance Consulting Engineers, Inc. will also document liquidated damages amount in an effort to further motivate the contractor.

Timeliness in Reviewing Documentation

Our team is dedicated to providing quality products in a timely manner. Our project managers prepare internal schedules upon receiving project contracts. These internal schedules are carefully prepared based on the overall project schedule to allow for our internal quality control reviews. Timelines are set for each stage of the process from the preliminary stages to design development to construction documentation all including Construction Administration. We meticulously track all stages as well as monitor submissions to other agencies to ensure the prompt development of the project. All submittals and progress prints are compiled within the internal schedule to assure timelines are met. This, coupled with our extensive planning, design, and permitting experience in multiple aspects of civil design, as well as Construction Administration and Construction Observation, demonstrates to our clients that Alliance Consulting Engineers, Inc. is a professional civil engineering firm on which they can rely.

2) Professional Staff Qualifications

Professional Staff Qualifications

Personnel from Alliance Consulting Engineers, Inc. have a combined experience of over three-hundred fifty (350) years in the practice of Civil and Environmental Engineering. During this time, project team members have participated in the completion of all stages of Professional On-Call Engineering Services Projects from the planning and design development stage through permitting and construction administration. Our staff at Alliance Consulting Engineers, Inc. combines technical knowledge and real-world experience to plan and design the engineering services required by the Town of Kiawah Island to support its missions. Our familiarity with funding opportunities available through the South Carolina Department of Transportation (SCDOT) C-Fund Program, Economic Development Administration (EDA) Funds, United States Department of Agricultural (USDA), South Carolina Community Development Block Grant (CDBG) Program, Coordinating Council for Economic Development Funds, South Carolina Rural Infrastructure Authority (SCRIA) and the South Carolina Department of Environmental Services (SCDES) State Revolving Fund (SRF) Program provide additional budget solutions for Professional On-Call Engineering Services Projects for the Town of Kiawah Island.

The project team compiled by Alliance Consulting Engineers, Inc. for the Town of Kiawah Island includes Professional Engineers licensed in the State of South Carolina and a wide array of other technically trained staff. This core team can be supplemented by additional staff members having the appropriate credentials, skills and experience to meet the Town of Kiawah Island Professional On-Call Engineering Services. Each of the following professionals will provide expertise in the required engineering fields and other areas of expertise.

Our team, led by Mr. Deepal Eliatamby, P.E. will ensure that the project team assigned to the Town of Kiawah Island Professional On-Call Engineering Services Projects provides quality service in a responsive manner. Our Project Team will provide the depth of resources, diversity and the experience needed to complete all Civil Engineering Consulting Services for the Professional On-Call Engineering Services for Projects for the Town of Kiawah Island.

A brief description of the qualifications and beneficial characteristics offered by the project team members are as follows:

Deepal S. Eliatamby, P.E., SCCED
President / Senior Project Manager

Mr. Eliatamby has over thirty-five (35) years of experience in the consulting engineering field, including extensive roadway and site design and permitting, site development and master plan project experience. This experience includes Traffic Impact Analysis Plans, Stormwater Management Plans, C-Fund Roadway Improvement Program Projects, Roadway Paving Programs, Roadway and Infrastructure Improvement Projects, Dirt to Pave Roads Projects, Wastewater Improvement Projects, Grading and Drainage Projects, and Professional Engineering Services for numerous Site Development Projects. Mr. Eliatamby's drive to improve the economic status of the State of South Carolina has led him to coordinate SCEDA's Advanced Symposium for twenty-two (22) years, as well as serve as the lead instructor presenting "Infrastructure Needs for the Economic Development Professional" since the inception of the program. Mr. Eliatamby's genuine interest in exceeding the needs of the client, relentless attention

to detail, and innovative design alternatives have earned him several honors and awards from professional organizations including Engineering Excellence Awards in 1993, 1999, 2000, and 2003 from the Consulting Engineers of South Carolina (CESC), National Finalist for Engineering Excellence Awards in 1993, 1999, 2000, and 2003 from the American Consulting Engineers Council (ACEC), and the Distinguished Community and Rural Development Award in 2001 at the Governor's Rural Summit.

In addition, Mr. Eliatamby has been named the 2003 Outstanding Young Alumnus and the 2023 Outstanding Alumnus by the College of Engineering at the University of South Carolina, the 1999 Edmund Friedman Young Engineer National Award for Professional Achievement by the American Society of Civil Engineers (ASCE), and the Young Engineer of the Year by the South Carolina Society of Professional Engineers. In 2004, he was selected as one of The State Newspaper's "Twenty Under Forty", identifying him as one of the twenty (20) individuals in the South Carolina Midlands, under the age of forty (40), exhibiting outstanding business expertise and excellent community involvement. That same year Mr. Eliatamby was also honored through a concurrent resolution in the South Carolina State General Assembly for his contributions across the State through sound engineering practice, leadership and community service. Mr. Eliatamby's experience and leadership will be valuable in the successful implementation and completion of the Professional On-Call Engineering Services projects for the Town of Kiawah Island.

James W. Frost, II, P.E.
Senior Vice President / Senior Project Manager

Mr. Frost has over twenty-seven (27) years of experience in the consulting engineering field. His specialties have included Roadway Planning, Design and Site Engineering for Site Development and Geotechnical Services, with particular detail to Municipal, County, Industrial, Commercial, and Governmental contracts. Mr. Frost serves as a Senior Vice President and Senior Project Manager with responsibilities that include management of the planning and design of athletic components and educational facilities, roadways, industrial sites/parks, hospitals, commercial developments, including roadway, retention, sediment basin, grading, storm drainage, water, wastewater design from inception through construction. In addition, his duties include Report Preparation, Development of Construction Plans and Specifications, Engineering Calculations, Regulatory Permitting, Construction Materials Testing and Construction Administration. Mr. Frost has experience in Roadway and Drainage Improvements Projects, and Pavement Rehabilitation and Roadway Projects. Mr. Frost's experience provides invaluable insight into the Professional On-Call Engineering Services Projects. Mr. Frost will work with Mr. Eliatamby, Mr. Clampitt, Mr. Larson, and other team members to ensure that the Town of Kiawah Island Professional On-Call Engineering Services projects are conducted to the highest standards and are completed on schedule and within budget.

Kyle M. Clampitt, P.E.
Senior Vice President / Senior Project Manager

Mr. Clampitt has over twenty-four (24) years of experience in the consulting engineering field. His specialties have included Planning, Design and Site Engineering for Site Development and Geotechnical Services, with particular detail to Municipal, County, Industrial, Commercial, and Governmental contracts. Mr. Clampitt serves as Senior Vice President / Senior Project Manager with responsibilities that include management of the planning and design of roadways, industrial sites/parks, hospitals, educational facilities and athletic components, commercial developments, including roadway, retention, sediment basin, grading, storm drainage, water, wastewater design from inception through construction. In addition, his duties include report preparation, development of construction plans and specifications, engineering calculations, regulatory permitting, materials testing and construction administration. Mr. Clampitt's experience

includes Traffic Impact Analysis Plans, C-Fund Roadway Improvement Program Projects, Roadway Paving Programs, Roadway and Infrastructure Improvement Projects, Dirt to Pave Roads Projects, Wastewater Improvement Projects, Grading and Drainage Projects, and Professional Engineering Services for numerous Site Development Projects. Mr. Clampitt's experience provides invaluable insight into the Professional On-Call Engineering Services for the Town of Kiawah Island. Mr. Clampitt will work with Mr. Eliatamby, Mr. Frost, Mr. Larson, and other team members to ensure that the Town of Kiawah Island's Professional On-Call Engineering Services projects are conducted to the highest standards and are completed on schedule and within budget.

Adam R. Hogan, P.E., LEED Green Associate
Vice President / Senior Project Manager

Mr. Hogan has over twenty (20) years of experience in the consulting engineering field. His specialties have included Roadway Planning, Design and Site Engineering for Site Development and Geotechnical Services, with particular detail to Municipal, County, Industrial, Commercial, and Governmental contracts. Mr. Hogan serves as Vice President / Senior Project Manager for with responsibilities that include management of the planning and design of athletic components and educational facilities, roadways, industrial sites/parks, hospitals, commercial developments, including roadway, retention, sediment basin, grading, storm drainage, water, wastewater design from inception through construction. In addition, his duties include Report Preparation, Development of Construction Plans and Specifications, Engineering Calculations, Regulatory Permitting, Construction Materials Testing and Construction Administration. Mr. Hogans's experience provides insight into Professional On-Call Engineering Services Projects. Mr. Hogan will work with Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Larson, and other team members to ensure that the Town of Kiawah Island's Professional On-Call Engineering Services projects are conducted to the highest standards and are completed on schedule and within budget.

Frank I. Turano
Lowcountry Regional Manager

Mr. Turano serves as Lowcountry Regional Manager in the Bluffton (Lowcountry) office with responsibilities for the growth and development of the company in the geographical area covering the Lowcountry Region of South Carolina that include Colleton, Jasper, and Hampton Counties in South Carolina as well as Savannah and the Chatham County surrounding areas of northern Georgia. His experience entails total responsibilities for major projects including the building of large municipal complexes and individual public service buildings, which encompasses all engineering disciplines and construction services. In addition, Mr. Turano is a member of the South Carolina Economic Developer's Association (SCEDA), the Hilton Head Chamber of Commerce and the Beaufort Chamber of Commerce.

Eric W. Larson, P.E., AICP, CFM, CPSWQ, WW3-GA

Senior Project Manager / Project Lead

Mr. Larson has thirty (30) years of experience in the municipal and consulting engineering fields. Mr. Larson's extensive subject matter knowledge and experience will also be valuable in the successful completion of the Professional On-Call Engineering Services for the Town of Kiawah Island. Mr. Larson serves as a Senior Project Manager for projects managed by the Low Country Office. Mr. Larson's responsibilities include stormwater and transportation planning, as well as design for roadways and stormwater systems. Mr. Larson's private development experience includes commercial,

multi-family, and single-family developments in Hilton Head Island, Charleston, Ridgeland, Lady's Island, Richmond Hill, Georgia, and others. In his municipal engineering career, Mr. Larson served as a City Engineer, County Engineer, Engineering Director, and Regional Manager for several local government agencies in Kentucky, South Carolina, and Georgia. These roles were heavily involved in site design and construction, roadway and parking lot construction, park design and construction, and stormwater management, both in operations and maintenance, but also planning and program management.

Mr. Larson's involvement in the South Carolina Association of Stormwater Managers (SCASM) as the President for two consecutive terms, a regional director for the Southeast Stormwater Association (SESWA), a director for the low country section of the American Public Works Association (APWA), as well as active involvement with the American Society of Civil Engineers (ASCE) and the National Society of Professional Engineers (NSPE), signifies Mr. Larson as a leader in civil engineering and consulting in the State of South Carolina. Mr. Larson works directly with Project Managers, other Engineering Staff, and Subconsultants responsible for projects in all phases of development including project management, research, planning, infrastructure studies, preparation of Capital Improvement Plans (CIP's), preparation of Preliminary Engineering Reports (PER's), report preparation, design, calculations, bidding and award, permitting, and construction administration. Mr. Larson will serve as the Project Lead and Primary Point of Contact for the Town of Kiawah Island and will work closely with Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, and the entire Project Team for the successful completion of the Professional On-Call Engineering Services Project.

Benjamin S. Whaley, P.E., LEED Green Associate
Senior Project Manager

Mr. Whaley has over thirty-five (35) years of experience in the consulting engineering field. Mr. Whaley's extensive knowledge and experience will be valuable in the successful completion of any site planning, design and engineering project. Mr. Whaley serves as a Senior Project Manager for Municipal, County, Industrial, Educational, and Commercial projects. Mr. Whaley works directly with other Senior Project Managers responsible for projects in all phases of development including project management, planning, report preparation, design, calculations, bidding and award, permitting, and construction administration. Mr. Whaley will work with Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services are completed on schedule and within budget.

David M. Novotny, P.E.
Senior Project Manager

Mr. Novotny has over sixteen (16) years of experience in the consulting engineering field. Mr. Novotny's extensive knowledge and experience will be valuable in the successful completion of any planning, design and engineering for the Town of Kiawah Island's Projects. Mr. Novotny works directly with other Senior Project Managers responsible for projects in all phases of development including project management, planning, report preparation, design, calculations, bidding and award, permitting, and construction administration. Mr. Novotny will work with Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services are completed on schedule and within budget.

Ryan D. Jones, P.E.
Senior Project Manager

Mr. Jones has over twenty-five (25) years of experience in the consulting engineering field. Mr. Jones serves as a Senior Project Manager for Municipal, County, Industrial, and Commercial projects. Mr. Jones' responsibilities include management of the planning and design of athletic components, roadways, industrial sites/parks, hospitals, educational facilities and commercial developments, including roadway, retention, sediment basin, grading, storm drainage, water design from inception through construction. In addition, his duties include the Coordination of Report Preparation, Construction Plans and Specifications, Engineering Calculations, Regulatory Permitting. Mr. Jones will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Jesse A. Mefford, P.E., LEED Green Associate
Project Manager

Mr. Mefford has over fourteen (14) years of experience in the consulting engineering field. Mr. Mefford serves as a Project Manager with responsibilities that include planning and design of site engineering for Municipal, County, Industrial Sites/Parks, Subdivisions, Educational Facilities and Commercial Developments, which includes Roadway and Drainage Design, Water, Wastewater, Grading, Storm Drainage, Retention, and Sediment Pond Design from inception through Construction. Other responsibilities include producing Engineering Reports, preparing Cost Estimates and applying for and obtaining the appropriate variances, permits, and easements for construction and operation of all aspects of Site Development. Mr. Mefford will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Daniel F. Rohman, P.E., LEED Green Associate
Project Manager

Mr. Rohman has over eleven (11) years of experience in the consulting engineering field. Mr. Rohman serves as a Project Manager with responsibilities that include planning and design for Municipal, County, Industrial and Commercial projects. Other responsibilities include athletic planning and design, roadway and drainage design, and design of site engineering for industrial sites/parks and commercial developments, which includes water, wastewater, grading, storm drainage, retention, and sediment pond design from inception through construction, producing engineering reports, preparing cost estimates and applying for and obtaining the appropriate variances, permits, and easements for construction and operation of all aspects of project development. Mr. Rohman also has his Federal Aviation Administration (FAA) Remote Pilot License. Mr. Rohman will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Jacob C. Horn, P.E., LEED Green Associate
Project Engineer

Mr. Horn has over fourteen (14) years of experience in the consulting engineering field. Mr. Horn serves as a Project Engineer with responsibilities that include planning and design for Municipal, County, Industrial and Commercial projects. Other responsibilities include producing engineering reports, preparing cost estimates and applying for and obtaining the appropriate variances, permits, and easements for construction and operation of all aspects of site development. Mr. Horn also has his Federal Aviation Administration (FAA) Remote Pilot License. Mr. Horn will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Harlie M. Wdowiak, E.I.T, LEED Green Associate
Engineering Associate

Ms. Wdowiak has over five (5) years of experience in the consulting engineering field. Ms. Wdowiak serves as an Engineering Associate with experience in Water and Wastewater System Planning and Design and Environmental related projects, with responsibilities that include Planning and Design for Water and Wastewater providers to include Beaufort-Jasper Water and Sewer Authority (BJWSA), Town of Estill, Kershaw County, Florence County, Clarendon County, Renewable Water Resources (ReWa), Spartanburg Water, Spartanburg Sanitary Sewer District, Gaffney Board of Public Works, Greer Commission of Public Works, Lancaster County Water and Sewer District, Town of Williamston and others. Ms. Wdowiak works directly with Project Managers in producing engineering reports, preparing permitting documents, preparing cost estimates, and preparing plans for water and wastewater projects. Ms. Wdowiak also has her Federal Aviation Administration (FAA) Remote Pilot License. Ms. Wdowiak will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, Mr. Horn and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Frank N. Mitchell, E.I.T., LEED Green Associate
Engineering Associate

Mr. Mitchell serves as an Engineering Associate. Mr. Mitchell's responsibilities include roadway, water system, and wastewater system design. His responsibilities include the preparation of site certifications and due diligence reports, cost estimates, preliminary engineering reports, Stormwater Pollution Prevention Plans (SWPPP), and permit application packages, bidding and award of projects, completion of on-site construction administration and observation, and Certified Erosion Prevention and Sediment Control Inspections (CEPSCI). Mr. Mitchell also has his Federal Aviation Administration (FAA) Remote Pilot License. Mr. Mitchell will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

T. Ryan Merritt, E.I.T., LEED Green Associate
Engineering Associate

Mr. Merritt serves as an Engineering Associate. His responsibilities include Roadway Planning and Design, Storm Drainage, Water System and Wastewater System Design. Additional responsibilities include the preparation of Site Certifications and Due Diligence Reports, Cost Estimates, Preliminary Engineering Reports, Stormwater Pollution Prevention Plans (SWPPP), and permit application packages, bidding and award of projects, completion of on-site Construction Administration and Observation, and Certified Erosion Prevention and Sediment Control Inspections (CEPSCI). Mr. Merritt is a certified drone pilot that excels in creating aerial videography. Mr. Merritt will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Marielle N. van Vulpen, E.I.T., *LEED Green Associate*
Engineering Associate

Ms. van Vulpen serves as an Engineering Associate for Municipal, County, Industrial, and Commercial projects. Ms. van Vulpen's responsibilities include planning and design of site engineering for industrial parks, institutional developments, and roadways, which includes roadway, grading, water, wastewater, storm drainage, retention, detention, and sediment pond design. Additional responsibilities include the preparation of site certifications and due diligence reports, topographic and boundary surveys, cost estimates, preliminary engineering reports, Stormwater Pollution Prevention Plans (SWPPP), and coordinating with regulatory agencies to ensure compliance with regulatory, bidding and award of projects, completion of on-site construction administration and construction observation, and Certified Erosion Prevention and Sediment Control Inspections (CEPSCI). Ms. van Vulpen also has his Federal Aviation Administration (FAA) Remote Pilot License. Ms. van Vulpen will work under the direction of Mr. Eliatamby, Mr. Frost, Mr. Clampitt, Mr. Hogan, Mr. Larson, and other project team members to ensure the Town of Kiawah Island's Professional On-Call Engineering Services projects are completed on schedule and within budget.

Alliance Consulting Engineers, Inc.'s hand-picked project team of technical experts for the City of Town of Kiawah Island Professional On-Call Engineering Services projects are truly "The Best in the Business" and will use their combined level of outstanding local knowledge and expertise to guide projects from inception to completion in a seamless manner. The aforementioned project team members, along with additional technically trained personnel and support staff, will provide the Town of Kiawah Island with the depth of knowledge and resources required to adequately complete any future projects.

A proven history of countless projects provides our team with the knowledge and expertise to provide engineering services for projects located anywhere in the State of South Carolina. From roadway improvements to parking garages to medical offices to residential neighborhoods to industrial complexes; the staff of Alliance Consulting Engineers, Inc. provides our clients with a quality product no matter the Scope of Services or the location of the project.

In addition to our in-house staff, Alliance Consulting Engineers, Inc. has daily working relationships with numerous local surveying, geotechnical, environmental, and construction materials testing firms. This enables our project team to offer a wide range of surveying, environmental, ecological and geotechnical services. These working relationships are strengthened furthermore by our personnel's collective involvement in dozens of coordinated projects with such sub-consultants. Because of these excellent relationships, Alliance Consulting Engineers, Inc. can offer this full range of engineering services to the Town of Kiawah Island, accomplished under a single contract and coordinated through our office if the Town of Kiawah Island requires this Service.

2.a Firm License and Certifications

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Board: Engineers and Land Surveyors

ALLIANCE CONSULTING ENGINEERS INC
PO BOX 8147
COLUMBIA, SC 29202-8147

Business Phone: (803)779-2078
License number: 2854
License type: Certificate of Authorization
Status: Active
First Issue Date: 03/15/2004
Expiration: 03/31/2025

Supervised By
(ELS.15851) ELIATAMBY DEEPAL - Expiration Date: 06/30/2026

Supervises
CHARLESTON SC
BLUFFTON SC
GREENVILLE SC

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Board: Engineers and Land Surveyors

DEEPAL S ELIATAMBY
PO BOX 8147
COLUMBIA, SC 29202-8147

Business Name: ALLIANCE CONSULTING ENGINEERS INC
Business Phone: 803-779-2078
License number: 15851
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 01/26/1994
Expiration: 06/30/2026

Supervises
ALLIANCE CONSULTING ENGINEERS INC

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Board: Engineers and Land Surveyors

JAMES W FROST
1201 MAIN ST STE 1710
COLUMBIA, SC 29201

Business Name: SC POWER TEAM
Business Phone: (803) 978-7654
License number: 21613
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 01/09/2002
Expiration: 06/30/2026

Board Public Action History:
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Board: Engineers and Land Surveyors

KYLE M CLAMPITT
PO BOX 8147
COLUMBIA, SC 29202

Business Name: ALLIANCE CONSULTING ENGINEERS INC
Business Phone: (803) 779-2078
License number: 28279
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 06/30/2010
Expiration: 06/30/2026

Board Public Action History:

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Board: Engineers and Land Surveyors

ADAM R HOGAN
15 RIVANNA LN
GREENVILLE, SC 29607-5487

Business Phone: (864) 508-0110
License number: 25472
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 01/03/2007
Expiration: 06/30/2026

Supervises
GREENVILLE SC

Board Public Action History:
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Board: Engineers and Land Surveyors

ERIC WAYNE LARSON
190 SUMTER SQ
BLUFFTON, SC 29910-5726

Business Phone: (502)542-9731
License number: 31265
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 01/16/2014
Expiration: 06/30/2026

Supervises
BLUFFTON SC

Board Public Action History:
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Board: Engineers and Land Surveyors

BENJAMIN S WHALEY
204 SWEET GUM ROAD
COLUMBIA, SC 29223

Business Phone: 803-779-2078
License number: 26589
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 06/13/2008
Expiration: 06/30/2026

Board Public Action History:

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	Order Date	Name	License Type	License Number
View	2/21/2019	WHALEY, BENJAMIN S	ELS	26589

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Board: Engineers and Land Surveyors

RYAN DAVID JONES
2675 LANSING LN
CUMMING, GA 30041-1910

Business Phone: (309)453-4073
License number: 34103
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 01/27/2017
Expiration: 06/30/2026

Board Public Action History:

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Board: Engineers and Land Surveyors

DAVID M NOVOTNY
1534 OLD LEXINGTON HIGHWAY
CHAPIN, SC 29036

Business Phone: (847) 857-9738
License number: 41415
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 04/21/2023
Expiration: 06/30/2026

Board Public Action History:

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Board: Engineers and Land Surveyors

DANIEL FREE ROHMAN
116 WILLOW CREEK DRIVE
IRMO, SC 29063

Business Phone: 803-730-3756
License number: 36869
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 06/07/2019
Expiration: 06/30/2026

Board Public Action History:

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Board: Engineers and Land Surveyors

JESSE ANTHONY MEFFORD
PO BOX 8147
COLUMBIA, SC 29202-8147

Business Name: ALLIANCE CONSULTING ENGINEERS, INC.
Business Phone: (803) 465-1474
License number: 33984
License type: Engineering

Classification(s)
ENGINEER CATEGORY A

Status: Active
First Issue Date: 12/09/2016
Expiration: 06/30/2026

Board Public Action History:

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3) Technical Capabilities

Technical Capabilities

Alliance Consulting Engineers, Inc. is a professional civil and environmental engineering firm providing Engineering Consulting and Environmental Services to local governments, private developers, industry, architects, and other public and private entities. Alliance Consulting Engineers, Inc. was established on the concept that our clients desire diligent involvement for their intricate projects. We actively guide the client from conceptual planning through final design, permitting, and construction. Utilizing traditional business practices and state of the practice technology, Alliance Consulting Engineers, Inc.'s mission is to exhibit our commitment to our clients through responsiveness and the highest standard of quality.

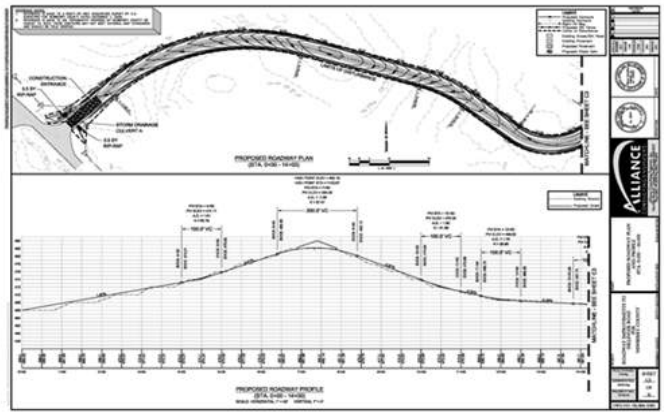
As a Consulting Engineering Firm specializing in Civil and Environmental Engineering, Alliance Consulting Engineers, Inc. is familiar with the needs of our clients throughout a wide variety of projects. Our experience in Roadway Design and Construction, Stormwater Drainage Design, Environmental and Regulatory Permitting Compliance, Site Development Plans, Water and Wastewater Infrastructure Development, and Stormwater Management will be beneficial in the successful development of the Town of Kiawah Island's General Civil Engineering, Stormwater Management, and Environmental and Resiliency Engineering Projects. Alliance Consulting Engineers, Inc. personnel have participated in all stages in the development of a wide variety of projects from the completion of roadway design and planning to the preparation of conceptual layouts, to oversight services provided during construction. Our wide range of services and capabilities are intended to provide our clients with a single source for Professional Civil Engineering Consulting Services.

Alliance Consulting Engineers, Inc. personnel have over three-hundred fifty (350) years of combined consulting experience and has assisted each of the forty-six (46) South Carolina counties with Civil, Environmental, and General Engineering Services. During this time project team members have participated in the completion of Professional On-Call Engineering Services. In addition, our personnel have completed Roadway and Drainage Design and Construction, Environmental and Regulatory Permitting Compliance, Site Development Plans, Water and Wastewater Infrastructure Development, and Stormwater Management many of which in some way required Roadway Planning, coordination, design, permitting and construction. Alliance Consulting Engineers, Inc.'s Project Experience is multifaceted, spanning the facility life cycle range from initial studies and planning, design, permitting, bidding and award, construction observation and construction administration, project closeout.

Alliance Consulting Engineers, Inc. was founded on the concept that our clients want in-depth personal involvement for their complex projects. We understand that the Town of Kiawah Island must play an integral role in the development of all of their future projects. To this end, it is our goal that Town of Kiawah Island personnel are intimately involved with the process of any future projects.

Roadway Design and Construction

Alliance Consulting Engineers, Inc. utilizes resources from the American Association of State Highway and Transportation Officials (AASHTO), the Federal Highway Administration (FHWA), and the South Carolina Department of Transportation (SCDOT) to govern roadway design projects. Our roadway designs consider pavement width, horizontal curvature, longitudinal street grades, super-elevation, roadside obstructions, intersections, and traffic control measures when determining the design capacity of a road. Other factors included in our roadway design are the characteristics of the vehicles using the roadway for access and egress, site distances, circulation of traffic, pedestrian traffic, and site topography.



Our team also handles earthwork computation to estimate approximate volumes of material that will be excavated/placed during construction and balance earthwork requirements. The method used in roadway design by our team of professionals first identifies the site constraints and points of access to the existing road network taking into account site distances and proximity to existing intersections. This will be identified on the Topographic Survey provided by the Town of Kiawah Island's surveying partner. This survey will give us the information needed to determine the site constraints. Once the site constraints and access points are identified, the horizontal alignment of the roadway network can be determined, represented by centerline tangents of the proposed roadways. Once the tangents have been established, horizontal curves are drawn in order to comply with minimum criteria regarding curvature, design speed, and design vehicle constraints. Next, a profile view can be prepared to include the existing topography and all vertical constraints such as culvert or utility crossings. With a profile of the existing ground elevation, a series of straight lines can be drawn representing the proposed longitudinal grade of the roadway. The maximum and minimum gradients will comply with federal, state, and local requirements. Once the longitudinal grade has been established, vertical curves can be designed to meet site distance, stopping distance, and storm drainage constraints.

Upon completion of roadway design, Alliance Consulting Engineers, Inc. will prepare an earthwork computation to estimate approximate volumes of materials that will be excavated or placed during construction of the proposed roadway. If feasible, Alliance Consulting Engineers, Inc. design professionals will balance the earthwork requirements. Should there be excessive cut/fill in the preliminary design, adjustments can often be made to balance the earthwork required. Throughout the Design process, Alliance Consulting Engineers, Inc. will produce Preliminary Cost Opinions and Final Construction Cost Opinions to assist the Town of Kiawah Island in decision making as the Project moves into the Construction Phase.

Construction Methods

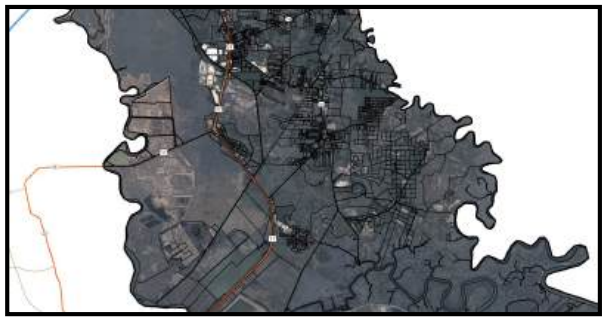
Understanding that the Town of Kiawah Island does not have an endless budget, Alliance Consulting Engineers, Inc. will review various types of construction methods such as typical Graded Aggregate Base Course (GABC) and asphalt pavings soil cement stabilization, while conventional asphalt paving methods may result in a longer service life, the cost per linear foot is also higher than other methods of construction.

Through the use of Soil Cement Stabilization, the Town of Kiawah Island will experience reduced costs of maintenance when compared to triple treatment but reduced construction costs of conventional GABC. The advantage of using soil cement base is that the Town of Kiawah Island will be able to utilize on-site soil materials while reducing the thickness of the base longer when compared to GABC. In addition, Soil Cement requires less time for installation than GABC thus reducing the overall project schedule.

Stormwater Systems Analysis and Design

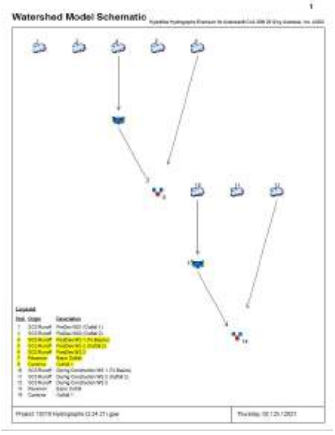
Alliance Consulting Engineers, Inc. has the expertise and experience required for the analysis and design of stormwater systems associated with development. Alliance Consulting Engineers, Inc. combines technical knowledge and real work experience to plan and design stormwater infrastructure to serve counties and municipalities as well as a variety of institutional, commercial, and residential developments.

Field Evaluation and Data Collection



Alliance Consulting Engineers, Inc. knows the importance of data as a good foundation for any stormwater management planning project. Having good and reliable data to perform analysis and decision making is critical. The goal will be to supplement existing mapping and datasets the Town of Kiawah Island has as each new Project is implemented. Alliance Consulting Engineers, Inc. will coordinate the collection of existing system mapping from South Carolina Department of Transportation, US Department of Agriculture, Charleston County, the Town of Kiawah Island and others. Our Team will also discuss mapping needs with the staff of the Town of Kiawah Island to see if there are As-Built Plans readily available from past private development projects containing public infrastructure. Alliance Consulting Engineers, Inc. believes it is important to be familiar with the location of other infrastructure, such as water, wastewater, gas, and underground electric, so that as we plan future capital projects, we are aware of potential conflicts.

Through their use of modern Stormwater System Mapping and Inspection technology, Alliance Consulting Engineers, Inc.'s Project Team will provide an Inventory Map and Condition Assessment of the primary drainage system, including pipes, ditches, detention facilities, and other Best Management Practices (BMP) in place to manage runoff. Our Team recommends including records research to identify drainage easements on public systems not within right-of-way as part of the data collection. Many times a good project can be stopped due to the lack of easements. This will also provide a road map to easement acquisition for the existing system to facilitate a routine maintenance program.



Hydrologic and Hydraulic Modeling

A properly calibrated Hydrologic and Hydraulic (H&H) Model that mimics the actual and sometime perceived existing condition is valuable in gaining acceptance of the process and the results. Alliance Consulting Engineers, Inc. will use the field data and anecdotal evidence to calibrate the existing conditions model to the greatest extent practicable. Before moving into proposed conditions analysis, Alliance Consulting Engineers, Inc. will present the results to the Town of Kiawah Island Staff for review and further calibration. With the foundation of the existing conditions model, Alliance Consulting Engineers, Inc. will once again engage in conversations with the Town of Kiawah Island Staff to apply future land use and growth projections into the future

conditions model. This provides valuable insight into what the Town of Kiawah Island can expect to see problems start to develop if and when future developments occur in the project area. From this initial projection, Alliance Consulting Engineers, Inc. can begin identifying various future scenarios that may change decision making on future conditions, forecast build out to predict timing of capital needs and identify capital projects to address areas of concern. The Hydrologic and Hydraulic model becomes a tool in which various solutions, such as increased pipe sizing, ponds, channel widening, stream restoration, bank stabilization, and other solutions can be applied and results analyzed. This is also the point in the H&H modeling where we will account for newer rainfall data and changes in climate patterns that may affect rainfall rates used in the past.

Problem Identification

With the data in place and the Hydrologic and Hydraulic (H&H) Models as tools for decision making, Alliance Consulting Engineers, Inc. will prepare a plan for the future of the Town of Kiawah Island's stormwater management plan for the watershed. The preferred alternative solutions will be developed into the Drainage Plan. However, the Drainage Plan is more than a list of capital project needs and costs, it is a blueprint to follow. Alliance Consulting Engineers, Inc. will develop a Conceptual Capital Cost Analysis including cost estimates and an implementation schedule based on a risk analysis and prioritization. Alliance Consulting Engineers, Inc. will coordinate with an environmental consultant and identify all regulatory needs and required Permits and approvals from all government agencies having regulatory review, approval, and permitting jurisdiction within the Project area as it pertains to the recommended capital projects. Services will include partering with and assisting Environmental Consultants with Wetlands Delineations, Section 404 Permitting, Threatened and Endangered Species Investigations in compliance with requirements of the United States Fish and Wildlife Service (USFWS) and South Carolina Natural Heritage Program (NHP).

Firm Capacity

As a consulting engineering firm specializing in civil and environmental engineering, Alliance Consulting Engineers, Inc. is familiar with the needs of our clients throughout a wide variety of projects and our responsiveness is second to none. Our experience in the planning, engineering design, permitting, project management, will be beneficial in the successful development of the Town of Kiawah Island's future endeavors.

Alliance Consulting Engineers, Inc.'s Lowcountry Office is located in Bluffton and has offices in Columbia, Charleston, Greenville (Upstate), and Charlotte, North Carolina. Since 2004, when the company was founded, Alliance Consulting Engineers, Inc. has been awarded over two thousand six hundred (2,600) projects and has sustained a steady workload over the past twenty-one (21) years. These projects range in professional fees from one (1) thousand dollars to over eight (8) million dollars. The current project load will afford Alliance Consulting Engineers, Inc. to not only be responsive to the needs of the Town of Kiawah Island but most importantly, provide the quality staff that will provide top of the line service performed on time and within budget. Alliance Consulting Engineers, Inc. has completed projects throughout the Southeastern United States and has active projects in nine (9) States from Virginia to Nevada, including South Carolina. Alliance Consulting Engineers, Inc. personnel have over three-hundred fifty (350) years of combined consulting experience. During this time project team members have participated in the completion of all stages of General Civil Engineering, Stormwater Management, and Environmental and Resiliency Engineering Projects. Our wide range of services and capabilities are intended to provide our clients with a single source for professional, engineering consulting services.

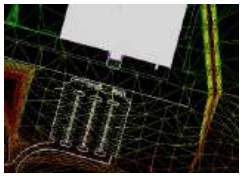
We pledge to allocate the resources needed to successfully complete any and all requests for Professional On-Call Engineering Services during the term of the projects for the Town of Kiawah Island with a level of professionalism that will exceed your expectations. We believe that with our technically trained and capable staff of fifty-five (55) employees and our state of the practice hardware and software capabilities, we can complete all tasks set forth by

Professional On-Call Engineering Services for the Town of Kiawah Island, including, not but limited to, General Civil Engineering, Stormwater Management, and Environmental and Resiliency Engineering Projects.

Technology

Our project team utilizes state of the practice software in conjunction with advanced plotters, high speed color printers, copiers, scanners, fax machines, and other electronic equipment to enable us to provide our services in a timely manner. Our business philosophy is to be responsive to our clients' needs, by providing a quality product in a timely manner. The related projects and client references provided in this proposal are testimony to our success.

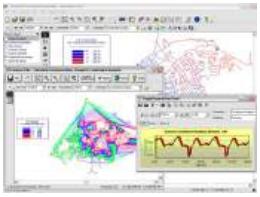
For research, our company utilizes high-speed internet access, state of the practice Arc Info GIS and mapping software, and a database of aerial photography, soils maps, topographic maps, and highway maps. Our staff is trained and technologically capable of employing advanced software and hardware to assimilate, analyze, and disseminate data in rapid fashion.



For design, our company utilizes Autodesk Land Development software in conjunction with current transportation, hydraulic and hydrologic design software. Autodesk Land Development software has long been one of the industry leaders for the design of transportation, infrastructure, and site development.

Software particularly useful in the development of industrial sites, sites with loading docks, or sites with tractor trailer traffic is Autodesk Vehicle Tracking. This program is utilized in conjunction with Autodesk Civil 3D to simulate the movement of tractor trailers (or any type of vehicle) through a site as designed on Autodesk Land Development. This is very useful in determining circulation and potential problem areas while the proposed site is still under design.

For water distribution modeling and management, our project team utilizes WaterCAD, a Haestad Methods Water Solutions product. Using this program, Alliance Consulting Engineers, Inc.'s project team members can model hydraulics, operations, fire flow, criticality and water quality using various environments and scenarios. The professional staff of Alliance Consulting Engineers, Inc. recognizes that our client's deadlines and project schedules are explicitly designed around an established agreed upon budget. It is wholly recognized by each staff member that their contribution to the approved project must be looked at as a team effort. This modeling software is also used on Wastewater projects to model pumps and forcemains. It is particularly useful with manifolded forcemain scenarios.



The computer program Hydraflow Hydrographs is used to model stormwater run-off. This program utilizes the Natural Resources Conservation Service (NRCS) method of generating hydrographs, in accordance with state regulations. Design storms are generated using rainfall data provided by the South Carolina Department of Environmental Services (SCDES).

For plan production, our team utilizes in-house equipment including advanced plotters, high speed color printers, copiers, scanners, and other electronic equipment to enable us to provide our services in a timely manner. Our administrative staff is experienced in using these advanced production machines and is capable of producing any size and quality of product, as well as provide our clients with electronic versions of any AutoCAD, PDF or Microsoft documents for review and use. This top-of-the-line equipment and our advanced knowledge of it will greatly aid in keeping costs down by producing the Town of Kiawah Island's projects quickly and efficiently.

4) Project Experience and References

Project Experience and References

Prior Professional On-Call Engineering Experience

The following are a list of Professional On-Call Engineering Services Related Projects recently completed or in-progress by Alliance Consulting Engineers, Inc. for municipalities and counties across South Carolina.

Jasper County
Professional Engineering, Surveying, Architectural, Landscape Architectural, Planning Consultant, and Construction Management Services - Indefinite Delivery Contract
(2014 – 2016)

Alliance Consulting Engineers, Inc. was retained by Jasper County to provide Professional Engineering, Surveying, Architectural, Landscape Architectural, Planning Consultant, and Construction Management services under an Indefinite Delivery Contract. Projects included surveying, infrastructure/site improvement and development, roadway design, landscape architecture, building and site plan designs/reviews, planning consulting services, storm water planning, water and wastewater design, construction management, SCDOT C-Funded projects and traffic study/corridor analysis.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Andrew Fulghum, County Administrator
Email: afulghum@jaspercountysc.gov
Phone: (843) 717-3661

Jasper County
Indefinite Delivery Contract for Review of Site Development Plans
(2015 – In Progress)

Alliance Consulting Engineers, Inc. was selected to be a part of Jasper County's Indefinite Delivery Contracts (IDC) and was retained to provide Professional Engineering Services for the review of Site Development Plans in Jasper County under the IDC. Jasper County desired the services of a third party professional engineering consultant to review and to prepare recommendations regarding site plans that are submitted to Jasper County as required by the Land Development Regulations. The Scope of Services consisted of: performing technical review of applications for subdivision and land development projects for conformance with standard best engineering practices, providing recommendations regarding the technical portions of the applications to the Jasper County Development Services Representative and providing expertise and technical assistance to the DSR as required.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Andrew Fulghum, County Administrator
Email: afulghum@jaspercountysc.gov
Phone: (843) 717-3661

Lexington County
2020 Capital Projects Sales Tax Program Master Plan Consulting and Engineering Services (2021)

Alliance Consulting Engineers, Inc. was retained by Lexington County to complete a Master Plan for the Lexington County Capital Project Sales Tax (CPST) for the 2020 General Election in Lexington County. Services included the assistance in the formation of the CPST Commission, development of an informative website facilitating over forty (40) public meetings, establishment of scoring criteria and eligible projects, and a compilation and review of the projects submitted to the Capital Projects Sales Tax Commission for funding by the CPST Program. This also included the review of the Project Questionnaire and Submission Checklist, preparation of a uniform Project Data Sheet for each project to include general project information, publishing of data on the planning and implementation strategy for each project, and compilation of the project information, along with conclusions and recommendations in an easy to read and uniform Master Plan document. Alliance Consulting Engineers, Inc. coordinated with sixteen (16) municipalities with over $330 million dollars worth of Capital Projects within the CPST Master Plan.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E.
Client Reference: Mr. Lynn Sturkie, County Administrator
Email: countyadministrator@lexingtoncounty.sc.gov
Phone: (803) 785-8100

Beaufort County
Architect, Engineer, and Consultant Services for Small Construction Projects (2020 – In Progress)

Alliance Consulting Engineers, Inc. was retained by Beaufort County to provide Professional Engineering Services for Site and Roadway Design, Stormwater and Solid Waste Management, Industrial Master Planning, Water and Wastewater Planning and Design, Construction Administration, Observation Services, and Grant Application Assistance, Site Schematics (functional and space programming) to Design Development, Cost Estimating, Coordination and Approval of Utility Connection Design, Permitting, Bid Preparation, Evaluation and Award.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Michael Moore, County Administrator
Email: www.beaufortcountysc.gov
Phone: (843) 255-2000

Town of Bluffton, Beaufort County
On-Call Services for Capital Improvement Program Support (2022 – In Progress)

Alliance Consulting Engineers, Inc. was retained by the Town of Bluffton to provide Consulting Engineering Services to assist in the implementation of Bluffton's Capital Improvement Program in the Town of Bluffton. The Scope of Services included providing Planning, Grant Application Preparation, Engineering Design, Bidding and Award Services, Construction Management, Preparation of Permit Applications, and other services in support of Bluffton's implementation of their Capital Improvement Program. This full service On-Call Professional Services contract provided a means to deliver rapid response to the many Planning, Engineering, Construction, and Regulatory Projects and Assignments the Town of Bluffton faced in providing continuous services to its residents, maintaining its infrastructure, and maintaining regulatory compliance at the federal, state, and county level.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E., Frank I. Turano, Eric W. Larson, P.E.
Client Reference: Mr. Stephen Steese, Town Manager
Email: ssteese@townofbluffton.com
Phone: (843) 706-4520

Lexington Medical Center, Lexington County
On-Call Services for Civil Engineering Services (2004 – In Progress)

Alliance Consulting Engineers, Inc. was retained by the Lexington Medical Center to provide Peofessional Civil Engineering Services to perform a variety of Design and Construction related Services since 2004. The Scope of Services included providing Planning, ALTA / As-Built Surveys, Class "A" Boundary Surveys, Phase I ESA, Engineering Design, Bidding and Award Services, Construction Management, Preparation of Permit Applications, and other services in support of the Lexington Medical Center's implementation of their Capital Improvement Program. Projects included site demolition, site development, parking lots, sidewalks, helipads, building expansions, roadway improvements, and utility infrastructiure. This full service On-Call Professional Services contract provided a means to deliver rapid response to the many Planning, Engineering, and Construction Projects and Assignments the Lexington Medical Center faced in providing continuous services to its staff and patients, maintaining its infrastructure, and maintaining compliance at the federal, state, and county level.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E., James W. Frost, II, P.E.
Client Reference: Mr. Brooks Williams, LEED AP, Director of Construction
Email: dhwilliams@lexhealth.org
Phone: (803) 518-3112

Project Examples

The following information included in this section provides further detail of a sampling of Roadway, Stormwater, Site Design, and Grading and Drainage projects that have been completed by Alliance Consulting Engineers, Inc. for other municipalities, Charleston County, neighboring and other counties across South Carolina.

Roadway

City of Hardeeville
Roadway Improvements along US Highway 278 near I-95 Exit 8 Interchange (2020)

Alliance Consulting Engineers, Inc. was retained by the City of Hardeeville to provide Professional Engineering Services for the Roadway and Intersection Improvements along US Highway 278 near the I-95 Exit 8 Interchange in the City of Hardeeville. The Scope of Services consisted of completing a Topographic Survey, Geotechnical Subsurface Exploration for the Proposed Roadway and Intersection Improvements, Engineering Design and Permitting, Bidding and Award Services, Construction Administration and Construction Observation Services, and Project Close-Out Services.

Project Managers: Deepal S. Eliatamby, P.E.,
Project Team Members: Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Josh Gruber, City Manager, City of Hardeeville
Email: coliver@hardeevillesc.gov (city clerk's office)
Phone: (843) 784-2231

Town of Yemassee
Sidewalk Improvements (2023-In Progress)

Alliance Consulting Engineers, Inc. was retained by the Town of Yemassee to provide Conceptual Design, Stormwater Review and Preliminary Cost Opinions for Four (4) Sidewalk Improvement Projects in the Community Park and along several roadways. Residents of the neighborhoods use the park for recreation, and the sidewalks to walk from their homes to the park, Post Office, banks, and other town facilities. The existing sidewalks were poorly designed and maintained, and in some places outside public right of way.

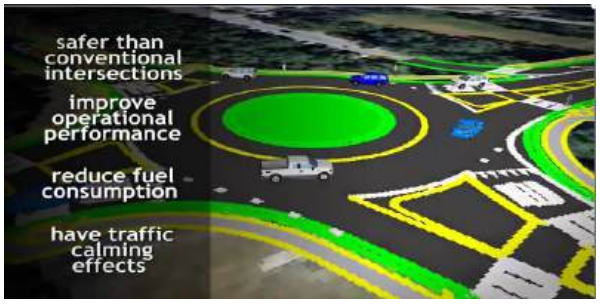
Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E.
Project Team Members: David N. Novotny, P.E., Jesse A. Mefford, P.E.,
Frank N. Mitchell, E.I.T.,
Frank I. Turano, Eric W. Larson, P.E.
Client Reference: Mr. Matthew Garnes, Town Clerk, Town of Yemassee
Email: mattgarnes@townofyemassee.org
Phone: (843) 589-2504

City of Hardeeville
Phase II Site Improvements for the JuJu Hutson Playground and Hardeeville Recreation Complex Walking Trail (2023)

Alliance Consulting Engineers, Inc. was retained by the City of Hardeeville to complete Professional Engineering Services for Phase II Site Improvements for the JuJu Hutson Playground on the +/- 14.2-Acre Hardeeville Recreational Complex located behind City Hall at 205 Main Street in the City of Hardeeville in Jasper County. Services provided by Alliance Consulting Engineers, Inc. include Engineering Design and Permitting for the JuJu Hutson Park. Alliance Consulting Engineers, Inc. completed Additional Services that included Engineering Design, Permitting Services, Bidding and Award Services, and Construction Administration and Construction Observation (CACO) Services for the Hardeeville Recreation Complex Walking Trails. The Hardeeville Recreation Complex Walking Trails included New Parking Spaces, Parking Islands and Stormwater Drainage and Repaving of the +/- 1.5-Acre Existing Parking Area.

Project Managers: Deepal S. Eliatamby, P.E.,
Project Team Members: Kyle M. Clampitt, P.E., B. Steve Whaley, P.E., Frank I. Turano
Client Reference: Mr. Josh Gruber, City Manager, City of Hardeeville
Email: coliver@hardeevillesc.gov (city clerk's office)
Phone: (843) 784-2231

Effingham County, Georgia
Road Realignment Conceptual Plans, Design, and Construction Management for Courthouse Road in the City of Springfield (2022)



Alliance Consulting Engineers, Inc. was retained by Effingham County, Georgia to provide Professional Engineering Services for Road Realignment, Conceptual Plans, Final Design and Construction Management for Courthouse Road in the City of Springfield, Effingham County. A new intersection was created which abandoned the existing intersection with McCall Road and retained access to Baker Lake Park. Right-of-Way Acquisition, Topographic Survey, Wetlands Delineation, Traffic Impact Analysis Study and Subsurface Geotechnical Exploration within the selected.

Project Managers: Deepal S. Eliatamby, P.E., Adam R. Hogan, P.E.
Project Team Members: Ryan D. Jones, P.E., Eric W. Larson, P.E., Mitchell J. Carobus, E.I.T, Jacob B. Horn, P.E.
Client Reference: Mr. Jonathan Hulme, P.E., County Engineer
Email: jhulme@effinghamcounty.org
Phone: (912) 754-8067

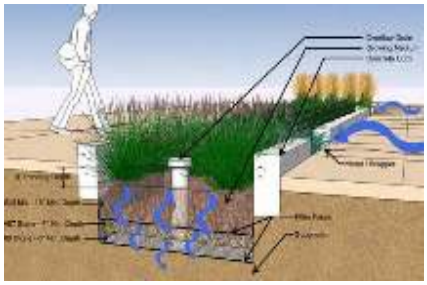
Stormwater Drainage

Charleston County
Evaluation of Existing Stormwater Management System Outfall Improvements Recommendations (2021)

Alliance Consulting Engineers, Inc. was retained by Charleston National Care of Cedar Management Group, LLC to provide Professional Engineering Services for the Evaluation of the Existing Stormwater Management System and Outfall Improvements Recommendations for the Charleston National Community in the Town of Mount Pleasant in Charleston County. The Scope of Services included the Preliminary Construction Plans of Outfall CN11 and a Preliminary Cost Opinion for the Improvements. Alliance Consulting Engineers, Inc. estimated the capacity of the Outfall System and developed Preliminary Construction Plans for a Concrete Spillway sized for a similar capacity and Outlet Control Structures and Equipment. Upon review and approval of the Construction Plans by Charleston National Care of Cedar Management, LLC, Alliance Consulting Engineers, Inc. prepared a Cost Opinion for the Improvements.

Project Managers: Deepal S. Eliatamby, P.E., Kyle M. Clampitt, P.E.
Project Team Members: B. Steve Whaley, P.E.
Client Reference: Mr. William Johnson, P.E., Maintenance Engineer,
Charleston National Care of Cedar Management Group, LLC
Email: csengineer54@gmail.com
Phone: (919) 561-7033

Effingham County, Georgia
Westwood Heights Subdivision Stormwater Drainage Improvement Project (2022)



Alliance Consulting Engineers, Inc. was retained by Effingham County, Georgia to evaluate Stormwater Drainage issue in the Westwood Heights Subdivision and to develop cost effective improvement alternatives by applying Modeling, Engineering Analysis, and Best Practice approaches. The Westwood Heights Subdivision has a history of flooding, and in addition to alleviating this issue, Effingham County is looking to develop an approach and tools that can be applied to other areas of Effingham County that have Stormwater Drainage concerns.

Project Managers: Deepal S. Eliatamby, P.E., Adam R. Hogan, P.E.
Project Team Members: Ryan D. Jones, P.E., Eric W. Larson, P.E., Mitchell J. Carobus, E.I.T,
Jacob B. Horn, P.E.
Client Reference: Mr. Jonathan Hulme, P.E., County Engineer
Email: jhulme@effinghamcounty.org
Phone: (912) 754-8067

City of Hardeeville
Stormwater Drainage Improvements at the Hardeeville Recreation Center (2021)

Alliance Consulting Engineers, Inc. was retained by the City of Hardeeville to complete Professional Engineering Services for Design and Permitting for Stormwater Drainage Improvements along John Smith Road at the Hardeeville Recreation Center in the City of Hardeeville, Jasper County. Services provided by Alliance Consulting Engineers, Inc. include Engineering Design and Permitting, Bidding and Award Services, and Project Closeout.

Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Josh Gruber, City Manager, City of Hardeeville
Email: coliver@hardeevillesc.gov (city clerk's office)
Phone: (843) 784-2231

Site Design

City of Hardeeville
+/- 100,000 Square Foot Industrial Development Hardeeville Commerce Park (2021)

Alliance Consulting Engineers, Inc. was retained by the City of Hardeeville to complete Professional Engineering Services for a +/- 100,000-SF Industrial Development on the 7.7-Acre Parcels 2, 3, & 4 of the +/-162 Acre Hardeeville Commerce Park in the City of Hardeeville, Jasper County. Services provided by Alliance Consulting Engineers, Inc. include Engineering Design and Permitting Services, Bidding and Award Services, Construction Administration Services and and Project Closeout.

Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Josh Gruber, City Manager, City of Hardeeville
Email: coliver@hardeevillesc.gov (city clerk's office)
Phone: (843) 784-2231

Sea Pines Resorts, Beaufort County
Renovations of the +/- 19,000 SF Quarterdeck Restaurant (2021)

Alliance Consulting Engineers, Inc. was retained by Sea Pines Resort, Inc. to provide Engineering Design and Permitting for Renovations of the +/- 19,000-SF Quarterdeck Restaurant on the +/- 0.34-Acre Parcel 15 located at 160 Lighthouse Road in the Town of Hilton Head Island, Beaufort County. Engineering Services included the revisions needed to the Civil Engineering Site Plan, Grading and Drainage Plan and Utility Plan. Alliance Consulting Engineers, Inc. also prepared and submitted a revised Notice of Intent for Land Disturbance and a Coastal Zone Consistency Verification package to the South Carolina Department of Health and Environmental Control. Alliance Consulting Engineers, Inc. coordinated the Utility Plan submittal to the South Island Public Service Division (SIPSD) for review and approval.

Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. Cliff McMackin, LEED AP, Director of Resort Development
Email: cmcmackin@seapines.com
Phone: (843) 842-1947

Grading and Drainage Plans

Town of Sullivan's Island
Professional Engineering Services for Grading and Drainage of Parcels located at the Intersection of Station 16 and Atlantic Avenue (2019)

Alliance Consulting Engineers, Inc. was retained by the Town of Sullivan's Island to provide Professional Engineering Services related to Grading and Drainage of the +/- 1.89 and 2.22-Acre Parcels located at the Intersection of Station 16 Street and Atlantic Avenue in the Town of Sullivan's Island in Charleston County. The proposed improvements will distribute the existing excavated stockpile material in order to fill in two (2) depressed areas on the subject parcels. Improvements included the regrading of the parcels to fill in the two (2) depressed areas observed by Alliance Consulting Engineers, Inc. Services included a Level Loop Survey performed by Alliance Consulting Engineers, Inc., a project cost estimate, and the preparation of Grading and Drainage Plan Exhibits for the +/- 1.89 and 2.22-Acre Parcels.

Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E.
Client Reference: Mr. Andy Benke, Town Administrator
Email: abenke@sullivanisland-sc.com
Phone: (843) 883-5726

References

Alliance Consulting Engineers, Inc. is proud to provide the following as Reference to our past performance to our clients and success with our Projects.

1. Chesterfield County

Mr. Timothy L. Eubanks
County Administrator
178 Mill Street
Chesterfield, South Carolina 29709
(843) 623-2535
ccadministrator@shtc.net

2. Chester County

Mr. Brian Hester
County Administrator
Post Office Box 580
Chester, South Carolina 29706-0580
Office: (803) 385-5133
bhester@chestercountysc.gov

3. SouthernCarolina Regional Development Alliance

Mr. John W. Fleming, P.E.
Chief Operating Officer
201 Lee Avenue
Hampton, South Carolina 29924
Office: (803) 541-0023
Mobile: (843) 607-9729
jfleming@southerncarolina.org

5) Environmental Stewardship Experience

Environmental Stewardship Experience

Alliance Consulting Engineers, Inc.'s commitment to sustainable design and working in environmentally sensitive sites has been in the forefront of our Services since 2004. Among our vast array of Services, Environmental Studies and Documentation, Stormwater Management, Permitting, and Compliance Reporting routinely involve working with the land to develop sites that blend with the landscape, do not negatively impact the environment, are resilient, and have a life cycle cost that is efficient, effective and repeatable.

Alliance Consulting Engineers, Inc. is proud to have established and maintained a work working relationship with regulatory agencies including the South Carolina Department of Environmental Services (SCDES), United States Army Corp. of Engineers (USCOE),and the Federal Emergency Management Agency (FEMA). Multiple Alliance Consulting Engineers, Inc.'s staff are experienced the their Regulations and certified as professional Stormwater Managers and Floodplain Managers. Our Staff has been instrumental in developing design standards for local communities, such as Beaufort and Jasper County's Southern Lowcountry Regional Stormwater Manual (SoLoCo Stormwater Manual) that focuses on Coastal Resilience and targets the use of environmentally sensitive Best Management Practices (BMP) including Low Impact Development (LID) or Green Infrastructre (GI) stormwater infiltration solutions. Alliance Consulting Engineers, Inc. will apply our vast knowledge of design and construction standards to evaluate environmental constraints and ensure improvements complement existing infrastructure and the natural environment to support the Town of Kiawah Island's commitment to Environmental Stewardship.

The following information included in this section provides further detail of a sampling of environmentally sensititve projects that have been completed by Alliance Consulting Engineers, Inc. for municipalities and counties across South Carolina.

Sea Pines Resort, Inc.
Conceptual and Detailed Design Services for the Harbour Town
(2019 and 2025)

Alliance Consulting Engineers, Inc. was retained by Sea Pines Resort, Inc. to provide Professional Engineering Services for Conceptual and Final Site Design and Preliminary Cost Opinion for the +/- 12.7-Acre future redevelopment of the Harbour Town Inn in the Harbour Town Development, Town of Hilton Head Island, Beaufort County. This project includes the preparation of Site Plans to illustrate proposed grading, new access roadway, parking areas, relocated stormwater systems, water/wastewater utilities, and proposed building footprints. Sea Pines Resort, Inc. desired a natural design that blends the necessary infrastructure into the landscape. Particular attention was given to site elevations that accounted for Sea Level Rise and provided for efficient Stormwater Management and eliminate structure flooding risk. Alliance Consulting Engineers, Inc. will also prepare a Preliminary and Construction Cost Opinions for the approved conceptual site plan and Construction Documents.

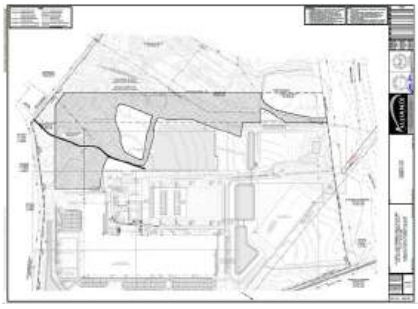
Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E., Frank I. Turano,
Eric W. Larson, P.E., AICP., CFM. CPSWQ
Client Reference: Mr. Cliff McMackin, Director of Resort Development
Email: cmcmackin@seapines.com
Phone: (843) 816-6493

Westbury Park (The Richardson Group)
Evaluation of Stormwater Lagoons (2014)

Alliance Consulting Engineers, Inc. was retained by The Richardson Group to provide Engineering Consulting Services to evaluate eight (8) Stormwater Lagoons and Pavement Conditions within Westbury Park in Bluffton, South Carolina. Westbury Park is a residential subdivision on approximately 120-Acres that was constructed in phases with the latest being completed in 2002. The property is located midway between US Highway 278 to the north and the Bluffton Parkway to the south and between Buck Island Road and Simmonsville Road to the east and west respectively. Services included a Topographic (Bathometric) Survey of existing conditions and an analysis to compare the effectiveness of the current lagoons to how they were originally constructed to determine if any additional management practices or maintenance measures are recommended to provide the same water quality treatment as originally constructed.

Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E., Frank I. Turano
Client Reference: Mr. James Richardson, Jr.
Email: jr@richardsongrp.com
Phone: (843) 686-6929

Florence County Economic Development Partnership
Design and Permitting Services for ± 1.4 Million SF AESC US, LLC
SC-2 Manufacturing Facility (2024 - Ongoing)



Alliance Consulting Engineers, Inc. was retained by AESC US, LLC. for the Design and Permitting Services for Clearing and Grubbing for the ± 1.4 Million SF AESC US, LLC SC-2 Manufacturing Facility at the ± 468-Acre AESC US, LLC Campus along East Old Marion Highway and Estate Road in Florence County. Alliance Consulting Engineers, Inc. Completed Construction Plans and Technical Specifications for the ± 1.4 Million SF AESC US, LLC SC-2 Manufacturing Facility. Included were a Cover Sheet, Existing Conditions Plan, Site Plan, Drainage Plan, Erosion and Sediment Control Plans, Construction Details and Technical Specifications. Stormwater management includes the use of Wet Detention Basin designed for 72-Hour volume reduction with a release rate of ½ pre-construction discharge. The access roadway required the construction of a 220-FT 3-span bridge, built to a 5-Lane width. This required an individual wetlands permit. To reduce the wetland impact, sheet pile walls were required. Permitting Services included coordination with South Carolina Department of Environmetal Services (SCDES) for a Major Modifications Permit.

Project Managers: Deepal S. Eliatamby, P.E.
Project Team Members: Kyle M. Clampitt, P.E., Adam R. Hogan, P.E., David M. Novotany, P.E., Mr. Jesse A. Mefford, P.E.
Client Reference: Mr. C. Gregg Robinson, Chief Executive Officer
Email: grobinson@florenceco.org
Phone: (843) 676-8796

6) Project Approach

Project Approach

Alliance Consulting Engineers, Inc.'s Lowcountry Office located in Bluffton will service the Town of Kiawah Island on the Professional On-Call Engineering Services Contract. Since 2004, when the company was founded, Alliance Consulting Engineers, Inc. has been specializing in all stages of Engineering Design, Site Design, Project Management, Surveying, Environmental Studies and Documentation, Roadway Design, Landscape Design, Hydrology/Hydraulic Design, Water and Wastewater Design, Geotechnical Design Permitting and Utility Coordination.

Engineering Design Services

Alliance Consulting Engineers, Inc. personnel are experienced and qualified in the planning, design, and permitting of Roadway, Site Design, Landscape Design, Water and Wastewater, Stormwater, Recreational, Institutional, and Fire Station Design Projects. Our staff at Alliance Consulting Engineers, Inc. combines technical knowledge and real-world experience to plan and design new developments and improvements to existing facilities and infrastructure to serve a variety of industrial and institutional developments. Our experience with these projects includes Master Planning and Cost Estimating, Surveying, Environmental Studies, Wetlands Delineation/Jurisdictional Determination, Geotechnical Subsurface Exploration, Hydrology Studies, Water and Wastewater Design, Engineering Design and Permitting, Project and Asset Management and Construction Administration and Construction Observation Services. With over two thousand, six hundred (2,600) projects successfully completed throughout nine (9) States including the State of South Carolina, our team has the technical skills, local knowledge and professional working relationships with local, state and federal agencies to meet the Town of Kiawah Island's needs with high quality and timely results. Our team also has extensive experience with infrastructure improvements projects permitted by the South Carolina Department of Transportation (SCDOT), South Carolina Department of Environmental Services (SCDES), including Municipal Separate Stormsewer System (MS4) programs. The method used in roadway and drainage improvements design by our team of professionals first identifies the existing conditions through research of As-Built Drawings, collecting survey data, evaluating environmental constraints and applying our vast knowledge of design and construction standards to ensure improvements complement existing infrastructure and the natural environment.

Site Design

The development of a conceptual layout is a necessity when determining the potential for the development of any new facility. By depicting potential utilities, roadways, and property lines, our clients can envision the potential of a site for development. In addition, these conceptual plans can be utilized to prepare preliminary cost estimates. These estimates are important planning documents in the budgeting and acquisition of funds. In order to develop a useful conceptual layout, careful planning and research must be completed in order to accurately represent existing conditions at a potential site. Prior to the development of a site plan, Alliance Consulting Engineers, Inc. will gather available information on the characteristics of the selected parcel. Telephone conversations, mapping resources and site visitations are all useful forms of collecting information about a site. Information obtained includes general topography, land cover, potential for wetlands, available utilities, surrounding land use and zoning requirements. Upon compiling available information on a site, Alliance Consulting Engineers, Inc. will initiate the preparation of a conceptual layout by utilizing technical knowledge and previous experience. Our team of Engineers and Design Associates will implement a four (4) step process during the design phase of the development, each one producing a specific deliverable documenting the phases through the design process.

Step One - The initial step is a combination of Feasibility and Site Analysis. Feasibility analysis provides the initiation of the design process with a review of the program and site considerations and assurance that all appropriate information is available to move on with the design process. At the end of this phase in the design process, there will be a clear understanding of the proposed development program and options, identification of site constraints and opportunities, assurance that regulatory requirements can be satisfied and a positive finding that the physical and functional characteristics envisioned by the client can be developed.

Step Two - The next step is the Conceptual Design Phase. The Conceptual Design will be based on the feasibility and site analysis information obtained in Step One and will present the initial organization of the development program. The end product associated with the concept design phase is generally a series of concept sketches or diagrams highlighting the distribution of land uses and preliminary infrastructure requirements.

Step Three - The Preliminary Sketch Plan. During this stage of the design process, Alliance Consulting Engineers, Inc. will refine the initial analysis and sketches of the conceptual design and add scale and precise site development standards of specific uses, including access/egress locations, roadway layout, building arrangements, parking lot layout and preliminary stormwater and utility routing in the form of a Sketch Plan to be reviewed and approved by the Town of Kiawah Island. It is during this stage that Alliance Consulting Engineers, Inc. would prepare the Preliminary Construction Cost Opinion.

Step Four - Implementation of the Final Design. At this stage of the design process, the Sketch Plan is produced during the schematic design phase and has been reviewed and approved by the Town of Kiawah Island and the local governing regulatory agencies. If required, Alliance Consulting Engineers, Inc. will finalize the design such that the level of detail is sufficient to construct all aspects of the development. The final design will reflect the detail necessary for project review and approval by state and local regulatory agencies, authorizing the commencement of construction. It is during this stage that Alliance Consulting Engineers, Inc. would prepare the final Construction Cost Opinion. This stage is completed with the Permitting Phase and Services and receipt of approvals from the appropriate state and local regulatory agencies.

Project Management

Bidding and Award Services

Alliance Consulting Engineers can assist in advertising and obtaining bids or negotiating proposals for industrial development and, where applicable, maintain a record of prospective bidders to whom Bid Documents have been issued, attend Pre-Bid Conferences, and receive and process contractor deposits or charges for the Bid Documents. During the bidding process Alliance Consulting Engineers, Inc. can issue Addenda as appropriate to clarify the Bid Documents; consult with the client as to the acceptability of subcontractors, suppliers, and other individuals and entities proposed by the contractor for those portions of the project as to which such acceptability is required by the Bid Documents; attend the Bid Opening; prepare Certified Bid Tabulation Sheet, Bid Comparison Sheet, and assist the client in evaluating bids or proposals; and in assemble and provide recommendations for the award of contracts for the project. The Bidding and Award Phase of Construction Administration will be considered complete upon commencement of construction or upon cessation of negotiations with prospective contractors. However, Construction Administration Services entail the review of Construction Observation Reports and the administration of Pay Requests as submitted by the selected contractor. Construction Administration Services cease once final construction observations are complete, final pay request has been processed and recommendations for retainage have been made.

Construction Administration and Construction Observation Services

After completion of the Bidding and Award Phase, Project Team can move directly into the Construction Observation Phase for the project. All client's instructions to the contractor will be issued through Alliance Consulting Engineers, Inc., who shall have authority to act on behalf of the client in dealings with the contractor to the extent agreed upon for the particular project. Alliance Consulting Engineers, Inc. will provide the services of a Project Representative (PR) at the project site to supplement the design engineer and to provide more extensive observation of contractor's work. The team of professionals involved during the design phase of the project will be the same individuals involved during the construction observation of the project. By providing design professionals, construction should progress in agreement with Construction Plans and Specifications. This methodology is utilized to maintain uniformity and knowledge throughout the project duration from planning to design to construction. During the Construction Phase of the project Alliance Consulting Engineers, Inc. can participate in the Pre-Construction Meetings and as appropriate, assist in establishing baselines and benchmarks for identifying the work which in the engineer's judgment is necessary to enable the contractor to proceed with construction.

In connection with observations of the work in progress, Alliance Consulting Engineers, Inc. will make site visitations at intervals appropriate to the current stages of construction, as the engineer deems necessary. These site visitations will be conducted in order to observe the progress and quality of the work completed. Based on information obtained during such visits and observations, the engineer will determine in general if the contractor's work is proceeding in accordance with the Contract Documents, and notify the client of progress at the site. As construction continues, Alliance Consulting Engineers, Inc. would have authority to disapprove or reject the contractor's work while it is in progress if the engineer believes that such work will not produce a completed project conforming to the Contract Documents or that it will compromise the integrity of the design. If necessary, clarifications and interpretations of the Contract Documents will be issued to assure orderly and acceptable completion of work, recommendations of Change Orders, and Work Change Directives will be provided to the client for review and approval.

As construction approaches completion, Alliance Consulting Engineers, Inc. will receive, review, and transmit to the client the Contractor's Completion Documents, which include maintenance and operating instructions, schedules, and guarantees; bonds, certificates, or other evidence of insurance not previously submitted and required by the Contract Documents; certificates of inspection, tests and approvals; Shop Drawings; and the annotated Record Documents which are to be assembled by Contractor in accordance with the Contract Documents to obtain final payment. Promptly after notice from the contractor that the entire work is ready for its intended use, Alliance Consulting Engineers personnel, accompanied by the client and contractor, will conduct a final inspection to ascertain if the work is "substantially complete". If after considering any objections of the client, the engineer considers the work "substantially complete", Alliance Consulting Engineers, Inc. will deliver a Certificate of Substantial Completion to the client and the contractor. At this time Alliance Consulting Engineers, Inc. will conduct a final payment review to determine if the completed work of the contractor is acceptable so that the engineer may recommend, in writing, final payment.

Drone Inspection Services

Many of Alliance Consulting Engineers, Inc. Staff is Remote Pilot License for Small Unmanned Aircraft System through the Federal Aviation Administration (FAA) and takes Drone Videography and Photograpy throughout Construction Observation process to document project progress. The Drone Videos will be provided weekly to the Town of Kiawah Island Staff and provide an up to date record of project status and completion. Through the completion of weekly site observations and review of monthly pay applications, Alliance Consulting Engineers, Inc. will closely monitor any weather days being claimed by the contractor. These weather delays will be reviewed and closely monitored to ensure the Town of Kiawah Island is being delivered a final product in a timely manner. Alliance Consulting Engineers, Inc. will also document liquidated damages amounts in an effort to further motivate the contractor.

Roadway Design and Construction

Alliance Consulting Engineers, Inc. personnel are experienced and qualified in the planning, design, permitting, and construction administration and construction observation of roadway and parking facility projects, including access roads, highways, parking lots and parking structures.

Since Alliance Consulting Engineers, Inc. was established in March 2004, Alliance Consulting Engineers, Inc. has been fortunate to work on multiple projects throughout Charleston County and the Lowcountry Region. This past working experience between the local officials and Alliance Consulting Engineers, Inc. affords us first-hand knowledge of the expectations, preferences, and construction standards. This valuable information will be utilized with each project to reduce design schedules, lower design/construction costs, and minimize construction requests for information.

Landscape Architecture

Alliance Consulting Engineers, Inc. understands the importance of incorporating natural aesthetics with site development and improvements. Our staff routinely incorporates Landscape Plans, Planting Schedules and Vegetation Protection Buffering with Site Development and Improvements Projects and will work closely with the Town of Kiawah Island's staff to ensure projects complement and enhance appearance. Through utilization of the American Standard for Nursery Stock, American Standards Institutes, Inc., incorporation of indigenous species and consultation with local Landscaping Installers during design process, Alliance Consulting Engineers, Inc. seeks to maximize the quality and longevity of the project's natural aesthetics.

Stormwater Management

Alliance Consulting Engineers, Inc. has a team of professionals, who have the experience and creativity with stormwater management design of all sizes. Our team of professionals is up to date with the local, state and federal regulations and permitting requirements associated with stormwater management and erosion and sediment control. Alliance Consulting Engineers, Inc. utilizes the Soil Conservation Service (SCS) methodology for hydrologic modeling in conjunction with top of the line industry standard storm drainage software. The SCS method for computing stormwater runoff is a widely accepted and well documented stormwater runoff analysis tool. For a typical stormwater management design, Alliance Consulting Engineers, Inc. generally reviews the topographical quad map for which the site is located to observe the overall topography of the site and surrounding area and to get an overview of how stormwater enters/exits the existing site. The site is then divided into subwatersheds based on the predevelopment existing conditions and the post-development conditions. After a review of the applicable county soils map, published by the SCS, a hydraulic soil group is assigned to each subwatershed. The area of each subwatershed is measured and based on the land use a composite curve number is generated for each subwatershed. Utilizing this information the slope of the subwatershed, the hydraulic length of the subwatershed and the time of concentration a unit hydrograph is computed for each subwatershed.

Alliance Consulting Engineers, Inc. designs the stormwater management facility to handle the 1, 2, 5, 10, 25, 50 and 100 year, 24 hour rainfall events from the county the site is located in. The rainfall data utilized in our designs is referenced from the South Carolina Stormwater Management and Sediment Control Handbook for Land Disturbing Activities, South Carolina Department of Environmental Services. Alliance Consulting Engineers, Inc. has the capability of designing any size stormwater management system utilizing the latest technology in Best Management Practices for improving water quality, reducing erosion, controlling sediment from the site, and protecting against flooding. Stormwater management designs completed by Alliance Consulting Engineers, Inc. utilize the latest technology in Best Management Practices for improving water quality, reducing erosion and controlling sediment from the site. Our experience staff has completed numerous Stormwater Management Solutions on well draining site from fractions of an acre to stormwater modeling of watersheds of many square miles in size, including Low Impact Development (LID) stormwater infiltration solutions.

South Carolina Department of Environmental Services

SC DEPARTMENT of ENVIRONMENTAL SERVICES

South Carolina Department of Environmental Services (SCDES) is responsible for environmental and public health decisions within the state. SCDES is responsible for issuing Permits, Licenses, Certifications and Registrations in order to start or expand projects or businesses. Alliance Consulting Engineers, Inc. provides assistance to our clients in their interactions with SCDES, including preparing Storm Water Pollution Prevention Plans (SWPPPs), Notices of Intent (NOI) for Coverage(s) of Primary Permittees Under South Carolina NPDES General Permit For Stormwater Discharges From Construction Activities SCR 100000, Coastal Zone Consistency (CZC) through Office of Ocean and Coastal Resource Management, and Water and Wastewater Construction Permit Applications and Permits To Operate (PTO).

Section C: Fee Schedule

ALLIANCE
CONSULTING ENGINEERS

Hourly Rate Schedule

Position	Rate Per Hour
Principal	$ 310
Senior Project Manager III	$ 295
Senior Project Manager II	$ 275
Senior Project Manager I	$ 260
Senior Project Engineer II	$ 240
Senior Project Engineer I	$ 215
Project Manager III	$ 195
Project Manager II	$ 185
Project Manager I	$ 180
Project Engineer II	$ 165
Project Engineer I	$ 155
Engineering Associated IV	$ 140
Engineering Associate III	$ 130
Engineering Associate II	$ 120
Engineering Associate I	$ 110
Senior Design Associate I	$ 115
Project Representative II	$ 125
Project Representative I	$ 115
Design Associate III	$ 115
Design Associate II	$ 110
Design Associate I	$ 105
Senior Design Technician	$ 100
Design Technician II	$ 95
Design Technician I	$ 85
CAD Technician IV	$ 75
CAD Technician III	$ 70
CAD Technician II	$ 65
CAD Technician I	$ 60
Executive Assistant I	$ 120
Senior Administrative Assistant IV	$ 115
Senior Administrative Assistant III	$ 105
Senior Administrative Assistant II	$ 95
Senior Administrative Assistant I	$ 85
Administrative Assistant IV	$ 75
Administrative Assistant III	$ 70
Administrative Assistant II	$ 65
Administrative Assistant I	$ 60

Hourly Rate Schedule Effective Through December 31, 2025

Other Expenses

Chargeable Expenses – Actual cost plus fifteen (15) percent
Overtime – Hourly Rate plus fifty (50) percent
Mileage – At prevailing IRS rate
Courtroom Appearances and Legal Preparation – Hourly Rate plus fifty (50) percent

CONFIDENTIAL

Appendix A
Required Forms

Exhibit A: RFQ Checklist and Submittal Forms

Submittal Form

EXHIBIT A – RFQ CHECKLIST AND SUBMITTAL FORMS

NOTE: These items are the criteria for evaluating your proposal. Please make sure that

the following items are included with your submittal:

☒ Submittal Form (Required)
☒ Non-Collusion Oath (Required)
☒ Documentation of Insurance Coverage (Required)
☒ Copy of Business License (If applicable)
☒ Minority/Women-Owned Business Certification (Preferred but not required)
☒ Organization Information – (Required)
☒ Personnel List (i.e., names of persons to be used in this engagement) (Required)
☒ References (Required)

You do not have to submit the Bidder's Checklist, which is included for your convenience. However, you must provide all required information.

Failure to submit the required items may deem your submittal to be non-responsive.

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE: April 25, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: Alliance Consulting Engineers, Inc.

SIGNATURE: _____

PRINTED NAME: Deepal S. Eliatamby

TITLE: President

DATE: April 25, 2025

I. PERSONNEL: DSE, JWF, KMC, ARH, EWL, BSW, DMN, RDJ

Provide a list of personnel that will be committed to this engagement and their job function.

Deepal S. Eliatamby, PE, SCCED, President - Senior Project Manager (DSE)
James W. Frost, II, P.E., Senior Vice President - Senior Project Manager (JWF)
Kyle M. Clampitt, P.E., Senior Vice President - Senior Project Manager (KMC)
Adam R. Hogan, P.E., Vice President - Senior Project Manager (ARH)
Frank I. Turano, Regional Manager - Quality Control (FIT)
Eric W. Larson, P.E., AICP, CFM, CPSWQ - Senior Project Manager (EWL)
B. Steve Whaley, P.E. - Senior Project Manager (BSW)
David M. Novotny, P.E. - Senior Project Manager (DMN)
Ryan D. Jones, P.E. - Senior Project Manager (RDJ)
Jesse A. Mefford, P.E., Project Manager (JAM)
Daniel F. Rohman, P.E., Project Manager (DFR)
Jacob C. Horn, P.E., Project Engineer (JCH)
Harlie M. Wdowiak, E.I.T., Engineering Associate (HMW)
Frank N. Mitchell, E.I.T., Engineering Associate (FNM)
T. Ryan Merritt, E.I.T., Engineering Associate (TRM)
Marielle N. van Vulpen, E.I.T., Engineering Associate (MNV)

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** Sea Pines Resorts

Contract Title Renovations of the +/- 19,000 SF Quarterdeck Restaurant

Contract Period: From 2021 To 2021

Geographic Area Served Beaufort County

Scope of Work: Design and Permitting

Contracting Office: Columbia, South Carolina

Contact Name: Deepal S. Eliatamby, P.E., SCCED

Title: Senior Project Manager

Address: Post Office Box 8147

City Columbia State: South Carolina 29202-8147

Telephone: (803) 779-2078

Email: DEliatamby@AllianceCE.com

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** City of Hardeeville, South Carolina

Contract Title Roadway Improvements along US Highway 278 near I-95 Exit 8 Interchange

Contract Period: From 2020 To 2020

Geographic Area Served Jasper County

Scope of Work: Design, Permitting, Construction Administration and Construction Observation

Contracting Office: Columbia, South Carolina

Contact Name: Deepal S. Eliatamby, P.E., SCCED

Title: Senior Project Manager

Address: Post Office Box 8147

City Columbia State: South Carolina 29202-8147

Telephone: (803) 779-2078

Email: DEliatamby@AllianceCE.com

3. **COMPANY NAME:** Town of Bluffton

Contract Title On-Call Services for Capital Improvement Program Support

Contract Period: From 2022 To 2025

Geographic Area Served Beaufort County

Scope of Work: Planning, Design, Grants, Permitting, Construction Administration and Construction Observation

Contracting Office: Columbia, South Carolina

Contact Name: Deepal S. Eliatamby, P.E., SCCED

Title: Senior Project Manager

Address: Post Office Box 8147

City Columbia State: South Carolina 29202-8147

Telephone: (803) 779-2078

Email: DEliatamby@AllianceCE.com

4. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

5. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☐ Yes ☒ No

If yes, please provide the license number: N/A

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☒ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?___Yes__X__No

If so, are you certified?____Yes____No (N/A)

If you are certified, you must furnish a copy of your certificate with your submittal.
(N/A)

Non-Collusive Oath

NON-COLLUSION OATH

COUNTY OF: Lexington

STATE OF: South Carolina

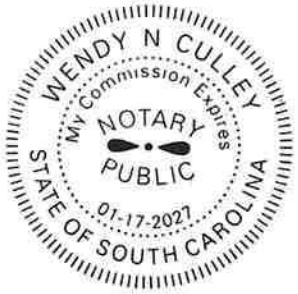
I, Deepal S. Eliatamby (print name), being duly sworn, state that:

I am the President (title) of Alliance Consulting Engineers, Inc. (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.



PRINT NAME: Wendy N. Culley

NOTARY PUBLIC FOR THE STATE OF South Carolina

My Commission Expires: January 17, 2027

Insurance Certificate

ALLICON-19 BOUCHERT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/19/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Sarah Bradshaw	
Insurance Office of America 100 Galleria Parkway Suite 600 Atlanta, GA 30339	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: sarah.bradshaw@ioausa.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Sentinel Insurance Company, Ltd	11000
INSURED Alliance Consulting Engineers Inc. 1201 Main St Suite 2020 Columbia, SC 29201	INSURER B : Hartford Insurance Company of the Midwest	37478
	INSURER C : U.S. Specialty Insurance Company	29599
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:			20SBAUG6806	3/17/2025	3/17/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			20SBAUG6806	3/17/2025	3/17/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			20SBAUG6806	3/17/2025	3/17/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		20WBCAR4G5M	3/17/2025	3/17/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Property			20SBAUG6806	3/17/2025	3/17/2026	BPP	491,600
C	Professional Liabili			USS 25 35527	3/17/2025	3/17/2026	Aggregate	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

When required by written contract, it is agreed the following applies to Certificate Holder, Owner, and Other Parties as required:

WITH RESPECTS TO GENERAL LIABILITY :
Blanket Additional Insured per policy form #SS 00 08 04 05
Blanket Waiver of Subrogation per policy form # SS 00 08 04 05
Primary & Non-contributory per policy form # SS 00 08 04 05
Per Project Aggregate per policy form # SS 04 33 04 05
SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

Proof of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: ALLICON-19 BOUCHERT

LOC #: 1

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Insurance Office of America	Alliance Consulting Engineers Inc. 1201 Main St Suite 2020 Columbia, SC 29201
POLICY NUMBER SEE PAGE 1	
CARRIER: SEE PAGE 1 / NAIC CODE: SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:

WITH RESPECTS TO AUTO LIABILITY :

Blanket Additional Insured per policy form #SS 00 08 04 05

Blanket Waiver of Subrogation per policy form # SS 00 08 04 05

Primary & Non-contributory per policy form # SS 00 08 04 05

WITH RESPECTS TO WORKERS COMPENSATION :

Blanket Waiver of Subrogation per policy form #WC000313 04/84

UMBRELLA:

Coverage extends over General Liability, Automobile Liability and Employer's Liability.

Umbrella follows form. Coverage applies on an occurrence basis

CANCELLATIONS and NON-RENEWAL:

30 Days Notice except 10 Days Notice for Non-payment Subject to Policy Terms and Conditions.

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Statement of Local Business License Status

Statement of Local Business License Status

Alliance Consulting Engineers, Inc. is committed to the Town of Kiawah Island as a client and will obtain a local business license within thirty (30) days upon award of a contract for Professional On-Call Engineering Services under this Request for Qualifications.

Deepal S. Eliatamby, P.E., President
Alliance Consulting Engineers, Inc.

Statement of Minority and Women Owned Business Status

Statement of Minority and Women Owned Business Status

Alliance Consulting Engineers, Inc. is not a Minority or Women Owned Business. Alliance Consulting Engineers, Inc. is committed to the Town of Kiawah Island as a client and will utilize the services of Minority or Women Owned Business Subconsultants whenever feasible to meet the intent of the Town of Kiawah Island's preference as outlined in the Professional On-Call Engineering Services Request for Qualifications.

Deepal S. Eliatamby, P.E., President
Alliance Consulting Engineers, Inc.

Exhibit B: Fee Schedule

Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: Alliance Consulting Engineers, Inc.

Contact Person: Deepal S. Eliatamby, PE, SCCED

Date Submitted: April 25, 2025

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Classification/Position Title	Name(s) of Key Staff **	Hourly Rate ($)
Principal/Senior Manager	DSE, JWF, KMC, ARH, EWL, BSW, DMN, RDJ	$ $260 - $310
Project Manager	JAM, DFR	$ $180 - $195
Senior Engineer		$
Project Engineer	JCH	$ $155 - $165
Senior Designer		$
Designer		$
CAD Technician		$
GIS Specialist		$
Environmental Scientist		$
Surveyor (PLS)		$
Administrative Support		$
Other (specify) Engineering Associate - HMW, FNM, TRM, MNV		$ $110 - $140
Other (specify) QAQC - FIT		$ $260
Other (specify)		$

** Initials represent staff on Submittal Form, I. Personnel

SECTION 2: EQUIPMENT RATES (If Applicable)

Please provide rates for specialized equipment that may be used on Town projects. Add additional rows as necessary.

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$ N/A
Survey Equipment (GPS)	Day	$ N/A
Field Testing Equipment	Day	$ N/A
Traffic Counting Equipment	Week	$ N/A
Other (specify)		$

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Type of Expense		Billing Rate	Unit
Mileage	$	$0.70	Per mile
Photocopies/Prints	$	$0.40 (B&W) $1.50 (Color)	Per page
Large Format Printing	$	$2.40 (B&W) $9.00 (Color)	Per sheet
Other (specify)	$		
Other (specify)	$		

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: 10 % (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

We do not provide volume discounts. Each project is estimated and the appropriate overhead rate is applied.

SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

See Section C - Alliance Consulting Engineers, Inc. Fee Schedule.

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

Deepal S. Eliatamby, PE, SCCED

Signature of Authorized Representative

Title

President

COMPANY INFORMATION

NAME OF COMPANY: Alliance Consulting Engineers, Inc.

By: _____ Deepal S. Eliatamby, PE, SCCED
Signature Print Name

Title: President (i.e., Owner, Partner, Corporate Officer, etc.)

Address: Post Office Box 8147

City: Columbia State: South Carolina Zip: 29202-8147

Telephone Number: (803) 779-2078 Business Fax Number: (803) 779-2079

Email Address: DEliatamby@AllianceCE.com

Is your firm a X Corporation, _____ Sole Proprietorship, or _____ Partnership?

If incorporated, please list state of incorporation: South Carolina

FEIN or SSN: 20-0764633

MAYOR:
Bradley D. Belt

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III

TOWN OF Kiawah Island ESTABLISHED 1988

MAYOR PRO TEMPORE:
Russell A. Berner

COUNCIL MEMBERS:
E. Luke Farrell
Madeleine Kaye
Lance Spencer

On-Call Engineering Services RFQ

Addendum 1

17 April 2025

1. Does the Town foresee any projects under this contract involving partnering with the Kiawah Island Community Association?
   While the jurisdiction typically remains separate between the Town of Kiawah Island and the Kiawah Island Community Association, there is a possibility that some future projects will require coordination between the two entities.

2. The due date is listed as next Thursday, which is the 24th, not the 25th. Am I correct in that the deadline is Thursday the 24th?
   The submission deadline is Friday April 25th by 2pm

3. The RFQ says 4 hard copies plus an electronic on a thumb drive – the website says email the submission to Patrea. Which do you prefer?
   Please submit the hard copies with thumb drive version as well as an email submission to Petra Reynolds. She will need copies emailed to her from all firms so that she can keep record for the Town archive

Appendix B

Professional Resumes

DEEPAL S. ELIATAMBY, P.E., SCEED

President/Senior Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 15851
Georgia Registration No. 21487
North Carolina Registration No. 20354
Ohio Registration No. 58645
Tennessee Registration No. 102211
Virginia Registration No. 0402 041028

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)
National Society of Professional Engineers (NSPE)
Solid Waste Association of North America (SWANA)
South Carolina Economic Developer's Association (SCEDA)
Water Environmental Federation (WEF)
Air and Waste Management Association (AWMA)

EDUCATION

Master of Science/Civil Engineering, 1989
University of South Carolina
Columbia, South Carolina

Bachelor of Science/Civil Engineering, 1988
University of South Carolina
Columbia, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

February 2004 - Present

Serves as President and Senior Project Manager for municipal, industrial and commercial projects. Responsible for projects in all phases of development including planning, design, permitting, and construction management.

B. P. BARBER AND ASSOCIATES, INC.

January 1990 – February 2004

Served as Vice President and Senior Project Manager for municipal, industrial and commercial projects. Responsible for projects in all phases of development including planning, design, permitting, and construction management.

RELEVANT EXPERIENCE

Stormwater Management Plan for The Green Thumb
Hilton Head Island, Beaufort County, South Carolina

Traffic Impact Analysis Plan for Circle K on Hilton Head Island
Hilton Head Island, Beaufort County, South Carolina

Stormwater Management Master Plan and Utility Master Plan
Town of Bluffton, Beaufort County

Roadway Paving Program for Traditions at Old Carolina
Beaufort County, South Carolina

Veterans Administration Health Annex
Charleston County, South Carolina

Design Services for City of Hardeeville Public Safety Facilities
City of Hardeeville, Jasper County, South Carolina

Jasper County Roadway Inventory Assessment Study
Jasper County, South Carolina

School Modifications for Jasper County Emergency Management
Jasper County, South Carolina

Culvert Rehabilitation under US Highway 301
Clarendon County, South Carolina

JAMES W. FROST, II, P.E., LEED GREEN ASSOCIATE

Senior Vice-President/Project Lead

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 21613

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

National Society of Professional Engineers (NSPE)

South Carolina Economic Developer's Association (SCEDA)

Committee of 100 Board Member

City of Columbia Planning Commission

EDUCATION

Bachelor of Science/Civil Engineering, 1997
University of South Carolina
Columbia, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

March 2004 - Present

Serves as Senior Vice President and Project Lead with responsibilities that include with responsibilities that include management of the planning and design of roadways, industrial sites/parks, hospitals, educational facilities and athletic components, commercial developments, including roadway, retention, sediment basin, grading, storm drainage, water, wastewater design from inception through construction. In addition, his duties include Report Preparation, Development of Construction Plans and Specifications, Engineering Calculations, Regulatory Permitting, Materials Testing and Construction Administration. Mr. Frost has experience in multiple C-Fund Roadway Projects, Roadway and Drainage Improvements Projects, and Pavement Rehabilitation and Roadway Projects.

RELEVANT EXPERIENCE

Continental Tire at the Gibbs Rail Site
Sumter County, South Carolina

Amazon Fulfillment Center
Lexington County, South Carolina

Home Depot Distribution Center
Lexington County, South Carolina

Chester Technology Park
Chester County, South Carolina

Nephron Pharmaceuticals Corporation
Lexington County, South Carolina

Chester Research and Development Park
Chester County, South Carolina

Fairfield Commerce Center
Fairfield County, South Carolina

Shop Road Extension Water and Wastewater Improvements
Richland County, South Carolina

Project Compact at the Fairfield Commerce Center
Fairfield, County

KYLE M. CLAMPITT, P.E.

Senior Vice President/Senior Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 28279
Indiana Registration No. 10606528

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

National Society of Professional Engineers (NSPE)

Town of Lexington Board of Zoning Appeals

Transform SC Member

STEM Education Steering Committee

Congaree Rapid Board Member

Solid Waste Association of North America (SWANA)

EDUCATION

Bachelor of Science/Civil Engineering, 2001
Purdue University
West Lafayette, Indiana

ALLIANCE CONSULTING ENGINEERS, INC.
July 2008 - Present

Serves as Vice President and Senior Project Manager with responsibilities that include client coordination; design in educational facilities, athletic facilities and recreational complexes and site drainage; oversight of plan generation; direct involvement and responsibility for permit applications; project estimates and scheduling; and extensive building code review.

TITON CONSTRUCTION AND ENGINEERING SERVICES< INC.
May 2001 – July 2008

Served as Project Manager with responsibilities that include client coordination, building design, site design, permitting, cost estimating, and project scheduling.

RELEVANT EXPERIENCE

Stormwater Management Plan for The Green Thumb
Hilton Head Island, Beaufort County, South Carolina

Traffic Impact Analysis Plan for Circle K on Hilton Head Island
Hilton Head Island, Beaufort County, South Carolina

Design Services for City of Hardeeville Public Safety Facilities
City of Hardeeville, Jasper County, South Carolina

Jasper County Roadway Inventory Assessment Study
Jasper County, South Carolina

2017 C-Fund Roadway Improvements Dirt to Pave Roads
Clarendon County, South Carolina

2017 C-Fund Roadway Resurfacing and Improvements Project
Clarendon County, South Carolina

2018 C-Fund Roadway Improvements Dirt to Pave Roads (Bethlehem Road Group)
Clarendon County, South Carolina

Phase I Rural Water System Improvements along Highway 260 Corridor
Clarendon County, South Carolina

FRANK I. TURANO

Lowcountry Regional Manager

EDUCATION

Master of Business Administration
Management, 1969
Pace University
New York, New York

Bachelor of Business Administration, 1961
St. John's University
Queens, New York

PROFESSIONAL AFFILIATIONS

South Carolina Economic Developers Association
Leadership Class of 2003 Hilton Head/Bluffton Chamber of Commerce
Member of Hilton Head Chamber of Commerce
Member of Beaufort Chamber of Commerce
Greater Island Council Regional Committee

MILITARY HISTORY

Captain
United States Marine Corps
Logistics and Supply

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

July 2011 - Present

Serves as Lowcountry Regional Manager in the Bluffton office with responsibilities for the growth and development of the company in the geographical area covering the Lowcountry Region of South Carolina that include Beaufort, Jasper and Hampton counties in South Carolina as well as Savannah and the Chatham County surrounding areas of northern Georgia. His experience entails total responsibilities for major projects including the building of large municipal complexes and individual public service buildings, which encompassed all engineering disciplines and construction services.

RELEVANT EXPERIENCE

Hilton Head Island Fire Station No. 2
Beaufort County, South Carolina

Technical College of the Lowcountry – New River Campus
Beaufort/Jasper County, South Carolina

Modification of Stormwater Basins for Singleton by the Beach
Beaufort County, South Carolina

Stormwater Master Plan for Old Carolina
Beaufort, County, South Carolina

Stormwater Management and Utility Concept Master Plan for the Roadway and Rail Transportation Cooridor for Jasper Ocean Terminal
Jasper County, South Carolina

Stormwater Management Plan for The Green Thumb
Hilton Head Island, Beaufort County, South Carolina

Traffic Impact Analysis Plan for Circle K on Hilton Head Island
Hilton Head Island, Beaufort County, South Carolina

Inventory of Publicly Maintained Roadways
Jasper County, South Carolina

Design Services for City of Hardeeville Public Safety Facilities
City of Hardeeville, Jasper County, South Carolina

ADAM R. HOGAN, P.E., LEED GREEN ASSOCIATE

Vice President / Senior Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 25472
North Carolina Registration No. 032928
Georgia Registration No. PE032826
Georgia Level II Certified Design Professional No. 66177
LEED Green Associate

PROFESSIONAL AFFILIATIONS

American Water Works Association (AWWA)
Water Environment Association (WEA) – Blue Ridge District – Treasurer, 2018-2019

EDUCATION

Bachelor of Science in Civil Engineering, 2002
Clemson University
Clemson, South Carolina

Masters of Engineering in Civil Engineering, 2005
Clemson University
Clemson, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

September 2016 - Present

Serves as Vice President and Senior Project Manager for municipal, industrial and commercial projects. Responsibilities include site development, storm drainage design, water system design and wastewater design. Works directly with Owners/Clients and responsible for projects in all phases of development including report preparation, design, calculations, permitting, and construction administration and observation.

ROGERS & CALLCOTT ENVIRONMENTAL

October 2014 – September 2016

RELEVANT EXPERIENCE

Roadway and Sidewalk Inventory and Assessment for the City of Fountain Inn
Greenville County and Laurens County, South Carolina

ALTA Boundary Survey for Fire Substation No. 2 for the City of Fountain Inn
Greenville County, South Carolina

Survey and ADA Access Evaluation for Taylors Library for the Greenville County Library System
Greenville County, South Carolina

Phase I ESA for Arts Center Building for the City of Simpsonville
Greenville County, South Carolina

Roadway and Wastewater Line Plan Reviews and Construction Observation for the City of Travelers Rest (Multiple Subdivision)
Greenville County, South Carolina

Softbox Expansion along Frontage Road near the intersection of I-85 and I-185
Greenville County, South Carolina

Sunny Slopes Pump Station and Force Main for Gaffney BPW to serve the Sunny Slopes Corporate Park
Cherokee County, South Carolina

Chelsea Woods Pump Station Elimination PER for ReWa
Greenville County, South Carolina

Town of Williamston WWTP Upgrades
Williamston, South Carolina

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

Senior Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 31265
Georgia Registration No. 044992
Kentucky Registration No. 20685

CERTIFIED LAND USE PLANNER

American Institute of Certified Planners
AICP No. 021410

CERTIFIED FLOODPLAIN MANAGER

Association of State Floodplain Managers
CFM No. US-05-01464

CERTIFIED PROFESSIONAL IN STORMWATER QUALITY

Envirocert International
CPSWQ No. 0947

WASTEWATER TREATMENT PLANT OPERATOR CLASS III

State of Georgia
WW3-GA No. 018057

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)
National Society of Professional Engineers (NSPE)
American Planning Association (APA)
Association of State Floodplain Managers (ASFPM)
Southeast Stormwater Association (SESWA)

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

June 2024 - Present

Serves as Senior Project Manager for residential, institutional, recreational, municipal, industrial and commercial projects. Focus on water, wastewater, stormwater, and transportation. Responsible for projects in all phases of development including planning, design, permitting, and construction management.

BEAUFORT COUNTY, SOUTH CAROLINA

November 2013 – August 2019; September 2022 – June 2024

Served as Stormwater Utility Manager, Director of Environmental Engineering and Land Management, and Capital Projects Director. Responsible for Stormwater, Municipal Separate Stormsewer System (MS4), Public Works, Roads, Solid Waste, Disaster Recovery, Community Development, Facilities, Fleet Management, and Capital Projects.

EFFINGHAM COUNTY, GEORGIA

December 2020 – September 2022

Served as Assistant County Manager and County Engineer. Responsible for Stormwater, Public Works, Roads, Water and Sewer, Fleet Management, Development Services, Building Inspection, Code Enforcement, Facilities, Parks and Grounds, and Capital Projects.

CITY OF SAVANNAH, GEORGIA

June 2020 - December 2020

Served as Water Resources Senior Director. Responsible for Stormwater, Water Distribution, Sewer Conveyance, Water Treatment, Wastewater Reclamation, and Water / Sewer Planning and Engineering.

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

SENIOR PROJECT MANAGER

PROFESSIONAL AFFILIATIONS cont.

American Public Works Association (APWA)

South Carolina Association of Stormwater Managers (SCASM)

EDUCATION

Bachelor of Science/Civil Engineering, 1994
University of Kentucky
Lexington, Kentucky

EOM OPERATIONS
August 2019 – June 2020

Served as Regional Director. Responsible for Public Works, Roads, Water, Sewer, WTP and WWTP Operations, Stormwater, Disaster Recovery, Fleet Management, and Capital Projects.

UNIVERSITY OF KENTUCKY
July 2012 – September 2013

Served as Water Quality Compliance Manager. Responsible for program management for Municipal Separate Stormsewer System (MS4), Industrial Wastewater, Fats, Oils, and Grease (FOG), Groundwater Protection, Spill Prevention Control and Countermeasures, and related Capital planning.

CITY OF GEORGETOWN, KENTUCKY
March 2007 – June 2012

Served as City Engineer and Assistant Director of Development Services. Responsible for Engineering, Stormwater, Municipal Separate Stormsewer System (MS4), Public Works, Roads, Sanitation, Recycling, Landfill, Cemetery, Development Services, Facilities, Fleet Management, Beautification (Grounds), and Capital Projects.

Ky.tin, PLLC
January 2012 – December 2013

Served as Principal Owner and Civil Engineer for commercial and municipal projects. Responsible for Commercial site design and traffic engineering services.

FULLER, MOSSBARGER, SCOTT, AND MAY ENGINEERS, INC.
July 2006 – March 2007

Serves as Senior Project Engineer for municipal projects. Focus on Municipal Separate Stormsewer System (MS4), stormwater, floodplain management, FEMA Map Modernization, and transportation.

CITY – COUNTY PLANNING COMMISSION OF WARREN COUNTY, KENTUCKY
February 2002 – June 2006

Serves as Engineering Group Manager. Focus on Engineering, Subdivision, GIS, Planning and Zoning, and Municipal Separate Stormsewer System (MS4). Responsible for review of projects in

all phases of development including planning, zoning, design, permitting, and construction management.

BARGE, WAGGONER, SUMNER, AND CANNON, INC.
June 2000 – January 2002

Serves as Civil Transportation Engineer for residential, commercial, and municipal projects. Focus on civil site design, transportation, and traffic engineering. Responsible for review of projects in all phases of development including planning, design, permitting, and construction management.

KENTUCKY TRANSPORTATION CABINET
January 1995 - June 2000

Serves as Transportation Engineer, Resident Engineer, and Engineer-In-Training for transportation projects. Responsible for all phases of development including planning, design, permitting, and construction management.

RELEVANT EXPERIENCE

Public Works Administration Building Design and Campus Masterplan
Beaufort County, SC

Facilities Masterplan
Beaufort County, SC

Charles Lind Brown Recreation Center Renovations
Beaufort County, SC

Administration Building Renovations
Beaufort County, SC

Arthur Horne Building Replacement
Beaufort County, SC

Sun City Fire and EMS Station 34 Expansion and Renovation
Beaufort County, SC

Buckwalter Recreation Center Expansion
Beaufort County, SC

Burton Wells Recreation Center Pickle Ball Courts
Beaufort County, SC

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

SENIOR PROJECT MANAGER

Southside Park Pickle Ball and Basketball Courts
Beaufort County, SC

Spanish Moss Trial Bridge Rehabilitation
Beaufort County, SC

Parks and Recreation Indoor Pools Renovations
Beaufort County, SC

Stormwater Utility Rate Structure and Fee Update (2015)
Beaufort County, SC

Southern Lowcountry Alliance (SoLoCo) Regional Stormwater Design Standards Manual
Beaufort County, SC

Factory Creek Watershed Regional Detention Ponds Phases 1 and 2
Beaufort County, SC

Brewer Memorial Park Best Management Practices (BMP) Demonstration Project
Beaufort County, SC

Salem Drive West Stormsewer Installation
Beaufort County, SC

Okatie West Regional Detention Pond – Clean Water Act 319 Grant Project
Beaufort County, SC

Battery Creek Regional Detention Pond – Clean Water Act 319 Grant Project
Beaufort County, SC

Evergreen Tract Regional Detention Pond – Clean Water Act 319 Grant Project
Beaufort County, SC

Stormwater Services for the Bonaire Circle Sanitary Sewer Installation – Community Development Block Grant (CDBG) Project
Beaufort County, SC

Disaster Recovery Task Force Director – Hurricane Matthew 2016
Beaufort County, SC

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

SENIOR PROJECT MANAGER

Disaster Recovery Task Force Director – Hurricane Irma 2017
Beaufort County, SC

Transportation Masterplan
Effingham County, GA

Facilities Masterplan
Effingham County, GA

Water and Sewer Masterplan
Effingham County, GA

Solid Waste Management Plan
Effingham County, GA

Stormwater Utility Feasibility Study
Effingham County, GA

Transportation Special Local Option Sales Tax (T-SPLOST) 2021 Programming
Effingham County, GA

Parks and Recreation Masterplan
Effingham County, GA

Zoning, Subdivision Regulations, and Engineering Standards Code Update (2021)
Effingham County, GA

Comprehensive Plan Future Land Use Update (2021)
Effingham County, GA

Administration Building Renovations
Effingham County, GA

Clarence Morgan Park Gym
Effingham County, GA

McCall Park Renovations
Effingham County, GA

Water Line Main Extensions Loop A and Loop B
Effingham County, GA

Hodgeville Road Lift Station Replacement

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA
SENIOR PROJECT MANAGER

Effingham County, GA

Hodgeville Road Sanitary Sewer Force Main Replacement
Effingham County, GA

Hodgeville Road Water Booster Station
Effingham County, GA

Hodgeville Road Fire Station
Effingham County, GA

Guyton Fire Station
Effingham County, GA

McCall Road and Blue Jay Road Intersection Realignment
Effingham County, GA

Atlas Property Brownfield Remediation
Effingham County, GA

Westwood Subdivision Drainage Improvements
Effingham County, GA

Wastewater Treatment Plant SCADA Upgrade
Effingham County, GA

Water Mater AMR Replacement Program
Effingham County, GA

Water Mater AMR Replacement Program
Effingham County, GA

Municipal Separate Stormsewer System (MS4) Program Management
Effingham County, GA

Municipal Separate Stormsewer System (MS4) Program Management
Beaufort County, SC

Municipal Separate Stormsewer System (MS4) Program Management
City of Richmond Hill, GA

Municipal Separate Stormsewer System (MS4) Program Management

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA
SENIOR PROJECT MANAGER

City of Tybee Island, GA

Municipal Separate Stormsewer System (MS4) Program Management
City of Georgetown, KY

Municipal Separate Stormsewer System (MS4) Program Management
City of Bowling Green, KY

Municipal Separate Stormsewer System (MS4) Program Management
Warren County, KY

Municipal Separate Stormsewer System (MS4) Program Management
University of Kentucky

Municipal Engineering Services
Effingham County, GA

Municipal Engineering Services
City – County Planning Commission of Warren County, KY

Municipal Engineering Services
City of Richmond Hill, GA

Municipal Engineering Services
City of Franklin, KY

Municipal Engineering Services
City of Bowling Green, KY

Stormwater Quality Services for the Commonwealth Stadium and Alumni Drive Project
University of Kentucky

Stormwater Quality Services for the Cooperstown Dorm Reconstruction Project
University of Kentucky

Nicholasville Road FEMA Hazard Mitigation Grant Project
University of Kentucky

Stormwater Quality Services for the Gatton College of Business and Economics Building Expansion Project

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

SENIOR PROJECT MANAGER

University of Kentucky

Civil Engineering Services for Binion's Restaurant
Franklin, KY

Civil Engineering Services for Grassland Court Buddhist Temple
Bowling Green, KY

North and South Broadway Streetscape Masterplan
City of Georgetown, KY

North Broadway Streetscape Phase 1 Design and Construction
City of Georgetown, KY

Police Station Brownfield Remediation ARRA grant
City of Georgetown, KY

Marshall Park Best Management Practices (BMP) Demonstration Project
City of Georgetown, KY

Pavilion Drive subgrade failure investigation and reconstruction
City of Georgetown, KY

Fire Station #1 Remodel and Expansion
City of Georgetown, KY

Bradshaw Regional Detention Pond / Dam
City of Georgetown, KY

City Hall Historic Brick Façade restoration
City of Georgetown, KY

Suffoletta Aquatic Center Construction
City of Georgetown, KY

Landfill Leachate collection system and sanitary sewer force main
City of Georgetown, KY

Cemetery Dirt Storage Building
City of Georgetown, KY

Public Works garage expansion
City of Georgetown, KY

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

SENIOR PROJECT MANAGER

Police Firing Range
City of Georgetown, KY

Former City Garage Remediation and Demolition
City of Georgetown, KY

Northeast Georgetown Traffic Study
City of Georgetown, KY

North Boardway Land Use Plan
City of Georgetown, KY

Low Impact Development Design Guide
City of Hobart, IN

Hunting Creek Subdivision water quality pond retrofit
City of Bowling Green, KY

Engineering Review for the Bowling Green – Warren County Intermodal Transpark Development
City of Bowling Green, KY

Engineering and Planning Review for the Lover's Lane Urban Growth Redevelopment Plan
City of Bowling Green, KY

Engineering and Planning Review for the Downtown Bowling Green Redevelopment Plan
City of Bowling Green, KY

Engineering Review for the Olde Stone Mixed-Use Traditional Neighborhood District Development
Warren County, KY

Bowling Green Transportation Plan
City of Bowling Green, KY

Sidewalk Inventory and Improvement Masterplan
City of Franklin, KY

Civil Engineering Services for the Dale Hollow State Park Golf Course
Kentucky State Parks

Civil Engineering Services for the Grayson Lake State Park Golf Course

ERIC W LARSON, P.E., AICP, CFM, CPSWQ, WW3-GA

SENIOR PROJECT MANAGER

Kentucky State Parks

The Shelby County Eastbound I-64 Welcome Center
Kentucky Transportation Cabinet

KY 949 at Mud River Bridge Replacement
Kentucky Transportation Cabinet

6th and 7th Street One-Way Couplet extension of the Bowling Green By-Pass
Kentucky Transportation Cabinet

I-65 Concrete Pavement Break, Seat, & Overlay in Bowling Green
Kentucky Transportation Cabinet

I-64 Concrete Pavement Break, Seat, & Overlay in Frankfort / Lexington
Kentucky Transportation Cabinet

BENJAMIN S. WHALEY, P.E., LEED GREEN ASSOCIATE

Senior Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 26589

North Carolina Registration No. 22937

North Carolina Engineer In Training, June 1995

LEED Green Associate, Spring 2014

EDUCATION

Bachelor of Science in Engineering, Technology, 1986
University of North Carolina
Charlotte, North Carolina

Associates of Science in Architectural Drafting
Pitt Community College
Greenville, North Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

April 2013 - Present

Serves as Project Manager for municipal, industrial and commercial projects. Works directly with Senior Project Managers responsible for projects in all phases of development including project management, planning report preparation, design, calculations, bidding and award, permitting, and construction administration.

BALBO CONSTRUCTION CORPORATION

November 2010 - March 2013

Served as Project Engineer for municipal, industrial and commercial projects. Responsible for projects in all phases of development including planning, design, permitting, and construction management.

RELEVANT EXPERIENCE

City of Newberry Recreational Complex
Newberry County, South Carolina

New Walking Trail Park for Town of Silverstreet
Newberry County, South Carolina

Recreational Complex for the Town of Prosperity
Newberry County, South Carolina

Site Design for Continental Tire HQ2 Building & HQ3 Building including Private Park for Employees in the Town of Fort Mill
Lancaster County, South Carolina

Mass Grading, Design & Permitting for Project Sunshine 2020 Facility to include Private Park and Walking Trails for Employees at the Pineview Industrial Park
Richland County, South Carolina

Site Design for 1,000 LF Walking Trail for the Town of Brunson
Hampton County, South Carolina

RYAN D. JONES, P.E.

Senior Project Manager

REGISTERED PROFFESIONAL ENGINEER

South Carolina Registration No. 34103
Gorgia Registration No. 041250
Illinois Registration No. 062-060367
Texas Registration No. 129159
Mississippi Registration No. 29744
Louisiana Registration No. 44873
North Carolina Registration No. 46744
Alabama Registration No. 38013
Florida Registration No. 84034
Tennessee Registration No. 11729290
Utah Registration No. 11729290
Nebraska Registration No. 18346

PROFESSIONAL AFFILIATIONS

EDUCATION

Associate Engineering Science,1997
Lincoln Land Community College
Springfield IL

Bachelor of Science / Civil Engineering, 1999
Southern Illinois University at Edwardsville
Edwardsville IL

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.
February 2024 - Present

Serves as a Senior Project Manager for industrial, municipal, and commercial projects. Responsibilities include industrial and commercial site design, storm drainage design, roadway design, water system design and wastewater system design. Works directly with clients and staff responsible for projects in all phases of development including report preparation, design, calculations, permitting, and construction administration and observation.

Hussey Gay Bell
August 2021 – February 2024

Lowe Engineers
June 2020 – August 2021

Pond and Company
October 2018 – June 2020

Planners and Engineers
November 2015 – October 2018

RELEVANT EXPERIENCE

Westwood Hights Subdivision Drainage Improvements
City of Rincon, Effingham County, Georgia

Toray Composite Materials America Phase 3 Expansion at TRIP
Spartanburg County, South Carolina

BMW Hall 30 and Hall 31 Expansions at BMW Manufacturing Site
Spartanburg County, South Carolina

Calamar Senior Housing Facility – Fort Mill
York County, South Carolina

Caldwell Station Senior Apartments – Will Knox Road, Town of Huntersville
Mecklenburg County, North Carolina

DAVID M. NOVOTNY, P.E.

Senior Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 41415
Illinois Registration No. 062-064472

EDUCATION

Bachelor of Science/Civil Engineering, 2007
University of Illinois
Chicago, Illinois

ALLIANCE CONSULTING ENGINEERS, INC.
February 2021 - Present

Serves as Senior Project Manager with responsibilities that include client coordination; design in educational facilities, athletic facilities and recreational complexes and site drainage; oversight of plan generation; direct involvement and responsibility for permit applications; project estimates and scheduling; and extensive building code review.

J.C. WILKIE CONSTRUCTION, LLC
March 2020 – February 2021

Served as Operations Manager with responsibilities that include construction observation, review construction plans and specifications client coordination, building design, site design, permitting, cost estimating, and project scheduling.

RELEVANT EXPERIENCE

+/- 91-Acre Rodman Sports Complex Improvements at 2409 Blaney Road
Chester county, South Carolina

+/- 890,000-SF Mark Anthony Brewing Inc. Facility at Pineview Industrial Park
Richland County, South Carolina

Due Diligence Services Project ECO - Tract M and Springsteen Property
Chester County, South Carolina

Design and Permitting – Project Sun Rise
Newberry County, South Carolina

Design and Permitting – Cheney Brothers Distribution Facility
Florence County, South Carolina

Design and Permitting – University of South Carolina College of Nursing Facility for Lexington Medical Center
Lexington County, South Carolina

+/- 260,000 SF Multi-Tenant Facility Parcel 7 at Saxe Gotha Industrial Park South
Lexington County, South Carolina

DANIEL F. ROHMAN, P.E., LEED GREEN ASSOCIATE

Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No.: 36869
North Carolina Registration No.: 052304
Arizona Registration No.: 73754
Navada Registration No.:028802
Virgina Registration No.: 0402063479

PROFESSIONAL AFFILIATIONS

U.S. Green Building Council (USGBC) LEED Green Associate
Federal Aviation Administration (FAA) Remote Pilot License

EDUCATION

Bachelor of Science/Civil Engineering, 2015
University of South Carolina
Columbia, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

January 2013 - Present

Serves as Project Manager for municipal, industrial and commercial projects. Responsibilities include industrial and commercial site design, storm drainage design, roadway design, water system design and wastewater system design. Other responsibilities include on-site construction administration and observation, producing engineering reports, preparing cost estimates and applying for and obtaining permits for construction and operation of all aspects of site development.

RELEVANT EXPERIENCE

Lexington County Solid Waste Management Services
Lexington County, South Carolina

Edmund Municipal Solid Waste Transfer Station Expansion and Access Roadway Improvements
Lexington County, South Carolina

Professional Services for Colleton County Solid Waste Transfer Station
Colleton County, South Carolina

Site Improvement for the Sandhills Collection and Recycling Center
Lexington County, South Carolina

Chapin Collection and Recycling Center
Lexington County, South Carolina

Florence County Greenwood Convenience Center
Florence County, South Carolina

Riverchase Collection and Recycling Center
Lexington County, South Carolina

Chapin Landfill Groundwater Assessment Plan
Lexington County, South Carolina

Edmund Landfill Bulk Compost Loading Dock and Glass Bunkers
Lexington County, South Carolina

JESSE A. MEFFORD, P.E., LEED

Project Manager

REGISTERED PROFESSIONAL ENGINEER

South Carolina Registration No. 33984

LEED Green Associate Certification No. 10788054

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

Water Environment Association of South Carolina (WEASC)

Water Environment Federation (WEF)

EDUCATION

Bachelor of Science/Civil Engineering, 2012

University of South Carolina

Columbia, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

January 2011 - Present

Serves as a Project Engineer for municipal, industrial and commercial projects. Responsibilities include industrial and commercial site design, storm drainage design, roadway design, water system design and wastewater system design. Other responsibilities include on-site construction administration and observation, producing engineering reports, preparing cost estimates and applying for and obtaining permits for construction and operation of all aspects of site development.

RELEVANT EXPERIENCE

2017 C-Fund Roadway Improvements Dirt to Pave Roads
Clarendon County, South Carolina

2017 C-Fund Roadway Resurfacing and Improvements Project
Clarendon County, South Carolina

2018 C-Fund Roadway Improvements Dirt to Pave Roads (Bethlehem Road Group)
Clarendon County, South Carolina

Roadway, Water, and Wastewater Improvements – 12th Street Extension the Saxe Gotha Industrial Park – Phase II
Lexington County, South Carolina

Koppers Roadway Improvements – Phase I
Florence County, South Carolina

Koppers Roadway Improvements – Phase II and Phase III
Florence County, South Carolina

12th Street Extension to serve Saxe Gotha Industrial Park
Lexington County, South Carolina

CanalSide Development – Phase III
Richland County, South Carolina

JACOB C. HORN, P.E., LEED GREEN ASSOCIATE

Project Engineer

REGISTERED PROFESSIONAL ENGINEER

Pennsylvania Registration No. PE085641

LEED Green Associate

PROFESSIONAL AFFILIATIONS

U.S. Green Building Council (USGBC) LEED Green Associate

Federal Aviation Administration (FAA) Remote Pilot License

EDUCATION

Bachelor of Science/Civil Engineering, 2009

University of Pittsburgh

Pittsburgh, Pennsylvania

ALLIANCE CONSULTING ENGINEERS, INC.

June 2019 - Present

Serves as a Project Engineer for industrial, municipal, and commercial projects. Responsibilities include industrial and commercial site design, storm drainage design, roadway design, water system design and wastewater system design. Other responsibilities include on-site construction administration and observation, producing engineering reports, preparing cost estimates and applying for and obtaining permits for construction and operation of all aspects of site development.

SHUMAKER CONSULTING ENGINEERING

January 2010 - June 2019

RELEVANT EXPERIENCE

Master Planning and Due Diligence Services for a Recreation, Sports and Tourism Property on Two (2) Sites
Cherokee County, South Carolina

Emergency Pond Repairs for an Existing Stormwater Basin at the Addidas Distribution Facility
Spartanburg County, South Carolina

Westwood Hights Subdivision Drainage Improvements
City of Rincon, Effingham County, Georgia

+/- 297,000 SF Distribution Facility on +/- 30 Acre Site 3 and Site 11 at Velocity Park within City of Greer
City of Greer, Spartanburg County, South Carolina

Engineering Services for the +/- 14-Acre, 40-Lot Alexander Place Residential Subdivision
City of Greer, Greenville County, South Carolina

City of Greer Fire Station on at South Suber Road and Chick Springs Road
City of Greer, Greenville County, South Carolina

Conceptual Site Plan and Preliminary Cost Estimate for the +/- 116 Acre Residential Development along Bethany Church Road
Spartanburg County, South Carolina

Toray Composite Materials America Phase 2 Expansion at TRIP
Spartanburg County, South Carolina

FRANK N. MITCHELL, E.I.T.

Engineering Associate

REGISTERED ENGINEER IN TRAINING
South Carolina Registration No. 28309

PROFESSIONAL AFFILIATIONS
Federal Aviation Administration (FAA)
Remote Pilot License

EDUCATION
Bachelor of Science/Civil Engineering
University of South Carolina
Columbia, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

January 2021 - Present

Serves as an Engineering Associate for municipal, industrial and commercial projects. Works directly with Senior Project Managers responsible for projects in all phases of development including project management, planning, report preparation, design, calculations, bidding and award, permitting, and construction administration. Additional responsibilities include the preparation of site certifications and due diligence reports, cost estimates, preliminary engineering reports, Stormwater Pollution Prevention Plans (SWPPP), and Certified Erosion Prevention and Sediment Control Inspections (CEPSCI).

RELEVANT EXPERIENCE

Kershaw County Recreational Master Plan
Kershaw County, South Carolina

County-Wide Recreational Master Plan Update
Kershaw County, South Carolina

County-Wide Recreational Master Plan
Hampton County, South Carolina

Green Street Recreational Complex Expansion
City of Marion, Marion County

Rodman Sports Complex
Chester County, South Carolina

City of Newberry Recreational Complex
Newberry County, South Carolina

Design and Permitting Biose Cascade (Project Waterfall)
Colleton County, South Carolina

Design and Permitting Off-Site Roadway Improvements Project Sun Rise Mid-Carolina Commerce Park II
Newberry County, South Carolina

Boundary Survey, Environmental Review Summary and Conceptual Site Plan Forest Drive Property
Richland County, South Carolina

T. RYAN MERRITT, E.I.T, LEED GA

Engineering Associate

REGISTERED ENGINEER IN TRAINING

South Carolina Registration No. 21616
LEED Green Associate Certification No. 11475394

PROFESSIONAL AFFILIATIONS

American Water Works Association (AWWA)
Water Environment Federation (WEF)

EDUCATION

Bachelor of Science in Business Management, 2018
Clemson University
Clemson, South Carolina

Bachelor of Science in Environmental Engineering, 2022
Clemson University
Clemson, South Carolina

Masters of Science in Environmental Engineering, 2024
Clemson University
Clemson, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

August 2021 - Present

Serves as an Engineering Associate for municipal, industrial and commercial projects. Works directly with Senior Project Managers responsible for projects in all phases of development including project management, planning, report preparation, design, calculations, bidding and award, permitting, and construction administration. Additional responsibilities include the preparation of site certifications and due diligence reports, cost estimates, preliminary engineering reports, Stormwater Pollution Prevention Plans (SWPPP), and Certified Erosion Prevention and Sediment Control Inspections (CEPSCI).

RELEVANT EXPERIENCE

Due Diligence Services – Orangeburg County Courthouse Site
Orangeburg County

Saxe Gotha Industrial Park – Phase II
Lexington County, South Carolina

Site Improvements for Project Glue on Lots 13 and 14 at Mid-Carolina Commerce Park
Newberry County, South Carolina

Nephron Pharmaceuticals Corporation
Lexington County, South Carolina

Jushi USA Manufacturing Facility at the Pineview Industrial Park
Richland County, South Carolina

Civil Engineering Planning and Design for Project Apollo at the Mid-Carolina Commerce Park
Newberry County, South Carolina

Professional Engineering Services for Two (2) 100,000 SF Buildings on Lot 5 at the Omni Industrial Campus
Berkeley County, South Carolina

+/- 136,500 SF Pad on Tract 5A in the Charleston Trade Center Industrial Park
Berkeley County, South Carolina

Master Plan Update and Expansion on Tract 4B in the Charleston Trade Center
Berkeley County, South Carolina

HARLIE M. WDOWIAK, E.I.T.
LEED GREEN ASSOCIATE
Engineering Associate

REGISTERED ENGINEER IN TRAINING
Massachusetts E.I.T Registration No. 25996

PROFESSIONAL AFFILIATIONS
Water Environment Association of South Carolina (WEASC) Blue Ridge Foothills District Member
U.S. Green Building Council (USGBC) LEED Green Associate
Federal Aviation Administration (FAA) Remote Pilot License

EDUCATION
Bachelor of Science in Environmental Engineering, 2018
University of Vermont
Burlington, Vermont

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.
January 2020 - Present

Serves as an Engineering Associate on Water and Wastewater System Planning and Design Projects, with responsibilities that include project management; coordinating completion of due diligence services, topographic and boundary surveys, and utility information; designing and permitting; and coordinating with regulatory agencies to ensure compliance with regulatory permitting through the construction phase. Works directly with Senior Project Managers in producing engineering reports, preparing construction plans and permitting documents, preparing cost estimates, and preparing conceptual site plans for municipal, industrial, and commercial projects.

RELEVANT EXPERIENCE

BJWSA Pigeon Point Galvanized Waterline Replacement Project
Beaufort County, South Carolina

BJWSA Hardeeville Galvanized Waterline Replacement Project
Jasper County, South Carolina

Wyboo Plantation Wastewater Treatment Plant, Wastewater Flow Diversion Pump Station and Force Main to the City of Manning Wastewater Treatment Facility
Clarendon County, South Carolina

Off-Site Water and Wastewater System Improvements – Envision AESC Facility
Florence County, South Carolina

Off-Site Wastewater System Improvements – E&J Gallo Wine Facility
Chester County and Lancaster County, South Carolina

Wastewater Line Inflow and Infiltration (I&I) Grouting Pilot Phase and Phase 1 Projects – Town of Williamston
Anderson County, South Carolina

Evaluation and Design for Upgrades to Wastewater Treatment Plants Nos. 2, 3 and 4 – City of Tega Cay
York County, South Carolina

MARIELLE N. VAN VULPEN, E.I.T.

Engineering Associate

REGISTERED ENGINEER IN TRAINING

E.I.T Registration No. 21596
LEED Green Associate

PROFESSIONAL AFFILIATIONS

U.S. Green Building Council (USGBC) LEED Green Associate
Federal Aviation Administration (FAA) Remote Pilot License

EDUCATION

Bachelor of Science / Civil Engineering, 2022
Clemson University
Clemson, South Carolina

EXPERIENCE

ALLIANCE CONSULTING ENGINEERS, INC.

June 2021 - Present

Serves as an Engineering Associate on Industrial Site Certification, Solid Waste Management, and Environmental related projects, with responsibilities that include project management; coordinating completion of due diligence services, topographic and boundary surveys, and utility information; conducting and preparing Phase I Environmental Site Assessments; and coordinating with regulatory agencies to ensure compliance with regulatory permitting. Works directly with Senior Project Managers in producing engineering reports, preparing permitting documents, preparing cost estimates, and preparing conceptual site plans for municipal, industrial, and commercial projects.

RELEVANT EXPERIENCE

Boiling Springs Fire Station No. 11 Headquarters
Greenville County, South Carolina

Greer CPW Electrical Substation
Spartanburg County, South Carolina

Calamar Senior Housing Spartanburg
Spartanburg County, South Carolina

+/- 150,000 SF Speculative Building on White Plains Tract A
Anderson County, South Carolina

Zaxby's on Nazareth Church Road
Spartanburg County, South Carolina

Cherokee County School District Bus Depot and Parking Lot Improvements
Cherokee County, South Carolina

Toray Composite Facility Phase 2 Site Expansion at Tyger River Industrial Park
Spartanburg County, South Carolina

MycoWorks Industrial Building Expansion at Midway Green Industrial Park
Union County, South Carolina

Statement of Qualifications
Professional On-Call Engineering Services
Town of Kiawah Island, Charleston County, South Carolina

ALLIANCE CONSULTING ENGINEERS

Alliance Consulting Engineers, Inc.
Lowcountry Regional Office
(P) 843 757-5959
(F) 843 757-6659
23 Plantation Park Drive, Ste. 204
Bluffton, SC 29910-6072
www.allianceCE.com

STATEMENT OF QUALIFICATIONS FOR

TOWN OF KIAWAH ISLAND
ON-CALL ENGINEERING SERVICES

SUBMITTED BY:

JE INFRASTRUCTURE
CONSULTING & ENGINEERING

2 PM
APRIL 25, 2025

Contact Project Manager
Jeff Buckalew, PE at
(843) 485-3560

Visit our website
www.ice-eng.com

LETTER OF INTEREST

April 25, 2025

Ms. Petra Reynolds, Town Clerk
Town of Kiawah Island
4475 Betsey Kerrison Parkway
Kiawah Island, SC 29455

RE: Response to Request for Qualifications | On-Call Engineering Services

Dear Ms. Reynolds and Town of Kiawah Island Selection Committee:

Infrastructure Consulting & Engineering, LLC (ICE) is pleased to submit this Statement of Qualifications (SOQ) in response to the Town of Kiawah Island's Request for Qualifications for On-Call Engineering Services. We understand the unique environmental sensitivities and infrastructure challenges faced by barrier island municipalities like Kiawah Island. Our Team is ready to provide practical, sustainable, cost-effective, and resilient solutions to support the Town's infrastructure needs across all disciplines, including civil, stormwater, environmental, structural, and surveying services.

Why ICE?

Continuity of Service | ICE has been a trusted engineering partner in the Lowcountry for nearly two decades. Our work on Hilton Head Island since 2007 (formerly as Coleman-Snow Consultants) and ongoing partnerships with coastal municipalities and counties have positioned us as a firm with a deep understanding of local regulatory requirements, environmental considerations, and community expectations. We are proud of our record of delivering responsive, high-quality engineering solutions through multiple IDC contracts – including ongoing engagements with Beaufort County and Hilton Head Island initiated in 2014, 2019, and most recently in 2024.

Local Team | The Town of Kiawah Island will be directly supported by our Charleston (Daniel Island), North Charleston, Beaufort, West Columbia, Greenville, and Bluffton offices. Our nearby Team, including Project Manager Jeff Buckalew, PE, brings a wealth of experience in delivering similar services to other coastal communities. Jeff's unique insight into local coastal infrastructure needs on a barrier island is unmatched, having served as the Town Engineer for Hilton Head Island for 15 years.

Our Key Personnel include **Jeff Buckalew, PE; Bryan McIlwee, PE; Ross Jones, PE, PLS;** and **Barrett Stone.** Together, they bring over **90 years** of combined experience serving similar contracts.

Dedicated Leadership | Jeff will serve as the primary point of contact for Kiawah Island. His knowledge of the Lowcountry's infrastructure landscape, paired with his proven leadership in managing complex, multi-task contracts, ensures the Town will receive responsive communication and reliable results. His long-standing commitment to public service and dealing with elected officials and citizens' requests ensures that the Town's residents and stakeholders will receive excellent customer service on work under this Contract.

Jeff Buckalew, PE
Project Manager
jeff.buckalew@ice-eng.com
(843) 485 3560 (cell)
Bluffton, SC

Proven Team with Available Resources | Our Team is ready to deliver exceptional service on each task order. Our Team of accomplished engineers, environmental scientists, surveyors, inspectors, and discipline leads are assigned based on both technical expertise and real-time availability. This approach guarantees that projects start promptly, stay on schedule, and are executed with the highest quality standards.

Client Focused | As the Town's consultant, our mission is focused on the Town of Kiawah Island, its citizens, and its stakeholders. The ICE Team pledges to achieve the following:

- Maintain the Town's positive public image by engineering great projects and keeping citizens and stakeholders informed, involved, and inspired.
- Respond quickly to requests for job proposals with competitive rates and practical, cost-effective solutions to meet project goals.
- Secure qualified experts PRIOR to awarded projects to guarantee immediate availability to start work and meet aggressive schedules.
- Support the Town with on-call engineering services that preserve Kiawah Island's natural character, enhance infrastructure resilience, and address community needs related to stormwater management, pathways, roadways, and public spaces.

Thank you for the opportunity to present our qualifications. We are committed to delivering responsive service, competitive rates, quality solutions, and dedicated client care to the Town and its stakeholders. ICE is eager to contribute to these improvements. Please don't hesitate to contact me with any questions at (843) 266-3581 (office), (843) 200-6196 (cell), or billy.coleman@ice-eng.com.

Respectfully Submitted,

Infrastructure Consulting & Engineering, LLC

William "Billy" L. Coleman III, PE | Executive Vice President/Chief Operations Officer

Jeff Buckalew, PE (Project Manager)
Bryan McIlwee, PE (General Civil Engineering Services Manager)
Alexis McIlwee, EIT (Stormwater Master Planning)

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5.1 FIRM PROFILE AND EXPERIENCE

Firm Overview – Company History, Size, and Organizational Structure

Infrastructure Consulting & Engineering, LLC (ICE) is a multi-disciplined transportation design and construction services firm providing innovative and efficient engineering solutions with personal client services that exceed expectations for accessibility and responsiveness. We pride ourselves on timely project progress, quality work, and dedicated client services. ICE has grown to over 582 employees, including 159 licensed professionals in 32 locations.

SIZE
580+ EMPLOYEES
150 + LICENSED PROFESSIONALS

HISTORY
2005 FOUNDED
2013 OFFICIALLY "ICE"

STRUCTURE
3 EXECUTIVES

ICE, formerly Coleman-Snow Consultants, was founded in 2005 and restructured under new ownership in 2013. For the past 19 years, ICE has been fully licensed to provide engineering and surveying services in South Carolina and is registered with the Secretary of State. The firm is guided by an Executive Committee and Management Team with over 100 years of combined transportation engineering experience. Their results-driven leadership and commitment to communication, mentorship, and client service have fostered a strong internal culture focused on delivering high-quality, responsive engineering solutions.

With offices in Charleston, North Charleston, Beaufort, and Bluffton, ICE is well-positioned to support Kiawah Island. Our regional presence ensures quick mobilization and a strong understanding of coastal permitting, environmental considerations, and infrastructure needs. Our Bluffton-based Project Manager, a former Town Engineer for Hilton Head Island, brings direct municipal experience and local insight to this engagement.

Experience With Similar On-Call Contracts in Coastal Communities and Barrier Islands

ICE has extensive experience providing on-call civil engineering services to coastal and barrier island communities. Since 2012, we've supported the Town of Hilton Head Island with roadway, pathway, and drainage, projects that required sensitivity to environmental conditions and coordination with permitting agencies. We've also held similar task order contracts across the South Carolina Lowcountry, demonstrating our responsiveness, ability to manage concurrent projects, and expertise in delivering reliable solutions in sensitive environments. The following table highlights our recent and relevant experience with similar on-call contracts, many of which are repeat engagements with multiple terms and extensions.

ON-CALL/IDC SC CONTRACTS	ICE ON-CALL/IDC ENGINEERING EXPERIENCE							
	Roadway	Drainage	Bridge	Traffic	CE&I	Utility	Geotech	Permitting
COASTAL								
Beaufort County	✓	✓	✓		✓	✓		✓
Berkeley County	✓	✓	✓		✓	✓	✓	✓
Charleston County	✓	✓	✓		✓	✓	✓	✓
City of Beaufort	✓	✓			✓			✓
Dorchester County	✓	✓				✓		✓
Horry County	✓					✓		✓
Town of Hilton Head Island	✓	✓		✓	✓	✓		✓

ON-CALL/IDC SC CONTRACTS	ICE ON-CALL/IDC ENGINEERING EXPERIENCE							
	Roadway	Drainage	Bridge	Traffic	CE&I	Utility	Geotech	Permitting
MIDLANDS & UPSTATE								
Anderson County	✓	✓						
Calhoun County	✓				✓	✓		✓
Chester County	✓	✓	✓	✓	✓	✓	✓	✓
City of Greer	✓			✓				
Clarendon County	✓	✓			✓	✓		✓
Fairfield County	✓	✓	✓	✓	✓	✓	✓	✓
Lancaster County	✓	✓	✓	✓	✓	✓	✓	✓
Lexington County	✓	✓	✓		✓	✓		✓
Pickens County	✓		✓	✓	✓	✓	✓	✓
SCDOT	✓	✓	✓	✓	✓	✓	✓	✓
Spartanburg County	✓			✓	✓			✓
Town of Lexington	✓		✓	✓	✓	✓		✓

Office Locations and Proximity to Kiawah Island

Below, we have provided a map showing all seven ICE offices in South Carolina, including the distances and travel times from each location supporting this Contract. Key personnel **Jeff Buckalew, PE** and **Bryan McIlwee, PE**, are based in our Bluffton office and will serve as the primary point of contact, where their ongoing collaboration enables seamless internal coordination. This established working relationship supports efficient communication and timely responses to the Town's needs.

ICE OFFICE LOCATION	DISTANCE (MILES)	TRAVEL TIME
Daniel Island, SC (Charleston)	36.6 mi	53 min
North Charleston, SC	26.3 mi	44 min
Beaufort, SC	73.7 mi	1 hr 34 min
Bluffton, SC	98.5 mi	2 hr 1 min
West Columbia, SC (HQ)	132 mi	2 hr 15 min
Greenville, SC	239 mi	3 hr 36 min

Approach to Quality Control and Project Management

Quality Control

We understand the value of quality, on-time, and on-budget services. Poor quality services places additional resource demands on our clients and can lead to increased project costs and project delays. Our approach to quality control is all-encompassing and is one of the reasons we have recurrent success with our clients. ICE requires quality control reviews of work products for all projects undertaken by the firm.

ICE has developed a Design Quality Control Process (DQCP) to promote the development of complete, accurate, and appropriate design and construction documents for their intended use (pictured right). This process will also reduce the risks associated with transportation projects' engineering and inspection processes. Our DQCP emphasizes prevention by minimizing or eliminating quality issues (errors, omissions, and misinterpretations.)

This is accomplished by developing a clear plan of action and communicating this plan to Team members involved in the work. The most critical element of the plan is assigning appropriate staff to the projects with the technical design and/or construction background to complete the assigned tasks effectively.

The appropriate staff providing design services on the Town of Kiawah Island projects will be familiar with design standards and quality control methods. ICE's standard practice is to provide a complete review of any design submittal before release to the Town to ensure compliance with Town standards and the project contract documents.

5-STEP QUALITY CONTROL PROCESS

Step 1 **Quality Commitment**
- Emphasis on delivering quality, on-time, and on-budget work
- Poor quality = delays + higher costs

Step 2 **Design Quality Control Plan (DQCP)**
- Prevents errors, omissions, and misinterpretations
- Promotes complete and accurate documents

Step 3 **Strategic Team Assignment**
- Staff selected based on technical experience
- Team familiar with project standards and Town requirements

Step 4 **Internal Reviews**
- Full review of all submittals before release
- Ensures compliance with Town standards and contract documents

Step 5 **Integrated Collaboration**
- Designers and inspectors work side by side
- Enables ongoing constructability reviews for better final products

Our co-location of designers and construction inspection staff will enable continuous constructability reviews throughout the design development process to ensure that submittals to the Town are complete, accurate, and constructable.

Project Management

Project Manager **Jeff** will be the primary point of contact for the Town and will lead the successful and cost-effective planning, engineering, and design of each Project assigned in conjunction with the key personnel: Civil Engineering and Stormwater Manager, **Bryan**; Environmental Services Manager, **Barrett;** and Surveying Manager **Ross**. Jeff will be responsible for effective and continuous communication with the Town and project-related entities such as Charleston County, SCDOT, FHWA, USACE, SCDES, other stakeholders, and ICE's Project Team throughout each Project's development. This early and often communication will be essential to maintaining each Project's schedule, ensuring the Town and the public expectations are met and exceeded, and delivering each Project within budget. In addition to overseeing all environmental services, he will also personally be responsible for permitting and habitat restoration services.

Project Management Plan (PMP) | ICE's Project Management services ensure seamless project delivery from initiation to completion. Our Team focuses on detailed planning, schedule management, and budget tracking to meet project goals efficiently and within financial constraints. By fostering clear communication and proactive coordination, we deliver results that align with client objectives and timelines.

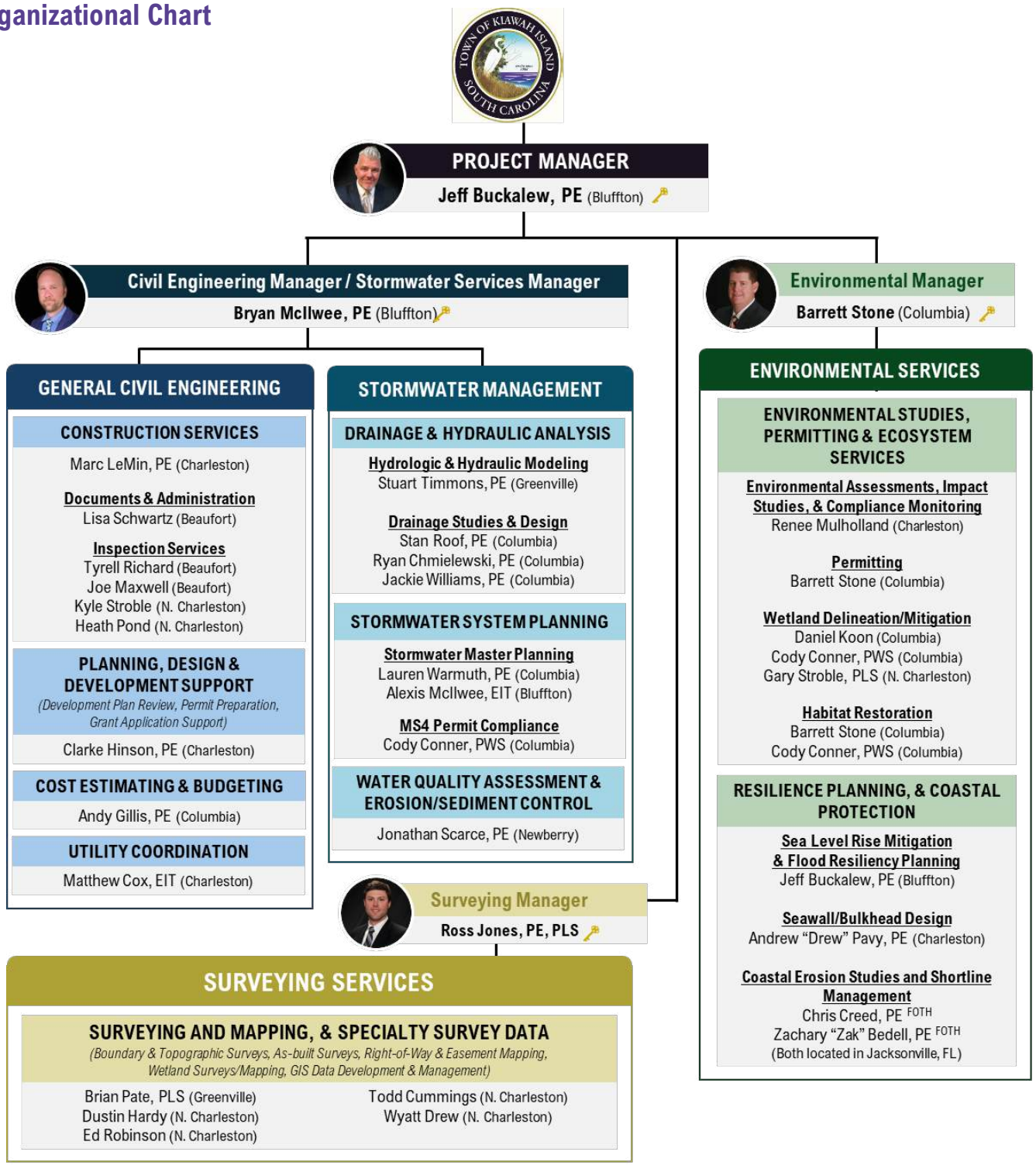
PROJECT MANAGEMENT PLAN	
1. Scope of Work	6. Document Control System
2. Budget	7. Communication Protocols
3. Schedule	8. Planning & Design Deliverables
4. Design Criteria	9. Risk Management
5. Team Organization & Resources	10. QA/QC Plan

Jeff will prepare a PMP specific to each project. The PMP will be a living document prepared at the beginning of each project, serving as the roadmap for progressing each task and documentation of all design decisions and criteria related to the project. **Bryan**, **Ross** and **Barrett** will ensure their respective discipline teams adhere to the PMP. It will include a complete list of tasks and the associated budget, schedule, contact information, risk management, and quality control for each task. The table below includes a full list of items included in the PMP.

MANAGEMENT APPROACH	WITHIN ICE TEAM	EXTERNAL TO TEAM
Project Meetings 1. Pre-Project Meetings 2. Weekly Progress Meetings 3. Monthly Progress Meetings 4. Special Meetings	▪ Held to develop concepts and strategies that will guide development of the plans and specifications, define communication lines, delegate responsibilities, establish financial objectives, and set deadlines. ▪ Weekly Progress Meetings for Managers, and Discipline Leads.	▪ Weekly meeting minutes distributed to the Town and third-party agencies as needed. ▪ Monthly Progress Meetings with the Town. ▪ Special Meetings with the Town and/or third parties to resolve issues to prevent schedule and cost impacts.
Risk Management	▪ Team will engage and manage project-related risks during the development of each Project through completion of construction.	▪ Coordinate with Town regarding all identified risks to determine appropriate mitigation strategies.
Optimizing Design Reviews (QC) 1. Management Quality Reviews 2. Bluebeam 3. ProjectWise	▪ Management will participate in every stage of the review process to minimize deficiencies and prevent errors and rework. ▪ Bluebeam streamlines multidisciplinary reviews allowing Team to concurrently review, markup, comment, and resolve comments in real-time. ▪ Streamlined submittal of deliverables through ProjectWise.	▪ Town reviews all design submittals according to the design submittal schedule. ▪ Coordinate with Town PM on milestone deliverables included in the schedule.
Schedule/Cost Management	▪ Cost loaded schedule – includes work activities and costs associated with each.	

5.2 PROFESSIONAL STAFF QUALIFICATIONS

Organizational Chart



LEGEND	
Infrastructure Consulting & Engineering, LLC (Prime Consultant)	
FOTH	Foth Infrastructure & Environment, LLC (Foth | Olsen)
	Key Personnel

Key Personnel Resumes

PROJECT MANAGER
Jeff Buckalew, PE

Located in Bluffton, SC

Education: BS, Civil Engineering, West Virginia University Institute of Technology (1987)
Registration: Professional Engineer: SC #20448
Experience: 36 Years (2 Year with ICE)

ABOUT JEFF

Jeff has over 36 years of experience providing roadway, drainage, and project management services for various infrastructure projects. He currently serves as a Program Manager for ICE, responsible for the management of government on-call service programs which includes overseeing work involving roadways, storm drainage, multi-modal/pedestrian facilities, public involvement, signing, pavement marking and traffic control plans, specifications, and utility coordination. **He will serve as the Project Manager and will ensure the Town's expectations are met, if not exceeded while overseeing design, analysis, preparation of plans and specifications, permit applications, public presentations, and CE&I services related to Town infrastructure projects or programs.**

WHY JEFF IS WELL-QUALIFIED

- ✓ Proven Project Management Experience on Similar Projects
- ✓ Familiar with Town, County, and SCDOT Policies and Procedures
- ✓ Served as the Town Engineer for 15 years for the Town of Hilton Head.
- ✓ Knowledgeable of Town Councils, POA's, and Citizens' Concerns

RELEVANT PROJECT EXPERIENCE:

Town Engineer for the Town of Hilton Head Island

Town Engineer | Jeff served as Town Engineer and Interim Director of Infrastructure Service between 2008 and 2023 and has worked on infrastructure projects on Hilton Head Island since 2000. His responsibilities included developing and managing budgets, managing staff for the traffic and transportation programs and the stormwater utility at the Town, capital improvement projects, development plan reviews, road maintenance, ROW and easement acquisitions, disaster debris management, beach renourishment, and resilience planning for sea level rise and climate adaptation.

Town of Hilton Head Island US 278 Shelter Cove Area Transportation and Multi-modal Safety Improvements

Town Engineer | Jeff oversaw this project with the primary objective of enhancing safety for motorists, bicyclists, and pedestrians along a multi-modal segment of highway with a high-volume bike/pedestrian amenity adjacent to motorized vehicle travel lanes. He developed alternative designs to minimize cost, utility relocations, environmental impacts, and impacts on the traveling public while maintaining the iconic Hilton Head Island live oak canopy of the old-growth median trees. The project added multi-use pathways utilizing pervious asphalt, a signalized intersection where an unsignalized crosswalk had been, road re-alignment, and reconfiguration of the main intersection serving major commercial developments.

Town of Hilton Head Island Mathews Drive Corridor Improvements

Town Engineer | Jeff managed this corridor project which included three roundabouts, multi-use pathways and crosswalks, extensive drainage upgrades, and streetscaping. He coordinated utilities, property owner concerns, easement and ROW acquisitions, permits, bidding and construction, and ensured a quality product was delivered on time and on budget.

GENERAL CIVIL ENGINEERING MANAGER
Bryan McIlwee, PE
Located in Bluffton, SC

Education: BS, Civil & Environmental Engineering, Virginia Polytechnic Institute and State University (2001)
Registration: Professional Engineer: SC #26457
Experience: 24 Years (1 Year with ICE)

ABOUT BRYAN

Bryan brings over 24 years of experience in civil engineering and municipal project management, with a strong focus on stormwater, roadway, and pedestrian infrastructure throughout the Lowcountry. He has held leadership roles in both the public and private sectors, including serving as Director of Engineering for the **Town of Bluffton** and as Director of Projects and Engineering for the **Town of Hilton Head Island**, where **he led major infrastructure and capital improvement initiatives**. With his extensive expertise and leadership experience, **Bryan is well-qualified to support the Project Manager and will lead all services under the General Civil Engineering scope of this Contract.**

WHY BRYAN IS WELL-QUALIFIED

- ✓ Proven Project Management Experience with Town Infrastructure Projects
- ✓ Over Two Decades of Civil Engineering Experience
- ✓ Located in the Lowcountry
- ✓ Experience with Similar On-Call Contracts

RELEVANT PROJECT EXPERIENCE:

Myrtle & Hickory Lane Road & Drainage Improvements – Hilton Head Island, SC

Assistant Town Engineer | Bryan managed this Town project to include a new pavement section and storm drainage systems on two roads near the Atlantic Ocean beach. The Town took over rights-of-way for these formerly private roads, which lacked proper infrastructure and had degraded to a very poor condition.

Town Pathway Projects – Hilton Head Island, SC

Assistant Town Engineer | Bryan designed and managed the construction of new pedestrian pathways along Wiliam Hilton Parkway, Gardner Drive, Leg O'Mutton Road, Pembroke Drive, Dunnagan's Alley, and Lagoon Road. These projects included new multi-use pathways, storm drainage improvements, landscaping, and pedestrian signage along SCDOT and County roadways. These projects involved SCDOT, County, and SCDES permits and acquisition of temporary and permanent easements.

Arrow Road / Dunnagan's Alley Roundabout – Hilton Head Island, SC

Assistant Town Engineer | Bryan managed the design and construction of intersection improvements at Arrow Road and Dunnagan's Alley. The reconfigured intersection consisted of the construction of a new roundabout, sidewalks and pathways, drainage infrastructure, wet and dry utility relocation, and landscaping.

Dr. Mellichamp Drive Streetscape & Drainage Improvements – Bluffton, SC

Director of Engineering | Bryan oversaw the design, permitting, and construction of this project including streetscape improvements to this commercial neighborhood street. The project included a new road cross-section and streetscape improvements with on-street pervious parking, new storm drainage infrastructure, street lighting, sidewalks, pedestrian signage/wayfinding, and landscaping.

ENVIRONMENTAL LEAD
Barrett Stone
Located in Columbia, SC

Education: MS, Environmental Health (Health Science Water Quality), University of South Carolina (2000)
BS, Wildlife Biology, Clemson University (1995)
Experience: 26 Years (7 Years with ICE)

ABOUT BARRETT

Barrett brings extensive experience delivering environmental services across coastal South Carolina, including in the Lowcountry's sensitive barrier island environments. His expertise spans NEPA documentation, environmental permitting, wetland delineation and mitigation, threatened and endangered species assessments, and regulatory coordination with state and federal agencies. He is well-versed in preparing Environmental Assessments (EA) and Categorical Exclusions (CE), as well as managing compliance for Section 404 and State 401 water quality certifications. Barrett is exceptionally qualified to serve as the Environmental Manager for this Contract and provide all permitting services. His **deep understanding of coastal ecosystems and commitment to sustainable, regulation-driven solutions align** with the **Town of Kiawah's priorities of environmental stewardship, resilience,** and **habitat protection.**

WHY BARRETT IS WELL-QUALIFIED

- ✓ Over 26 Years of Experience Providing Environmental Services
- ✓ Proven Experience Providing Environmental Services on Similar Infrastructure Projects
- ✓ Experienced Working on Similar On-Call/IDC Contracts

RELEVANT PROJECT EXPERIENCE:

Beaufort County Pathways Project – Beaufort County, SC

Environmental Manager | Barrett is responsible for managing and delivering all environmental services including wetland delineations, jurisdictional determinations, and subsequent wetland permitting services. This project consists of the design services necessary for the addition of a 10' pathway along sections of roadways throughout the County. The purpose of this project is to help provide safe walking routes to schools and improved access to residential communities. The total length of the pathways is approximately 16.4 miles.

City of Beaufort Mossy Oaks Drainage Project – City of Beaufort, SC

Environmental Coordinator | Barrett was responsible for wetland delineations, jurisdictional determination, and permit strategy and acquisition. This project, awarded under the City of Beaufort IDC, is located in a residential area near the southern limits of the City that has historically been susceptible to frequent flooding. It is approximately an 800-acre watershed consisting of two separate basins that drain to Battery Creek. The watershed covers a multijurisdictional area with stakeholder interest including the City of Beaufort, Beaufort County, the Town of Port Royal, and SCDOT.

Beaufort County Bluffton Parkway, Phase 5-A – Beaufort County, SC

Lead NEPA and Permit Coordinator | Barrett's responsibilities included the preparation of an EA, acquisition of a Section 404 individual permit, 401 Water Quality Certification, and a Critical Area Permit. He was also the primary author of the EA which included indirect impact analysis and community impact oversight of numerous technical subconsultants, management of public involvement efforts, and coordinating extensively with various agencies and stakeholders. This project consisted of approximately three miles of new roadway alignment that also included a new interchange with US 278. The new parkway consists of two 12' travel lanes in each direction, a 24' landscaped median, and two 8' multi-use pathways. The intersection is a curving, bifurcated bridge constructed through an environmentally sensitive tidal marsh with flyover segment tying in separately to the eastbound and westbound lanes of US 278.

SURVEYING LEAD
Ross Jones, PE, PLS
Located in Charleston, SC

Education: BS, Civil Engineering, Clemson University (2012)
Registration: Professional Engineer & Professional Land Surveyor: SC #34420
Experience: 13 Years (12 Years with ICE)

ABOUT ROSS

Ross has over a decade of experience providing survey verification and ROW coordination services throughout the Lowcountry. Since 2012, he has supported ICE on a wide range of projects involving boundary, route, topographic, construction, and FEMA-related surveys, including work in coastal and environmentally sensitive areas. His expertise includes BCM critical line surveys, tidal boundaries, reversionary lines, and resolving complex issues such as riparian rights, encroachments, easements, and adverse possession. Ross also leads ROW coordination efforts, ensuring accurate data collection and proper integration of changes into record documents. As the Surveying Lead for this contract, **Ross is well-qualified to oversee all surveying services requested by the Town, including boundary and topographic surveys, as-built surveys, wetland mapping, ROW and easement mapping, and GIS data support.**

WHY ROSS IS WELL-QUALIFIED

- ✓ Experienced Working on Similar On-Call Contracts
- ✓ Familiar with Town, County, and SCDOT Policies and Procedures
- ✓ Located in the Lowcountry

RELEVANT PROJECT EXPERIENCE:

Town of Hilton Head Island Main Street Survey – Hilton Head Island, SC

Survey Manager | Ross was responsible for managing survey crews and all survey services. This included establishing project survey control and Best Fit Existing Roadway Alignment (ERA), developing a 3D Digital Terrain Model (DTM), surveying planimetric (2D) data, surveying drainage features and existing storm drainage structures, and surveying gravity sanitary sewer manholes with connectivity. This project, assigned as a part of the RFQ 2019-0027 Civil Engineering Services IDC, consisted of providing surveying services for the Main Street corridor.

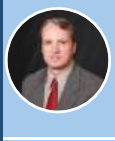
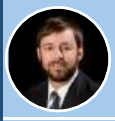
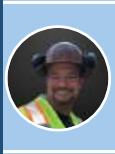
Beaufort County Pathways Project – Beaufort County, SC

Survey Manager | Ross is responsible for managing survey crews who are establishing project survey control and Best Fit Existing Roadway Alignment (ERA), conducting public records research, field surveying detectable property monuments, developing property strip maps and existing road ROW, developing 3D Digital Terrain Model (DTM), surveying planimetric (2D) data, surveying drainage features and existing storm drainage structures, surveying gravity sanitary sewer manholes with connectivity, performing new and existing ROW staking, and surveying geotechnical boreholes. This project consists of the design services necessary for the addition of a 10' pathway along sections of roadways throughout the County. The purpose of this project is to help provide safe walking routes to schools and improved access to residential communities. The total length of the pathways is approximately 16.4 miles.

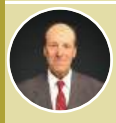
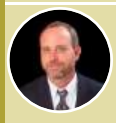
Beaufort County SC 170 Widening CE&I Services – Beaufort County, SC

Surveyor | Ross was responsible for field surveys and verification of survey controls and all construction elements. He also calculated earthwork quantities, performed surveys for utility relocations, and conducted tree surveys for three different tracts. This 4.5-mile project consisted of widening the existing two-lane roadway to a four-lane roadway to include curb and gutter and drainage structures. A multi-use path was constructed along the roadway allowing for public access within the ROW limits. **The entire project was centered between natural wetlands that were minimally impacted by construction.**

Support Personnel

	PERSONNEL / ROLE	PROVEN CAPABILITY TO DELIVER SERVICES
GENERAL CIVIL ENGINEERING SERVICES	**Construction Services** Marc LeMin, PE **30** Years of Experience Located in Charleston, SC	*Marc (SC PE #27012) brings over 25 years of experience in heavy highway civil construction, with roles including Project Manager and CE&I/Quality Control Manager. He is skilled in managing field operations, coordinating design and utilities, and performing on-site testing and inspections. His experience on on-call contracts for coastal towns and municipalities across the region demonstrates his ability to deliver high-quality, compliant infrastructure projects.*
	Planning, Design, & Development Support Clarke Hinson, PE **14** Years of Experience Located in Charleston, SC	*Clarke (SC PE #32916) is a Design Manager with 12 years of experience specializing in roadway, sidewalk, and interchange design. He has served as Project Manager for on-call/IDC contracts and has led design efforts for projects in coastal communities, including Hilton Head Island and Beaufort County. His expertise spans concept through final design, with a focus on context-sensitive solutions that meet both infrastructure and environmental needs.*
	 **Cost Estimating & Budgeting** Andy Gillis, PE **28** Years of Experience Located in Columbia, SC	*Andy (SC PE #23517) has over 28 years of experience in transportation design and construction, with a strong focus on cost estimating and budgeting. He has supported contractors with accurate CPM scheduling since 2005 and has served as a transportation designer, estimator, and project manager on a wide range of roadway and bridge projects across the Carolinas.*
	Documents & Administration Lisa Schwartz **23** Years of Experience Located in Beaufort, SC	*Lisa is a Document Control Specialist and Administrative Assistant with expertise in managing documentation and administrative processes for construction management projects. She ensures accuracy and compliance by maintaining organized filing systems, tracking field samples, and managing daily reports and meeting records. Her attention to detail supports seamless coordination and conformance with client requirements.*
	Inspection Services Tyrell Richard **9** Years of Experience Located in Beaufort, SC	*Tyrell has over nine years of experience in traffic engineering and construction materials testing. He provides technical support during construction, ensures materials meet project specifications, and conducts accurate field calculations. His proficiency with tools like MicroStation, Synchro, and AutoCAD supports efficient inspection and documentation processes.*
	Inspection Services Joe Maxwell **24** Years of Experience Located in Beaufort, SC	*Joe has over 24 years of experience in CE&I services, with a strong focus on quality control inspection for soils, asphalt, and concrete. He is skilled in subgrade evaluations, compaction testing, and verifying concrete mix designs and reinforcement. His expertise ensures construction materials meet agency standards and project specifications.*
	 **Inspection Services** Kyle Stroble **26** Years of Experience Located in N. Charleston SC	*Kyle has over 26 years of experience as a CE&I Inspector, with expertise in all phases of roadway construction including excavation, drainage, asphalt, traffic control, and erosion control. He is skilled in project documentation and pay quantity measurement and has been praised by the Town of Bluffton for his professionalism and attention to detail.*
	 **Inspection Services** Heath Pond **25** Years of Experience Located in N. Charleston, SC	*Heath is a Senior Inspector with over 25 years of experience in transportation construction inspection and project management. He has a strong understanding of construction standards, regulatory compliance, and quality assurance, particularly on SCDOT projects. His expertise and problem-solving skills have contributed to the successful delivery of complex infrastructure projects.*
	Utility Coordination Matthew Cox, EIT **15** Years of Experience Located in Charleston, SC	*Matthew's expertise includes location, relocation, and coordination of utility designs within roadway and highway engineering projects. He is also skilled at identifying and resolving conflicts between roadway and utility layouts, he collaborates with engineers and utility providers to implement effective solutions including in SC coastal areas.*
	Hydrologic & Hydraulic Modeling Stuart Timmons, PE **14** Years of Experience Located in Greenville, SC	*Stuart (SC PE #32562) has over a decade of experience in drainage design and stormwater management for roadway and bridge projects, with a strong focus on coastal environments. His work includes storm drainage design, erosion control, and BCM coordination for infrastructure improvements on Hilton Head Island and pathway projects across Beaufort County. He is also proficient in a range of engineering software used for hydraulic analysis and design.*

	PERSONNEL / ROLE	PROVEN CAPABILITY TO DELIVER SERVICES
STORMWATER MANAGEMENT SERVICES	**Stormwater Master Planning** Lauren Warmuth, PE **25** Years of Experience Located in Columbia, SC	*Lauren (SC PE #25825) specializes in the design of highway drainage systems and has extensive experience with hydrologic and hydraulic modeling software. She is well-versed in sediment and erosion control design in compliance with NPDES regulations, making her a strong technical resource for stormwater and drainage components. Her expertise directly supports Kiawah's focus on resilient, environmentally sensitive infrastructure.*
	Drainage Studies & Design Alexis McIlwee, EIT **8** Years of Experience Located in Bluffton, SC	*Alexis has extensive experience in stormwater management and municipal infrastructure, with a strong focus on Lowcountry communities. She has led stormwater modeling and design efforts using tools such as HEC-RAS, HEC-HMS, PCSWMM, and XPSWMM, and supported capital improvement projects and MS4 program compliance. Her background includes overseeing GIS-based asset management and reviewing development plans for stormwater and environmental standards.*
	Drainage Studies & Design Stan Roof, PE **28** Years of Experience Located in Columbia, SC	*Stan (SC PE #22828) is a Senior Hydraulic Engineer with extensive experience in drainage design, including a long tenure with the SCDOT. He specializes in stormwater management, hydrologic and hydraulic modeling, erosion and sediment control, and NPDES permitting. At ICE, he oversees drainage design coordination and provides technical planning and support for municipal and transportation projects, including those in sensitive coastal environments.*
	Drainage Studies & Design Jackie Williams, PE **30** Years of Experience Located in Columbia, SC	*Jackie (SC PE #31491) has over 30 years of engineering experience with a strong focus on stormwater management, NPDES compliance, and erosion control. As Stormwater Manager for SCDOT, she has led the implementation of the statewide MS4 program and developed design standards.*
	Drainage Studies & Design Ryan Chmielewski, PE **6** Years of Experience Located in Columbia, SC	*Ryan's (SC PE #42773) responsibilities include providing drainage services to various projects throughout South Carolina. His experience includes conducting drainage evaluation and studies, scour assessment of bridges, erosion and sediment control, and Stormwater Pollution Prevention Plans (SWPPP).*
	Water Quality Assessment & Erosion/Sediment Control Jonathan Scarce, PE **37** Years of Experience Located in Newberry, SC	*Jonathan (SC PE #21067) has extensive experience in hydrologic and hydraulic design, with a focus on storm drainage, stormwater management, and water quality BMPs for MS4 compliance. He specializes in erosion and sediment control, water quality assessment, and stream and floodplain modeling using tools such as HEC-RAS and HydroCAD. His work spans municipal and state projects, including watershed improvements and FEMA flood studies.*
ENVIRONMENTAL SERVICES	**MS4 Permit Compliance, Wetland Delineation/ Mitigation and Habitat Restoration** Cody Conner, PWS **13** Years of Experience Located in Columbia, SC	*Cody (PWS #3312) is an environmental specialist with extensive experience in compliance, permitting, wetland delineation, and habitat restoration. He has conducted site inspections, resolved environmental violations, and managed documentation and client communication for transportation and municipal projects. His work includes wetland mitigation planning, credit calculations, GIS analysis, and water quality monitoring.*
	Environmental Assessments, Impact Studies, & Compliance Monitoring Renee Mulholland **21** Years of Experience Located in Charleston, SC	*Renee is an Environmental Planner with over 21 years of experience specializing in NEPA documentation, Clean Water Act permitting, and environmental compliance for infrastructure projects. She has led environmental assessments and impact studies with a strong focus on coastal and environmentally sensitive areas. Renee is skilled in coordinating agency approvals and preparing technical documentation to ensure regulatory compliance and environmental stewardship.*
	Environmental Services Daniel Koon **6** Years of Experience Located in Columbia, SC	*Daniel has experience creating maps for jurisdictional determinations, conducting surveys for plants and freshwater mussels, and mapping wetlands. He supports conducting wetland delineations, preparing jurisdictional determination requests, GIS mapping, and assisting in desktop research and fieldwork.*
	Wetland Delineation/ Mitigation Gary Stroble, PLS **52** Years of Experience Located in N. Charleston, SC	*Gary (SC PLS #9323) is an experienced Surveyor with expertise in conducting wetland boundary surveys and preparing detailed wetland exhibits for permitting and planning efforts. He has worked on numerous projects involving BCM critical lines, tidal boundaries, and sensitive coastal environments. Gary leads dedicated field crews and ensures high-precision results that support effective wetland delineation and mitigation planning.*
	Seawall/Bulkhead Design Drew Pavy, PE **13** Years of Experience Located in Charleston, SC	*Drew (SC PE #36953), has extensive experience delivering structural design and inspection services for DOTs, municipalities, and coastal communities. He is skilled in AASHTO-compliant bridge design, structural analysis, and 3D modeling using OpenBridge, AASHTOWare, LEAP CONSPAN, and RC-Pier. His work includes designing and evaluating structures in flood-prone, hydraulically sensitive areas to support resilient coastal infrastructure.*

	PERSONNEL / ROLE	PROVEN CAPABILITY TO DELIVER SERVICES
	Coastal Erosion Studies & Shortline Management Chris Creed, PE **33** Years of Experience Located in Jacksonville, FL	*Chris (SC PE #23064) has over three decades of experience in coastal engineering, with expertise in shoreline protection, beach nourishment, dune restoration, and FEMA compliance. He has led coastal projects throughout the Southeast and has served as the engineer of record for all beach management initiatives for the Town of Hilton Head Island since 1999. Chris will serve as the lead coastal engineer for this Contract.*
	Coastal Erosion Studies & Shortline Management Zak Bedell, PE **8** Years of Experience Located in Jacksonville, FL	*Zak (SC PE #40139) has extensive experience in coastal engineering and specializes in coastal processes, shoreline stabilization, and sea level rise adaptation. He has played a key role in the design and implementation of erosion mitigation measures and marsh restoration initiatives across the southeast US. Zak will support technical design, modeling, and field coordination efforts specific to Kiawah Island's shoreline dynamics.*
SURVEYING SERVICES	**Surveying & Mapping, and Specialty Survey Data** Brian Pate, PLS **26** Years of Experience Located in N. Charleston, SC	*Brian (SC PLS #25436) is a Land Surveying and Mapping Professional with experience supporting commercial, residential, and transportation projects. He specializes in producing high-accuracy Aerial LiDAR and Mobile LiDAR data to support detailed mapping and survey needs. Brian's expertise in advanced geospatial technologies ensures precise and efficient data collection for a wide range of infrastructure and planning efforts.*
	Surveying & Mapping, and Specialty Survey Data Dustin Hardy **17** Years of Experience Located in N. Charleston, SC	*Dustin has extensive experience in the transportation construction industry, with a focus on survey and construction engineering inspection services. He is fully certified and skilled in survey verification, topographic surveys, utility and tree surveys, and hydrology data collection. His recent work includes providing survey services on projects throughout the Charleston area and supporting the SC 170 Widening project in Beaufort.*
	 **Surveying & Mapping, and Specialty Survey Data** Ed Robinson **38** Years of Experience Located in N. Charleston, SC	*Ed brings 38 years of field surveying experience, with expertise in boundary, topographic, GPS, route, wetland, and as-built surveys. He spent over three decades as a Crew Chief and Quality Control Manager before joining ICE in 2022. At ICE, he performs a wide range of survey services for transportation projects across South Carolina, including right-of-way and construction surveys.*
	 **Surveying & Mapping, and Specialty Survey Data** Todd Cummings **29** Years of Experience Located in N. Charleston, SC	*Todd is an experienced surveyor specializing in boundary, topographic, and geodetic surveys. He verifies the accuracy of field measurements and calculations, documents land features and elevations, and establishes legal boundaries based on deeds and titles. His work includes preparing boundary descriptions for legal use and researching land records to support precise and reliable surveying.*
	Surveying & Mapping, and Specialty Survey Data Wyatt Drew **6** Years of Experience Located in N. Charleston, SC	*Wyatt is a Surveyor with 6 years of experience supporting transportation projects in coastal areas, including Charleston and Beaufort Counties. He specializes in boundary, topographic, right-of-way, and cross slope verification surveys. Wyatt provides accurate field data and mapping to suppcross-slopeort roadway, utility, and site development projects.*

Subconsultant

ICE is pleased to include **Foth Infrastructure & Environment, LLC (formerly Olsen Associates, Inc.)** of Jacksonville, Florida, as a subconsultant to provide specialized coastal engineering services in support of our Team's work for the Town of Kiawah Island. Foth is a member-owned consulting engineering, science, and construction management firm founded in 1938 and headquartered in Green Bay, Wisconsin. With over 700 employee-members across 29 locations in the U.S. and Canada, Foth brings a collaborative, client-focused approach and deep technical expertise to complex environmental and infrastructure challenges.

▶ Coastal Engineering and Shoreline Management Expertise

With over 40 years of coastal experience, Foth | Olsen specializes in shoreline management, erosion control, beach nourishment, and coastal stabilization. Their work on barrier islands throughout the Southeast integrates advanced modeling, regulatory coordination, and environmentally sensitive practices to support resilient shoreline solutions.

Scope of Services Provided by Foth | Olsen:

- ✓ Coastal engineering design and analysis
- ✓ Shoreline stabilization and erosion control strategies
- ✓ Beach nourishment planning and sediment management
- ✓ Dune restoration and habitat protection planning
- ✓ Permitting and coordination with regulatory agencies
- ✓ Long-term coastal monitoring and resilience

Staff Availability and Capacity to Handle Multiple Concurrent Projects

Capacity and Approach to Managing Concurrent Projects

ICE is structured for responsiveness and flexibility across multiple simultaneous assignments. With a strong presence throughout South Carolina and local offices in Bluffton, Beaufort, Charleston, and North Charleston, we can quickly mobilize to support the Town of Kiawah Island. Our Bluffton office, where most of the work will be performed, is **staffed by former municipal employees (Jeff Buckalew and Bryan McIlwee) who have firsthand experience working for coastal communities and understand the Town's infrastructure needs, environmental sensitivities, and operational challenges.**

Project Manager Jeff will oversee the prioritization, scheduling, and resourcing of each task order, working closely with Bryan, who also has managed similar on-call contracts from both the public and private sides. **Their combined experience ensures smooth coordination and timely delivery.** ICE uses a centralized tracking platform, and weekly check-ins with discipline leads to monitor workloads, adjust staffing, and keep assignments on schedule. Our regional bench strength and proactive communication allow us to begin work quickly and manage overlapping task orders without delay.

Location	Relevant Professional Disciplines					
	Roadway	Stormwater/Drainage	Site/Civil	Environmental	Survey	CE&I
SC Coastal	**10**	**3**	**2**	**1**	**7**	**27**
Columbia	10	9	0	4	4	58
Greenville	4	5	0	0	5	19
Additional Resources Outside of SC	30	15	19	3	0	154
Total	**54**	**32**	**21**	**8**	**16**	**258**

Staff Availability | Additionally, ICE has the available manpower to provide all work required in an expedient manner. The proposed Team is comprised of individuals whose current and projected workloads will allow them to begin immediately on assigned projects. The table below illustrates each Key Personnel's availability and current commitments.

KEY TEAM MEMBER	CURRENT ACTIVE PROJECTS	END YEAR	% AVAIL.
Jeff Buckalew, PE *Project Manager*	Long Cove Club Paving Town of Summerville Main Street Resiliency Project Palmetto Dunes Bridge Rehab Town of HHI Various On-Call Projects	2025 2026 2026 2026	**65%**
Bryan McIlwee, PE *General Civil Engineering Manager*	Town of Summerville Main Street Resiliency Project Town of HHI Various On-Call Projects Town of Bluffton Pedestrian Improvements Long Cove Club Various Projects Palmetto Dunes Various Projects	2026 2026 2025 2025 2026	**80%**
Barrett Stone *Environmental Manager*	SCDOT I-26 Corridor Improvements (MM 172 to 187) SCDOT I-26 / I-95 Interchange Improvements GDOT SR 316 Bundle 1	2025 2026 2025	**70%**
Ross Jones, PE, PLS Surveying Manager	SCDOT I-26 / I-95 Interchange Improvements Various Cross-Slope Verification Projects	2026 2025	**70%**

5.3 TECHNICAL CAPABILITIES

Firm's Areas of Specialized Expertise and In-House Capabilities

▶ Relevant Capabilities

SURVEY SERVICES

- Property Boundary Surveys & Plats
- Topographic/Planimetric Surveys
- Construction Verification Surveys
- Establish Horizontal/Vertical Control
- Route Surveys
- Construction Staking
- Subdivision Platting & Recording
- GIS Mapping
- Jurisdictional Wetland Platting
- SCDES-BCM Critical Line Platting
- Lidar

ENVIRONMENTAL SERVICES

- Environmental Assessments
- Sea Level Rise & Floor Resilience Planning
- Permit Acquisition
- Public Involvement
- Compensatory Mitigation Plans
- Jurisdictional Determination
- Construction Compliance
- NEPA Documentation
- Endangered Species Surveys
- Natural Resources
- Agency Coordination
- Wetland Delineation

ROADWAY DESIGN

- Plans Preparation
- Permitting
- Widenings and Extensions
- Interstate Interchange Improvements
- Intersection Improvements
- Infrastructure Inventory
- Unpaved to Paved Roads
- Grant Assistance
- Resurfacing
- Pathways and Sidewalks
- Bidding Assistance
- Roundabout Design

HYDROLOGIC/HYDRAULIC DESIGN

- Drainage Design
- Storm and Sewer Design
- Two-Dimensional Bridge Hydraulic & Riverine Analysis
- Flood Control Modeling
- Culvert and Scour Analysis
- Pond and Ditch Design
- Energy Dissipation Design
- FEMA Analysis
- Erosion and Sediment Control
- NPDES Permitting
- Stormwater Management

CONSTRUCTION ENGINEERING AND INSPECTION (CE&I)

- Erosion and Sediment Control Inspection
- Work Zone & Traffic Control Inspection
- Asphalt Roadway Inspection
- Earthwork and Base Inspection
- Quality Assurance & Quality Control
- Material Sampling & Testing
- Structural Foundation Inspections

TRAFFIC ENGINEERING

- Traffic Studies, Analyses, & Plans
- Traffic Simulations/School Access Studies
- Mitigation of Traffic Congestion
- Golf Cart Safety
- LED Crosswalks
- Traffic Signal Maintenance, Operations, & Timing
- Roundabouts
- Staging & Traffic Control Plan
- Wayfinding
- Signal Design, Timing, and Optimization
- PD&E Studies
- Synchronization & Interconnection

PAVEMENT EVALUATION AND DESIGN

- Pavement Design
- Pavement Condition Survey
- Pavement Management Plans
- Resurfacing Contract Development
- Forensic/Structural Investigation – Pavement
- Pavement Materials Engineering
- Pavement Value Engineering
- Constructability Review & Risk Assessment
- Subsurface Stabilization Plans
- Mixture Designs

SITE DESIGN

- Site Development Plans
- Building Renovations and Expansions
- Construction Details and Specifications
- Storm Drainage and BMP Design
- Grading/Erosion Control Plans
- Utility Coordination
- Architectural Design Services
- Parking Areas

STRUCTURAL DESIGN

- Water Crossing Bridge Design
- Railroad Crossing Bridge Design
- Pedestrian Bridge Design
- Box Culvert Design
- Structural and Seismic Analysis
- Retaining Walls
- Bridge Inspection
- Value Engineering Analysis and Design

Experience in Each Service Category Listed in the Scope of Services

GENERAL CIVIL ENGINEERING SERVICES

Bryan McIlwee, PE will lead ICE's General Civil Engineering efforts for the Town of Kiawah Island. He is supported by a multidisciplinary team with expertise in construction services, development plan review, permitting, grant support, and cost estimating. This team structure allows ICE to provide responsive, high-quality service through this Contract.

ICE has a proven record of delivering general civil engineering services to coastal communities throughout the South Carolina Lowcountry. Since 2012, we have supported the Town of Hilton Head Island through similar on-call contracts, consistently providing full-service engineering solutions that align with the Town of Kiawah Island's service needs.

ICE's Areas of Expertise:

	Qualified	
General Civil Engineering Services	**Yes**	**No**
Public Infrastructure and Facilities Assessment and Planning	✓	
Capital Improvement Project Design	✓	
Preparation And Review of Construction Documents	✓	
Construction Administration and Inspection	✓	
Project Management	✓	
Cost Estimating and Budgeting	✓	
Grant Application Support	✓	
Permit Preparation	✓	
Development Plan Review	✓	
Transportation Planning	✓	

ICE has extensive experience providing general civil engineering services to coastal communities, including infrastructure planning, capital improvement project design, construction document preparation, and transportation planning. We understand the importance of delivering resilient and sustainable public infrastructure that meets regulatory requirements while preserving the unique character and environmental integrity of barrier island environments like Kiawah Island. Our approach emphasizes careful planning, cost-effective design, and regulatory compliance, supported by a deep understanding of local development review processes, permitting standards, and coastal infrastructure needs.

Ribaut Road – Beaufort County Pathways Project

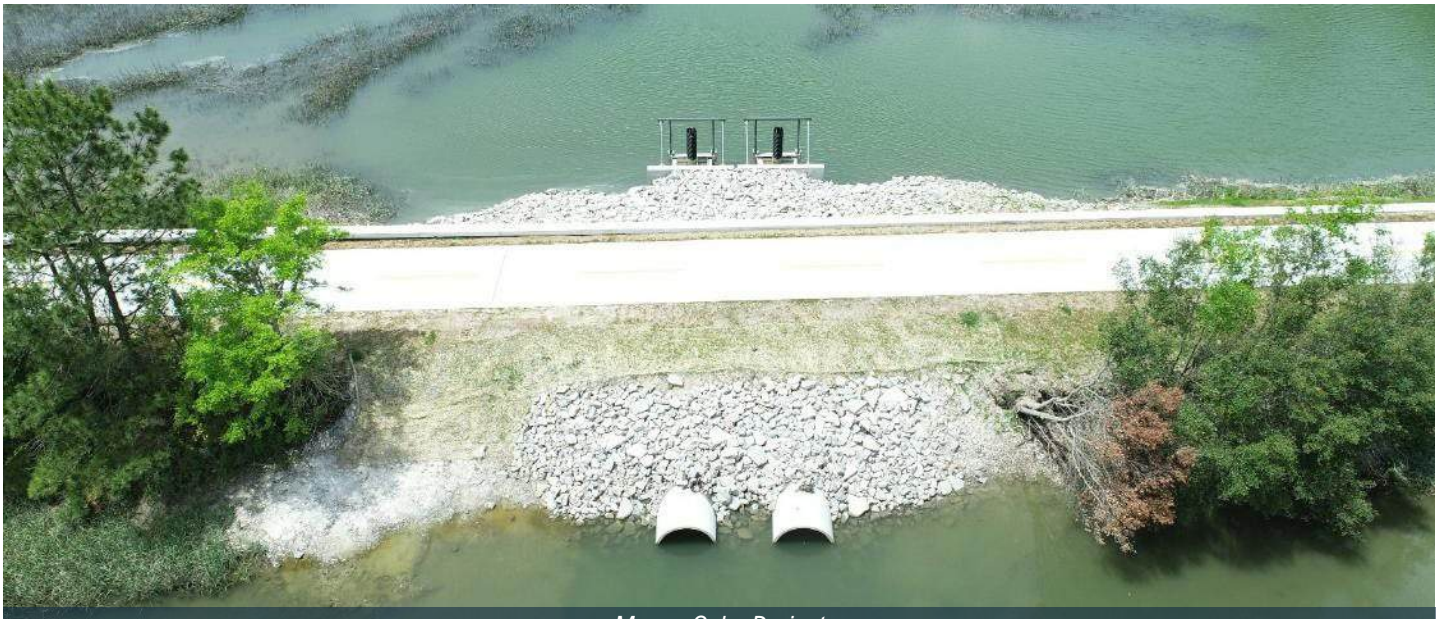
STORMWATER MANAGEMENT SERVICES

ICE's Stormwater Management Team is also led by **Bryan McIlwee, PE**, who brings experience delivering drainage and water quality solutions throughout coastal South Carolina. Bryan is supported by a multidisciplinary team of specialists, each focused on key service areas outlined in the Town's Scope of Work. These areas include hydrologic and hydraulic modeling, drainage studies and design, stormwater system planning, MS4 permit compliance, and erosion and sediment control. This integrated team is structured to manage all aspects of stormwater services from planning through permitting and design.

ICE's Areas of Expertise:

	Qualified	
Stormwater Management Services	**Yes**	**No**
Stormwater System Planning and Design	✓	
Drainage Studies	✓	
Hydrologic and Hydraulic Modeling	✓	
Flood Mitigation Strategies	✓	
Stormwater Master Planning	✓	
Green Infrastructure Solutions	✓	
Low-Impact Development (LID) Design	✓	
MS4 Permit Compliance	✓	
Water Quality Assessment	✓	
Erosion and Sediment Control	✓	
Best Management Practices (BMP) Design	✓	
Coastal and Tidal-Influenced Site Considerations	✓	
Design for High Water Tables and Sensitive Ecosystems	✓	

ICE has extensive experience delivering stormwater management solutions for coastal communities, including services related to drainage design, erosion control, flood mitigation, and stormwater permitting. We understand the importance of designing resilient and sustainable drainage systems that meet regulatory requirements while minimizing downstream impacts, particularly in barrier island environments like Kiawah Island. Our approach is data-driven, context-sensitive, and fully aligned with local ordinances and MS4 regulations.



Mossy Oaks Project

ENVIRONMENTAL AND RESILIENCY ENGINEERING SERVICES

ICE has extensive experience in environmental services, ensuring compliance with regulatory requirements, minimizing environmental impacts, and supporting sustainable development. **Barrett Stone and four additional environmental specialists will lead our Environmental Services Team**.

ICE's Areas of Expertise:

	Qualified	
Environmental Services	**Yes**	**No**
Environmental Assessments and Impact Studies	✓	
Wetland Delineation and Mitigation	✓	
Coastal Erosion Studies	✓	
Shoreline Management		X*
Habitat Restoration	✓	
Environmental Permitting	✓	
Seawall and Bulkhead Design	✓	
Sea Level Rise Planning	✓	
Flood Mitigation Planning	✓	
Resilience Planning	✓	
Groundwater Studies		X
Contamination Assessments		X
Environmental Compliance Monitoring	✓	
Experience with Environmentally Sensitive Sites	✓	
Knowledge of Federal, State, and Local Environmental Regulations	✓	

Service provided by our Subconsultant **Foth Infrastructure & Environmental, LLC (Foth | Olsen)*

ICE provides comprehensive environmental services, specializing in NEPA documentation, permitting, and compliance for infrastructure projects. Our experienced scientists navigate evolving regulations to expedite project delivery while ensuring compliance with federal and state requirements. We prepare Categorical Exclusions, Environmental Assessments (EA), and Environmental Impact Statements (EIS) in accordance with federal standards, conduct jurisdictional determinations such as wetland delineations and critical line delineation following USACE guidelines, and secure necessary permits, including ESA, SC Critical Area, and Section 404 permits. Our Team also leads public involvement efforts, developing outreach plans, hosting meetings, and managing communications. In addition, our Team of environmental specialists are experienced in providing numerous habitat management services including, conducting bat surveys.

Additionally, we provide environmental construction compliance services to keep projects aligned with regulatory requirements. With in-house collaboration and expertise across multiple jurisdictions, ICE streamlines project execution for efficient and effective environmental solutions.

Environmental Team Members: Daniel Koon, Cody Conner, PWS and Barrett Stone

SURVEYING SERVICES

ICE's surveying professionals bring extensive experience supporting infrastructure projects throughout the Southeast, with a strong focus on coastal and environmentally sensitive areas. Our services align directly with the Town of Kiawah Island's surveying needs, which include gathering topographic data, establishing rights-of-way and easements, and supporting planning, drainage, and capital improvement projects.

Our Surveying Team is led by **Ross Jones, PE, PLS**, who has over a decade of experience managing field crews and performing complex surveys across South Carolina. Ross is supported by five dedicated staff members and a Lowcountry-based team operating from our North Charleston office, with additional surveyors located in North Charleston, Columbia, and Greenville. This regional coverage ensures prompt mobilization and efficient field support for Town-issued task orders.

ICE currently operates five full-time field survey crews and has the capacity to assemble an additional fully equipped crew to support large or concurrent assignments. Our crew are experienced in the full range of services relevant to the Town's needs, including:

- ✓ **Boundary and Right-of-Way Surveys**
- ✓ **Topographic and Planimetric Surveys**
- ✓ **As-built Surveys for Infrastructure and Drainage Projects**
- ✓ **Subdivision Platting and Legal Descriptions**
- ✓ **BCM Critical Line and USACE Jurisdictional Wetland Delineation Platting**
- ✓ **Route and Utility Corridor Surveys**
- ✓ **Right-of-way and Easement Mapping**
- ✓ **GIS-Compatible Data Collection and Shapefile Deliverables**
- ✓ **Construction Verification and Staking for Road, Pathway, and Site Work**
- ✓ **Establishing Horizontal and Vertical Control**

Our field survey crews use advanced equipment, including robotic total stations, digital levels, GPS units, and data collectors. Data is transmitted daily to our North Charleston office for prompt processing and QA/QC, enabling fast turnaround of accurate basemaps while maintaining a high standard of precision. ICE is proud that **no survey completed by our team has ever been questioned for accuracy.**

Dustin Hardy (team member proposed for this Contract) performing a topographic Survey of the Outfall Ditch

The survey will follow the SCDOT *Survey Manual* and Town-specific standards. Field work will include locating all fixed objects such as structures, pavement edges, stormwater systems, visible and 811-marked utilities, property lines, tree species (8 inches in diameter and larger), and landscaped or sensitive areas. Horizontal data will be tied to a centerline alignment and State Plane Coordinates; vertical data will be based on NGVD-29 with NAD-88 adjustments, unless otherwise specified. ICE also prepares property owner databases, verifies deeds and plats, and communicates directly with landowners when needed to confirm boundary information. Our Team is experienced in preparing and submitting survey documents for regulatory approval by BCM (formerly known as OCRM) and the U.S. Army Corps of Engineers.

5.4 PROJECT EXPERIENCES AND REFERENCES

ICE's expertise aligns with the Town's anticipated engineering needs, especially in civil infrastructure, stormwater, surveying, and environmental services for coastal communities. We have delivered similar services across the South Carolina Lowcountry, navigating complex permitting, high water tables, and tidal conditions. The following pages highlight several representative projects that demonstrate our capacity to support the Town of Kiawah Island with responsive, high-quality engineering services.

Relevant Projects Completed Within the Past Five Years

Below are similar projects ICE is working on or has completed within the last five years on Hilton Head Island, in Beaufort County, and/or in the South Carolina Lowcountry.

2018-PRESENT ON-CALL CONTRACT – BEAUFORT COUNTY, SC

Sams Point Turnlane

Personnel Involved
Marc LeMin; Clarke Hinson; Stuart Timmons; Lauren Warmuth; Lisa Schwartz; and Joe Maxwell

Completion Date
Various *(Each assignment had various completion dates)*

Client Contact
City of Beaufort
John (JJ) Sauve
jsauve@cityofbeaufort.org
843.379.7525

Relevance:
- ✓ On-Call Contract
- ✓ Stormwater / Drainage Erosion and Sediment Control
- ✓ Construction Services
- ✓ Surveying Services

Project Description and Scope of Services Provided

ICE was awarded this IDC in 2018 by Beaufort County, and under this contract ICE provided services for the following projects:

- **Sams Point Road (SC-802) Right-Turn Lane at Sea Island Parkway** – This was the first project assigned under the 2018 Sales Tax Program and consisted of improvements to the intersection of Sams Point Road (SC 802) and Sea Island Parkway (US 21 Bus). The original design included the addition of a dedicated right turn lane totaling 580' in length comprised of 400' of storage and 180' of taper, the conversion of the existing right turn lane to a through lane, and the addition of mast arm traffic signal poles. ICE provided project management, roadway and drainage design, permitting, field surveys, utility coordination, and assistance in facilitating public meetings.
- **Airport Frontage Road** – This project is one of the nine roadway improvement projects on Lady's Island and is included as part of the County's 2018 Sales Tax Program. The proposed roadway is approximately 1,500' and connects Little Creek Road and Lost Island Road with signal access on US 21. ICE was responsible for delineating the wetlands for the County to determine if the proposed alignment and ROW were suitable and feasible for roadway improvements.
- **Sunset Boulevard** – This project involved improvements to Sunset Boulevard and Miller Drive West and the installation of a new traffic signal at the Miller Drive West intersection with SC 802 with signal interconnection with the US 21 / SC 802 signal. These improvements increased pedestrian safety on Sunset Boulevard and Miller Drive and provided congestion relief for the main US 21 / SC 801 intersection.

2017-2022 ON-CALL CONTRACT – CITY OF BEAUFORT, SC

Whitehall Boardwalk

Personnel Involved
Marc LeMin; Clarke Hinson; Lauren Warmuth; Barrett Stone; and Lisa Schwartz; and Cody Conner

Completion Date
Various *(Each assignment had various completion dates)*

Client Contact
Beaufort County
Brittanee Fields
brittanee.fields@bcgov.net
843.255.2692

Relevance:
- ✓ On-Call Contract
- ✓ Lowcountry Projects
- ✓ Civil Engineering Services
- ✓ Surveying
- ✓ Permitting
- ✓ Drainage Design

Project Description and Scope of Services Provided

ICE was awarded this IDC to provide professional engineering services on an "as-needed basis" for the City of Beaufort. These services include evaluations, analyses, reports, recommendations, cost and time estimates, design, preparation of contract and/or record documents, field inspections and investigations, and engineering services throughout all phases of the project including periodic progress reports/meetings, proper processing of invoices for services, and timely processing of project correspondence. The following is a selection of eight work orders out of the 28 assigned:

- **Mossy Oaks Drainage Project** (hydrology assessment) – Drainage study for a 582-acre watershed.
- **Greenlawn Drive Streetscape** (project assessment, evaluation, and grant application assistance) – Road widening for parking, sidewalks, drainage improvements, underground utilities, street lighting, and landscaping)
- **Whitehall Boardwalk** (engineering design to comply with ADA standards) – 360 LF timber boardwalk over the marsh and adjacent to the Beaufort River.
- **Allison Road Pedestrian Connector** (roadway and drainage design, environmental, surveying) – Addition of an eight-foot sidewalk, relocating existing utilities, and repaving.
- **Calhoun Street Streetscape Improvements** (roadway and drainage design, environmental, surveying) – Road widening and improvements.
- **Pick Pocket Connector** (surveys, drainage design and permitting, and roadway design) – 200' new roadway
- **SC 170 Sidewalk Extension** (surveys, drainage design, roadway design, and CE&I) – 600 LF extension with drainage improvements, street lighting, and landscaping.
- **Construction Management/CEI for CTC Resurfacing** – Greenlawn Drive, Mossy Oaks & Whitehall Boardwalk

Greenlawn Drive Streetscape

Mossy Oaks Drainage

2014-PRESENT ON-CALL CONTRACT – TOWN OF HILTON HEAD ISLAND, SC

HAWK Pedestrian Signal Crossing

Personnel Involved
Jeff Buckalew (HHI Town Engineer); Marc LeMin; and Ross Jones

Completion Date
Various

Client Contact
Town of Hilton Head Island
Jeff Netzinger
jeffn@hiltonheadislandsc.gov
843.384.8676

Relevance:
- ✓ On-Call Contract
- ✓ Lowcountry Projects
- ✓ Engineering Services
- ✓ Surveying Services

Project Description and Scope of Services Provided

ICE was selected by the Town to provide services on the 2014 Civil Engineering Services IDC. After the 2014 IDC expired under the five-year maximum term, ICE was selected again for the new 2019 IDC to continue providing engineering and CE&I services. In addition, ICE was recently reselected for the 2024 On-Call Contract. The following lists completed and in progress projects under this Contract:

- Mathews Side Street
- Fire and Rescue Emergency Access
- Honey Horn Plantation Drive
- Indigo Run Resurfacing
- Marshland Roundabout
- Office Park USBC Campus
- US 278 Pathway Project
- Lemoyne Avenue Road Rehabilitation
- Blazing Star Lane Road Rehabilitation
- Office Park Road Intersection Improvements
- South Island Transportation Projects
- Lawton Woods Drainage CIP
- Wiley Road Rehabilitation
- Office Park Road and Greenwood Drive Intersection
- Coligny Roads
- HAWK Pedestrian Signal Crossing
- US 278 Shelter Cove Area Intersection Improvement CIP
- Arrow Road Resurfacing
- Main Street Resurfacing
- Main Street Survey
- Main Street Design
- Summit Drive Rehabilitation/Roundabout
- Mitchellville Road Dirt to Paving

Squire Pope Roundabout

2015-2022 CTC PROGRAM – CHARLESTON COUNTY, SC

Park West Boulevard Sidewalk

Rifle Range Road / Long Grove Road

Personnel Involved
Clarke Hinson (PM); Marc LeMin; Ross Jones; Cody Conner; Stuart Timmons; Lauren Warmuth; and Gary Stroble

Completion Date
Various

Client Contact
Charleston County
Eric Adams
ejadams@charlestoncounty.org
843.202.6149

Relevance:
- ✓ On-Call Contract
- ✓ Civil Engineering Services
- ✓ Surveying
- ✓ Drainage
- ✓ Permitting

Project Description and Scope of Services Provided

ICE provided engineering and design services to Charleston County on CTC Projects and was responsible for data collection and field surveys, roadway design, drainage designs and reports, permitting services, and utility coordination on a variety of projects, including the following:

- Long Point Road and Belle Point Drive Intersection Improvements
- Rifle Range and Long Grove Road Intersection Improvements
- Northwoods Boulevard Sidewalk
- Pelzer Drive Sidewalk
- Folly Beach Drainage
- Scotia Street Drainage Improvements
- Parkers Ferry Road
- Park West Boulevard Sidewalk
- Ravenel Intersection Safety Improvements
- Stinson Drive Sidewalk
- North Forest Drive Sidewalk
- Remount Road Right Turn Lane Extension

Pelzer Drive Sidewalk

2016-2021 ON-CALL CONTRACT – COLLETON COUNTY, SC

Secondary Road Resurfacing

Gadsden Loop Sidewalk

Personnel Involved
Joe Maxwell; Lisa Schwartz; Lauren Warmuth; Marc LeMin; Cody Conner; Clarke Hinson; Barrett Stone; and Ryan Chmielewski

Completion Date
2021 (overall)

Client Contact
Colleton County
Carla Harvey
charvey@colletoncounty.org
843.539.1965

Relevance:
- ✓ On-Call Contract
- ✓ Civil Engineering Services
- ✓ Stormwater Planning & Design
- ✓ Grant Support
- ✓ Cost Estimates
- ✓ Permitting
- ✓ Documentation & Admin.
- ✓ Inspection

Project Description and Scope of Services Provided

ICE was contracted to provide professional engineering services for county projects on an "as-needed" basis. ICE was responsible for providing roadway evaluation and design, stormwater planning and design, and site work design services. These tasks included site analyses, reports, recommendations, grant preparation and administration, cost and time estimates, permitting, preparation of contract documents, and field inspections and investigations. The following projects were assigned to ICE under this IDC:

- **Secondary Road Resurfacing** – ICE provided engineering services on design, permitting, bidding and award, and construction administration and inspection services on 13.4 miles of SCDOT secondary roads that were resurfaced throughout the County. ICE was responsible for all aspects of completing each project in this Task Order which included field investigations necessary to prepare the resurfacing plans. The assessments from the field investigations were used to prepare strip maps that were included in a complete set of plans for each project. ICE also assisted the County with obtaining encroachment permits with the SCDOT, and prepared quantities, specifications, and cost estimates.
- **Gadsden Loop Sidewalk** – This project was a part of the Gadsden Loop Neighborhood revitalization project which consisted of providing sidewalks along Peurifoy Road, Smith Street, and Robertson Boulevard to provide safer pedestrian access within the neighborhood and access to Black Street Early Childhood Center. ICE was responsible for field surveys, public outreach, wetland delineation, hydraulic design services, roadway design, utility coordination, permitting, and preliminary and final engineering design.

Client References for Similar On-Call Contracts

The ICE Team encourages you to reach out to any of the references below:

Client Name	Client Project Representative	Contact Information	Brief Description of Service Provided
Town of Hilton Head Island	**Jeff Netzinger, PE** Engineering and Projects Director	(843) 384 8676 jeffn@hiltonheadislandsc.gov	**On-Call Engineering** Pathway, Roadway Design and Permitting
Town of Bluffton	**Kim Washok-Jones** Director of Projects and Watershed Resilience	(843) 706 4593 kjones@townofbluffton.com	**Sidewalk ADA** Compliance Ramps and Crosswalks
City of Beaufort	**John (JJ) Sauve** Deputy City Manager	(843) 379 7525 jsauve@cityofbeaufort.org	**On-Call Contract** Environmental, Drainage, Design, Utilities, and Field Survey Services

Client Testimonials

"…ICE, particularly ICE's Senior Traffic Engineer Eric Dillon, provided invaluable assistance with engineering recommendations, its design, and operational plan. ICE was very responsive to the Town's input and specific project needs."
– Darrin Shoemaker

Client:
Town of Hilton Head

Contact Name, Phone, and Email:
Darrin Shoemaker (Traffic and Transportation Engineer) | 843.422.7649 | darrins@hiltonheadislandsc.gov

Project Name:
HAWK Pedestrian Signal Crossing

Brief Description of the Services Provided:
Traffic Analysis and Signal Plan Preparation

"ICE's contribution to the Boundary Street Project has been overwhelming and significant. We could not have completed this project without ICE's professionalism, agility, flexibility, teamwork, commitment and determined approach."
– Neal Pugliese

Client:
City of Beaufort

Contact Name, Phone, and Email:
Neal Pugliese (Former Director for Public Projects and Facilities) | 843.470.3512 | npugliese@cityofbeaufort.com

Project Name:
Boundary Street Redevelopment

Scope and value of services provided:
Construction Management, Surveying, Inspection, and Utility Coordination

5.5 ENVIRONMENTAL STEWARDSHIP EXPERIENCE

Experience with Sustainable Design and Environmental Stewardship in Coastal Environments

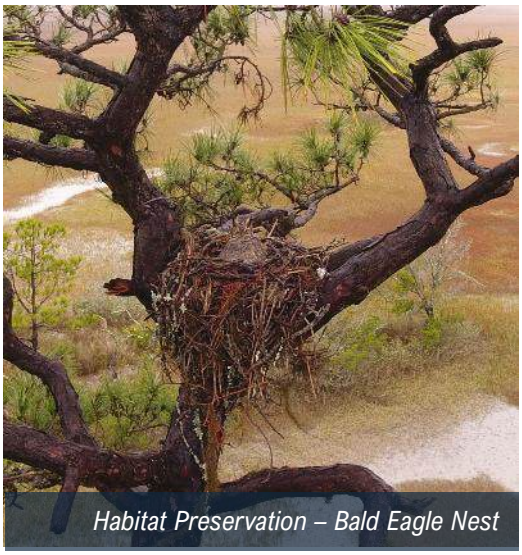
ICE brings a proven track record of environmental stewardship on complex infrastructure projects in sensitive coastal environments. Our environmental team, led by Vice President Barrett Stone, has decades of experience providing responsible, compliant, and sustainable solutions that balance development goals with ecological preservation. ICE has served as a trusted partner to municipalities, counties, and state agencies across the Lowcountry, supporting projects through permitting, compliance, natural resource protection, and public involvement.

ICE has direct environmental stewardship experience on South Carolina's barrier islands, including Hilton Head Island, Fripp Island, and areas near Kiawah and Seabrook Islands. Our Team has delivered permitting, habitat preservation, and stormwater management solutions in these sensitive coastal environments, giving us a strong foundation for supporting the Town of Kiawah Island's environmental goals.

Our experience includes:

- **Jurisdictional Determinations and Wetland Delineations**: ICE performs in-house field delineations, GIS mapping, and agency coordination for jurisdictional determinations. Our Team is experienced in delineating wetlands and critical areas, preparing accurate submittals for USACE and SCDES-BCM, and guiding clients through the regulatory process.
- **Environmental Permitting**: We manage and obtain federal and state permits, including Section 404/10 permits, Coastal Zone Consistency determinations, and 401 Water Quality Certifications. ICE has successfully negotiated and acquired permits ranging from major new location roadways to minor drainage projects. Our understanding of regulatory frameworks helps minimize project delays and ensures compliance at every phase.
- **Habitat Preservation**: During preliminary design, our Team maps and evaluates habitat and wildlife located within or adjacent to project areas. Environmental assessments prepared by ICE include descriptions of habitat communities and potential effects on federally listed flora, fauna, and their critical habitats. When applicable, we conduct Biological Assessments (BA) based on field observations and regulatory consultation to ensure compliance with the Endangered Species Act and related protections.
- **Protected Species Coordination and Impact Avoidance**: For the US 21 over Harbor River Bridge Replacement project, ICE conducted extensive coordination with federal and state agencies, including protected species monitoring during construction. Our methods minimized environmental impacts and protected essential fish habitats, wetlands, and threatened species.

Wetland Delineation
Cody Conner, PWS



Habitat Preservation – Bald Eagle Nest

- **Stormwater Management and Resilience**: ICE incorporates sustainable best management practices such as infiltration trenches, detention ponds, and energy dissipators to manage stormwater runoff in environmentally sensitive areas. Our team works closely with BCM to ensure stormwater systems align with NPDES regulations and coastal permitting requirements.
- **Construction Compliance and Mitigation Planning**: Through our work with SCDOT and municipalities, ICE has supported long-term environmental compliance on active construction sites, performing inspections, reporting, and mitigation monitoring to ensure all commitments are upheld. We also develop mitigation strategies that reduce wetland impacts and support ecological restoration when avoidance is not feasible.
- **Community Engagement and Public Trust**: ICE understands that environmental stewardship includes transparency and public involvement. Our staff has led and supported public outreach efforts, including NEPA documentation support, public hearings, and environmental education, helping clients earn and maintain the trust of their communities.

Mossy Oaks Basin 1 Outfall

Public Involvement Meeting
Barrett Stone

Examples of Environmentally Sensitive Projects and Their Outcomes

Mossy Oaks Drainage Project – Beaufort, SC

Key Outcomes: Improved drainage performance and flood resilience in a coastal, residential area; Enhanced coordination across multiple jurisdictions (City, County, Town of Port Royal, and SCDOT); Regulatory compliance and permitting success; High-quality construction outcomes, verified through SCDOT-certified testing and inspection; A significant reduction in flood risk for residents and improved infrastructure resilience in a sensitive watershed draining to Battery Creek.

US 21 over Harbor River Bridge – Beaufort, SC

Key Outcomes: Reduced environmental impacts by nearly 30% through innovative construction staging; improved safety and access for residents, emergency services, and commercial traffic; achieved over $6 million in cost savings through nine approved Alternative Technical Concepts (ATCS); protected sensitive wildlife, including monitoring of a Bald Eagle Nest; designed for long-term coastal resilience, including vessel collision protection and hurricane storm surge resistance; and accelerated delivery through expedited permit acquisition and construction start.

Main Road Corridor Improvements – Charleston, SC

Key Outcomes: Reduced flood risk through targeted drainage improvements along Main Road; protected tidal and stormwater systems using advanced 2D hydraulic modeling with tidal surge inputs; informed infrastructure design through hydrologic analysis of culverts, bridges, and water surface elevations; minimized wetland and environmental impacts via early resource agency coordination and permitting strategies; enhanced storm resilience by designing road and bridge elements to withstand tidal influence and storm surges.

5.6 PROJECT APPROACH AND METHODOLOGY

Methodology for Managing On-Call Assignments

Project Approach

Our Team, with its extensive experience managing and delivering projects for similar municipalities and counties, offers significant advantages in advancing initiatives and facilitating local coordination with stakeholders, including elected officials, public groups, utilities, permitting agencies, and contractors. ICE will leverage our experience, "lessons learned" from previous projects, technical expertise, and dedicated staff to efficiently deliver high-quality services on all assigned projects. As tasks are awarded, a Project Team will be assembled from the staff resources identified for each respective area of expertise. The Team's Project Manager will secure these individuals and ensure their immediate availability upon assignment. Our approach is to not only provide successful technical solutions, but also to do so in a cost-effective and timely manner. While each proposed project may require different planning, design, and engineering tasks, we have included the approach that ICE will use as a guide on Town of Kiawah Island projects.

Communication Protocols & Responsiveness Strategies

ICE emphasizes proactive and transparent communication from kickoff to closeout. Jeff will serve as the Town's single point of contact, facilitating efficient coordination between Town staff, subconsultants, and technical teams. For each task order, we initiate a scope-confirmation meeting and continue with regular status updates through in-person meetings, virtual check-ins, and email correspondence. This structured communication framework ensures clear expectations, timely updates, and quick decision-making.

Our presence in Bluffton, North Charleston, Daniel Island, and Beaufort enables ICE to mobilize quickly and respond to the Town's needs without delay. We maintain a dedicated staff with knowledge of coastal infrastructure and permitting processes, allowing us to assign qualified personnel immediately upon task order issuance. ICE's team structure supports concurrent assignments and rapid turnaround of time-sensitive deliverables, a proven approach that has led to early project completions for other coastal clients, including the Town of Hilton Head Island.

Quality Control Procedures

We understand the importance of quality products and services being delivered on time and on budget. Our approach to quality control is primarily having the appropriate, experienced staff review the work product or service procedures prior to delivery, which has resulted in positive feedback and several repeat customers.

The appropriate staff providing design services on the Town of Kiawah Island projects will be familiar with and have a keen understanding of the project's standards and quality control methods. ICE's standard practice is to provide a complete review of any design submittal before release to the Town to ensure compliance with Town standards and the project contract documents. Our co-location of designers and construction inspection staff will enable continuous constructability reviews throughout the design development process to ensure that submittals to the Town are complete, accurate, and constructable.

Schedule Management

We manage schedules through upfront planning and frequent status tracking. At project initiation, we develop a detailed work plan with milestones and submittal dates and request Town approval. The Project Manager uses internal tracking tools to monitor progress and coordinate resources. If challenges arise, adjustments are made early to avoid delays with clear communication with the Town Staff. Our Team has a proven history of completing projects within accelerated timelines, especially under On-Call/Indefinite Delivery Contracts.

Cost Control Measures

At ICE, our estimating process begins with a thorough evaluation of constructability, site conditions, and project complexity by experienced professionals. For task orders in coastal barrier island environments like Kiawah Island, we account for unique challenges such as limited site access, tidal influences, high water tables, environmental buffers, and regulatory coordination. These factors are considered early to ensure that contractor unit pricing, material availability, and construction sequencing are accurately reflected in preliminary cost estimates.

Our goal for every project is to achieve the optimal balance between schedule, cost, and quality. We are committed to consistently delivering high-quality work at a fair, professional fee, while meeting established timelines. Our Team's experience with municipal infrastructure and on-call contract delivery allows us to quickly scope projects, understand the elements involved, and minimize redesigns or delays through early coordination and clarity in documentation.

ICE's cost control efforts begin at Notice to Proceed and continue through final design. Every design decision is made with cost-efficiency in mind, even when working within the constraints of permitting agencies, MS4 compliance requirements, or environmental protection ordinances. We take pride in delivering solutions that reduce costs where possible without compromising on safety, performance, or durability.

To support this, ICE Project Managers hold regular internal progress meetings and conduct milestone budget reviews to monitor costs and ensure that clear, contractor-friendly plans and specifications are being developed. Detailed cost estimates are updated at each design phase submittal to reflect changes in scope, market conditions, or field findings. Constructability and quality control reviews are built into our workflow to identify and resolve potential issues that could lead to change orders or delays during construction. These reviews include phasing analysis to prioritize large, accessible work areas for contractors and help streamline construction logistics on confined or environmentally sensitive sites.

Approach To Cost-Effective Solutions

- **Client-Focused**: Listen closely to the Town's goals and budget
- **Informed Estimating**: Base estimates on recent bids, local market data, and contingency
- **Field Verification**: Minimize unknowns through field verification and utility locating
- **Early Coordination:** Coordinate early with permitting and utility agencies
- **Data-Driven Scoping:** Use GIS and record drawings to inform scoping
- **Efficient Design:** Apply proven, cost-efficient design strategies
- **Scope Control:** Stay within the defined scope to avoid scope creep
- **Experienced Team:** Assign experienced staff focused on constructability and cost

▶ Conflict Resolution Methods

We approach conflict resolution with **open communication** and **professionalism**. Any issues, whether technical, administrative, or stakeholder-related, are addressed promptly by the Project Manager, Jeff, in coordination with the Town. When needed, **ICE leadership is available to support resolution efforts and ensure issues do not impact quality or delivery.** Our collaborative working style has led to repeat selections by multiple municipalities due to our dependable conflict resolution track record.

Approach to Working Effectively with Town Staff and Other Stakeholders

ICE's success with government clients like the Town of Hilton Head Island and Beaufort County is rooted in our client-first mindset. We will invest the time to understand the Town's processes, permitting expectations, and internal communication preferences. Our familiarity with local and regional agencies, including utility providers, SCDOT, and environmental regulators further enhances our ability to coordinate effectively and maintain stakeholder trust. We engage respectfully, respond promptly, and uphold accountability in every interaction. Clear and effective communication to citizens, Town Council and committees can help clear the way for much smoother project design and construction.

Approach to Addressing Coastal Barrier Island Environment Challenges

ICE understands the importance of preserving the natural beauty, environmental integrity, and community character of barrier island environments like Kiawah Island. The Town's needs extend beyond traditional infrastructure improvements and require context-sensitive, sustainable, and resilient design solutions that protect natural resources, minimize disruption, and maintain aesthetic appeal. Each project must be approached with care and a strong understanding of the Town's priorities, which include environmental protection, stormwater resilience, community connectivity, and maintaining public trust.

The Town of Kiawah Island has taken deliberate steps to preserve the island's character through planning initiatives such as the Landscape and Tree Preservation Standards, promotion of pervious pavement solutions, and the Comprehensive Marsh Management Plan. These efforts reflect a clear commitment to minimizing impervious surfaces, safeguarding wetlands, protecting native species, and reducing flood risks through natural systems.

Based on our long-standing service to the Town of Hilton Head Island and our Project Manager's history, ICE brings extensive experience managing the unique conditions and challenges of coastal barrier islands. Our Team is skilled in navigating the technical, environmental, and community aspects of delivering infrastructure projects in sensitive environments. We are prepared to address conditions such as:

- ✓ *High water tables and poor soil conditions that influence drainage design, foundations, and construction methods Tidal fluctuations and increased flood risks that demand resilient stormwater infrastructure and flood mitigation strategies*
- ✓ *Sensitive ecosystems, wetlands, and protected habitats that require careful permitting and design integration Strict tree protection requirements and aesthetic guidelines that influence the design footprint and construction approach*
- ✓ *Engagement with stakeholders including property owner associations, utility providers, environmental agencies, and seasonal residents*

Our Team integrates these considerations throughout every project phase, from early coordination and permitting through design and construction oversight. We are highly experienced in working with SCDES, BCM, USACE, and FEMA, which allows us to secure permits efficiently while maintaining full compliance and environmental sensitivity.

ICE supports transparent communication with both Town staff and the public and is committed to solutions that reflect the input and values of the Kiawah Island community. Ultimately, ICE is committed to delivering thoughtful, responsible engineering that protects Kiawah Island's landscape, aligns with the Town's strategic planning efforts, and supports its long-term vision for a resilient and livable coastal environment.

5.7 FEE SCHEDULE

Please see the completed Fee Schedule form (Exhibit B) included on the following page.

Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: Infrastructure Consulting & Engineering, LLC

Contact Person: Jeff Buckalew, PE (843) 485-3560

Date Submitted: April 25, 2025

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Classification/Position Title	Name(s) of Key Staff	Hourly Rate ($)
Principal/Senior Manager	Billy Coleman	$280
Project Manager	Jeff Buckalew	$230
Senior Engineer	Byran McIlwee	$230
Project Engineer	Clarke Hinson	$240
Senior Designer	Jay Smith	$220
Designer	Alexis McIlwee	$140
CAD Technician	Luther Duffie	$130
GIS Specialist	Daniel Koon	$80
Environmental Manager	Barrett Stone	$270
Environmental Scientist	Cody Conner	$150
Surveyor (PLS)	Ross Jones	$230
Administrative Support	Lisa Schwartz	$130
Utility Coordinator	Matthew Cox	$210
Construction Inspector	Tyrell Richard	$100
Survey Crew (two person)	Various	$150

SECTION 2: EQUIPMENT RATES (If Applicable)

Please provide rates for specialized equipment that may be used on Town projects. Add additional rows as necessary.

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$N/A
Survey Equipment (GPS)	Day	$N/A
Field Testing Equipment	Day	$N/A

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Type of Expense	Billing Rate	Unit
Mileage	$ 0.70	Per mile
Color Photocopies/Prints	$ 0.40	Per page
Large Format Printing	$ 1.50	Per sheet
Other (specify)	$	
Other (specify)	$	

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: 10 % (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

N/A

SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

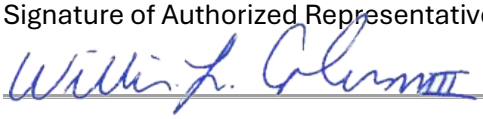
N/A

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

William L. Coleman, III, PE

Signature of Authorized Representative



Title

Executive Vice President / COO

COMPANY INFORMATION

NAME OF COMPANY: Infrastructure Consulting & Engineering, LLC

By: _____ William L. Coleman, III, PE
Signature Print Name

Title: Executive Vice President / COO (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 181 Bluffton Road, Suite C-102

City: Bluffton State: South Carolina Zip: 29910

Telephone Number: (843) 485-3560 Business Fax Number: (803) 822-0034

Email Address: jeff.buckalew@ice-eng.com

Is your firm a X Corporation, _____ Sole Proprietorship, or _____ Partnership?

If incorporated, please list state of incorporation: South Carolina

FEIN or SSN: 45-3175330

REQUIRED FORMS AND ATTACHMENTS

- Non-Collusion Oath
- Business License information

  Note: A Town of Kiawah Island Business License will be obtained for both (prime and subconsultant) upon contract award, as required.
- Certificate of Insurance

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE: April 18, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: Infrastructure Consulting & Engineering, LLC

SIGNATURE: William L. Coleman III

PRINTED NAME: William L. Coleman, III, PE

TITLE: Executive Vice President / Chief Operations Officer

DATE: April 18, 2025

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

Jeff Buckalew, PE (PM); Bryan McIlwee, PE (Civil Engineering and Stormwater Manager); Barrett Stone (Environ. Manager); Ross Jones, PE, PLS (Survey Manager)

Marc LeMin, PE (Construction Services); Lisa Schwartz (Documents & Administration); Tyrell Richard, Joe Maxwell, Kyle Stroble, and Heath Pond (Inspection)

Clarke Hinson, PE (Development Plan, Review, Permit Preparation & Grant Application Support); Andy Gillis, PE (Cost Estimating & Budgeting)

Matthew Cox, EIT (Utility Coordination); Stuart Timmons, PE (Hydro & Hydraulic Analysis); Stan Roof, PE, Ryan Chmielewski, PE and

Jackie Williams, PE (Drainage Studies & Design); Lauren Warmuth, PE and Alexis McIlwee, EIT (Stormwater Master Planning); Cody Conner, PWS

(MS4 Permit, Wetland Delineation/Mitigation, and Habitat Restoration); Jonathan Scarce, PE (Water Quality Assess.& Erosion/Sediment Control);

Renee Mulholland (Environ. Assessment, Impact Studies, & Compliance Monitoring); Daniel Koon and Gary Strobe, PLS (Wetland Delineation/Mitigation)

Jeff Buckalew, PE (Sea Level Rise Mitigation & Flood Resiliency Planning); Andrew Pavy, PE (Seawall/Bulkhead Design); Brian Pate, PLS, Dusting Hardy,

Ed Robinson, Todd Cummings, and Wyatt Drew (Surveying Services) Subconsultants: Chris Creed, PE and Zachary Bedell, PE (Coastal Erosion Studies and Shortline Management)

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** Town of Hilton Head Island

Contract Title On-Call Engineering Services

Contract Period: From 2014 To Present (ongoing)

Geographic Area Served Hilton Head Island / Beaufort County

Scope of Work: Pathways, roadway design and permitting

Contracting Office: Town of Hilton Head Island

Contact Name: Jeff Netzinger, PE

Title: Engineering and Projects Director

Address: One Town Center Court

City Hilton Head Island State: South Carolina

Telephone: (843) 384 8676

Email: jeffn@hiltonheadislandsc.gov

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** City of Beaufort

Contract Title On-Call

Contract Period: From 2017 To 2022

Geographic Area Served City of Beaufort

Scope of Work: Environmental, drainage, design, utility and field survey services.

Contracting Office: City of Beaufort

Contact Name: John (JJ) Sauve

Title: Deputy City Manager

Address: 1911 Boundary Street

City Beaufort State: South Carolina

Telephone: (843) 379-7525

Email: jsauve@cityofbeaufort.org

3. **COMPANY NAME:** Town of Bluffton

Contract Title Design

Contract Period: From 2023 To 7/2025 (est.)

Geographic Area Served Bluffton

Scope of Work: Pathway Pedestrian Safety Improvements / ADA

Contracting Office: Town of Bluffton - Purchasing Center

Contact Name: Kim Washok-Jones

Title: Director of Projects and Watershed Resilience

Address: 20 Bridge Street

City Bluffton State: South Carolina

Telephone: (843) 706-4593

Email: kjones@townofbluffton.com

4. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

5. **COMPANY NAME:** _____

Contract Title_____

Contract Period: From_____To_____

Geographic Area Served _____

Scope of Work: _____

Contracting Office: _____

Contact Name: _____

Title:_____

Address:_____

City_____State:_____

Telephone:_____

Email: _____

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☐ Yes ☒ No

If yes, please provide the license number: _____

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☒ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?___Yes__X__No

If so, are you certified?____Yes____No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: Lexington

STATE OF: South Carolina

I, William L. Coleman, III, PE (print name), being duly sworn, state that:

I am the Executive Vice President / COO (title) of Infrastructure Consulting & Engineering, LLC (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

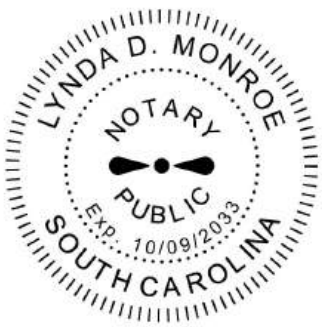
Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

PRINT NAME: Lynda Monroe

NOTARY PUBLIC FOR THE STATE OF South Carolina

My Commission Expires: October 9, 2033



The State of South Carolina

Office of Secretary of State Mark Hammond

Certificate of Existence

I, Mark Hammond, Secretary of State of South Carolina Hereby Certify that:

Infrastructure Consulting & Engineering, LLC, a limited liability company duly organized under the laws of the State of South Carolina on September 15th, 2011, with a duration that is at will, has as of this date filed all reports due this office, paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-44-809, and that the company has not filed articles of termination as of the date hereof.

Given under my Hand and the Great Seal of the State of South Carolina this 9th day of August, 2024.

Mark Hammond

Mark Hammond, Secretary of State

The State of South Carolina

Office of Secretary of State Mark Hammond

Certificate of Authority

I, Mark Hammond, Secretary of State of South Carolina Hereby Certify that:

FOTH INFRASTRUCTURE & ENVIRONMENT, LLC, a limited liability company duly organized under the laws of the State of Wisconsin, and issued a certificate of authority to transact business in South Carolina on February 10th, 2010, with a duration that is at will, has as of this date filed all reports due this office, paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-44-1006, and that the company has not filed a certificate of cancellation as of the date hereof.

Given under my Hand and the Great Seal of the State of South Carolina this 23rd day of July, 2024.

Mark Hammond

Mark Hammond, Secretary of State

WARNING- THIS DOCUMENT CONTAINS SECURITY FEATURES LISTED ON REVERSE SIDE

CERTIFICATE OF AUTHORIZATION

LLR South Carolina State Board of Registration for Professional Engineers and Surveyors

2025-2027

COA Number: 4470
Expires: 03/31/2027

This is to certify the firm listed below has met the requirements of the Code of Laws of South Carolina (1976, as amended), §40-22-250, and has been issued this Certificate of Authorization (COA) and is authorized to provide:

ENGINEERING
LAND SURVEYING
GEOGRAPHIC INFORMATION SYSTEMS SURVEYING
GEODEOTIC LAND SURVEYING

Services in the State of South Carolina through the approved office location(s) by individuals(s) registered as employees, officers or partners of the firm.

INFRASTRUCTURE CONSULTING & ENGINEERING, LLC
4016 SALT POINTE PKWY
N CHARLESTON SC 29405

Lenora Addison-Miles, Administrator

Note: Changes in Conditions listed in the COA on file with the Office of the Boards of Registration are to be reported within 30 days following such changes. Failure to do so may result in revocation of the certificate.

WARNING- THIS DOCUMENT CONTAINS SECURITY FEATURES LISTED ON REVERSE SIDE

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2025-2027

COA Number: 4470
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ENGINEERING

Services in the State of South Carolina through the approved office location(s) by individuals(s) registered as employees, officers or partners of the firm.

INFRASTRUCTURE CONSULTING & ENGINEERING, LLC
110 MIDLANDS CT
WEST COLUMBIA SC 29169-3456

Lenora Addison-Miles, Administrator

Note: Changes in Conditions listed in the COA on file with the Office of the Boards of Registration are to be reported within 30 days following such changes. Failure to do so may result in revocation of the certificate.

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ENGINEERING

Services in the State of South Carolina through the approved office location(s) by individuals(s) registered as employees, officers or partners of the firm.

INFRASTRUCTURE CONSULTING & ENGINEERING LLC
181 BLUFFTON RD STE C 102
BLUFFTON SC 29910

Lenora Addison-Miles, Administrator

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ENGINEERING

Services in the State of South Carolina through the approved office location(s) by individuals(s) registered as employees, officers or partners of the firm.

INFRASTRUCTURE CONSULTING & ENGINEERING, LLC
26 JOHN GALT ROAD, STE. A
BEAUFORT SC 29906

Lenora Addison-Miles, Administrator

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ENGINEERING
LAND SURVEYING

Services in the State of South Carolina through the approved office location(s) by individuals(s) registered as employees, officers or partners of the firm.

INFRASTRUCTURE CONSULTING & ENGINEERING, LLC
225 SEVEN FARMS DR STE 200
DANIEL ISLAND SC 29492

Lenora Addison-Miles, Administrator

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ENGINEERING

Services in the State of South Carolina through the approved office location(s) by individuals(s) registered as employees, officers or partners of the firm.

INFRASTRUCTURE CONSULTING & ENGINEERING, LLC
481 GARLINGTON RD STE L
GREENVILLE SC 29315

Lenora Addison-Miles, Administrator

Note: Changes in Conditions listed in the COA on file with the Office of the Boards of Registration are to be reported within 30 days following such changes. Failure to do so may result in revocation of the certificate.

INFRCON-01 MBLEVINS

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/5/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 1000009384 Hub International Carolinas 1330 Lady Street Columbia, SC 29201	CONTACT NAME: Michelle Goodwin PHONE (A/C, No, Ext): (803) 227-4773 FAX (A/C, No): E-MAIL ADDRESS: Michelle.Goodwin@hubinternational.com
INSURED ICE USA Infrastructure, Inc. 110 Midlands Court West Columbia, SC 29169	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : The Phoenix Insurance Company — 25623 INSURER B : Travelers Property Casualty Company of America — 25674 INSURER C : Travelers Casualty and Surety Company — 19038 INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			P-630-9W254186-PHX-24	9/6/2024	9/6/2025	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:						UNMANNED AIRCRA	$ 1,000,000
A	AUTOMOBILE LIABILITY			810-9W254057-24-43-G	9/6/2024	9/6/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	UMBRELLA LIAB X OCCUR			CUP-9W318229-24-43	9/6/2024	9/6/2025	EACH OCCURRENCE	$ 1,000,000
	X EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED X RETENTION $ 10,000							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB-9W294669-24-43-G	9/6/2024	9/6/2025	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
C	Prof. Liab			107504031	9/6/2024	9/6/2025	Each Claim	2,000,000
C	Prof. Liability			107504031	9/6/2024	9/6/2025	Aggregate	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

FOR INFORMATION ONLY

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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Acknowledgement of Addendum

MAYOR:
Bradley D. Belt

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III

TOWN OF
Kiawah Island
ESTABLISHED
1988

MAYOR PRO TEMPORE:
Russell A. Berner

COUNCIL MEMBERS:
E. Luke Farrell
Madeleine Kaye
Lance Spencer

On-Call Engineering Services RFQ

Addendum 1

17 April 2025

1. Does the Town foresee any projects under this contract involving partnering with the Kiawah Island Community Association?
   While the jurisdiction typically remains separate between the Town of Kiawah Island and the Kiawah Island Community Association, there is a possibility that some future projects will require coordination between the two entities.

2. The due date is listed as next Thursday, which is the 24th, not the 25th. Am I correct in that the deadline is Thursday the 24th?
   The submission deadline is Friday April 25th by 2pm

3. The RFQ says 4 hard copies plus an electronic on a thumb drive – the website says email the submission to Patrea. Which do you prefer?
   Please submit the hard copies with thumb drive version as well as an email submission to Petra Reynolds. She will need copies emailed to her from all firms so that she can keep record for the Town archive

843-768-9166 4475 BETSY KERRISON PKWY, KIAWAH ISLAND, SC 29455 KIAWAHISLAND.ORG

INFRASTRUCTURE
CONSULTING & ENGINEERING

APRIL 2025

QUALIFICATIONS

Kiawah Island

On-Call Engineering Services

PREPARED FOR:

Town of Kiawah Island

PREPARED BY:

Kimley»Horn

April 25, 2025

Brian Gottshalk, Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Kimley-Horn
1080 Morrison Drive
Suite 240
Charleston, SC 29403
TEL 843 737 6390

RE: *Request for Qualifications (RFQ) for Town of Kiawah Island On-Call Engineering Services*

Dear Mr. Gottshalk and Members of the Selection Committee:

As you seek an on-call consultant, it is essential to the success of your projects to have qualified professionals, relationships you can depend on, and a firm with a strong reputation for high-quality services. The Town of Kiawah Island has experienced these traits firsthand with Kimley-Horn staff. For this on-call contract, we offer a professional team that has been working in the Lowcountry, along with an expanded set of subject matter specialists to serve and advance the interests of the Town. Beyond the benefit you will receive from our experience and background in the Lowcountry, we invite you to consider some of the additional advantages of selecting Kimley-Horn:

- **Multidisciplinary Firm with a Local Touch.** Kimley-Horn offers you the individual, personal service that you would expect from a local firm, coupled with the manpower and technical resources of a nationally ranked engineering firm. As your project manager, I am empowered to call upon any resources you may need and can assure you that expertise is just around the corner. We look forward to many successful partnerships with the Town. Kimley-Horn has all the ingredients of a successful consultant firm: a proven client service record, adaptability, versatility, and responsiveness. **We are a firm with many disciplines, but one expertise—making our clients successful. No matter the task, we can make it happen!**

- **Extensive On-Call Professional Services Experience.** Kimley-Horn has been providing on-call and term contract services for 58 years, allowing us to bring our knowledge from hundreds of municipal on-calls nationwide. The depth and breadth of our resources enable us to assign experienced staff to provide you with the right skills and expertise as well as deliver your projects on time and within budget. We understand that each on-call task order will be distinct, and we will pull in the right resources to match the job each time. Our approach gives the Town the necessary engineering, landscape architecture, land planning, and resources to complete any assigned task. **With Kimley-Horn, you get a firm that is well versed in all aspects of an on-call and the has ability to scale and adjust resources to any task.**

- **Existing Relationships.** Our focus is on understanding all there is to know about each of our clients, listening to your needs, and putting ourselves in your shoes so we can provide unparalleled service. Kimley-Horn's experience and familiarity with the Town will provide you with a continuity of staff that allows us to anticipate, understand, and respond proactively to your needs. Dillon understands the different stakeholders around the Town of Kiawah Island, including the Town of Kiwah Island (TOKI), Kiawah Partners, Kiawah Island Golf Resort, Kiawah Conservancy, and the Kiawah Island Community Association (KICA). **Because we've served you successfully before, we can hit the ground running on day one.**

The Kimley-Horn team is excited about the opportunity to continue serving the Town on this important project. We are passionate about client service and helping meet our clients' needs. You have come to know that from us! Thank you for your consideration of our qualifications.

Sincerely,

KIMLEY-HORN

Dillon Turner, PE, PTOE | Project Manager
843 574 8593 | dillon.turner@kimley-horn.com

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Firm Profile and Experience

Kimley-Horn is one of the nation's premier planning and design consulting firms. Whether your project is national or local, involving public infrastructure or private development, **we look out for your best interest, reduce your risk, and deliver great value.** Our engineers, planners, and environmental scientists combine the creativity to develop insightful solutions with the rigor to deliver practical results that consistently exceed your expectations. Since 1967, Kimley-Horn has delivered outcomes you can depend on—**projects that can be successfully developed, permitted, and built on time and within budget.**

With **140 offices** and **8,500+ employees** from coast to coast, we are your one-stop consultant for:

- Asset Management
- Aviation
- Energy
- Environmental
- Forensics
- Integrated Water
- Land Planning and Landscape Architecture
- Marine Engineering
- Parking
- Roadway and Bridge
- Site Development
- Survey
- Technology
- Transit
- Transportation

QC/QA

Quality is tailored to each project's needs, ensuring alignment with client expectations for work products, schedule, and budget. **Jonathan Guy, PE, AICP, PTOE,** will serve as this contract's Quality Control/Quality Assurance (QC/QA) Manager. Jonathan has experience working in the Town of Kiawah Island and throughout the southeast on various projects and brings a wealth of transportation knowledge to the Town. QC/QA means much more to us than a cursory review. Quality work does not just happen—it evolves and is sustained through appropriate planning supported by internal quality programs designed to help ensure professional and technical competency. Quality is one of the key attributes that has enabled Kimley-Horn to become one of the country's leading consulting firms and is essential to our continuing success. Quality work is the direct result of careful, properly sequenced, and supervised production as well as continuous checking of each work element for completion and correctness by the task manager and project manager.

Kimley-Horn's QC/QA measures are built into our project management processes and are part of our firm's culture. Kimley-Horn has been at the forefront of integrating quality processes into the services provided by engineering professionals. Our team insists each project has a carefully structured scope of services, a corresponding schedule, and an accurately developed budget. We do not begin an assignment until these three elements are in place and mutually agreed upon by Kimley-Horn and the client. Each project undertaken at Kimley-Horn has a quality review task built into it.

Project Management

Responsiveness is much more than proximity or distance to you. Responsiveness is providing you with information at short notice. It's promptly returning phone calls, texts, and emails. It's meeting your needs and the needs of the project. And it's where Kimley-Horn and our project manager, **Dillon Turner, PE, PTOE**, excels. Dillon is known for being highly responsive, sensitive to schedule issues, and an effective communicator of the key steps and milestones within the project development process.

The Kimley-Horn team is focused on providing outstanding client service. Client service involves being timely and responsive, meeting schedules and budgets, and thinking ahead to help avoid pitfalls. It also involves communicating and reporting to best serve the Town. Dillon will serve as the primary point of contact for the project, from inception to adoption, to help ensure accountability, clear lines of communication, quality products, and schedule adherence.

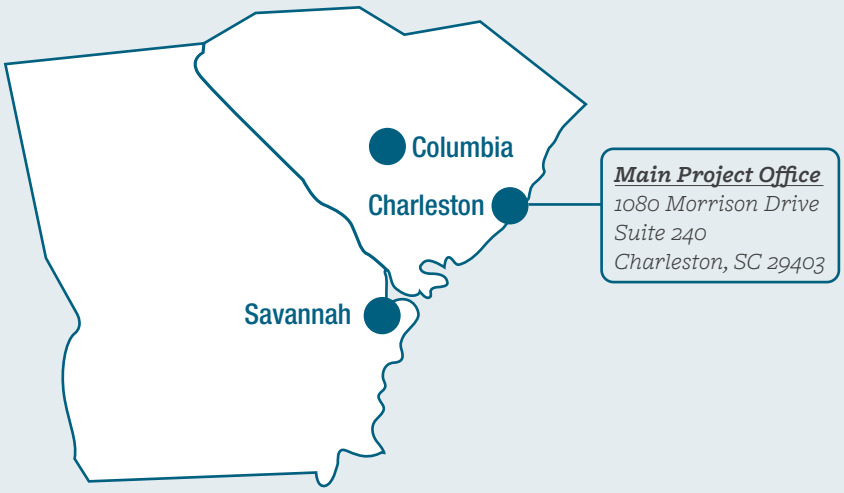
Location and Availability

Kimley-Horn's team is fully equipped to respond to routine project meetings and urgent requests, ensuring we maintain a consistent physical presence at the project site. The proximity of our Charleston, SC office, which is approximately 30 miles from Kiawah Island, SC, allows us to quickly mobilize our resources and address immediate needs without delay.

Our team of experienced professionals prioritizes open communication and rapid responsiveness. This means we are always available to meet your requirements, whether for scheduled meetings or unforeseen urgent requests. We strongly emphasize managing planned and unexpected project aspects, which helps us maintain a smooth workflow and minimize disruptions.

At Kimley-Horn, exceptional client service is a core value. By being readily accessible and committed to maintaining a consistent on-site presence, we reinforce our dedication to delivering successful project outcomes. Our approach ensures that all project requirements, from coordination and planning to troubleshooting and implementation, are handled efficiently and effectively.

We understand the importance of being present and responsive. Our team's ability to quickly reach Kiawah Island and our strong communication practices ensures that we are always prepared to support the project's needs. This dedication to accessibility and reliability is what clients can expect when partnering with Kimley-Horn.



Available to Serve You

Our team is in an excellent position to give top priority to this important on-call project. We know that a strong commitment to client satisfaction must be the foundation of our service to you. Because our team's offices are spread throughout the Southeast—**and three offices within 150-mile radius**—we can respond quickly to your questions and concerns. We will be available on short notice to help you with whatever challenges you may encounter.

Professional Staff Qualifications

Organizational Chart

Kimley-Horn is continuously active in developing and preparing various projects in and around the Lowcountry. Contract Manager **Dillon Turner, PE, PTOE,** will lead the team, serving as a local liaison and your primary point of contact. Dillon will pull in the appropriate subject matter experts as dictated by the project's scope. Our team's organization chart is included below.

Project Manager

Dillon Turner, PE, PTOE

Principal-in-Charge/QC/QA

Jonathan Guy, PE, AICP, PTOE

Civil Engineering

Marianne Sutherland, PE
Evan Macfie, PE

Stormwater Management

Stephen Thun, PE, LEED AP
Jake Maschoff, PE

Environmental and Resiliency Engineering

Paul Stephens, PE, PWS
Ben Lawson, PWS

Roadway

Jake Nielsen, PE
Reeves Connelly, PE

Landscape Architecture

Andrew Todd-Burke, PLA
Crystal Aponte, PLA

Grants

Nat Heyward, AICP

Survey

Joshua Cato[1]

Geotechnical Engineering

Thomas Smoak, III, PE[2]

Right-of-Way

David Link[3]

Traffic Counts

Jason Holloway[4]

SUBCONSULTANTS

1—Atlas Suvey | 2—Terracon | 3—PAN, Inc. | 4—Rekor

Staff to Efficiently Perform the Services

Kimley-Horn's castaheads workload forecasting process ensures we respond promptly to client needs. Our meetings with managers and staff consider key factors like backlogs and deadlines, proving effective throughout the years. Subconsultants in our proposal are at the Town's discretion, with details provided for convenience.

Committed to partnership and quality for Kiawah Island, we have the experience and resources to manage concurrent projects. Our team of five project managers and support staff handles multiple assignments, ensuring high standards in design, quality reviews, and client satisfaction. Our extensive local experience allows us to anticipate and address project needs effectively. We proactively plan activities with a focus on schedules and deliverables, ensuring high staff utilization and readiness for anticipated workloads to complete projects on time with exceptional service.

Key Staff Resumes

DILLON TURNER, PE, PTOE

Project Manager

Dillon brings a wealth of experience and expertise to any project, particularly with Town of Kiawah Island. With a robust resume in the local area, he is highly knowledgeable about local permitting regulations and processes. Dillon understands the different stakeholders around the Town of Kiawah Island, including the Town of Kiwah Island (TOKI), Kiawah Partners, Kiawah Island Golf Resort, Kiawah Conservancy, and the Kiawah Island Community Association (KICA). His strong relationships with the authorities having jurisdiction (AHJs) help further ensure smooth project execution. Dillon's extensive experience encompasses traffic signal design, traffic impact analyses (TIAs), trip generation and intersection capacity analyses, traffic signal warrant studies, traffic simulation, and active engagement in public involvement activities. Dillon is well versed in project management and is fully prepared to step into the role, ensuring projects are delivered efficiently and effectively.

PROFESSIONAL CREDENTIALS

BS, Civil Engineering, Clemson University

Professional Engineer in SC, GA, and NC

Professional Traffic Operations Engineer

Relevant Experience

- Beachwalker Drive at Kiawah Island Parkway Turn Lane Design, Kiawah Island, SC
- Beachwalker Drive Turn Lane Design at the Beachwalker County Park, Kiawah Island, SC
- Kiawah Island Parkway Corridor Study, Kiawah Island, SC
- Pedestrian and Bicycle Infrastructure Enhancements, Kiawah Island, SC
- Traffic Engineering On-Call, Beaufort County, SC
- Traffic Engineering On-Call, Hilton Head Island, SC
- Two-Way Converstion, Charleston, SC
- Intelligent Transportation Systems (ITS) Master Plan, Beaufort County, SC
- Airport Junction Signal Design, Beaufort County, SC
- Cherry Point Road Design, Beaufort County, SC
- Callawassie Speed Study, Beaufort County, SC
- SC 462 and SC 170 Relocation, Beaufort County, SC
- Update of Lowcountry Area Transportation Study (LATS) LRTP and Preparation of New Lowcountry Council of Government (LCOG) Rural Area Long-Range Transportation Plan (LRTP), Beaufort/Hilton Head Island, SC
- Brunswick Area Transportation Study, Bay Street Corridor Study, Brunswick, GA
- Boundary Street Retiming, Beaufort, SC
- Pedestrian and Bicycle Safety Action Plan (PBSAP), Statewide, SC

JONATHAN GUY, PE, AICP, PTOE

Principal-in-Charge/QC/QA

Jonathan offers 27 years of wide-ranging experience in transportation planning and traffic operations. Specializing in integrating transportation systems, he brings a multidisciplinary approach to solving critical problems. Jonathan's experience encompasses interchange and roadway design, TIAs, interchange and corridor evaluations, traffic signal design, transportation safety, corridor planning, collector street planning, and parking analysis. He has worked on numerous complex projects involving coordination with federal, state, and local review agencies.

PROFESSIONAL CREDENTIALS

BS, Civil Engineering, University of North Carolina, Charlotte

Professional Engineer in SC, GA, and NC

American Institute of Certified Planners

Professional Traffic Operations Engineer

Relevant Experience

- Traffic Engineering On-Call, Beaufort County, SC
- Traffic Engineering On-Call, Hilton Head Island, SC
- SS4A Implementation Grant, Mount Pleasant, SC
- Feasibility Studies, Beaufort County, SC
- Gold Hill Road at I-77 Interchange Improvements, York County, SC
- South Carolina Department of Transportation (SCDOT) Regional Mobility Program, Statewide, SC

MARIANNE SUTHERLAND, PE

Civil Engineering

Marianne has nearly 17 years of land planning, site development, and civil design experience for both private and public commercial and residential clients. She excels at supporting clients through entitlements and permitting, stormwater design and analysis, erosion control design, utility layout, probable construction cost analysis, and public involvement. Marianne has successfully navigated her projects through permitting in multiple jurisdictions and agencies in the Carolinas, while remaining focused on project management and developing innovative design solutions for challenging sites.

PROFESSIONAL CREDENTIALS

BS, Civil Engineering, Clemson University

Professional Engineer in SC, NC, and TX

Relevant Experience

- Beachwalker Drive Turn Lane Design at the Beachwalker County Park, Kiawah Island, SC
- Traffic Engineering On-Call, Hilton Head Island, SC
- Municipal separate storm sewer system (MS4) Plan Review Support Services, Charleston, SC
- Robert Mills Manor Affordable Housing, Charleston, SC
- The Grove Affordable Housing, Charleston, SC

STEPHEN THUN, PE, LEED AP

Stormwater Management

Stephen specializes in designing and constructing stormwater management systems and facilities for municipal clients. He has extensive experience performing commercial and residential plan reviews for compliance with stormwater and erosion control regulations. His design experience includes gray infrastructure, green infrastructure, Best Management Practices (BMPs), hydrologic and hydraulic analysis, BMP retrofits, and stormwater master plans.

PROFESSIONAL CREDENTIALS

Bachelor of Science, Civil Engineering, Citadel

Professional Engineer in SC, NC, and VA

LEED Accredited Professional

Relevant Experience

- MS4 Plan Review Support Services, Charleston, SC
- Bridge and Culvert Analysis for Dorchester Road Widening, Dorchester County, SC
- Howle Avenue Stormwater Park, Charleston SC
- Pitt Street Micromobility, Mount Pleasant, SC
- US-76 (West Highway 76) over Catfish Branch Bridge Replacement, Marion County, SC
- Newcastle and Newcastle West Flood Mitigation Study, Richland County, SC
- Stormwater Plan Review Services, Richmond, VA

PAUL STEPHENS, PE, PWS

Environmental and Resiliency Engineering

Paul brings 12 years of experience as an environmental leader. He has managed wetland/stream delineations, and verification and permitting with the U.S. Army Corps of Engineers (USACE) and various Environmental State Departments as well as natural resources-related projects for various developments across the country. Paul has also performed Infiltration Testing and Seasonal High-Water Table (SHWT) Determination services for various clients and projects for drainage and stormwater purposes. He previously managed several Phase I and Phase II Environmental Site Assessments (ESAs), emphasizing delineation, excavation, transportation, and remediation of petroleum impacts to soil and groundwater. Paul leads a talented group of dedicated professionals in the Charleston office.

PROFESSIONAL CREDENTIALS

BS, Environmental Engineering, North Carolina State University

Professional Engineer in SC

Professional Wetland Scientist

Relevant Experience

- Peppertree Lane—Phase II, North Charleston, SC*
- Oak Plantation Campground, Johns Island, SC*
- Country Club of Charleston, James Island, SC*
- The Shoppes at Bees Ferry, West Ashley, SC*
- Andell West Project, Kiawah Island, SC*

Completed prior to joining Kimley-Horn

JAKE NIELSEN, PE

Roadway

Jake offers 3 years of experience in roadway design. He has created concepts, construction plans, cost opinions, and performed drainage calculations for various projects, including safety improvements, intersections, shared use paths, bridge replacements, roadway widenings, roadway realignments, and interchange improvements. Jake is proficient in MicroStation, GEOPAK, and GEOPAK Drainage, and is well versed in the Manual on Uniform Traffic Control Devices (MUTCD), American Association of State Highway and Transportation Officials (AASHTO) policies, and SCDOT standards.

PROFESSIONAL CREDENTIALS

BS, Civil Engineering, University of South Carolina

Professional Engineer in SC

Relevant Experience

- Beachwalker Drive at Kiawah Island Parkway Turn Lane Design, Kiawah Island, SC
- Traffic Engineering On-Call, Beaufort County, SC
- SS4A Implementation Grant, Mount Pleasant, SC
- SC 160/I-77 Interchange Reconfiguration, York County, SC
- Sidewalk Projects, Clemmons, NC
- Ladys Island Turn Lane, Ladys Island, SC

ANDREW TODD-BURKE, PLA

Landscape Architecture

Andrew brings more than 16 years of experience in landscape architecture and urban design. His passion lies in creating successful developments that are focused on integrating the natural and built environment, resulting in development patterns for a sustainable future. His specialties include development entitlements, planned development formation, nature-based stormwater solutions, planned developments, green infrastructure, and low-impact developments. Working in communities throughout the Lowcountry area, he understands the critical need to incorporate sustainable solutions into his projects.

PROFESSIONAL CREDENTIALS

BS, Landscape Architecture, Temple University

Professional Landscape Architect in SC

Relevant Experience

- Pitt Street Micromobility, Mount Pleasant, SC
- Green Infrastructure Retrofits, Charleston, SC
- Howle Avenue Stormwater Retrofit, Charleston, SC
- Noisette Creek Trail Study, North Charleston, SC*
- Rhetts Cove Planned Unit Development (PUD), Charleston, SC*
- Marshes at Cooper River, Charleston, SC*

**Projects prior to joining Kimley-Horn*

NAT HEYWARD, AICP

Grants

Nat specializes in transportation and mobility planning, focusing on systems and multimodal plans that create safe and equitable communities. He has gained technical expertise and successful grant development experience through various federal grant program areas. Nat understands the importance of being responsive to grant requirements and also knows there is strong value in creating a compelling grant package.

PROFESSIONAL CREDENTIALS

MUP, University of North Carolina, Charlotte

BS, Urban and Regional Planning, East Carolina University

American Institute of Certified Planners

Relevant Experience

- Gastonia Intersection Improvement Program, NC
- Waxhaw Safety Action Plan, NC
- Mooresville Safety Action Plan, NC
- Knightdale Safety Action Plan, NC
- Professional Services, Butner, NC
- Charlotte Strategic Mobility Plan (Charlotte Moves), Charlotte, NC
- Greenville-Pickens Area Transportation Study (GPATS) Horizon 2040 LRTP, Greenville, SC
- Greenville Urban Area 2045 Metropolitan Transportation Plan (MTP), NC

JOSHUA CATO

Survey Services | Atlas Survey

With 25 years of experience, Jason has extensive Global Positioning System (GPS) survey knowledge to Atlas Surveying, Inc. His expertise includes boundary surveys of numerous waterfront properties and large tract boundary surveys of the old rice plantations in the Lowcountry. His work spans Federal Emergency Management Agency (FEMA) elevation certificates, residential and commercial subdivisions, existing condition, boundary, construction, and as-built surveys. He has provided ALTA, tree, topographical, bathymetric, and utility surveys and contributed to site layouts, vertical building layouts, roadways, and bridge layouts for large construction projects. He resides in Charleston with his family and oversees the Charleston office and 7 field crews.

PROFESSIONAL CREDENTIALS

AS, Civil Engineering Technology, Technical College of the Lowcountry

Professional Land Surveyor in South Carolina

Relevant Experience

- Plant Riverside District, Savannah, GA
- Marine Corps Air Station Beaufort (MCAS), Beaufort, SC
- Hilton Head Island Airport, Hilton Head Island, SC
- Georgia Port Authority, Garden City Terminal, Garden City, GA
- Interstate 95, Jasper County, SC

THOMAS SMOAK, III, PE

Geotechnical Engineer | Terracon

With 17 years of experience, Thomas provides engineering analysis and design for a variety of infrastructure projects. His expertise encompasses drainage enhancement initiatives, water line extensions, and sewer system improvements. Thomas is proficient in conducting geotechnical site investigations using both in-situ test methods (SCPT/CPT/DMT) and traditional Soil Test Borings. His geotechnical engineering recommendations are integral to the success of drainage projects and small structural assets, addressing critical aspects such as subsurface soil conditions, groundwater conditions, earthwork, utility installation, and soil parameters for Horizontal Directional Drilling (HDD). Additionally, Thomas is adept at managing deep excavations, dewatering processes, foundation design, and seismic considerations, ensuring that all projects meet the highest safety and efficiency standards

PROFESSIONAL CREDENTIALS

BS, Civil Engineering,
Clemson University

Professional Engineer in SC

Relevant Experience

- Isle of Palms 38th Avenue Drainage Improvements, Isle of Palms, SC
- Ben Sawyer Boulevard/Kincade Drive Drainage Improvements, Mount Pleasant, SC
- Sullivan's Island Drainage Improvements, Sullivan's Island, SC

DAVID LINK

Right-of-Way | PAN

David has worked as a right of way agent project manager for the past 33 years. He has managed projects for SCDOT, North Carolina Department of Transportation (NCDOT), Federal Aviation Administration (FAA) and numerous counties in South Carolina. David is experienced in all areas of right-of-way (ROW) acquisition. Additionally, David is a licensed South Carolina Real Estate Agent.

PROFESSIONAL CREDENTIALS

BS, Business Administration
Lander University

Licensed Real Estate Agent in SC

Relevant Experience

- Broad River Road Sewer Line Relocation Project, Richland County, SC
- Broad River Road Water Line Relocation Project, Columbia, SC

JASON HOLLOWAY

Traffic Counts | Rekor

With extensive experience in data collection and a commitment to exceptional customer service, Jason brings a wealth of expertise in manual counts, marketing, and management. He is well versed in all forms of data collection, including turning movement counts, average daily traffic counts, origin destination studies, travel time studies and radar data collection. As an integral part of the Rekor team, he is responsible for providing bids, scheduling, and managing data collection as well as producing data reports. He brings invaluable insight to each job from his previous work on projects for many local government agencies and consultants.

Relevant Experience

- Georgia Department of Transportation (GDOT) Regional Traffic Operations Program, Statewide, GA
- Regional Traffic Operations Program (RTOP), On-Call Program Statewide, AL
- Air Force Base Data Collection, Warner Robins, GA
- Lower Fayetteville Road, Coweta County, GA

Staff Availability and Ability to Handle Multiple Concurrent Projects in Terms of Equipment

The individual members of the Kimley-Horn project team were selected using two criteria: their experience with the services requested under this contract and their availability to assume major technical responsibilities. Our staffing resources are examined at weekly workload meetings held locally and, on a firmwide basis, at monthly meetings using our firmwide workload management system called castaheads.

Each month, project managers input current and projected workload, including workload projected for other staff resources across the firm. This information is reviewed on a regional and firmwide basis to ensure that your projects are supported by the resources needed. Our Castaheads system allows us to easily bring in specialists from more than 140 offices nationwide if necessary or desired by the Town. Our Castaheads system is an accurate tool for keeping your projects on schedule by continuously matching project needs with staff availability.

Our team is accustomed to the fluctuating demands associated with indefinite delivery contracts such as this and is prepared to commit the resources necessary for the program. Our flexibility in managing staff will allow us to adjust staff commitments and meet the Town's needs. With this structured approach, Kimley-Horn ensures that our resources, staff, and scheduling capabilities are effectively managed to successfully handle multiple projects simultaneously.

Technical Capabilities and Service Categories

In-House Capabilties

General Civil Engineering Services

- Construction Documents
- Project Management
- Grant Application Support
- Development Plan Review
- Roadway Design
- Landscape Architecture
- Construction Administration Inspection
- Cost Estimating and Budgeting
- Permit Preparation
- Transportation Planning
- Grant Writing

Stormwater Management Services

- Environmental Permitting and NEPA
- Stormwater System Planning and Design
- Hydrologic and Hydraulic Modeling
- Stormwater Master Planning
- MS4 Permit Compliance
- Erosion and Sediment Control
- Drainage Studies
- Flood Mitigation
- Green Infrastructure
- Water Quality Assessment
- Best Management Practices Design

Environmental and Resiliency Engineering Services

- Environmental Assessments and Impact Studies
- Coastal Erosion Studies and Shoreline Management
- Environmental Permitting
- Sea Level Rise and Flood Mitigation Planning
- Groundwater Studies
- Environmental Compliance Monitoring
- Wetland Delineation and Mitigation
- Habitat Restoration
- Seawall and Bulkhead Design
- Resilience Planning
- Contamination Assessments

Capabilties Filled By Subconsultants

Survey Services

- Boundary and Topographic Surveys
- Construction Engineering and Inspection (CEI)
- Geotechnical Services
- ROW-Land Acquisition
- Subsurface Utility Engineering (SUE)
- Traffic Counts

Project Management

Responsiveness is much more than proximity or distance to you. Responsiveness is providing you with information at short notice. It's promptly returning phone calls, texts, and emails. It's meeting your needs and the needs of the project. And it's where Kimley-Horn and our project manager, **Dillon Turner, PE, PTOE**, excels. Dillon is known for being highly responsive, sensitive to schedule issues, and an effective communicator of the key steps and milestones within the corridor study development process.

The Kimley-Horn team is focused on providing outstanding client service. Client service, in part, involves being timely and responsive, meeting schedules and budgets, and thinking ahead to help avoid pitfalls. It also involves communicating and reporting to best serve the Town. Dillon will serve as the primary point of contact for the project—from inception to adoption—to help ensure accountability, clear lines of communication, quality products, and schedule adherence.

General Engineering Services

Construction Plans and Documents, Permitting, and Construction Management

Kimley-Horn brings extensive experience in developing design documents for large, heavy-civil construction projects. Whether a major SCDOT highway or road, bridge or culvert replacement, neighborhood drainage upgrades, or other similar project, Kimley-Horn brings a wealth of experience in the lowcountry and across the state. Design documents are one of the most complex deliverables that Kimley-Horn provides our clients, and experience delivering quality documents in a timely manner is what sets us apart.

Kimley-Horn will prepare final design documents and will consist of construction drawings and specifications suitable for use by construction contractors to develop construction bids. As construction documents are developed, review sets will be delivered to the County at the preferred milestones. As the design progresses, we will include supporting documents such as design details, specifications, opinion of probable construction cost (OPCC), and permitting application status. We always meet with our clients following milestone reviews to discuss comments and the best way to incorporate those into deliverables.

Accurately estimating construction costs throughout the project stages is a critical measure of success. Throughout the design development, we follow industry standards, such as the Association for the Advancement of Cost Engineering (AACE), to help assign the appropriate level of contingency based on the current level of design. Additionally, leveraging local contractor relationships and recent bid information ensures accurate OPCCs. We use the Bid Express® database to quickly and efficiently review recent SCDOT bid information that can be sorted by region, item, and bid price, while also using filters to seamlessly consider bid quantities along with bid prices to ensure more accurate unit prices.

Cost Estimating and Budgeting

The ability to control project costs starts early in the design process and continues throughout the project. Once a concept design is approved to move forward, we will develop a conceptual OPCC that allows the Town and design team to confirm whether the anticipated project cost is within the project budget. At each project step, we will update the OPCC to gauge where the project is about the budgeted amount. In today's atmosphere of fluctuating construction costs, updating the estimate throughout the design process will be important to avoid surprises during the project. It also is important to use current sources to make sure the OPCC reflects current trends in the market, so we will use bid tabulations from recent projects of similar size when developing unit costs.

Grant Application Support

Kimley-Horn brings the Town of Kiawah Island with an experienced team of professionals who have gained technical expertise and successful grant development experience through various federal grant program areas. We understand the importance of being responsive to grant requirements and know there is strong value in creating a compelling grant package. Each project will include an individualized work plan based on specific grant requirements. Our grant leads will tailor the work plan and grant development schedule to include working sessions with key staff to develop and refine concepts, review deliverables, develop cost proposals, perform QC reviews, and complete other parameters. Kimley-Horn will partner with the Town of Kiawah Island leads to host a kickoff meeting with key staff so everyone knows deadlines and reviews timelines, expectations, and roles.

Our experience with various grant programs means we understand the importance of a thorough grant request review to fully understand specific requirements for grant narrative, technical analysis needs, page limits, cost and pricing requirements, and grants.gov online submittal requirements.

Kimley-Horn's team is structured to provide the following key benefits:

- Technical and modal experience to develop innovative and technically sound project concepts. Our team can partner with the Town on a range of roadway and infrastructure grant opportunities, technology-focused grant programs, multimodal and transit grant-focus areas, and aviation grants
- Expertise with financing and economic analysis methods to address cost-benefit calculation requirements
- Safety professionals to assist our grant teams with safety analysis and safety-focused concepts
- Technical writing and graphic design capabilities to support our grant teams in creating eye-catching and professional documents, developing maps and graphics to illustrate key concepts, and succinctly presenting complex project data

Transportation Planning

We focus on developing sustainable transportation solutions for long-range transportation planning initiatives. Our reputation for understanding context enables us to craft specific solutions based on local character. Understanding how transportation infrastructure interfaces with the built environment and community character is a cornerstone of our planning approach.

Stormwater Management Services

Environmental Permitting and NEPA

Our team includes professional wetland scientists who understand permitting associated with stormwater improvements, natural systems improvements, FEMA coordination, and various additional environmental challenges across South Carolina. Our team has strong relationships with agencies statewide who are stakeholders in the study area, allowing us to coordinate efficiently and support innovative problem-solving and design initiatives. Our team will coordinate with all applicable agencies and organizations associated with this stormwater analysis.

NEPA

The intent of NEPA was to require a "hard look" at the potential of federal impacts to significantly impact the environment. NEPA analysis includes consideration of natural resources, cultural resources, and socioeconomic factors. Some states have enacted laws that mirror NEPA. However, in South Carolina, NEPA documentation is only required if the federal government also is involved in the subject action or project, such as through funding or permitting. The level of documentation required ranges from a checklist to an environmental impact statement (EIS). Kimley-Horn has experience with NEPA compliance within the full range of documentation throughout the Southeast. Our project teams coordinate from project kickoff to make sure that all applicable rules and regulations are considered. Recently, NEPA compliance has become relevant for solar sites using federal funding programs. This area is ever changing!

Stormwater System Planning and Design and Flood Mitigation

We leverage the insights from our hydrologic and hydraulic modeling to identify system deficiencies and develop targeted design solutions for a wide range of stormwater infrastructure. We believe in a multidisciplinary approach, integrating our in-house environmental professionals, civil engineers, utility engineers, and landscape architects from the outset to identify and resolve design challenges, ensuring cost-effective and constructable outcomes. This collaborative process allows us to develop creative and sustainable solutions that not only address flood control but also enhance water quality and protect ecosystems. We focus on developing clear and detailed construction documents that are informed by field reviews to ensure accuracy and consider existing conditions. Our team has extensive experience with project permitting, working closely with agencies like the USACE and South Carolina Department of Environmental Services (SCDES) to navigate regulatory requirements efficiently. We understand the importance of responsiveness throughout the project lifecycle, from initial scoping to construction administration, ensuring we provide timely information and address any issues promptly.

For flood mitigation in coastal areas, our strategies consider a variety of approaches tailored to the specific causes and impacts of flooding, including infrastructure upgrades, the implementation of BMPs, nature-based solutions, and green infrastructure. We prioritize developing projects that effectively reduce flood risks and improve overall resilience of the community, taking into account the sensitive coastal ecosystems and regulatory requirements. Our team is adept at performing alternatives analyses to evaluate the cost-effectiveness and benefits of different mitigation projects as well as potential grant funding opportunities.

Hydrologic and Hydraulic Modeling

For coastal stormwater management, we recognize the critical need to select software well-equipped for the coastal plain, such as PCSWMM and StormWise (formerly ICPR), which are adept at incorporating overland flow paths and interconnected storage areas. Our process begins with detailed basin delineation, utilizing LiDAR data, aerials, and survey information, while also leveraging existing local data. A crucial aspect of our coastal modeling is accounting for the sensitivity of stormwater systems to tailwater conditions and runoff storage. We prioritize model validation and calibration using available gauge data, historical records, and client knowledge to ensure accurate representation of real-world storm events in the coastal environment. Our modeling approach for coastal areas often involves integrating 1D and 2D capabilities to better understand the depth, duration, and frequency of flooding.

Green Infrastructure

Our team prioritizes the integration of natural systems with engineered solutions to address the unique stormwater management challenges of the coastal region. We believe in creating aesthetically pleasing and functional designs that not only provide flood control and water quality benefits but also enhance the environment and the surrounding community.

We consider a range of green infrastructure practices that are also suitable with high groundwater tables found in coastal environments such as bioretention areas, permeable pavements, and constructed wetlands that can provide habitat and water quality benefits in estuarine areas. Our design process includes a thorough analysis of site constraints and opportunities, ensuring that the selected low impact development (LID) solutions are feasible, maintainable, and contribute to a holistic stormwater management system that respects the delicate balance of coastal ecosystems.

Stormwater Master Planning/ Drainage Studies

Our technical approach in coastal environments like Charleston County begins with a strong emphasis on understanding the unique local conditions. This involves collecting and reviewing available data, including GIS information, previous studies, and public input to identify current flooding and drainage challenges. Our approach includes visually assessing critical areas and gathering detailed infrastructure data, which forms the foundation for subsequent modeling efforts. We prioritize a collaborative approach, ensuring our findings and proposed solutions align with your needs and constraints. Our ultimate goal is to provide you with a clear understanding of your drainage system and develop cost-effective strategies for improvement and mitigation.

Our team brings a specialized blend of local knowledge and national expertise to address the specific challenges of coastal communities, such as tidal influences, sea-level rise, and low-lying topography. We prioritize working closely with you and other stakeholders early on to define success and ensure our plan aligns with your specific needs and the community's concerns. We leverage our experience facilitating workshops and utilizing tools like the Analytic Hierarchy Process (AHP) to develop objective criteria for prioritizing projects.

Water Quality Assessment

Accurate water quality assessments begin with a strong understanding of the watershed and identifying potential pollutant sources. We leverage existing data sources such as previous studies, geographic information system (GIS) information, and regulatory requirements to gain an initial understanding. Our team conducts thorough field investigations, which may include visual assessments and site investigations. We are experienced in performing water quality monitoring and testing, understanding key parameters like nutrients, dissolved oxygen, pH, and alkalinity to establish baseline conditions and identify imbalances. For more complex situations, we utilize a multi-parameter approach that can include testing for specific pollutants and employing microbial source tracking (MST) methods to pinpoint contamination origins. We are also experienced in developing Total Maximum Daily Load (TMDL) action plans.

MS4 Permit Compliance

Our technical approach to MS4 permit compliance is built upon a comprehensive understanding of the six minimum control measures (MCMs) and the specific requirements outlined by the environmental protection agency (EPA) and SCDES for small MS4s in coastal zones. Our local staff has a long history of serving MS4 programs in coastal regions and possesses a specialized blend of local knowledge and national expertise relevant to the challenges of these permits.

Kimley-Horn assists municipal clients with all aspects of their MS4 programs, including developing and updating stormwater management program plans, addressing TMDL and impaired waters compliance specific to coastal watersheds, and creating public education and outreach materials. Our experience includes developing local ordinances, policies, and procedures to implement newly enacted regulations. We also provide support for tasks such as erosion and sediment control inspections, illicit discharge detection and elimination in interconnected drainage systems, stormwater management facility inspections, and industrial National Pollutant Discharge Elimination System (NPDES) monitoring and inspections.

Best Management Practices Design

In coastal areas, our technical approach is driven by the goal of effectively removing pollutants from stormwater runoff while considering the specific challenges of these environments, such as saltwater intrusion and the protection of sensitive receiving waters. We have extensive experience designing a wide variety of structural and non-structural BMPs, including stormwater control measures (SCMs), regional treatment facilities, and proprietary treatment devices. Our design process considers factors such as the specific pollutants of concernand site constraints, such as high water tables and limited land availability, maintenance requirements in potentially corrosive environments, and cost-effectiveness.

We stay up-to-date on the latest BMP technologies and regulatory requirements relevant to coastal stormwater management to ensure our designs are both effective and compliant with local and federal regulations, including those related to the Coastal Zone Management Act. Our experience includes retrofitting existing BMPs to enhance their performance and meet evolving water quality standards. We understand the importance of considering the total project cost versus the water quality benefits to identify the most efficient and sustainable solutions.

Erosion and Sediment Control

Our team emphasizes proactive measures to minimize soil loss and prevent sediment from entering sensitive coastal waters and wetlands as a result of construction activities. We have extensive experience in developing erosion and sediment control plans that comply with local and state regulations, including those specific to the eight coastal counties and the Coastal Zone Management Act.

Our approach includes the design of appropriate BMPs for construction sites, such as sediment basins and stabilization measures that can withstand coastal weather events and soil conditions. We also provide services for erosion and sediment control program implementation, including conducting inspections, reviewing plans for compliance with regulations, and developing staff training materials tailored to local requirements.

Surveying Services

By providing accurate and detailed information, surveying services help to ensure that projects are planned and executed with precision, ultimately contributing to their success.

In collaboration with **Atlas Survey**, we bring together our expertise and innovation to deliver outstanding results for your project. From initial site assessments and boundary surveys to construction staking and as-built surveys, our range of services is designed to support every phase of your project. Our partnership ensures that you receive the highest level of accuracy and reliability needed for successful project execution.

Additional Services

TRAFFIC COUNTS

Kimley-Horn has partnered with **Rekor** to provide traffic counts services.

GEOTECHNICAL ENGINGEERING

Kimley-Horn has partnered with **Terracon** to provide geotechnical engingeering services.

RIGHT-OF-WAY

Kimley-Horn has partnered with **PAN, Inc.** to provide right-of-way services.

Project Experience and References

Traffic Engineering On-Call

Beaufort County, SC

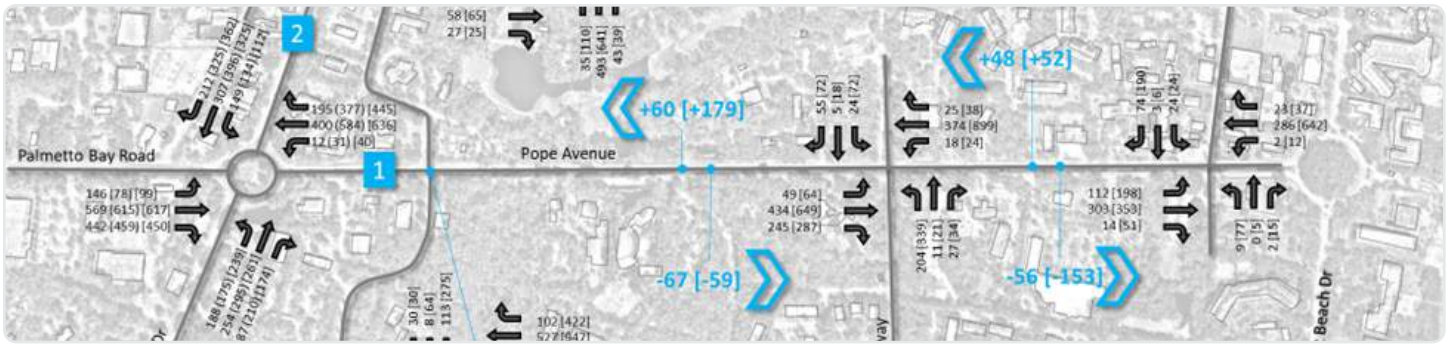
Kimley-Horn was selected by Beaufort County to be one of their traffic engineering on-call consultants. As a part of the contract, Kimley-Horn has performed the traffic signal retiming of Boundary Street and Ribaut Road. The traffic signal retiming included close coordination with SCDOT, the City of Beaufort, the Town of Port Royal, and Beaufort County. The retiming project involved optimizing intersection timing to increase vehicular progression along Boundary Street and Ribaut Road, two of the primary corridors in Beaufort.

The project's task and deliverables include an existing conditions assessment, a crash analysis, Synchro outputs, a cycle length report, and several meeting minutes shared with Beaufort County. This project is ongoing, and the next step is to implement the signal timing in the field. We currently are scoping several projects for this on-call, including road design and ITS projects. The project team holds frequent coordination meetings with Beaufort County to make sure our efforts are organized and on track.

Reference—Britanee Bishop, Transportation Program Manager I brittanee.bishop@bcgov.net I 843 255 2692	
Date—2021–Ongoing	**Key Personel Involved**—Dillon Turner; Jonathan Guy; Jake Nielsen
Scope of Work—Road Design; Traffic Engineering; Traffic Signal Operations	

Traffic Engineering On-Call

Hilton Head Island, SC



Kimley-Horn recently engaged with the Town of Hilton Head Island to provide traffic and transportation engineering. Through this On-Call, the Town can access industry specialists to assist in design, planning, and civic engagement. Services available include signal timing, traffic analysis, transportation planning, intersection and trail design, and general engineering services. This On-Call has been developed as a result of the work performed with the Town of Hilton Head Island and through engagement with Council and Town staff.

Reference—Shawn Colin, Assistant Town Manager–Community Development I shawnc@hiltonheadislandsc.gov I 843 341 4696	
Date—2023–Ongoing	**Key Personnel Involved**—Dillon Turner; Jonathan Guy; Marianne Sutherland
Scope of Work—Operational Analysis; Land Use Planning; Traffic Engineering Services; Roadway and Intersection Design; Corridor Alignments	

Two-Way Converstion

Charleston, SC

Kimley-Horn is currently working with the City of Charleston on the study of converting Ashley Avenue, Rutledge Avenue, and Coming Street from one-way operations to two-way operations. This will include traffic analysis, safety analysis, signal analysis, public involvement, agency meetings, and council meetings.

Reference—James Wallace, PE, PTOE | Transportation Project Manager | wallacej@charleston-sc.gov | 843 973 7288	
Date—2025–Ongoing	**Key Personel Involved**—Dillon Turner
Scope of Work—Traffic analysis; Safety Analysis; Signal Analysis; Public Involvement; Agency Meetings; Council Meetings	

Mount Pleasant SS4A Implementation Grant

Mount Pleasant, SC

Kimley-Horn developed a comprehensive safety action plan (SAP), identifying multidisciplinary countermeasures to be implemented across its network of streets during the next three to five years. This effort included data analysis and discovery, public engagement and stakeholder workshops, and an implementation-focused approach to developing projects and strategies. Proposed solutions included systemwide bicycle and pedestrian accommodations, traffic signal upgrades, access management strategies, and transit facility enhancements, each included in a fiscal year 2023 Implementation Grant application developed by Kimley-Horn. Through these efforts, the Town was awarded more than $12 million in federal funding, the first and only Implementation Grant awarded in the state of South Carolina to date.

Reference—James Aton, Operations Division Chief | jaton@tompsc.com | 843 856 3080	
Date—2023–2023	**Key Personel Involved**—Jonathan Guy; Jake Nielsen
Scope of Work—Data Analysis and Discovery; Public Engagement; Stakeholder Workshops	

Pitt Street Micromobility

Mount Pleasant, SC

Kimley-Horn worked with the Town of Mount Pleasant to enhance and bring long-term resilience to the Pitt Street recreation area. Subject to the continually evolving environment and changes to how residents and visitors chose to access the area, the Pitt Street project redefined and stabilized the area. The project provided much-needed enhancements to parking, mobility, and stability to the corridor connecting the mainland to the park area. The Kimley-Horn team developed an environmentally sensitive approach to stabilizing the edges of the critical area, which not only reduced erosion and stormwater pollutants but also provided a new opportunity for plantings and habitat enhancement. Furthermore, the project provided an additional kayak launch, enhanced creekside access, and defined parking in a more uniform manner—by mode. They established vehicular, bike, and golf parking as well as defined lanes for modes. Kimley-Horn led the design and development of this project, which included visioning, landscape architecture, structural, park enhancement, and roadway and hydraulic design.

Reference—James Aton, Deputy Director, Capital Projects and Transportation | jaton@tompsc.com | 843 856 3080	
Date—2022–2024	**Key Personel Involved**—Andrew Todd-Burke
Scope of Work—Landscape Architecture; Structural; Park Enhancement; Roadway; Hydraulic Design	

Kiawah Island Experience

Kimley-Horn has partnered with Kiawah Island since 2018, enhancing community infrastructure and quality of life through vast project experience:

- **Corridor Studies:** Analyzing transportation corridors for traffic flow and safety improvements.
- **Intersection Designs:** Creating efficient designs to increase safety and reduce congestion.
- **Bike and Pedestrian Designs:** Developing safe and accessible paths for cyclists and pedestrians.
- **Public Meetings:** Engaging the community for transparency and incorporating public input.

Our collaborative approach ensures our projects meet technical excellence and align with the needs of Kiawah Island residents. Our experience with the TOKI and KICA is showcased on the map below:

Beachwalker Drive at Kiawah Island Parkway Turn Lane Design

Kiawah Island, SC

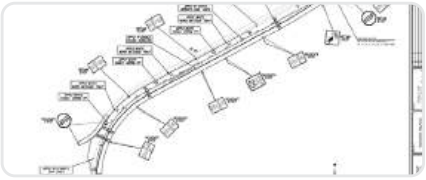
Kimley-Horn improved vehicular and pedestrian interactions at the intersection of Kiawah Island Parkway and Beachwalker Drive. The solution involved removing a hazardous pedestrian crossing and refining vehicular egress from Kiawah Island Parkway. The project was completed ahead of schedule and within budget, showcasing Kimley-Horn's dedication to meeting deadlines and budgetary constraints. The successful outcome led to further collaboration with the Town on additional projects.

Reference—Brain Gottshalk, Public Works Director | bgottshalk@kiawahisland.org | 843 768 5111	
Date—2022–2024	**Key Personel Involved**—Dillon Turner; Jonathan Guy; Jake Nielsen
Scope of Work—Right-Turn Lane Design, Bicycle Crossings, Optimized on-Street Parking, and Improved Interactions Between Vehicles, Pedestrians, and Cyclists	

Beachwalker Drive Turn Lane Design at the Beachwalker County Park

Kiawah Island, SC

Kimley-Horn collaborated with the Town of Kiawah Island to design a right-turn lane into Beachwalker County Park from Beachwalker Drive. Our team was responsible for writing the construction and CE&I proposal on behalf of the Town to help select a qualified firm for the project. Due to a tight construction deadline, Kimley-Horn accelerated their schedule, ensuring the design and proposals were completed quickly without sacrificing quality.



Reference—Stephanie Tillerson, AICP, Town Adminstrator | stillerson@kiawahisland.org | 843 768 5103	
Date—2018–2019	**Key Personel Involved**—Dillon Turner; Marianne Sutherland
Scope of Work—Right-Turn Lane Design; Environmental Permitting	

Pedestrian and Bicycle Infrastructure Enhancements

Kiawah Island, SC

To address safety concerns and reduce congestion along Beachwalker Drive, Kimley-Horn designed improvements for pedestrian and bicycle pathways. The project included better pedestrian and bicycle crossings, enhanced on-street parking, and optimized interactions between vehicles, pedestrians, and cyclists. Implemented before the peak season, these enhancements significantly managed congestion and eliminated safety issues at the park entrance, providing a safer environment for all users.

Reference—Stephanie Tillerson, AICP, Town Adminstrator | stillerson@kiawahisland.org | 843 768 5103	
Date—2021–2021	**Key Personel Involved**—Dillon Turner
Scope of Work—Pedestrian and Bicycle Infrastructure Planning; Parking Design	

References

Kimley-Horn references can be found on the project descriptions as well as on the attached forms.

Environmental Stewardship Experience

The Town is committed to protecting and enhancing its natural environment. Environmental engineering services may include environmental assessments and impact studies; wetland delineation and mitigation; coastal erosion studies and shoreline management; habitat restoration; environmental permitting; seawall and bulkhead design; sea level rise and flood mitigation planning; resilience planning; groundwater studies; contamination assessments; and environmental compliance monitoring. Firms should demonstrate experience with environmentally sensitive projects and knowledge of federal, state, and local environmental regulations.

Kimley-Horn has tremendous experience when it comes to implementing projects for development, recreation, infrastructure, and other uses, while considering the natural environment. Kimley-Horn is unique in that we are setup to have environmental services as one of the core disciplines within the firm. Our departments are very interwoven when it comes to project pursuits, and we frequently provide a great work product for clients because of this efficiency. The environmental team has a relatively deep bench in the Charleston office compared to our competitors but also has a wealth of environmental project managers and analysts across the state and region who we can utilize to pool resources quickly and efficiently.

The Kimley-Horn environmental team has experience with performing environmental assessments and impact studies, natural resource and wetlands services, mitigation creation and banking experience, environmental contamination and remediation services, natural and flood resiliency project abilities, and other relevant sustainability and stewardship experience in the environmental permitting realm. Kimley-Horn also boasts great relationships with the federal, state, coastal, and local governments when it comes to environmental regulation and procedure. Kimley-Horn's general approach includes early and often communication to advocate for sustainable practices in design and construction. Our general approach includes the following:

1. **Sustainability and Environmental Stewardship Considerations:**
   - Incorporating sustainable practices in design and construction.
   - Minimizing environmental impacts of development.
   - Enhancing natural systems and promoting biodiversity.
   - Ensuring compliance with environmental regulations and standards.
2. **Low-Impact Development and Green Infrastructure:**
   - Implementing LID techniques to manage stormwater.
   - Using green infrastructure solutions such as permeable pavements, green roofs, and bioswales.
3. **Nature-Based Solutions and Habitat Protection:**
   - Utilizing nature-based solutions to support ecosystem services.
   - Protecting and restoring wildlife habitats.
   - Promoting wildlife conservation.
4. **Coastal and Community Resilience:**
   - Developing strategies for coastal resilience if applicable.
   - Enhancing community resilience to environmental hazards.
5. **Innovation and Best Practices:**
   - Encouraging innovative and creative approaches to infrastructure challenges.
   - Applying best practices in design and construction.
6. **Enhanced Quality of Life for Residents:**
   - Improving the quality of life for community members.
   - Ensuring that developments are socially and environmentally responsible.
7. **Stakeholder Involvement and Collaboration:**
   - Engaging with stakeholders, including community members, in the planning and implementation process.

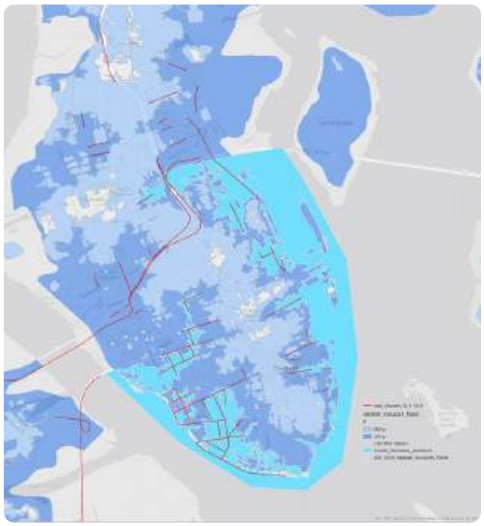
Understanding these objectives will help ensure the comprehensive integration of sustainable practices into the project. At the end of the day, we have many services to offer within the firm, but one core approach—**making our clients successful.**

No matter the task, we can make it happen! By introducing sustainability practices and environmental stewardship into the project approach, it can be a win for the Kiawah Island community and the beautiful environment in which we all live in.

Charleston Critical Infrastructure Vulnerability Study

Charleston, SC

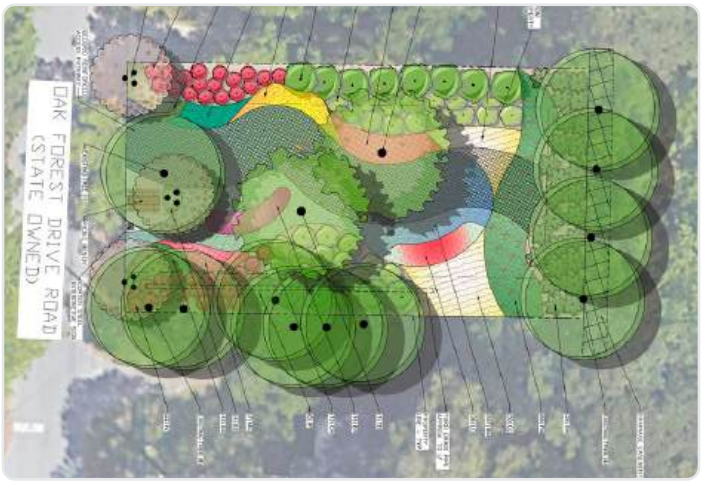
Kimley-Horn and NEMAC+FernLeaf guided staff from the City of Charleston through a series of facilitated workshops. The project used a phased approach, with the first phase addressing flooding and examining critical projects to build resilience in city infrastructure. Workshops using decision making under uncertainty assisted staff to first recognize key areas of the city, and second, to prioritize limited resources available in order to build maximum resilience to existing hazards and possible future change. The workshops have helped build shared understanding that projects that build better access and mobility are just as important as stormwater and armoring projects. This project is being supported by key sub-consultants including Kimley-Horn. In Charleston, the threats of tidal flooding and heavy rainfall flooding citywide are in the near term and have less uncertainty associated with them. In a recent workshop involving city staff and the mayor of Charleston, scenario planning shows that protecting main assets that would prevent cascading failures take precedent for near term funding. Near-term options linked to storm surge will likely be related to emergency management and evacuation. Longer term, large dollar investments need to wait until a few critical uncertainties are clarified.



Reference—Katie McKain, Director of Sustainability | mckaink@charleston-sc.gov | 843 724 3789	
Date—2019–2020	**Key Personel Involved**—Jonathan Guy; Marianne Sutherland
Scope of Work—Agency Workshops	

Green Infrastructure Retrofits

Charleston, SC



Kimley-Horn worked with the City of Charleston's Stormwater Department to create small, green infrastructure areas on residential lots purchased by the City of Charleston with FEMA grants. The areas are served to mitigate flooding within their respective neighborhoods as well as provide small amenities and beautification.

Reference—Matthew Fountain, Director of Stormwater Management | fountainm@charleston-sc.gov | 843 724 3754	
Date—2021–2024	**Key Personel Involved**—Andrew Todd-Burke
Scope of Work—Due Dilligence; Sketch Plan; Design	

Project Approach

Our team has served as an on-call consultant for many counties and municipalities throughout the years and has developed an approach to making every opportunity a successful one:

Be Flexible

- We know this is as important as ever, especially in these times.
- We understand schedules change (accelerated or delayed), projects change, etc.
- Our team is available at all times for tasks of any size.

Think and Act as an Extension of the Town's Staff

- Our team will approach projects as though we are part of your staff.
- We want to head off questions from the community and council to minimize the County's time constraints.

Think Big Picture

- We will look beyond the project—what is the ultimate goal?
- We will help the County identify and procure outside funding whenever possible.

Be Creative

- We will look for project creative solutions and present them to the Town which is especially important with stormwater requirements.

Provide Community and Council Support

- Outreach to the community can be as important as the design of a project. We can prepare all exhibits/media, present them to the community or council, or support the Town.

Managing On-Call Assignments

At Kimley-Horn, managing on-call assignments is about maintaining readiness and reliability. We establish a well-structured rotating schedule so that each team member knows exactly when they are on call and what their duties entail. This approach is reinforced by comprehensive training programs that equip staff to handle emergencies and urgent scenarios effectively. Additionally, we employ a robust call logging system that not only tracks responses and resolutions but also provides valuable data for continuous improvement. Our goal is to ensure that we can provide immediate and effective support whenever our clients need it, enhancing our service reliability and client trust.

COMMUNICATION PROTOCOLS

Effective communication is critical at Kimley-Horn to ensure clear and consistent information exchange. We have set clear and comprehensive guidelines for both internal and external communications. This includes standardized formats for reports, emails, and other correspondence to maintain a professional and uniform approach. We utilize industry-leading communication tools such as project management software, video conferencing platforms, and collaborative workspaces to facilitate seamless information flow. Regular training sessions ensure all team members are familiar with these tools and our communication standards, promoting transparency and clarity. Keeping clients informed and maintaining open lines of communication fosters trust and enhances collaboration, ultimately leading to better project outcomes.

RESPONSIVENESS STRATEGIES

At Kimley-Horn, client satisfaction is paramount, and responsiveness is a key component of our service delivery. We establish clear protocols that prioritize urgent client inquiries and issues, ensuring quick and effective resolutions. By leveraging advanced technology, such as automated ticketing systems and CRM software, we streamline communication and ensure our team remains reachable and engaged.

Quality Control Procedures

Delivering high-quality work is a core commitment at Kimley-Horn. Our QC procedures involve a thorough and multi-step process designed to uphold the highest standards. This includes peer reviews, detailed inspections, and rigorous testing to ensure every deliverable meets our quality criteria. We implement a comprehensive QC plan that outlines roles, responsibilities, and specific steps each team member must follow. Consistent quality checks and adherence to best practices are integral parts of our process. This ensures that our clients receive reliable and excellent outcomes, maintaining the reputation of Kimley-Horn as a leader in the field.

Schedule Management

Efficiency in schedule management is critical for keeping Kimley-Horn's projects on track. We leverage advanced project management tools to plan, monitor, and adjust project timelines meticulously. Our team sets realistic deadlines for each phase of the project and continuously reviews progress to ensure milestones are met. Clear communication with all stakeholders is essential to managing any changes or delays effectively. By maintaining flexibility and open dialogue, we can adapt to any unforeseen circumstances while keeping the project within scope and on schedule.

Cost Control Measures

Cost control is essential to delivering value to our clients at Kimley-Horn. We develop detailed and accurate budgets for every project and closely monitor expenses throughout the project lifecycle. Continuous analysis of financial reports allows us to identify any potential cost overruns early and make necessary adjustments. Our approach includes applying value engineering techniques to optimize costs without compromising quality or project goals. This proactive financial management ensures profitability and client satisfaction, as we can deliver high-quality outcomes within the budget constraints.

Conflict Resolution Methods

Kimley-Horn promotes a collaborative and respectful work environment, recognizing the importance of effective conflict resolution. We use structured conflict resolution methods to address any disputes or issues that arise. Encouraging open communication and actively listening to all parties involved helps us find mutually agreeable solutions. This approach ensures that our workplace remains productive and focused on delivering exceptional results.

Unique Challenges In a Coastal Barrier Island Environment

Working in a coastal barrier island environment presents several challenges, such as erosion, flooding, and stringent environmental protection regulations. Kimley-Horn understands these complexities and takes a proactive approach to address them. We conduct comprehensive site assessments to understand local conditions and identify potential impacts. Our design techniques are tailored to these unique environments, incorporating sustainable and resilient features to mitigate the effects of erosion and flooding. Compliance with environmental regulations is a top priority, and we work closely with regulatory bodies to ensure all requirements are met. Engaging with specialists and employing adaptive strategies allows us to develop innovative solutions that protect both the environment and the interests of our clients. Proper planning and a deep understanding of coastal dynamics enable Kimley-Horn to deliver successful projects in these challenging settings.

Fee Schedule

Kimley-Horn fee schedule can be found on page F-10.

Submittal Forms

As requested in your RFP, Kimley-Horn's completed submittal forms can be found on the following pages.

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE: 16 April, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: KIMLEY-HORN

SIGNATURE:

PRINTED NAME: JONATHAN R GUM

TITLE: SENIOR VICE PRESIDENT

DATE: 16 APRIL 2025

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

Dillon Turner, PE, PTOE | Program Manager

Ben Lawson, PWS | Environmental and Resiliency Engineering

Jonathan Guy, PE, AICP, PTOE | Principal-in-Charge/QC/QA

Jake Nielsen, PE | Roadway

Marianne Sutherland, PE | Civil Engineering

Reeves Connelly, PE | Roadway

Evan Macfie, PE | Civil Engineering

Andrew Todd-Burke, PLA | Landscape Architecture

Stephen Thun, PE, LEED AP | Stormwater Management

Crystal Aponte, PLA | Landscape Architecture

Andrew Todd-Burke, PLA | Stormwater Management

Nat Heyward, AICP | Grant Writing

Jake Maschoff, PE | Stormwater Management

Paul Stephens, PE, PWS | Environmental and Resiliency Engineering

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** Beaufort County

Contract Title Traffic Engineering On-Call

Contract Period: From 2021 To Ongoing

Geographic Area Served Beaufort County

Scope of Work: Road Design; Traffic Engineering; Traffic Signal Operations

Contracting Office: Beaufort County

Contact Name: Britanee Bishop

Title: Transportation Program Manager

Address: 104 Industrial Village Road, Building 3 Beaufort, SC 29906

City Beaufort County State: South Carolina

Telephone: 843 255 2692

Email: brittanee.bishop@bcgov.net

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** Town of Hilton Head Island

Contract Title Traffic Engineering On-Call

Contract Period: From 2023 To Ongoing

Geographic Area Served Hilton Head Island

Scope of Work: Operational Analysis; Land Use Planning; Traffic Engineering Services; Roadway and Intersection Design; Corridor Alignments

Contracting Office: Town of Hilton Head Island

Contact Name: Shawn Colin

Title: Assistant Town Manager–Community Development

Address: 1 Town Center Court, Hilton Head Island, SC 29928

City Hilton Head Island State: South Carolina

Telephone: 843 341 4696

Email: shawnc@hiltonheadislandsc.gov

3. **COMPANY NAME:** City of Charleston

Contract Title Two-Way Converstion

Contract Period: From 2025 To Ongoing

Geographic Area Served Charleston

Scope of Work: Traffic analysis; Safety Analysis; Signal Analysis; Public Involvement; Agency Meetings; Council Meetings

Contracting Office: Charleston

Contact Name: James Wallace, PE, PTOE

Title: Transportation Project Manager

Address: 180 Lockwood Boulevard, Suite C, Charleston, SC 29403

City Charleston State: South Carolina

Telephone: 843 973 7288

Email: wallacej@charleston-sc.gov

4. **COMPANY NAME:** Town of Mount Pleasant

Contract Title Mount Pleasant SS4A Implementation Grant and Pitt Street Micromobility

Contract Period: From 2022 To 2024

Geographic Area Served Mount Pleasant

Scope of Work: Landscape Architecture; Structural; Park Enhancement; Roadway; Hydraulic Design

Contracting Office: Mount Pleasant

Contact Name: James Aton

Title: Deputy Director, Capital Projects and Transportation

Address: 100 Ann Edwards Lane, Mount Pleasant, SC 29464

City Mount Pleasant State: South Carolina

Telephone: 843 856 3080

Email: jaton@tompsc.com

5. **COMPANY NAME:** City of Charleston

Contract Title Charleston Critical Infrastructure Vulnerability Study

Contract Period: From 2019 To 2020

Geographic Area Served Charleston

Scope of Work: Agency Workshops

Contracting Office: Charleston

Contact Name: Katie McKain

Title: Director of Sustainability

Address: 80 Broad Street, Charleston, South Carolina 29401

City Charleston State: South Carolina

Telephone: 843 724 3789

Email: mckaink@charleston-sc.gov

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☒ Yes ☐ No

If yes, please provide the license number: SBL 19-012804

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☐ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

BUSINESS LICENSE CERTIFICATE

TOWN OF KIAWAH ISLAND

4475 BETSY KERRISON PKWY
KIAWAH ISLAND, SC 29455
Phone: (843) 768-9166 FAX (843) 768-4764

Kimley-Horn and Associates, Inc.
421 Fayetteville Street Suite 600
Raleigh, NC 27601

2025

BUSINESS NAME:
Kimley-Horn and Associates, Inc.

BUSINESS DESCRIPTION:

Engineering

BUSINESS OWNER:
Richard Cook

Class
5

BUSINESS LOCATION:
421 Fayetteville Street Suite 600
Raleigh, NC 27601

NAICS CODE:
541330

BUSINESS LICENSE NUMBER: SBL19-012804

Account Number:	BL011043-10-2018
Business License Number:	SBL19-012804
Effective Date:	04/04/2025
Expiration Date:	04/30/2026

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Edgewood Partners Insurance Agency
3780 Mansell Rd. Suite 370
Alpharetta GA 30022

CONTACT NAME: Jerry Noyola
PHONE (A/C, No, Ext): 7702207699 **FAX (A/C, No):**
E-MAIL ADDRESS: greylingcerts@greyling.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : National Union Fire Ins Co of Pittsburg	19445
INSURER B : Allied World Assurance Co (U.S.) Inc.	19489
INSURER C : New Hampshire Insurance Company	23841
INSURER D : Lloyd's of London	85202
INSURER E :	
INSURER F :	

INSURED KIMLASS
Kimley-Horn and Associates, Inc.
421 Fayetteville Street, Suite 600
Raleigh, NC 27601

COVERAGES **CERTIFICATE NUMBER:** 370182796 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY**			GL5268169	4/1/2025	4/1/2026	EACH OCCURRENCE	$ 2,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Contractual Liab						MED EXP (Any one person)	$ 25,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$ 2,000,000
	[ ] POLICY [X] PRO-JECT [X] LOC						GENERAL AGGREGATE	$ 4,000,000
	[ ] OTHER:						PRODUCTS - COMP/OP AGG	$ 4,000,000
								$
A A	**AUTOMOBILE LIABILITY** X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			CA4489663 CA2970071	4/1/2025 4/1/2025	4/1/2026 4/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
								$
B	X **UMBRELLA LIAB** X OCCUR X **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED X RETENTION $ 10,000			03127930	4/1/2025	4/1/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
								$
C C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC067961230 WC013711885	4/1/2025 4/1/2025	4/1/2026 4/1/2026	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 2,000,000 $ 2,000,000 $ 2,000,000
D	Professional Liability			B0146LDUSA2504949	4/1/2025	4/1/2026	Per Claim Aggregate	$2,000,000 $2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Coverage

CERTIFICATE HOLDER

Sample Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?___Yes__X__No

If so, are you certified?____Yes__X__No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: Charleston

STATE OF: SC

I, JONATHAN R. GUY (print name), being duly sworn, state that:

I am the SENIOR VICE PRESIDENT (title) of KIMLEY-HORN (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

PRINT NAME: Kenya Barrett

NOTARY PUBLIC FOR THE STATE OF SC

My Commission Expires: 06 January 2035

Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: Kimley-Horn

Contact Person: Dillon Turner, PE, PTOE

Date Submitted: 4/25/2025

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Classification/Position Title	Name(s) of Key Staff	Hourly Rate ($)
Principal/Senior Manager	Jonathan Guy	$ 345–420
Project Manager	Dillon Turner	$ 250–325
Senior Engineer	Marianne Sutherland; Stephen Thun; Jake Machoff	$ 250–325
Project Engineer	Evan Macfie; Jake Nielsen; Reeves Connelly	$ 200–235
Senior Designer		$ 120–300
Designer		$ 105–170
CAD Technician		$ 105–170
GIS Specialist		$ 105–170
Environmental Scientist	Paul Stephens; Ben Lawson	$ 200–325
Surveyor (PLS)	Joshua Cato	$ 200
Administrative Support		$ 90–150
Other (specify) Landscape Architect	Andrew Todd-Burke; Crystal Aponte	$ 200–325
Other (specify) Urban Planner	Nat Heyward	$ 250–325
Other (specify)		$

Subject to annual adjustment thereafter | Sub-Consultants will be billed per the Contract

SECTION 2: EQUIPMENT RATES (If Applicable)

Please provide rates for specialized equipment that may be used on Town projects. Add additional rows as necessary.

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$ N/A
Survey Equipment (GPS)	Day	$ N/A
Field Testing Equipment	Day	$ N/A
Traffic Counting Equipment	Week	$ N/A
Other (specify)		$ N/A

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Type of Expense	Billing Rate	Unit
Mileage	$ N/A	Per mile
Photocopies/Prints	$ N/A	Per page
Large Format Printing	$ N/A	Per sheet
Other (specify)	$ N/A	
Other (specify)	$ N/A	

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: 5 % (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

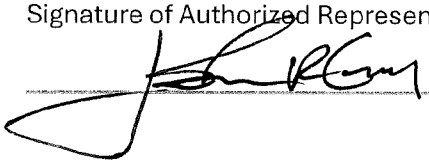
SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

Signature of Authorized Representative

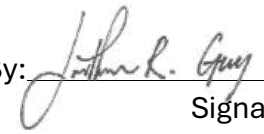


Title

SENIOR VICE PRESIDENT

COMPANY INFORMATION

NAME OF COMPANY: Kimley-Horn

By:  Jonathan Guy, PE, AICP, PTOE

Signature Print Name

Title: Senior Vice President (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 1030 Morrison Drive, Suite 240

City: Charleston State: South Carolina Zip: 29403

Telephone Number: 843 737 6386 Business Fax Number: N/A

Email Address: jonathan.guy@kimley-horn.com

Is your firm a X Corporation, _____ Sole Proprietorship, or _____ Partnership?

If incorporated, please list state of incorporation: North Carolina

FEIN or SSN: 56-0885615

Kimley»Horn

Expect More. Experience Better.

McSweeney Engineers

April 21, 2025

Mr. Brian Gottshalk
Public Works Director
Town of Kiawah Island
Kiawah Island, SC

Dear Mr. Gottshalk,

RE: On-Call Engineering Services

McSweeney Engineers is pleased to present you with this request for qualifications for providing On-Call professional services for the Town of Kiawah Island. We have read and fully understand the RFQ and anticipated scope of services. As you may be aware, one of McSweeney Engineers' first projects was the Kiawah Greenbelt Project in 2011 which improved Town assets for public recreational access. This project went on to win an award from the Municipal Association of South Carolina. Since that time, we have been entrusted with a wide range of engineering tasks across Kiawah Island for various entities, including the Town, KICA, and a multitude of private clients. Some of these tasks include:

- Hands-on Underwater and Above Water Structural Inspections
- Emergency (Post-Event) Evaluations and Inspections
- Bridge Load Rating Capacity Analysis
- Site Drainage Improvements, Pump Station Design, Water Control Structure Evaluation
- Design and Evaluation of a Wide Range of Shoreline Protection Techniques Marsh Erosion Control Strategies
- State and Federal Environmental Permitting and Regulatory Compliance
- Generation of Various Repair, Maintenance, and Construction Strategies for Barrier Island Infrastructure
- Development of Structural Design Plans for Barrier Island Infrastructure to Include: Boardwalks, Piers, Docks, Walkovers, Bridges, and Recreational Vessel Launching Facilities.
- Construction Administration and Construction Management
- Design and Analysis of Sustainable Shoreline Protection Strategies

Our firm provides a combination of technical expertise and local knowledge unmatched in the Lowcountry. We are uniquely familiar with Kiawah Island practices, policies, and vision for designing with nature. For these reasons, and as detailed in the accompanying Request for Qualifications, we believe that McSweeney Engineers is well suited to continue assisting the Town of Kiawah Island with on-call engineering services.

McSweeney Engineers greatly appreciates the opportunity to continue working with the Town of Kiawah Island. If you have any questions or require additional information, please contact me at 843-974-5621.

Respectfully Submitted,

William D. Barna, P.E.

300 W. Coleman Blvd. Ste. 203B Mt. Pleasant, SC 29464
(843) 974-5621
www.mcsweeneyengineers.com

TOWN OF
Kiawah Island

Request for Qualifications
On-Call Engineering Services
April 2025

McSweeney Engineers

300 W. Coleman Blvd Ste 203B
Mt. Pleasant, SC 29464
843-974-5621
www.mcsweeneyengineers.com

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1.0 Summary of Qualifications

McSweeney Engineers LLC has reviewed and fully understands the anticipated scope of services for this project. The scope of services listed in the RFQ is very similar, if not identical, to other tasks previously conducted by McSweeney Engineers for the Town of Kiawah Island and the Kiawah Island Community Association (KICA) over the last 14 years. This includes our ability to rapidly mobilize when called upon during emergency situations to our ability to work closely with island residents and regulatory authorities. Some of the principal strengths of our firm are as follows:

- Unrivalled knowledge of Kiawah Island - above and below the waterline we know the island like no other firm
- A proven track record of our firm's ability to work with the Town on complex engineering projects
- Expertise in waterfront structural engineering, permitting, marshfront consulting, and coastal studies
- Effective communication with project stakeholders and engineering team members
- Documented experience in developing design and construction options to meet project goals, budgets, and timelines
- Proven ability to generate accurate bidding and construction documents
- Expertise in the management of large-scale construction projects
- Significant experience with Town of Kiawah Island, KICA, and ARB requirements, practices, and procedures.
- Firm understanding of Kiawah's "Designing with Nature" Guidelines and the Kiawah Marsh Management Plan
- We understand and share Kiawah's vision for employing environmentally responsible and sustainable practices throughout the island

Since 2011, McSweeney Engineers has conducted a wide array of engineering tasks on Kiawah Island. ***These previously completed tasks are a testament to our firm's experience and knowledge in the planning, design, permitting, and engineering of structures specific to barrier island communities.*** Some of these tasks include:

- Comprehensive Structural Inspections both above and below the waterline
- Post-Storm Damage Evaluation
- Planning and Conceptual Design
- Civil and Structural Engineering Design both above and below the waterline
- Presentations to and Coordination with Town Officials
- Construction Management
- Environmental Permitting and Regulatory Compliance

In addition to our track record of successful project completion in the Town, the following response to the Request for Qualifications demonstrates that our firm has the experience and knowledge required for meeting the objectives of this project.

1.1 Firm Profile and Experience

McSweeney Engineers, LLC is multi-disciplined firm based in Mt. Pleasant, South Carolina. As a small local business we offer organizational simplicity and unparalleled personal service to our clients with low-overhead, reasonable cost, and high value. McSweeney Engineers provides this level of service throughout all projects, and it is our goal to continue providing these services to the Town of Kiawah Island. McSweeney Engineers has been licensed to do business in the Town since our inception in 2011.

We have a proven record of adequate staffing and financial capacity to undertake large complex projects. We carry all of the required insurance to legally conduct work above and below the waterline. Since our inception, we have continuously dedicated time and financial resources to expand our capabilities, train our personnel and maintain the highest standards. Our safety record is monitored by a third-party verification service (ISNetworld) where we maintain an "A" Rating.

Our engineering staff of six engineers is relatively small; however, our professionalism and wide range of engineering expertise is exceptional. We are certain that the quality of our employees has been the key factor in our success and repeat business with our clientele. We maintain a sustainable balance of workload to staffing to ensure that we deliver before deadlines and have a proven record of successful project delivery with many clients on Kiawah Island.

We have been the de facto on-call consultant of choice for the Kiawah Island Community Association since 2012. In this role, we have successfully completed a multitude of projects, crossing a wide range of engineering disciplines. A list of these projects is included at the end of this document.

McSweeney Engineers is a leader in waterfront structural engineering, coastal engineering, and environmental permitting. We have a proven track record of providing these services to local, state, and federal agencies as well as a multitude of barrier island communities up and down the South Carolina coast. As such we are highly qualified and fully equipped to provide the Town with complete, thorough, and comprehensive services as indicated in this RFQ.

Our firm, through experience providing design, permitting, and construction administration services for the various barrier island entities, knows and understands the commitment it takes to achieve project goals. Our experience on numerous projects throughout Kiawah Island and elsewhere in the Lowcountry has taught us that there are ***several key elements*** that must be addressed and executed in order to ensure that project goals are met.

First, we understand the design process. Our firm will develop and refine potential design options taking construction, maintenance, and operational costs into consideration. We will conduct life-cycle analyses to ensure the optimization of cost. We will work closely with the Town in order to identify challenges, milestones, budget constraints and aesthetics considerations. With assistance from the Town we will ensure the ultimate user, the citizens of Kiawah Island, get the best value. Paramount to this process will be open and effective communication with various departments within the Town, an area in which our firm excels.

Second, we know the regulatory processes and their importance to Kiawah Island. The protection and preservation of water quality, wetlands, trees, and the environment as a whole is a commitment the Town and its citizens have made to future generations. Our unique experience in waterfront engineering, specifically on Kiawah Island, has taught us how to integrate this environmental stewardship into our design process.

The third element is construction schedule and cost. We are fully aware that when a project is complete it will be competitively bid. Our firm also recognizes that the success of any project requires holistic designer-contractor collaboration. This is why we often involve contractors early in project delivery. This enables us to perform constructability reviews, implement value engineering and cost-saving strategies, scrutinize design, and develop attainable construction schedules. These efforts will enable us to provide the Town with real-time cost estimates for the most optimum design.

In short, our approach for responding to this RFQ is to work with the Town to develop and evaluate the most cost-effective, and environmentally sensitive solution, or range of solutions, for any given problem. Then, follow-up by implementing the best solution, and ensuring overall quality of the construction process.

1.2 Professional Staff Qualifications and Key Personnel

Brief resumes of key personnel are presented in the following section.

David McSweeney, PE (McSweeney Engineers, SC License No. 28237)

Mr. McSweeney is a Civil/Structural Engineer with more than 20 years of experience in the analysis, design, and inspection of structures throughout the US, Latin America, and Europe. He is an experienced project manager with extensive experience performing structural engineering services for private, state, local, military, and federal entities. He is experienced in all facets of project development from planning and inspection to the structural design and construction management phases.

Mr. McSweeney was the engineer of record for the award winning Kiawah Island Parkway Greenbelt Project.

William Barna, PE (McSweeney Engineers, SC License No. 25057)

Mr. Barna is a Civil/Structural Engineer with more than 24 years of experience in the analysis, design, and inspection of structures throughout the Continental US, Alaska and abroad. Mr. Barna is a graduate from The Citadel and is regarded as an expert in waterfront and underwater structural engineering. He has been directly responsible for the permitting, design, bidding administration, and construction management for a multitude of projects throughout his career. He is also a certified commercial diver and diving supervisor as recognized by the Association of Diving Contractors International.

Mr. Barna has extensive experience in providing realistic solutions for coastal erosion control, sea level rise, and climate change.

He is also a certified commercial diver and diving supervisor as recognized by the Association of Diving Contractors International. He is a commercial diving instructor for the US Army Corps of Engineers where he developed and teaches Module 8 – Structural Inspection for USACE Personnel. He has been involved in over 1000 structural investigations both above and underwater.

His latest co-authored publication is the International Code Council's "Inspection, Testing, and Monitoring of Buildings and Bridges" ISBN: 978-1-60983-198-1. Mr. Barna has been the engineer-of-record for various Town of Kiawah Island Projects including the.

William "Hunter" Oriani, PE (McSweeney Engineers, SC License No. 42155)

Mr. Oriani is a Structural Engineer with 5 years of experience in the analysis and design of steel, concrete, masonry, and timber structures. Mr. Oriani graduated magna mum laude from Clemson University and holds professional engineering licensure in South Carolina and FHWA bridge inspector certification. Mr. Oriani has experience working for state and federal government entities including the Office of State Engineer, South Carolina Department of Natural Resources, United States General Services Administration, United States Army Corps of Engineers, Air Force Civil Engineer Center, and Naval Facilities Engineering Systems Command. In addition to his engineering responsibilities, Mr. Oriani also manages the permitting division of McSweeney Engineers from permit application origination to decision.

Hunter Hutton EIT (McSweeney Engineers, SC License No. 21410)

Mr. Hutton is a waterfront structural engineer and engineer-diver for McSweeney Engineers. He has experience in waterfront inspection and design for state, local, and federal government entities. In 2024, Mr. Hutton passed the PE Civil: Structural Exam and is currently waiting to earn his required years of work experience to obtain his professional engineering license.

Additionally, Mr. Hutton is an adjunct professor for the Department of Civil and Environmental Engineering at the Citadel. In this role, he has educated many engineering students who will be responsible for the addressing our Nation's future engineering demands.

1.3 Technical Capabilities and Specialized Experience

The following sections outline some of the specialized experience and technical competencies of McSweeney Engineers, LLC.

Structural Inspection and Underwater Engineering

We are leaders in structural inspection both above and below the waterline. Our staff of engineer-divers have been trained in accordance with OSHA Regulation 29 CFR 1910 Subpart T – *Commercial Diving Operations* and use this regulation in conjunction with standards established by U.S. Army EM-385-1-1, U.S. Navy Diving Manual, and Association of Diving Contractors International (ADCI) *Consensus Standards.* Our staff has over 50 years of combined experience in the following areas of expertise:

- Underwater structural inspection of marine structures to include wharfs, piers, bulkheads, pipelines, water control structures, dams, and bridges
- Confined space entry and penetration diving
- High-Definition underwater video and photography
- Level I, II, III underwater investigations, to include non-destructive, partially destructive, and destructive testing
- High-resolution underwater acoustic imaging equipment and software.
- Single-beam hydrographic surveying, data collection and post-processing for channel and berthing condition surveys and dredge volume calculations
- Ship mooring analysis
- Forensic evaluation
- Surface-Supplied (Hard Hat) Diving
- Commercial SCUBA

To date we have conducted multiple underwater and above water inspections on the Kiawah Island Parkway Bridge, 7 KICA-owned vehicular bridges, the Little Eagle Island Bridge in Cassique, and many other recreational structures throughout the island.

Civil Engineering and Drainage Studies

Over the last several years McSweeney Engineers has conducted many projects related to Island stormwater drainage and water control. This includes an eclectic blend of civil engineering tasks such as:

- Site stormwater runoff analysis
- Drainage design
- Pump station design
- Water control structure evaluation and design

Coastal Feasibility Studies

Every successful project begins with the determination of a range of engineering solutions to meet the goals of the project. Due to the sensitive nature of coastal construction projects, specifically on barrier islands, coastal feasibility studies are a helpful tool for project stakeholders. We often conduct these studies for municipalities as part of the preliminary design and planning phase of large-scale projects.

These feasibility studies are essential preliminary assessments conducted to evaluate the practicality, sustainability, and potential impacts of proposed coastal projects, such as seawalls, living shorelines, beachfront activities, and associated landward development activities. These studies typically analyze a wide range of factors including environmental conditions, wave dynamics, sediment transport, sea level

rise, ecological concerns, and socio-economic implications. We conduct these assessments and share this information with project stakeholders to determine whether a project is technically viable, cost-effective, and environmentally responsible. The results guide decision-makers in selecting appropriate design options through the use of an Alternatives Analysis Matrix to ensure that coastal infrastructure is both resilient and adaptable to future changes.

When required, McSweeney Engineers will develop several design options for the project. Each option will be fully vetted for constructability and cost estimates will be provided. We will work closely with the Town throughout this phase of the project to ensure that project expectations are met and exceeded. After all alternatives have been analyzed and vetted, we will refine the concept into a set of preliminary design plans. These plans will be used to garner additional support and funding for the project, if required.

GRANT AND FUNDING RESEARCH

McSweeney Engineers has experience in grant research and has assisted multiple organizations to obtain grant funding, to include:

- Town of Kiawah Island Greenbelt Grant from Charleston County
- Tier 2 Boating Infrastructure Grants (BIG) for the City of Beaufort Day Dock
- Tier 2 Boating Infrastructure Grant for the City of Beaufort Transient Dock
- Tier 1 Boating Infrastructure Grant for the City of Georgetown City Dock
- Coastal Access Grant for the City of Georgetown
- Black River Access Grant – Open Space Institute

If requested, and as part of the preliminary studies, we will scan for upcoming grant opportunities, conduct analysis, and determine grant eligibility. Every step of the grant writing process will be designed to incorporate strategic planning and continuous process improvement to maximize State and Federal Funding. Over the last decade we have succeeded in assisting local municipalities in obtaining significant grant funding for waterfront projects. If requested, we will proactively work with the Town to identify and assist in obtaining applicable grants for upcoming projects.

Permitting

Environmental Permitting and Regulatory Compliance for coastal projects is often a larger effort than the engineering required for the project. Nearly every project requires significant regulatory coordination, and most actions require a Joint Federal and State Permit for Activities Affecting Waters of the United States and Critical Areas of South Carolina. Projects are evaluated by the US Army Corps of Engineers under federal guidelines and by the SC Department of Environmental Services - Bureau of Coastal Management under Coastal Zone Consistency Standards and state regulations.

For work on Kiawah Island, additional regulations must be followed. This includes Town Zoning and Building Permits, KICA Encroachment Permits, and Architectural Review Board (ARB) Permits. This, in addition to any local homeowner's association, property management, regime, requirements.

McSweeney Engineers has successfully navigated this process on a multitude of projects throughout the state. We conduct all regulatory permitting in-house, allowing for one point of contact throughout all phases of project development, and a seamless design and regulatory process. Our permit project managers are experts in this area. In fact, two of our key personnel sit on the South Carolina Dock Stakeholder Workgroup. This group is an invite-only advisory committee to the Bureau of Coastal Management to review and potentially revise existing South Carolina environmental regulations.

Waterfront Structural Engineering

Waterfront Structural Engineering is a core service for McSweeney Engineers. Since 2011, we have provided a wide array of engineering and construction support services related to the inspection, preservation, and replacement of coastal structures throughout South Carolina and specifically on Kiawah Island. Our previous experience on Kiawah Island, in conjunction with numerous other projects for barrier island communities throughout the Lowcountry, clearly indicates our ability to meet the Scope of Services. Some of these capabilities include:

- Design of a wide range of shoreline protection systems ranging from entirely vegetated solutions to hardened structures.
- Design of coastal structures to include docks, piers, bridges, wildlife viewing platforms, and dune crossings.
- Design of coastal access structures to include boat ramps and low impact launching facilities.
- Design of marine infrastructure to include marinas, moorings, and berthing facilities.

Throughout the design process our engineers work closely with project stakeholders and regulatory agencies to ensure the safety and longevity of these structures while also minimizing their ecological impact and accommodating recreational and commercial needs. As such, our projects seek to complement and enhance the existing ecology at any given site.

Contract and Bid Administration

When required McSweeney Engineers will assist the Town in responding to questions from bidders, attending pre-bid meetings, publishing addenda, and tabulating bids. Additionally, we will review contractor pay applications, schedule, and safety protocols. We have previously performed these same tasks for multiple projects for the Town of Kiawah Island.

Construction Management and Inspection

We provide in-house construction management for all of our engineering projects. When required we will conduct preconstruction meetings and after construction commences, we review and process payment applications and Requests for Information (RFIs). We continually review the contractor's schedule and schedule revisions. We work proactively to monitor and maintain project costs and duration within the allocated budget and schedule. Additionally, we will be on-site during key phases of construction to observe and report on project progress and quality.

1.4 Project Experience and References

Redesign of Multiple Dune Walkovers for Kiawah Island Community Association – Due to the ever-changing conditions on Kiawah Island beaches, KICA modifies their dune walkovers to stay in compliance with State, Town, and ARB Guidelines.

Starting in 2013 and continuing through this day, McSweeney Engineers has assisted the Kiawah Island Community Association (KICA) in the inspection, evaluation, redesign, and replacement of these structures.

Our typical engineering tasks include:

- Site investigations and post storm damage assessments
- Coordination with KICA, Town, and ARB
- Creation of bidding documents
- Construction inspection

Reference: Ryan Ellmers, P.E., Director of Engineering – KICA ryan.ellmers@kica.us

Kiawah Island Real Estate Office Drainage Modifications

McSweeney Engineers worked with Kiawah Island to modify and improve the drainage conditions at the real estate office at the entrance to the island. This project removed the dilapidated timber bulkhead surrounding the drainage retention pond and replaced it with an entirely vegetated drainage solution. Adjacent and existing drainage structures were modified and routed to the new retention pond. As a result, the drainage conditions in the area have been improved while water quality and site ecology has been enhanced. McSweeney Engineers conducted all engineering and construction observation services for this project.

Reference: Josh Jenkins, Kiawah Island, SC jjenkins@kiawah.com

299 Saltmeadow Cove Shoreline Protection and Emergency Foundation Design

King Tide events during 2023 caused extensive shoreline erosion at 299 Saltmeadow Cove. The erosion was so severe that it compromised the home foundation and emergency countermeasures were required to prevent the home from collapse. McSweeney Engineers provided all the emergency engineering services required to save this property. This included installing temporary shoring, designing permanent repairs to the foundation, and home structural repairs. To prevent this from occurring in the future, McSweeney Engineers permitted and designed a living shoreline using the Envirolok System. McSweeney Engineers managed the entire engineering and construction process. This project demonstrates our wide range of engineering capabilities and ability to rapidly deploy during emergency situations.

Reference: Mrs. Sheila Epp, Owner 299 Saltmeadow Cove, epp.sheila@gmail.com

Comprehensive Inspection of Kiawah Island Parkway Bridge (2016, 2023, 2025)

McSweeney has been entrusted with the inspection of the Kiawah Island Parkway Bridge since 2016. Since that time, we have conducted comprehensive inspections in accordance with the Federal Highway Administration (FHWA) and National Highway Institute (NHI) guidelines. The inspections included Level 1 and Level 2 above water and underwater evaluations in accordance with federal statutes. The inspections were conducted by our in-house team of engineer-divers who are also federally certified bridge inspectors. The deliverables for each inspection included a description of the structure, the conditions noted during the inspection, and recommendations for follow-up action. Our most recent inspection was completed in April 2025.

Reference: Mr. Brian Gottshalk, Director of Public Works, Town of Kiawah Island, bgottshalk@kiawahisland.org

Beachwalker Bulkhead and Slope 3 Living Shoreline

McSweeney Engineers was retained by Kiawah Island Community Association to address shoreline protection adjacent to the Beachwalker Drive Outfall in Inlet Cove. Our tasks included designing the replacement of an existing dilapidated timber wall along the western shoreline of Inlet Cove and a living shoreline vegetated solution on the eastern shoreline. McSweeney Engineers was responsible for all engineering design and construction management for the project.

Reference: Ryan Ellmers, P.E., Director of Engineering – KICA ryan.ellmers@kica.us

Fripp Island Public Service District – Bridge Stabilization

Following a comprehensive feasibility study in which McSweeney Engineers examined the hydraulic processes of Fripp Inlet, we were retained by the Fripp Island Public Service District to design and permit the installation of bridge scour countermeasures along the Fripp Inlet Bridge. Similar to Kiawah Island, this bridge serves as the only access to the island, and operation of the structure is critical. Decades of scour and channel migration at Fripp Inlet have caused localized areas of concern for bridge stability. Of particular concern was the highly erosive conditions located around the bridge abutment on the Fripp Island side of the bridge. As revealed during the feasibility study, the most appropriate approach was the installation of a large stone revetment to protect the structure from scour and storm events. McSweeney Engineers was responsible for conducting all environmental permitting, engineering studies, the generation of construction documents and construction oversight during the project.

Reference: Jeremy Sponseller, Director of Public Works Fripp Island PSD - jeremysponseller@fipsd.org

On-Call References

Beaufort County Engineering and Public Works

On-Call waterfront structural, underwater engineering, and environmental services for public projects county-wide since 2015.

Reference: Bryan Bauer, PE – Beaufort County Director of Engineering - frederick.bauer@bcgov.net

Kiawah Island Community Association

On-Call (unofficial) waterfront structural, underwater engineering, and environmental services for a multitude of island infrastructure projects since 2012. Please refer to the attached projects list.

Reference: Ryan Ellmers, PE – KICA Director of Engineering - ryan.ellmers@kica.us

Fripp Island Public Service District

On-Call waterfront structural and environmental services for a multitude of civil and structural projects throughout the island since 2016.

Reference: Jeremy Sponseller – FIPSD Manager of Public Works - jeremysponseller@fipsd.org

Kinder Morgan Marine Terminals

On-Call waterfront structural and underwater engineering services for port infrastructure and bridges on Elba Island, GA.

Reference: Jeff Green, P.E. – Plant Engineer - jeffrey_green@kindermorgan.com

1.5 Coastal Resilience and Environmental Stewardship Experience

Waterfront Structural Engineering and Permitting are core services for McSweeney Engineers. We specialize in the design and implementation of coastal erosion control solutions including bulkheads and living shorelines. With decades of focused experience in this unique barrier island environment, our team brings a deep understanding of the delicate balance between shoreline protection, habitat preservation, and long-term coastal resilience.

We are committed to ***sustainable design practices*** that address erosion control, storm surge protection, and sea-level rise while preserving the island's natural beauty and ecological health. Our work reflects Kiawah's values of environmental stewardship and conservation.

McSweeney Engineers carefully assesses each site's hydrology, wave energy, vegetation, and adjacent habitats to select and implement the most effective, least invasive shoreline stabilization strategies. Where possible we employ ***nature-based shoreline solutions*** that restore and enhance native coastal ecosystems. Our living shoreline designs often include spartina alterniflora plantings and biodegradable stabilization materials. These solutions, which are suitable for low wave energy environments, reduce erosion while enhancing water quality, create habitat for marine and bird life, and provide natural storm protection that evolves over time.

For areas where higher energy conditions or infrastructure protection are required, we design durable, low-impact bulkheads and protection devices that blend into the island's landscape. Our coastal structures incorporate advanced materials for longevity and corrosion resistance, engineered drainage and anchorage systems, and placment techniques that minimize disturbance to surrounding marshlands

Coastal Resilience Planning and Implementation

Our coastal resilience services are built on three processes:

1. **Site Condition Assessment** – Evaluating exposure to erosion, storm surge, and sea-level rise
2. **Sustainable Design Integration** – Prioritizing nature-based solutions that align with Kiawah's conservation ethos and incorporating these ideas into our in-house value-engineering processes

3. **Regulatory Compliance & Implementation** – Collaborating with entities such as Bureau of Coastal Management and the United States Army Corps of Engineers to ensure all projects are fully compliant and environmentally responsible

We frequently work with private property owners, the Kiawah Island Community Association, the Kiawah Architectural Review Board and other stakeholders to ensure all structures meet regulatory and environmental standards. McSweeney Engineers is proud to be a trusted partner in protecting and preserving Kiawah Island's infrastructure and private property. Through thoughtful engineering practices, environmental responsibility, and a deep respect for this unique coastal ecosystem, we deliver solutions that work with nature, not against it.

1.6 Project Approach

An effective engineering project approach begins with a clear understanding of the problem to be solved and a structured plan to guide the design, development, and implementation phases. This approach typically involves identifying project goals, conducting thorough research, defining technical requirements, and selecting appropriate methodologies and tools. By emphasizing collaboration, risk assessment, and value-engineering, engineers can ensure the project remains on schedule, within budget, and aligned with performance expectations. Ultimately, a well-planned approach lays the foundation for innovative, efficient, and sustainable engineering solutions. McSweeney Engineers' approach to every engineering project relies on several key aspects as follows:

- Identifying risks and challenges before the project begins
- Accurately identifying and framing the root cause, and solution to, of any given challenge
- Proper planning prior to execution of the work
- Fostering a high level of effective communication and cooperation among team members and project stakeholders
- Utilizing a team of experts from diverse backgrounds and relevant disciplines
- Implementing design and constructability reviews
- Developing and implementing effective management plans for each phase of the work
- Clear delineation of project roles and responsibilities
- Developing and implementing resolution and action plans for handling challenges
- Maintaining open channels of communication and transparency

The success of any project relies squarely on the shoulders of those entrusted to deliver it. We never forget that value and service to the end-user is paramount. Our firm does not just simply solve problems. We are people-oriented problem solvers.

1.7 Fee Schedule

The following fee schedule will apply for the duration of the contract:

Burdened Engineering Labor Rates:

E4 – Engineering Principal: $200/hr

E3 – Sr. Engineering Project Manager $187/hr

E2 – Engineering Project Manager $175/Hr

E1 – Jr. Engineer $150/hr

T1 – Technician/Diver $135/hr

Specialized Equipment Rates:

Boat - $200 per day

Commercial Diving Equipment - $300 per day

Hazard Duty/Diving Pay - $50 per day per diver

Standard Subconsultant Markup:

5 percent

Reimbursable Expenses:

Direct costs, including vehicle mileage, are included with all fee proposals. Mileage is billed at current GSA rates.

Volume Discounts or Cost-Savings Measures:

All McSweeney Engineering projects include value-engineering strategies, and this value is reflected in the fact that a vast majority of our clientele is from repeat customers. We are happy to work with the Town to explore all project cost-saving strategies.

1.8 Conclusion

McSweeney Engineers is grateful to have the opportunity to once again serve the Town of Kiawah Island and we are very excited at the prospect of putting our experience to future projects on Kiawah Island. We hope that you receive a broad selection of well-qualified candidates to choose from and look forward to having the opportunity to discuss this project more during the selection process.

We sincerely appreciate this opportunity and hope to continue working with the Town of Kiawah Island. If you need additional information, please contact me.

Sincerely,

William Barna, PE

McSweeney Engineers, LLC
300 W. Coleman Blvd. Ste 203B

Mt. Pleasant, SC 29464

2.0 Relevant Project Experience – Work on Kiawah Island 2011 to 2025

2011

- Town of Kiawah Island Greenbelt Improvements include improved shore access, improved fishing access, and improved bicycle access along the Parkway and Beachwalker Drive – The Town and McSweeney Engineers won an award from the Municipal Association of South Carolina for this project

2012

- Town of Kiawah Island Dune Walkover Investigation. Updated design and inspection criteria for all privately owned dune crossings.

2013

- Design of 6 Dune Walkovers for KICA
- Beachwalker Drive Pedestrian Path (Greenbelt Funds) for TOKI

2014

- Shoreline protection along Flyway Drive – KICA

2015

- Design of 12 Dune Walkovers for KICA
- Design of Sandcastle Stairs for KICA
- Design of Turtle Beach Swamp Garden Pedestrian Bridge

2016

- Design and permit seawall at 91 Bass Creek Lane
- Comprehensive inspection of Kiawah Island Parkway Bridge
- Design of 2 Dune Walkovers for KICA
- Post Hurricane Matthew Damage Assessment of all beach dune walkovers and design of repairs to 7 dune walkovers for KICA
- Routine Comprehensive Bridge Inspections for KICA: Blue Heron Pond, Falcon Point 1, Falcon Point 2, Eagle Point 1, Eagle Point 2, Terrapin Island, Summers Island.
- Emergency Post Hurricane Matthew Damage Assessment of all island bridges, Rhetts Bluff Boat Landing, and Cinder Creek paddle launch facility.

2017

- Design and permit repairs to bulkhead at 14 Summers Island Lane
- Re-design of the right fixed pier and floating dock at Rhetts Bluff Boat Landing
- Post Hurricane Irma damage inspection of all KICA owned bridges
- Post Hurricane Irma damage assessment of all beach dune walkovers and design of repairs to 9 dune walkovers for KICA
- Investigation of handrail at Cinder Creek pier
- Investigation of the Willet and Ibis Pond water control structures and conceptual design of modifications
- Comprehensive inspection of the Inlet Cove Pedestrian Bridge
- Design of repairs to Kiawah Island Parkway Bridge, bidding, and construction oversight
- Design of shoreline protection adjacent to the Kiawah River Bridge: gabions, seawall, riprap, drainage, plants.
- Design and permit bulkhead at 43 Sunlet Bend

2018

- Design of Envirolok living shoreline at 27 Bufflehead
- Design of Bulkhead at 49 Ocean Course
- Design of Bulkhead at 77 Eugenia
- Shoreline consulting at 236 Eagle Point Road
- Design and permitting of Bulkhead at 296 Saltmeadow Cove
- Design of Envirolok living shoreline at 498 Old Dock
- Comprehensive inspection of Eagle Point Road Community Dock
- Redesign of seven KICA Dune Walkovers for KICA
- Bridge Load Rating Analysis for KICA and SJFD
- Inspection of Crab Dock and Pedestrian Bridge
- KICA Sandcastle deck structural evaluation and load rating
- Terrapin Island Bridge Repairs – construction oversight and construction management

2019

- Design and Permitting Bulkhead at 22 Blue Heron Pond Road
- Designed and Permitted Bulkhead at 34 Painted Bunting
- Island-wide assessment of KICA owned Dune Walkovers
- Re-design of 6 KICA Dune Walkovers
- KICA Cinder Creek boat storage ladder design
- Eagle Point Bridge 1 – Bridge Deck Replacement Design
- Eagle Point Bridge 2 – Bridge Deck Replacement Design
- Sandcastle Floor Investigation and Repair Design
- Comprehensive inspection of 18 structures including observation towers, bridges, docks, and water control structures.

2020

- Design and Permitting shoreline protection at 30 Bufflehead
- Design of drainage improvements at 68 Fletcher Hall
- Shoreline evaluation at 236 Eagle Point
- Comprehensive Inspection of KICA owned vehicular bridges
- Redesign of 6 KICA dune walkovers.
- Inspection of Cinder Creek Paddle Launch Facility
- Inspection of Eagle Pont Boat Ramp
- Inspection of D/T 10 and Rhetts Bluff Landing
- Evaluation of Canvasback and Beachwalker Outfall Structures
- Design and permit the replacement of Marsh Island Walkbridge
- Design and permit the installation of bulkhead at Pintail Pond for KICA
- Multiple investigations at the Sandcastle
- Design of slab and barrier wall for KICA wood chipping station on Sora Rail
- Design replacement of the Summer Islands Bridge Deck

2021

- Design flood control and vegetated shoreline protection at 20 Marsh Cottage
- Design and permit bulkhead at 55 Ocean Course
- Design and permit bulkhead at 61 Salt Cedar
- Design and permit bulkhead at 67 Otter Island
- Design and permit living shoreline solution and bulkhead at 161 Marsh Hawk
- Design living shoreline solution and bulkhead at 418 Snowy Egret
- Design Generator Control Platform at Beachwalker Outfall

- Redesign of 7 KICA dune walkovers
- Design bulkhead at Eagle Point Boat Landing
- Designed Pool Heater Stand at the Sand Castle
- Comprehensive inspection of Walkbridge 9
- Comprehensive inspection of Walkbridge 15

2022

- Design and permit living shoreline at 2 Shell Creek Landing
- Design and permit bulkhead at 42 Sunlet Bend
- Foundation evaluation of 51 Surfsong
- Drainage improvement design at 181 Ballybunion
- Design and permit shoreline and dock modifications at 222 Eagle Point
- Design and permit living shoreline modifications at 299 Saltmeadow Cove
- Design emergency structural repairs at 299 Saltmeadow Cove
- Design of Cinder Creek Dumpster Station
- Comprehensive inspection of Blue Heron Pond Bridge
- Little Eagle Island Bridge Inspection (Cassique)
- Little Eagle Island Pond Investigation (Cassique)
- Bridge Load Investigation for KICA
- Island wide evaluation and condition assessment of KICA-owned dune walkovers
- Redesign of 2 dune walkovers for KICA
- Design of Canvasback Outfall Generator Platform
- Design of ADA Ramp for Pavilion at Rhetts Bluff
- Pool Investigation at the Sandcastle
- Stair Investigation at the Sandcastle
- Tennis Club Walkbridge deck replacement construction oversight.
- Marsh Cottage HOA Dock Inspection
- Design and permit living shoreline solutions at 91 and 93 Salthouse Lane

2023

- Drainage pump system design at 34 and 35 Surfsong
- Design and permit bulkhead at 490 Old Dock Road
- Design bulkhead and living shoreline modifications at 493 Old Dock Road
- 4275 Mariners Watch residential inspection
- Comprehensive Inspection of the Kiawah Island Parkway Bridge for the Town of Kiawah Island
- Design of site and drainage improvements at the Kiawah Island Real Estate Office
- Property Condition Assessment (PCA) of the Sandcastle
- Redesign of bridge superstructure at Allee of the Oaks Bridge on Pond 50
- Emergency Island-wide assessment of dune walkovers following nor'easter
- Redesign of 3 KICA dune walkovers
- Design extension of Eagle Point Bulkhead for KICA
- Design bridge deck replacement at Falcon 1 Bridge
- Permit and design living shoreline slope protection at Slopes 3 and 4, Inlet Cove, for KICA
- Inspection of three observation towers for KICA
- Emergency redesign of Boardwalk 17 dune walkover
- Design and permit replacement of the Mariners Watch Boardwalk
- Foundation repair design at Windswept Villas II
- Little Eagle Island drainage investigation (Cassique)
- Nicholas-Carteret living shoreline design (Cassique)

2024

- Design of shoreline improvements at 69 Otter Island
- Permitted the replacement of the Cinder Creek Pier
- Designed new boardwalk along Killdeer Pond Trail for KICA
- Structural Evaluation of the KICA Municipal Building
- Design-Build Pond 056 Outfall Drainage Structure Foundation for KICA (Trumpet Creeper)
- Island-wide dune walkover assessment and assessment of Cinder Creek and Rhetts Bluff Facilities following Tropical Storm Debby
- Sandcastle water intrusion investigation
- Sandcastle grill deck inspection and design
- Sandcastle roof evaluation
- Design and permit the modifications to Vanderhorst Gate Security House
- Comprehensive inspection of four waterfront facilities for KICA

2025

- Comprehensive inspection of the Kiawah Island Parkway Bridge for the Town of Kiawah Island
- Design shoreline protection at 101 Goldeneye
- Design shoreline protection at 416 Estuary Lane (Cassique)
- Design shoreline protection at 424 Estuary Lane (Cassique)
- Design and permit shoreline protection at 513 Ruddy Turnstone
- Redesign of 6 KICA dune walkovers
- Design of Eagle Point Kayak Storage
- Investigation of Walkbridge 15
- Mariners Watch Roof Inspection

3.0 Submittal Forms

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE: April 18, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: McSweeney Engineers, LLC

SIGNATURE:

PRINTED NAME: William D. Barna, P.E.

TITLE: Project Manager

DATE: April 18, 2025

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

David McSweeney, P.E. - Project Officer QA/QC

William Barna, P.E. - Project Manager, Waterfront Structural Engineer

Hunter Oriani, P.E. - Project Engineer, Permitting Manager

Hunter Hutton, EIT - Project Structural Engineer

Mason Burriss, EIT - Jr. Engineer

Curt McCarty, ADCI - Commercial Diving Supervisor, Drafter

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** Town of Kiawah Island

Contract Title: Kiawah Island Parkway Bridge Inspection

Contract Period: From 2016 To 2025

Geographic Area Served: Kiawah Island

Scope of Work: Bridge Inspection

Contracting Office: McSweeney Engineers, LLC

Contact Name: Brian Gottshalk

Title: Director of Public Works

Address: 4475 Betsy Kerrison Pkwy

City: Kiawah Island State: SC

Telephone: 843-768-9166

Email: bgottshalk@kiawahisland.org

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** Kiawah Island Community Association

Contract Title: Multiple Engineering Projects

Contract Period: From 2012 To 2025

Geographic Area Served: Kiawah Island

Scope of Work: Waterfront Structural Engineering and Permitting

Contracting Office: KICA

Contact Name: Ryan Ellmers, P.E.

Title: Director of Engineering

Address: 23 Beachwalker Dr

City: Kiawah Island State: SC

Telephone: 843-768-9194

Email: ryan.ellmers@kica.us

3. **COMPANY NAME:** Beaufort County

Contract Title: On-Call Engineering Services

Contract Period: From 2015 To 2025

Geographic Area Served: Beaufort County

Scope of Work: On-Call Engineering Services

Contracting Office: Beaufort County

Contact Name: Bryan Bauer, P.E,.

Title: Director of Engineering

Address: 104 Industrial Village Dr

City: Beaufort State: SC

Telephone: 843-255-2706

Email: frederick.bauer@bcgov.net

4. **COMPANY NAME:** Fripp Island Public Service District
Contract Title: On-Call Coastal Consulting
Contract Period: From 2017 To Current
Geographic Area Served: Fripp Island
Scope of Work: Multiple Coastal Engineering Projects and Consulting
Contracting Office: Fripp Island
Contact Name: Jeremy Sponseller
Title: District Manager
Address: 291 Tarpon Blvd
City: Fripp Island State: SC
Telephone: 843-838-2400
Email: jeremysponseller@fipsd.org

5. **COMPANY NAME:** Linda Roper
Contract Title: Multiple Waterfront Projects
Contract Period: From 2016 To 2025
Geographic Area Served: City of Beaufort
Scope of Work: Waterfront Structural Engineering and Consulting
Contracting Office: City of Beaufort
Contact Name: Linda Roper
Title: Director of Downtown Operations and Community Services
Address: 1911 Boundary St
City: Beaufort State: SC
Telephone: 843-525-7070
Email: lroper@cityofbeaufort.org

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☒ Yes ☐ No

If yes, please provide the license number: SBL20-000244

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☐ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?___Yes__x__No

If so, are you certified?____Yes____No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: Charleston

STATE OF: South Carolina

I, William Barna (print name), being duly sworn, state that:

I am the Project Manager (title) of McSweeney Engineers, LLC (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

PRINT NAME: Rachel L. Dunn, April 21st, 2025

NOTARY PUBLIC FOR THE STATE OF South Carolina

My Commission Expires: May 19, 2031

RACHEL DUNN NOTARY PUBLIC SOUTH CAROLINA My Comm. Exp. 05/19/2031

Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: McSweeney Engineers, LLC

Contact Person: William Barna, P.E.

Date Submitted: 4/21/25

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Classification/Position Title	Name(s) of Key Staff	Hourly Rate ($)
Principal/Senior Manager	Dave McSweeney	$ 200
Project Manager	William Barna	$ 187
Senior Engineer	Hunter Oriani	$ 175
Project Engineer	Hunter Hutton	$ 150
Senior Designer		$
Designer	Mason Burriss	$ 135
CAD Technician	Curt McCarthy	$ 135
GIS Specialist		$
Environmental Scientist		$
Surveyor (PLS)		$
Administrative Support		$
Other (specify)		$
Other (specify)		$
Other (specify)		$

SECTION 2: EQUIPMENT RATES (If Applicable)

Please provide rates for specialized equipment that may be used on Town projects. Add additional rows as necessary.

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$
Survey Equipment (GPS)	Day	$
Field Testing Equipment	Day	$
Traffic Counting Equipment	Week	$
Other (specify)	Boat Rental = $200/day Commercial Diving Equipment = $300/day Hazard Duty/Diving Pay = $50/diver/day	$

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Type of Expense		Billing Rate	Unit
Mileage	$	0.70	Per mile
Photocopies/Prints	$		Per page
Large Format Printing	$		Per sheet
Other (specify)	$		
Other (specify)	$		

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: 5 % (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

Please see attached RFQ.

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

Signature of Authorized Representative

Title

Project Manager

COMPANY INFORMATION

NAME OF COMPANY: McSweeney Engineers, LLC

By: _____ William Barna, P.E.
Signature Print Name

Title: Project Manager (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 300 W. Coleman Blvd. Suite 203-B

City: Mt. Pleasant State: SC Zip: 29464

Telephone Number: 843-974-5621 Business Fax Number: _____

Email Address: bill@mcsweeneyengineers.com

Is your firm a_____Corporation,__x__Sole Proprietorship, or_____Partnership?

If incorporated, please list state of incorporation: _____

FEIN or SSN: 46-1267463

Town of Kiawah Island
SOUTH CAROLINA

On-Call Engineering Services

Statement of Qualifications

PROPOSAL

April 2025

Weston & Sampson℠
westonandsampson.com
3955 Faber Place Drive, Suite 200, North Charleston, SC 29405

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Section 6	PROJECT APPROACH
Section 7	FEE SCHEDULE
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3955 Faber Place Drive, Suite 200, North Charleston, SC 29405
Tel: 843.881.9804

April 25, 2025

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Re: Town of Kiawah Island | On-Call Engineering Services

Dear Mr. Gottshalk:

Weston & Sampson is pleased to submit this proposal to support the Town of Kiawah Island by providing on-call engineering services that are responsive, experienced, and grounded in local knowledge. Our firm understands that communities like Kiawah require nimble, knowledgeable partners who can respond quickly to evolving priorities—whether related to infrastructure, stormwater, resiliency, or development review. With a longstanding presence in South Carolina and a depth of experience serving barrier island communities, Weston & Sampson is well-positioned to deliver reliable, high-quality services on an as-needed basis. Our team offers the flexibility of on-call support paired with the strength of a multidisciplinary firm, ensuring that the town can access the technical expertise it needs when it needs it.

EXPERIENCE WORKING WITHIN AN ON-CALL ENVIRONMENT

Weston & Sampson provides on-call and municipal engineering services in many engineering disciplines. We understand the technical complexities of working within an on-call environment. Our team knows assignments may come at any time, and the type of work will vary widely. We are accustomed to performing under these conditions, whether through a formal on-call relationship, long-term assignments from existing clients, or on a project-by-project assignment basis. Additionally, with a firm-wide staff of over 1,000 professionals, we can pull in specialists and backup support as needed.

EXPERIENCE WITH THE TOWN OF KIAWAH ISLAND | WORKING IN A COASTAL ENVIRONMENT

Weston & Sampson has enjoyed our previous work with the staff and stakeholders in the town. Through our work with the Kiawah Conservancy Model Rain Garden Project, our peer review of Upper Beachwalker and Ocean Pines, and our firm's support of the Public Access Feasibility Study, our team has had the opportunity to work with staff in the Public Works, Planning and Zoning, and Environmental Departments. Additionally, our Project Manager, Lucas Hernandez, has been working with the Town of Kiawah Island, Kiawah Conservancy, and the Kiawah Island Community Association since 2017, when he provided support for the town's Flood Mitigation and Sea Level Rise Adaptation Plan.

Weston & Sampson has also worked with similar barrier island communities, including Folly Beach, Sullivans Island, and Fripp Island, with infrastructure improvements, stormwater master planning, and resilience planning. These communities, like Kiawah Island, are addressing challenges with rising water levels, increased storm events, aging infrastructure, growing populations, and long-range planning in the face of climate change. Our team would be a great asset to the Town of Kiawah Island with our interdisciplinary expertise, experience working with our coastal and barrier island communities, and understanding of the relationships between entities.

We look forward to collaborating with the Town of Kiawah Island and contributing to addressing infrastructure and environmental challenges, development review requirements, and other engineering needs. If you have any questions about our submittal, please do not hesitate to contact Meghan Moody at moodym@wseinc.com | 843-972-4763, or Lucas Hernandez at Hernandez.lucas@wseinc.com | 843-790-0589.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.

Meghan Moody, PE
Principal in Charge

Lucas Hernandez
Project Manager | Environmental Scientist

Acknowledgement: We acknowledge receipt of Addendum #1 dated April 17, 2025.

Firm Profile

Robert Spurr Weston began his consulting practice in 1899. In 1916, he was joined by George Sampson, which formed the Weston & Sampson partnership. Incorporated in Massachusetts in 1976, Weston & Sampson Engineers, Inc. (Weston & Sampson) is a privately held, employee-owned company that offers capabilities ranging from project development, assessment, and planning through permitting, design, construction, and long-term operation and maintenance.

The firm's current corporate headquarters is in Reading, Massachusetts. Today, more than 125 years later, Weston & Sampson's more than 1,000 employees continue to provide municipalities, public agencies, and private sector clients with cost-effective and innovative solutions to their infrastructure and environmental challenges.

Nationally ranked among the top 145 design firms and top 105 environmental firms in the United States, according to the *Engineering News Record*, Weston & Sampson is proud of our steady record of growth and the ability of our project management staff to understand our clients' needs, develop appropriate solutions, and provide comprehensive engineering services on time and on budget. All of this has contributed to a consistent company-wide client return rate exceeding 92%.

Today, Weston & Sampson is a full-service environmental and infrastructure consulting firm with over 1,000 professionals, all committed to excellence in the infrastructure engineering industry. We will manage this contract from our North Charleston office with support from our offices located in

Columbia, Conway, and Greenville, South Carolina. In hiring Weston & Sampson, you get the benefit of a firm with local expertise backed by regional and national experts in civil engineering. Meghan Moody, PE, is based in our North Charleston office and serves as a Vice President with Weston & Sampson. Meghan will serve as Principal in Charge of this project.

Regarding Weston & Sampson's general organization, the firm is a privately held, employee-owned corporation. Unlike many of our large competitors, we are not driven by the marketplace or stock value. We understand complex engineering projects and how to utilize staff to achieve project goals for our clients. We enjoy an innovative and collaborative approach throughout project implementation to produce a product of the highest caliber.

Experience with Similar On-Call Contracts

Weston & Sampson has provided engineering consulting services to municipal departments for more than a century and on-call engineering services for dozens of South Carolina municipalities and state agencies over the past decade. As such, we fully understand the technical complexities of working within an on-call environment. Assignments can come at any time, and the type of work can vary. It is critical that the on-call staff be 1) experienced, 2) available, and 3) responsive. Our proposed team is accustomed to performing under these conditions, whether through formal on-call assignments or long-term active relationships with existing clients. Our principal-in-charge and project manager are experienced in effectively managing teams to respond quickly and efficiently.

The table below summarizes our recent on-call experience in the Southeast. Of note are on-call contracts that we've held in coastal environments, specifically with the City of Charleston and the Town of Mount Pleasant.

Weston & Sampson's experience with on-call contracts is highlighted in the table below.

CLIENT & LOCATION	Water System Engineering	Wastewater Engineering	Stormwater Engineering	Construction Services	Peer | Development Reviews	Roadways and Sidewalks	Traffic | Transportation Engineering	Civil | Site Engineering	Structural Engineering | Bridges	Geotechnical | Dams	Hydrology | Hydraulic Analysis	Environmental Planning	Environmental Assessment	Landscape Architecture	GIS	Architecture
SOUTH CAROLINA																
South Carolina DOT, Various Statewide Locations				♦		♦	♦	♦								
Beaufort-Jasper Water & Sewer Authority, Beaufort, SC				♦				♦						♦		
Civil Engineering Related Services IDC, Berkeley County, SC			♦	♦		♦	♦	♦		♦						
Third Party Review Services, Berkeley County, SC	♦	♦	♦			♦					♦					
Transportation Sales Tax Program FY 2019, Charleston County, SC			♦	♦		♦	♦	♦						♦		
City of Charleston, SC		♦		♦		♦	♦	♦								
City of Columbia, SC		♦		♦				♦								
Kershaw County, SC			♦					♦								
City of Lexington, SC								♦								
Mount Pleasant Waterworks Pump Station & Force Main Asset Class Engineer (2021 – Present), Town of Mount Pleasant, SC						♦		♦								

CLIENT & LOCATION	Water System Engineering	Wastewater Engineering	Stormwater Engineering	Construction Services	Peer | Development Reviews	Roadways and Sidewalks	Traffic | Transportation Engineering	Civil | Site Engineering	Structural Engineering | Bridges	Geotechnical | Dams	Hydrology | Hydraulic Analysis	Environmental Planning	Environmental Assessment	Landscape Architecture	GIS	Architecture
SOUTH CAROLINA																
On-Call Engineering, Public Service Department (2025 – Current), Town of Mount Pleasant, SC	♦	♦	♦	♦		♦			♦	♦	♦	♦	♦	♦	♦	
Oconee Joint Regional Water Authority, Seneca, SC		♦														
Renewable Water Resources (ReWa) Basin Planning and Modeling IDC, Multiple Locations, SC		♦						♦			♦				♦	
NORTH CAROLINA																
City of Cary, NC			♦					♦								
City of Durham, NC	♦	♦				♦	♦									
City of Fayetteville, NC	♦							♦								
North Carolina DOT, Various Statewide Locations			♦	♦		♦	♦		♦		♦	♦				
Master Services Agreement for Engineering and Landscape Architecture, City of Raleigh, NC														♦		
FLORIDA																
Charlotte County, FL	♦	♦		♦				♦	♦	♦	♦	♦	♦			
Collier County, FL				♦	♦		♦		♦							
Village of Estero, FL	♦															
Town of Fort Myers Beach, FL							♦									
City of Fort Myers, FL				♦		♦	♦	♦	♦	♦		♦	♦			
Fort Pierce Utility Authority, Fort Pierce, FL								♦		♦		♦	♦			
Gainesville Regional Utilities, Gainesville, FL	♦	♦	♦	♦		♦		♦		♦	♦	♦	♦	♦	♦	
Immokalee Water & Sewer District, Immokalee, FL	♦	♦		♦	♦				♦		♦				♦	
Lee County, FL	♦							♦	♦	♦	♦					
City of Naples, FL	♦	♦		♦							♦	♦	♦		♦	
City of North Port, FL								♦								
Northeast Florida Regional Council, Jacksonville, FL				♦			♦			♦	♦				♦	
City of Punta Gorda, FL				♦		♦		♦	♦	♦		♦	♦			
City of Starke, FL	♦	♦	♦	♦				♦		♦	♦	♦	♦	♦	♦	♦
Town of Welaka, FL	♦	♦	♦	♦		♦	♦	♦		♦	♦	♦	♦	♦	♦	

Approach to Quality Control

Within our quality management program that includes quality planning, quality assurance, and quality control, our approach combines management, people, and procedures to ensure the delivery of exceptional products and services to clients. At Weston & Sampson, the two guiding

principles related to quality are communicated to team members:

- **Quality is everyone's responsibility:** All individuals on each project are accountable for their contributions to the quality of the project
- **Best is the standard:** Quality objectives and goals must include executing the work within budget, on schedule, and avoiding mistakes

Project instructions, work planning, scheduling, team meetings, client workshops, and status reports all enhance our ability to complete projects within schedule and budgetary constraints. The use of checklists, procedures, and control forms promote continued improvements in our performance, in carrying out projects, and in providing service to our clients during all phases of a project.

Weston & Sampson's QA/QC manual provides for the scope and appropriateness of different types of reviews, checker qualifications, checklists, general project management requirements such as a quality kickoff meeting, subconsultant quality control, and other resources. Weston & Sampson's quality assurance program uses this manual to develop a project quality plan to determine if any variances are required, and what types of reviews are appropriate at each milestone. All projects are subject to both random and scheduled quality audits by the firm's quality manager to ensure compliance with quality, cost, and schedule objectives.

Our continuous QA/QC program is based on a quality approach that has the following features:

- The client's definition of quality is the only one that counts; we understand the nature of error-free and high-performing designs that the client expects
- Our management approach builds quality into the front end
- All members of our staff are committed to delivering quality, whereby all analysis, calculations, technical evaluation, and/or reporting are reviewed by a senior level associate prior to publication and distribution
- The use of best-in-class senior staff ensures the QA/QC objectives are met
- All contracts are required to meet licensing, certification, and health and safety program goals

The standard internal review procedure encompasses three levels of review: Project Team Review, Independent Technical Review, and QC Manager Review. After an internal review, a typical QA/QC plan will include the following items.

QC Reviews & Meetings

Scheduled QC review meetings will be conducted both internally and with the Town of Kiawah Island at major milestones (30, 60, and 90%) to discuss and reach consensus on key issues and challenges.

Constructability Reviews

It is critical to conduct constructability reviews and develop a clear sequence of construction. This ensures the objectives are clear, and the reviewer identifies areas where construction may be difficult or costly. In addition to our experienced professional staff, senior members of our construction company (Weston & Sampson CMR) assist with our constructability review.

Operational Reviews (water/wastewater only)

For water and wastewater facilities, Weston & Sampson also conducts an operational review with a focus on long-term operation and maintenance. Our in-house water and wastewater facility operators provide a unique perspective the enables us to improve the ease of future operations and reduce project lifecycle costs. Their hands-on experience at hundreds of different facilities improves our designs, reduces change orders, and ensures the final project is easy to maintain. Our qualified staff will also provide startup, optimization, and ongoing operation and maintenance services as needed.

Continuous Quality Assurance

All work will be checked as it is produced and before use in the next phase of the project. We will perform interdisciplinary cross-checking of plans and specifications. This includes senior-level reviews, calculation checks, and cost estimate reviews.

Applying QA/QC to Subcontractors

Although Weston & Sampson performs most assignments with in-house staff, there are occasions at which adding a subconsultant to the team brings additional value. In this case, our detailed QA/QC procedures will be mirrored by the subconsultant. This will ensure data presented to and received from our subconsultants is accurate and is checked according to Weston & Sampson standards and the Town of Kiawah Island's design criteria.

Approach to Project Management

We intend to maximize the technical and management expertise represented by each team member. The experience of Weston & Sampson's principal-in-charge and the rest of the project team demonstrates the company's breadth of capabilities and ability to effectively manage and engineer a variety of projects.

The principal-in-charge will provide the corporate support necessary to ensure your project progresses on time and on budget. This individual will work with the project manager to develop the proposed scope and fee proposal. They will work closely with the other team members to establish clear lines of responsibility and communication. The project manager will be responsible for monitoring task budgets and team member assignments and will meet regularly to discuss project progress and eliminate potential problems.

In organizing our project team and scheduling our staff for each assignment, we consider the commitments of our team members for projects currently underway and the town's schedule for this project. Upon authorization to proceed, proposed key team members will be immediately available for work. Weston & Sampson is committed to the Town of Kiawah and will perform the scope of work using the appropriate staff levels to meet your required schedule within budget.

Weston & Sampson's management approach to all projects is to work closely with clients to develop the most feasible and cost-effective solutions. We focus on keeping projects on schedule and within budget, and we will ensure the client is involved in the decision-making process.

Office Location | Proximity to Kiawah Island

Weston & Sampson's office is located approximately 20 miles from the Town of Kiawah Island, so we're just a short drive to any project location on the Island.

2 – PROFESSIONAL STAFF QUALIFICATIONS

Management Team Structure

Weston & Sampson has assembled a team of experts with the qualifications and experience needed to respond to and successfully complete task orders under this on-call contract. With more than 950 professionals on staff, we have the capacity and depth of resources to respond to the Town of Kiawah Island's needs and assure the assignment of qualified and appropriately licensed personnel for all anticipated project tasks. To provide comprehensive services, Weston & Sampson will commit professional engineers licensed in South Carolina to your project, and other technical and support specialists who have demonstrated experience in all aspects of the On-call Contract.

Staff Availability | Ability to Handle Multiple Concurrent Projects

Recognizing the importance of the work under this contract to the Town of Kiawah Island, and to demonstrate our overall capacity, we have structured our team for depth of technical competence and to provide significant production capabilities. In organizing and scheduling our staff for this project, we have reviewed our team's current assignments and commitments against the projected level of effort for this project. Upon receiving notice to proceed for each project, our proposed team members will be immediately available to begin work. At key intervals, our staff will be 100% available, as necessary, to achieve project deliverable goals. Though we do not anticipate work assignment conflicts on the part of any key personnel, our team's depth of staff regarding all aspects of this project will assure the assignment of qualified personnel should such conflicts arise.

Key Personnel

On the following page we have included our organization chart and highlighted our management team members. Resumes of all key personnel are included in Appendix A of this submittal.

Kayakers on the Kiawah River

Weston & Sampson

Project Management

Meghan Moody, PE
PRINCIPAL-IN-CHARGE

Kim Morganello
TEAM LEAD

Lucas Hernandez
PROJECT MANAGER

QA/QC

Kip Gearhart, PE
Robert Horner, PE

Infrastructure Engineering Services

Civil Engineering
Walter Fletcher, PE
Terry Macaluso, PE
Christopher Pyman, PE

Architecture
Joellen Rogers, AIA, NCARB, LEED AP

Development Plan Review
Erin Mehard, AICP

Transportation Planning
Brent Rewis, PE

Landscape Architecture
Cristobal Betancourt, RLA, AICP

Permit Preparation
Jeannie Lewis
Kayla Pehl

Grant Application Support
Sam Moffett, AICP
Bella Purdy Tisel, AICP

Field Investigation Services

Wetlands Survey
Jeff Thompson

GIS
Lucas Hernandez

Topographic/Boundary
Andy Eades, PLS, PSM
Kevin Humble, LSIT
PATRIOT SURVEYING

Stormwater Management Services

Stormwater System Planning and Design, Drainage Studies and Modeling
Andy Walker, PH, CFM
Earl Bingham, PE, GISP
Lucas Hernandez
David Black, PE
Blake Duke, EIT

Stormwater Master Planning
Christopher Pyman, PE
Andy Walker, PH, CFM
Blake Duke EIT

Green Infrastructure Design/ Low Impact Development
Katie Finegan, PE
Janet Moonan, PE
Louise Koepele, EIT
Kim Morganello

MS4 Permit Compliance
Jeannie Lewis

Water Quality Assessment
Robert Judy
Jeannie Lewis

Erosion and Sediment Control
Emmett Smith, EIT
Paige Lux, PE

Environmental & Resiliency Engineering Services

Wetlands Delineation and Mitigation
Jeff Thompson

Sea Level Rise and Flood Mitigation Adaptation
Kim Morganello
Lucas Hernandez
Katie Finegan, PE
John Frey, RLA

Environmental Compliance Monitoring
Jeannie Constantine

Cultural Resources Sustainability
Erin Mehard, AICP

Shoreline Management
Katie Finegan, PE

Environmental Permitting
Jeannie Lewis
Jeff Thompson

Resilience Planning
Robin Seidel, AIA
Bella Purdy Tisel, AICP
Kim Morganello
Lucas Hernandez

Construction Management

Construction Management/ Reviews
Andy Moody

Cost Estimating
Jay Poston

PROJECT MANAGEMENT

MEGHAN MOODY, PE
Principal in Charge

Meghan is a results-oriented engineering and management professional with experience leading engineering and construction teams; analyzing construction projects, master plans and engineering surveys; and providing design, cost estimates, scopes of work, and technical recommendations for large and small projects. She has a military background including serving as project engineer for Naval Facilities Engineering Command in Washington and for Camp Pendleton Air Station Public Works Department. Meghan has extensive experience designing, managing, and reviewing plans for a variety of project types in coastal environments. Her work includes phases 2 and 3 of the gravity line extensions for the Jonh's Island Regional Wastewater System, the Church Creek flood storage and resiliency project in Charleston, and water distribution asset class engineering for various water distribution projects under an indefinite delivery contract for the Mount Pleasant Waterworks.

KIM MORGANELLO
Team Leader

Kim is a Senior Project Manager and Resilient Urban Designer specializing in collaborative development of innovative approaches to achieve resiliency. She focuses on community engagement, nature-based solutions design, natural resourcce stewardship, and water resource management for current and future conditions.

Kim' recent project experiece includes the Kiawah Conservancy Model Rain Garden and a feasibility study for public access and marsh restoration along the causeway on Kiawah Island. She has completed a flood study for the Center for Heirs' Property Preservation, developed a stormwater master plan for Fripp Island, and is developing a sea level adaptation plan for Sullivan's Island as well as a design build of a model living shoreline for Folly Beach.

Kim began her career working in the ACE Basin as a Stewardship Biologist for the South Carolina Department of Natural Resources and the ACE Basin National Estuarine Research Reserve. She served in this role from 2007-2011. During this time, Kim had robust opportunities to engage the public, survey shorebirds, monitor plant species along isolated hammock islands, and many other memorable experiences that instilled a deep appreciation for the special relationship between humans and nature.

Kim worked for Clemson University Cooperative Extension from 2011 to 2023 as a Water Resources Extension Agent, to become an Extension Associate and Assistant Program Team Leader for the Water Resources Team. Kim worked with dozens of communities to establish watershed-scale, strategic approaches to addressing stormwater pollution prevention focused on behavioral and structural strategies. Kim became immersed in promoting and educating communities and practitioners on the benefits of nature-based solutions, helping to develop and instruct courses on green infrastructure design, installation, and maintenance.

LUCAS HERNANDEZ
Project Manager

Lucas is a Climate Adaptation and Resilience Specialist with more than eight years of experience in resilience planning. His expertise includes hydrologic & hydraulic flood modeling, sustainable and resilient design, environmental monitoring, community development, green infrastructure, wildlife and water quality protection strategies, stormwater management, cultural and historic resources, and associated legal and regulatory frameworks. He also has experience with public outreach, community engagement, and grant administration. With Weston & Sampson, Lucas has worked on several projects on Kiawah Island including a peer review of two multifamily residential plans comprising 16 buildings and the Kiawah Conservancy Model Rain Garden at Town Hall. Prior to joining Weston & Sampson, Lucas worked with the Kiawah Island Community Association on several flood mitigation stormwater projects where he mapped drainage infrastructure and modeled flood scenarios; chaired the Adaptive Management Plan Task Force for resilience planning; and was the project coordinator for the Green Infrastructure and Living Shorelines Manual.

KIP GEARHART, PE
QA/QC

Kip is a Vice President and the Regional Manager for the southeast region with Weston & Sampson. His more than three decades of experience includes the management and design of hundreds of projects for municipalities in the state of South Carolina. His specific project experience includes the design of infrastructure including water, wastewater, stormwater, and transportation projects.

Kip's project experience includes work in coastal environments including providing GIS services for The Preserve neighborhood on Kiawah Island. He has also worked on several projects in Charleston County including work for the Department of Public Works and transportation projects. Kip's work for the City of Charleston includes transportation and stormwater projects. Additionally, Kip has worked on stormwater system improvements for Edisto Beach and multiple water-related projects for The City of Folly Beach and Isle of Palms.

ROBERT HORNER, PE
QA/QC

Bob has more than 30 years of engineering design and leadership experience. He has an in-depth understanding of the public works industry, having worked for 18 years as an Engineer, Engineering Manager, and Director of Design and Construction for the Charleston Commissioners of Public Works. Bob has extensive experience with creating conceptual development and detailed designs and providing technical review for large public works projects. His extensive work with municipalities includes facilities master planning and expansion, stormwater management, water transmission and distribution, wastewater collection and pumping, water and wastewater system rehabilitation, roads, bridges, and drainage.

3 – TECHNICAL CAPABILITIES

Specialized Expertise

At Weston & Sampson, we provide interdisciplinary services and understand the importance of presenting a clear and integrated approach to complex projects. We offer a wide range of expertise in civil, environmental, structural, and geotechnical engineering; transportation; architecture; landscape architecture; wastewater treatment; water supply; MEP services; stormwater management; wetland protection/permitting; resiliency; and planning, among others. We specialize in multidisciplinary consulting and have specifically organized our service delivery process to ensure seamless collaboration and quality deliverables ranging from assessments and planning through permitting, design, construction, and long-term operation and maintenance. Our staff is summarized below and on the following pages we outline our service capabilities that are anticipated under this contract.

FULL-SERVICE FIRM

Our licensed staff offers various types of specialized training and includes, but is not limited to, those listed below:

125 years | 1000+ employees | 100% employee owned

- 195 Professional Engineers
- 14 Professional/Certified Geologists
- 4 Certified Energy Managers
- 1 Certified Energy Auditor
- 23 LEED® Accredited Professionals / 6 LEED® Green Associates / 1 SITE Accredited Professional / 1 WELL Accredited Professional
- 5 Envision® Sustainability Professionals (ENV SP)
- 11 Licensed Site Professionals
- 7 Licensed Environmental Professionals
- 4 Licensed Construction Supervisors
- 23 Registered Landscape Architects
- 15 Registered Architects
- 8 Certified Planners
- 5 Certified Project Management Professionals
- 2 Certified Hazardous Materials Manager
- 5 Asbestos Inspectors / Project Designers
- 2 Professional Traffic Operations Engineers
- 1 Licensed Master Electrician
- 11 Municipal Vulnerability Preparation (MVP) Certified Providers
- 7 Journeyman Electricians
- 1 Licensed Master Plumber
- 1 Journeyman Plumber
- 17 Cross Connection Control Surveyors
- 24 Water Treatment Plant Operators
- 25 Wastewater Treatment Plant Operators
- 5 Certified Playground Safety Inspectors
- 19 Certified Spa/Pool Operators
- 4 Certified Spa/Pool Inspectors
- 3 Professional Hydrologists
- 5 Traffic Control Supervisors
- 3 Professional Wetland Scientists / 1 Certified Wetland Scientists
- 1 Certified Arborist
- 1 Certified Ecological Restoration Practitioner
- 2 Geographic Information Systems Professionals
- 4 Certified Floodplain Managers
- 5 Part 107 Pilot Certificates (drone pilot license)
- 6 NICET Technicians

CIVIL ENGINEERING

Weston & Sampson provides general civil engineering services for a multitude of projects of varying complexity for municipal clients. These services include evaluations of existing facilities and sites, design of rehabilitation and improvements, and design of new facilities and green sites. Our work extends to the preparation of contract bid documents, support during the bidding process, and administration and resident representative services through the construction activities.

Weston & Sampson's experience, resources, and services extend to all aspects of water, sewer, and stormwater projects. Our firm's extensive experience in proven designs that are not only innovative and effective, but also easily bid upon, constructed, and maintained.

STORMWATER MANAGEMENT SERVICES

Weston & Sampson offers extensive stormwater services and can provide assistance with a multitude of diverse stormwater-related issues. We have decades of experience assisting communities, agencies, and private entities in meeting their stormwater needs on small- and large-scale projects. This experience ranges from addressing individual residential needs to system-wide drainage needs. We provide traditional engineering services such as evaluation, design, and construction of drainage infrastructure, but are also at the forefront of our industry in offering state-of-the art services such as digital data collection/management and incorporating green infrastructure and nature-based solutions into our designs. With the experience and expertise of more than 450 engineers, scientists, hydrologists, permitting specialists and other professionals, we provide a full range of in-house stormwater capabilities. A list of the types of services we offer is provided below; however, this list is not exhaustive, as we pride ourselves on our ability to tailor each project to meet our clients' specific needs as we strive to provide unparalleled innovative and effective solutions.

Evaluation, Design, and Construction

- Pipeline, Culvert, and Channel Analysis
- Hydraulic Modeling
- Drainage Pump Station Installation/Replacement/ Rehabilitation Design
- Permitting & Public Bidding
- Construction Administration/Resident Representation

Water Resource Management

- Water Resources Planning
- Hydrologic Modeling
- Recharge & Water Management Act
- Flood Assessment & Control
- Nutrient Loading Reduction Analysis

Asset Identification and Mapping

- Field Location/Verification
- Digital Data Collection
- Survey
- Global Positioning System (GPS)
- Geographic Information Systems (GIS)

Stormwater Management

- Stormwater Master Planning
- Structural Best Management Practices
- Treatment Train
- Rain Gardens
- Retention/Detention Basins
- Stormwater Recovery & Reuse
- Nature-based Solutions

- Green Infrastructure Practices
- Porous Pavement
- Operation & Maintenance Plans

Other Stormwater Services

- Funding Assistance (budgeting, grants, loans, etc.)
- Federal/State Enforcement Assistance
- Hazard Mitigation & Emergency Response Planning
- Resilience Planning

Weston & Sampson has assisted many coastal municipalities along the east coast with stormwater assessments and development of plans to improve stormwater and water main replacement projects.

Project Highlight:

RIA SCIP STORMWATER & UTILITY IMPROVEMENTS FOLLY BEACH, SOUTH CAROLINA

Weston & Sampson provided grant writing assistance for a drainage capital improvement project funded by the South Carolina Infrastructure Investment Program (SCIIP). Our team reviewed drainage study data, conducted site visits, analyzed potable water systems, and developed a priority list of drainage and potable water projects to seek funding from the Rural Infrastructure Authority (RIA). Weston & Sampson developed all necessary materials for the grant application, including a needs narrative, project descriptions, feasibility assessment, description of benefits/impacts, and a preliminary cost estimate for the requested funds. The detailed, itemized cost estimate for construction and other associated expenses provided a clear and concise picture of what funding would be requested and how those funds would be distributed to complete projects. After applications were submitted to the RIA, the City of Folly Beach was awarded more than $8.5 million in SCIIP funds.

Stormwater Infrastructure Improvement Projects

Improvements based on recommendations from *Island Drainage Study and Stormwater System Assessment* by Wood published in July 2020.

ENVIRONMENTAL AND RESILIENCY ENGINEERING SERVICES

Environmental Engineering Services

As a diverse firm, we offer full-service capabilities ranging from brownfield program development, site assessment, and remediation and reuse planning through permitting, design, construction, and long-term operation and maintenance. Weston & Sampson provides municipalities, public agencies, and private-sector clients with multi-disciplined support, including environmental consulting and engineering services.

Weston & Sampson℠

Our mission is to protect, improve, and sustain the natural and built environment to enhance the quality of life.

Our clients are our partners; in our municipal work, we remain sensitive to community concerns and understand the need to minimize impacts to residents and neighbors.

With our professionally trained staff of engineers, geologists, environmental scientists, landscape designers, resilient design and green infrastructure professionals, and support staff, we will meet the needs of the Town of Kiawah Island.

Our areas of experience and expertise include:

- Regulatory permitting
- UST removal oversight
- Geotechnical and structural
- Site/civil
- Remediation planning design
- Remediation implementation oversight
- Vapor intrusion evaluation and remediation
- Hydrogeological fate/transport
- Risk assessment

Infrastructure Resiliency Services

Since 1899, Weston & Sampson has been providing municipalities, public agencies, and private sector clients along the East Coast with cost-effective and innovative solutions to their infrastructure and environmental challenges.

Our capabilities support creating resilient infrastructure that can adapt, thrive, and survive changes in the natural environment, including chronic and catastrophic natural events. Our infrastructure resiliency services include the following:

Adapt:

- GIS and Topographical Survey
- Site Risk Assessment
- Watershed Analysis
- Flood Inundation Mapping
- Wave Action/Impact Analysis
- Climate Adaptation and Coastal Resiliency Plans
- Grant Application Preparation
- Community Outreach & Stakeholder Engagement

Thrive:

- Site Development
- Project Management & Permitting
- Civil, Structural, & Geotechnical Engineering
- Shore Protection (Green and Gray Solutions)
- Wetland and Salt Marsh Restoration
- Nature-based Solutions Design
- Landscape Architecture
- Water/Wastewater Infrastructure
- Drainage/Stormwater
- Renewable Energy
- Asset Management

Survive:

- 24/7 Emergency Response
- Flood Management
- Emergency Action Plans
- FEMA-Related Services

Project Highlight:

COASTAL RESILIENCE IMPLEMENTATION PLAN DEVELOPMENT COASTAL AREAS, SOUTH CAROLINA

As part of NOAA grant funding provided to The Nature Conservancy South Carolina, Weston & Sampson, in partnership with Jacobs Engineering, is developing Coastal Resilience Implementation Plans (CRIPs) for coastal South Carolina. The CRIPs deliver a pipeline of large-scale, transformative, and equitable nature-based solutions through 2050 to help improve coastal resilience by increasing adaptation to changing conditions, enhance coastal ecosystems, and providing multiple benefits to communities. The process ranks interventions based on these objectives and associated benefits. The resulting CRIPs provide a roadmap of defined projects and potential partners, funding strategies, permitting challenges and opportunities, and cost estimating. The CRIPs builds on framework outlined in the South Carolina Office of Resilience Statewide Resilience Plan and dovetails with key elements and recommendations of the plan.

MAPPING & MODELING SERVICES

Weston & Sampson offers a full range of GIS services to assist in its planning and design efforts. Our experience includes developing in-depth GIS applications, building parcel databases, and creating unique GIS solutions. As an ESRI-authorized business partner, Weston & Sampson uses the latest GIS software, applications, extensions, and conversion techniques. Our staff of experienced technicians is also proficient at Global

Positioning Systems (GPS), Relational Database Management Systems (RDBMS), ESRI desktop and server products, MapInfo, AutoCAD Map, Data Conversion, and client/server applications.

As an Esri-certified System Ready Specialist and an early adopter of mobile technology, Weston & Sampson has helped develop the stormwater, wastewater, and water GIS layers for numerous clients. Our experience includes large- and small-scale GIS and automated mapping of municipal assessor and utility systems with expertise in needs assessments, project implementation plans, scanning and data conversion, hardware and software acquisition, applications development, project websites, training and technical support, and facilities management planning. We offer full-service in-house GIS capabilities using Esri's full platform suite including ArcGIS Enterprise, ArcGIS Pro and extensions, ArcGIS Online and associated platform extensions like Survey123, Dashboards, Experience Builder, Field Maps, Sites, Business Analyst, among others. We specialize in integrating these different components into comprehensive solutions for our clients in support of documentation for regulatory compliance, operation and maintenance activities, and work order generation, assignment, and tracking. Our in-house software list includes:

ArcGIS Desktop licenses
- ArcGIS Pro Advanced (7)
- ArcGIS Pro Standard (1)
- ArcGIS Pro Basic (12)

ArcGIS add-on licenses
- 3D Analyst (16)
- Aviation Charting (10)
- Data Interoperability (16)
- Defense Mapping (10)
- Image Analyst (10)
- Location Referencing (10)
- Network Analyst (10)
- Publisher (1)
- Workflow Manager (10)
- Aviation Airports (10)
- Bathymetry (10)
- Data Reviewer (10)
- Geostatistical Analyst (10)
- Locate XT (10)
- Maritime (10)
- Production Mapping (10)
- Spatial Analyst (12)

ArcGIS Enterprise licenses
- Standard (1)
- Advanced (1)

Weston & Sampson also operates a full suite of design-related civil infrastructure and architectural platforms. These platforms include:

AutoCAD
- AutoCAD 2023
- AutoCAD Architecture 2023
- AutoCAD Map 3D 2023
- Civil 3D 2023

Bentley
- ProConcrete
- OpenBridge Modeler
- OpenBridge Designer
- LumenRT
- OpenRoads SignCAD
- RAM Structural
- MicroStation
- OpenRoads Designer
- OpenSite Designer
- OpenFlows FlowMaster
- WaterCAD
- Pointools
- gINT
- SewerGEMS
- StormCAD
- WaterCAD
- STAAD
- OpenGround

Revit
- Revit 2020, 2021, 2022, 2023, 2024

Other
- HydroCAD
- XPSWMM
- PCSWMM
- InfoWater
- InfoWorks
- Rhino
- Lumion
- SketchUP
- Adobe Creative Cloud applications

ENVIRONMENTAL PRIORITIES

Weston & Sampson's mission is to protect, improve, and sustain the natural and built environment to enhance quality of life. Climate resilience and renewable energy were established as a prioritized strategic initiative by our board of directors in 2018. Since that time, our resiliency/renewable energy practices have grown to more than 50 staff members dedicated to completing multi-disciplinary projects. We have industry experts who are pioneering new methods to reduce energy consumption,

greenhouse gas generation, and associated climate impacts.

Weston & Sampson has embraced the reduction of greenhouse gas emissions (GHG) and carbon footprint as part of our corporate vision. Our climate resiliency team routinely designs solutions to accommodate nature and incorporate natural systems as the primary measure to address extreme precipitation, sea level rise, and storm surge. These systems reduce the carbon footprint and GHG emissions produced from "gray" infrastructure solutions such as construction of sea walls, pump stations, and associated infrastructure. Further, our

sustainability experts, architects, and landscape architects collaborate with our energy team to incorporate battery storage, renewable energy, electric vehicle charging stations, and green solutions into our new building designs and renovations.

Weston & Sampson is also an industry leader in energy conservation, energy efficiency, and green technologies. We are experienced in solar, wind, and geothermal energy technologies, and incorporate energy efficiency improvements in all our projects. In the past, we have helped clients obtain special "Green Infrastructure" funding under the ARPA program, as well as funding assistance from regional utility companies. Our knowledge of the available funding options and understanding of the true advantages of technologies make those services demonstrably valuable to our clients.

In addition, Weston & Sampson has extensive in-house expertise in climate resiliency analysis and planning. This includes a deep understanding of sea level fluctuations and ocean storms, inland flooding, extreme weather events, and other consequences of changing patterns of precipitation and temperature. These considerations are incorporated in the criteria that we develop for evaluating existing facilities and potential alternate locations.

Weston & Sampson's team of scientists complete dozens of natural resource inventories and assessments every year. From comprehensive tree inventories to habitat assessments, our team provides the scientific understanding needed for a wide-ranging evaluation of natural resources. All our analyses consider the natural resources of the project, soils, envisioned uses, land use history, impacts to natural systems, visual resources, cultural context, and critical habitats of state/federal endangered plant and animal species to protect ecologically sensitive features. These services include:

- Natural resource inventories
- Vegetation inventory/assessment/monitoring
- Wetland survey
- GIS research and data interpretation
- Landscape scale assessments
- Habitat survey

Our team brings robust experience in design and integration of green infrastructure that works with nature, often in combination with traditional, grey infrastructure, to help create more resilient spaces. These nature-based solutions incorporated into the built environment create communities where people and nature can thrive, and a healthy local ecology is promoted. Our team's experience includes a strategic approach to ensuring that a diverse array of ecological design strategies and nature-based solutions are analyzed and incorporated where possible in the communities where we work. We are proud of our portfolio of work which demonstrates our commitment to resiliency practices that benefit both people and nature.

Project Experience

The following are relevant projects that Weston & Sampson has completed within the past five years.

Greenbelt Master Plan

Dorchester County, SC

Weston & Sampson and teaming partner Audubon South Carolina worked together to create the first ever Greenbelt Master Plan for Dorchester County. The plan outlines the goal of protecting, purchasing, and/or improving greenspace and recreational sites in Dorchester County; it incorporates the County Comprehensive Plan, guidelines from the South Carolina Conservation Bank, as well as findings from other local and statewide planning efforts. Funding for the Greenbelt Master Plan came from the 2022 Dorchester County One Cent Sales and Use Tax Referendum.

The process to develop the Greenbelt Master Plan included a review of local, regional, and statewide plans; GIS analysis; collaboration with the Dorchester County Conservation and Greenbelt Commission; and iterative public engagement opportunities. Dorchester County communities informed the plan by providing information on the use of current greenspace and the need for future greenspace. The GIS analysis led to a prioritization matrix for use when making decisions about land conservation. Data sources that informed the prioritization matrix included local, state, and federal data sources that provided information to analyze existing greenspace and determine the best locations for future greenspace based on site-specific factors including priority habitat, cultural/historical value, floodplain management, recreational opportunities, equitable access, and more.

Now complete, the Greenbelt Master Plan will help guide land conservation in Dorchester County for the next 20 years. The plan includes a Conservation Toolbox with a diverse array of approaches for land conservation; this toolbox includes information on potential funding sources, zoning and code ordinance recommendations, a selection criteria matrix, conservation application process, suggestions for stakeholder involvement, and opportunities for conservation in the residential landscape.

project highlights:

- GIS prioritization matrix
- existing conditions analysis
- conservation planning
- zoning and code ordinance review and recommendations
- implementation guideines
- co-creation through engagement with staff, appointed commission, and diverse community members

scope of services provided

Master Planning
Funding Recommendations
Community Engagement
GIS Analysis

project timeframe/completion date:

Start date: October 2023
Completion date: June 2024

key personnel involved:

Kim Morganello
Lucas Hernandez
Jeannie Lewis
Rachel Cotter
Louise Koepele
Kayla Pehl

client contact

Kiera Reinertsen
Director of Planning and Zoning
Dorchester County Government
843-832-0020
kreinertsen@dorchestercountysc.gov

Stormwater Master Plan and Modeling for Resiliency

Fripp Island, SC

Weston & Sampson, alongside JMT, developed a Stormwater Master Plan with an inventory of existing drainage infrastructure, a 2D stormwater model with scenarios for projected sea level rise and rainfall, an assessment of the capacity of the existing stormwater system, and recommendations for future infrastructure upgrades and investments.

At the first Fripp Island community engagement event, the JMT/Weston & Sampson project team met with the Board of Directors and community members to finalize and communicate the goals of the project and gather information from community members on historic flood events. The project team developed an ArcGIS Online web page for property owners to record flood events throughout the course of the project.

The project team developed and calibrated the existing condition model using the information gathered from the ArcGIS Online web tool, the GIS information provided by the Property Owners Association, and the data collected by JMT's surveyor. Additionally, the project team analyzed historic tidal information, NOAA Atlas 14 Rainfall Distributions, and the most recent sea level rise projections to develop model scenarios for both current and future conditions. The scenarios provided critical information on the capacity of the existing system for both present and future events as well as identify vulnerable areas.

Completed in the summer of 2024, a final report was developed for the Property Owners Association, which outlines the proposed improvements and ranks them by priority to supply the community with a path toward a more resilient stormwater system.

project highlights:

- storm drainage system assessment
- future climate projections
- stakeholder engagement
- flood inundation modeling and mapping
- adaptation planning

scope of services provided

Stormwater Modeling
Resilience Planning
Climate Adaptation
Civil Engineering

project timeframe/completion date:

Start date: March 2023
Completion date: July 2024

key personnel involved:

Meghan Moody, PE
Kim Morganello
Lucas Hernandez
Blake Duke , EIT
Jeannie Lewis
Kayla Pehl
Bella Purdy Tisel, AICP

client contact

Jonathan McCarter
Project Administrator
843-838-4155, ext. 1236

Site Plan Peer Review

Kiawah Island, SC

The Town of Kiawah Island requested Weston & Sampson to perform a third-party peer review of two plans for two multifamily residential developments (Ocean Pines and West End at Beachwalker).

For this project, the applicant proposed to construct a total of 16 multifamily residential buildings with access driveways, supporting utilities, and landscaped grounds. Weston & Sampson reviewed these projects for constructability, stormwater management, traffic circulation, and compliance with local bylaws.

project highlights:

- peer review
- planning and zoning
- site plan review
- stormwater calculations

scope of services provided

Peer review
Planning and zoning compliance verification

project timeframe/completion date:

Start date: October 2023
Completion date: April 2024

key personnel involved:

Lucas Hernandez
Jeannie Lewis

client contact

John Taylor
Planning Manager
Town of Kiawah Island
843-768-9166
jtaylor@kiawahisland.org

SCRIA Stormwater Infrastructure Improvements Main Extension

Folly Beach, SC

Weston & Sampson and JMT are partnering to assist the City of Folly Beach with upgrades of key drainage assets to include channels, culverts, piping, and inlets to address both capacity and conveyance. The City of Folly Beach is located on a 12 square mile barrier island and frequently experiences nuisance flooding from tidal and storm events. Due to increasing sea levels, spring tides, and the intensity and frequency of storm events, even relatively minor summer "rain bombs" cause widespread flooding impacting roadway passability, businesses, and properties. The City of Folly Beach conducted an "Island Drainage Study and Stormwater System Assessment" in 2020 to identify areas experiencing flooding because of the 10-year storm and preliminarily evaluate hydraulic solutions to mitigate nuisance flooding. The proposed solutions predominately focused on improved hydraulics and capacity and provided initial direction for future project identification. Our team is designing, permitting, and constructing stormwater improvements along Center Street (to include W. Arctic Ave, E. Arctic Ave, E. Ashley Ave, E. Erie Ave, E. Cooper Ave, and E. Huron Ave.) and along E. Erie Avenue and 8th Street E. The project includes an existing conditions assessment, utility coordination, hydraulic design, preliminary design, GIS data management and extensive community engagement.

As part of the design, green infrastructure is included on Center Street to provide water quality and water quantity benefits. More than 30 parallel parking spots will become permeable using inner-locking pavers, as well as six street-level bioretention cells. The design and permitting of the project are complete, and construction will begin in May 2025.

project highlights:

- stormwater drainage improvements
- H&H modeling
- green infrastructure design
- community engagement

scope of services provided

Civil Engineering
Resiliency Design
Landscape Architecture

project timeframe/completion date:

Start date: January 2024
Design and permitting complete: March 2025
Construction completion date: June 2026

key personnel involved:

Meghan Moody, PE
Christopher Pyman, PE
Kim Morganello
Louise Koepele, EIT
Jeannie Lewis
Blake Duke
John Frey, RLA
Lucas Hernandez
Paige Lux, PE
Kayla Pehl

client contact

Eric Lutz
Director of Public Works
City of Folly Beach
843-708-9982
elutz@follybeach.gov

Center for Heirs' Property Preservation Flood Study

Multiple Locations, SC

The Center for Heirs' Property Preservation (CHPP) protects heirs' property and promotes the sustainable use of land to provide increased economic benefit to historically underserved families through legal and forestry education and services in South Carolina. The combination of legal and land management services provides a significant and measurable pathway out of generational poverty for low-wealth families.

CHPP requested a flood analysis to determine the current flood risk in the Bucksport, Andrews, Kingstree, Plantersville, and Choppee communities. Weston & Sampson and GeoScience Consultants are working together to meet the project request and will obtain a comprehensive understanding of flood risk and problem areas in the communities of focus. The project seeks to identify and prioritize mitigation actions, with emphasis on nature-based solutions, to increase community resiliency. Data is obtained from several sources, including historical flood records from the National Oceanic and Atmospheric Administration, recent FEMA flood maps, and historical landmark data from the State Historic Preservation Office. As part of the project approach, our team relies on local knowledge to complement and validate the findings of the study. Our team is committed to facilitating stakeholder engagement strategies combined with GIS analysis to develop a robust understanding of flood risk and mitigative solutions.

Upon completion of the GIS analysis and community engagement components of the study, our team will identify the feasibility of nature-based projects that can help to alleviate flooding in the community of focus by using natural processes to manage water. Our team will determine how water flows and if opportunities exist to intercept water along the path and reduce/prevent downstream flooding. The developed prioritization matrix will highlight decision-making factors to help inform capital improvement planning. Five maps will be provided, one for each of the communities of focus, to identify appropriate and feasible areas for the implementation of nature-based solutions. Five concept drawings are also included to help inform communities and decision makers of the form and function of these practices

project highlights:

- flood vulnerability assessment
- nature-based solutions (NBS)
- NBS prioritization matrix
- opportunity analysis
- stakeholder engagement

scope of services provided

Resilience Planning
Climate Adaptation
GIS Analysis

project timeframe/completion date:

Start date: October 2023
Construction completion date: April 2025

key personnel involved:

Kim Morganello
Lucas Hernandez
Erin Mehard, AICP
Kayla Pehl
Louise Koepele, EIT
Janet Moonan, PE
Katie Finegan, PE

client contact

Alexa Stephens
Director of Outreach
Center for Heirs Property Preservation
843-745-7055 ext. 234
astephens@heirsproperty.org

The following projects are currently in progress:

Sullivan's Island Resilience and Sea Level Adaptation Plan

Sullivan's Island, SC

Weston & Sampson, alongside teaming partners McCormick Taylor and Elko Coastal Consulting are developing the Town of Sullivan's Island Resilience & Sea Level Adaptation Plan. Sullivan's Island is vulnerable to the long-term effects of storm surge and sea-level rise due to the existing conditions of low elevation, aging infrastructure, and an a-typical orientation as it relates to ocean currents and storms. Weston & Sampson is developing a plan that is well aligned with the goals and objectives of the Town's Comprehensive Plan, Stormwater Master Plan, and other regional and statewide planning efforts. Existing conditions are being closely analyzed to determine areas of the island most susceptible to flooding during times of heavy precipitation, storm surge, and tidal flooding. Diverse strategies are being developed that range from policy recommendations to infrastructure improvements on scales that include site-specific, residential to community wide.

These strategies will be prioritized based on feasibility and effectiveness at mitigating the impacts of storm events and ability to manage flooding. Concepts and cost estimation will be provided for recommended resiliency strategies, including green infrastructure approaches such as bioswales, rain gardens, permeable paver systems, living shorelines, wetland restoration, and more. Key stakeholders are being engaged with a series of interviews and community engagement includes up to three public engagement sessions. Flooding impacts, including from sea level rise, are visualized and provided to the public during engagement sessions as well as on a web-based story map. The resulting Plan will provide guidance for capital improvement priorities and funding acquisition options for the Town of Sullivan's Island in achieving a more resilient future for their community.

project highlights:

- existing conditions analysis
- development of resiliency and adaptation strategies
- cost estimation
- future funding recommendations
- collaborative approach to plan development
- stakeholder engagement

scope of services provided

Resiliency planning
Cost estimating
Stakeholder engagement
Grant development

project timeframe/completion date:

Start date: September 2021
Construction completion date: on-going contract

key personnel involved:

Jeannie Lewis
Kim Morganello
Lucas Hernandez

client contact

Joe Henderson
Deputy Administrator
2056 Middle Street
Sullivan's Island, SC 29482
843-883-5731
jhenderson@sullivansisland.sc.gov

On-Call Master Services Agreement

Elizabeth City, NC

Weston & Sampson currently serves as the on-call engineering partner for the City of Elizabeth City under a master services agreement.

Through this ongoing partnership, our team provides comprehensive civil, environmental, and infrastructure engineering services across a range of municipal priorities. Our support includes water and wastewater system improvements, stormwater infrastructure evaluations, and design for public facility upgrades. We also assist with resiliency planning and grant development, helping to secure funding and implement projects that address flooding, infrastructure vulnerabilities, and climate adaptation.

We work collaboratively with city staff to deliver responsive, cost-effective solutions tailored to the unique needs of this growing coastal community.

project highlights:

- coastal resilience planning
- stormwater ordinance update
- model rain garden design
- public access and resiliency grants strategy and development
- water quality improvements and BMP strategy
- construction administration
- marine facility design

scope of services provided

Water/wastewater engineering
Transportation engineering
Stormwater engineering
Shoreline infrastructure engineering
Public access planning
Ordinance review and update
Resiliency planning
Grant assistance

project timeframe/completion date:

Start date: March 2024
Construction completion date: on-going contract

key personnel involved:

Jeannie Lewis
Bella Purdy Tisel, AICP
Katie Finega, PE

client contact

R. J. Lassiter, NCLGC
Public Works Project Manager
City of Elizabeth City
Elizabeth City, NC
252-621-7365
rlassiter@elizabethcitync.gov

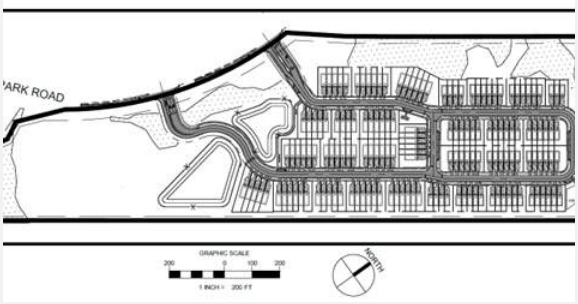
Third Party Review On-Call Services

Berkeley County, SC

Berkeley County has engaged Weston & Sampson to provide third-party review services on an as-needed, on-call basis to ensure that development proposals comply with local, state, and federal regulations. This work supports the county's Planning and Zoning, Engineering/Stormwater, and Water & Sanitation Departments by conducting comprehensive evaluations of major subdivision and single-site development plans under Berkeley County's Concurrent Departmental Review process.

The Weston & Sampson multi-disciplinary team assesses civil engineering project drawings, stormwater management plans, roadway and infrastructure designs, site development elements, and flood mitigation measures to verify compliance with applicable standards. We also conduct detailed planning and zoning reviews, ensuring that projects meet requirements related to land use, density, intensity, height, setbacks, parking, landscaping, and buffer yards in compliance with the county's Land Development and Subdivision Regulations Ordinance and Zoning and Development Standards Ordinance.

Additionally, we review technical reports, including stormwater drainage reports, hydrologic and hydraulic studies, and traffic impact analyses to ensure consistency with regulatory requirements. The team will also assess final plats for conformance with approved preliminary plans, review supporting documentation such as permits and agency approvals, and participate in internal and external meetings as needed. By offering efficient, detailed, and objective evaluations, we help streamline the county's approval process, augment staff resources, and enhance the resiliency of local development.



project highlights:

- technical plan review
- stormwater engineering review
- water and wastewater engineering review
- planning and zoning analysis
- applicant coordination and process facilitation

scope of services provided

Subdivision plan review
Site development evaluations
Utility plan review
Water system analysis
Wastewater system evaluation
Zoning ordinance review
Stormwater H&H study review
Drainage report analysis
Interdepartmental coordination support

project timeframe/completion date:

Start date: February 2024
Construction completion date: on-going contract

key personnel involved:

Jeannie Lewis
Erin Mehard, AICP
Meghan Moody, PE

client contact

Alison Simmons, AICP
Planning and Zoning Director
843-719-4164
alison.simmons@berkeleycountysc.gov

References

Weston & Sampson has built a reputation based on the successful completion of project goals, attention to detail, and cost-effective, quality work. We have been recognized for exceeding clients' expectations by consistently adhering to cost and schedule requirements, while also providing attentive personal service and superior technical quality. Below, we provide a selection of references for recent projects on-call work. We invite you to contact these individuals and those listed with the project descriptions included in this section, to discuss our relevant experience, responsiveness, past performance, and commitment to client service.

On-Call Master Services Agreement

Elizabeth City, NC

Weston & Sampson currently serves as the on-call engineering partner for the City of Elizabeth City under a master services agreement. Through this ongoing partnership, our team provides comprehensive civil, environmental, and infrastructure engineering services across a range of municipal priorities. Our support includes water and wastewater system improvements, stormwater infrastructure evaluations, and design for public facility upgrades. We also assist with resiliency planning and grant development, helping to secure funding and implement projects that address flooding, infrastructure vulnerabilities, and climate adaptation.

Reference:
R. J. Lassiter, NCLGC
Public Works Project Manager
City of Elizabeth City
Elizabeth City, NC
252-621-7365
rlassiter@elizabethcitync.gov

Third Party Review On-Call Services

Berkeley County, SC

Berkeley County has engaged Weston & Sampson to provide third-party review services on an as-needed, on-call basis to ensure that development proposals comply with local, state, and federal regulations. This work supports the county's Planning and Zoning, Engineering/Stormwater, and Water & Sanitation Departments by conducting comprehensive evaluations of major subdivision and single-site development plans under Berkeley County's Concurrent Departmental Review process. Some of the work our team does includes assessment of civil engineering project drawings, stormwater management plans, roadway and infrastructure designs, site development elements, and flood mitigation measures.

Reference:
Alison Simmons, AICP
Planning and Zoning Director
Berkeley County Government
Moncks Corner, SC
843-719-4164
alison.simmons@berkeleycountysc.gov

Mount Pleasant Waterworks

Mount Pleasant, SC

Weston & Sampson was selected through a competitive process as the Pump Station and Force Man Asset Class Engineer for Mount Pleasant Waterworks. This contract began in 2021 and is still on-going, To day, we have been awarded over 15 task orders resulting from this contract and our work has included the upgrade of PS70 and force main, upgrades to the Beehive Area Pump Station, design of upgrades for six submersible pump stations, assisting with planning of capital contracts for FY 2023-2027, and review of force main condition assessment findings, and ultimately designing, permitting, and bidding the selected option of the Rifle Rance Road Force Main

Reference:
Bryan Brooks
Capital Program Department Head
Mount Pleasant Waterworks
Mount Pleasant, SC
843-971-7507
bbrooks@mpwonline.com

Resilience and Sea Level Adaptation Plan

Sullivan's Island, SC

Weston & Sampson, alongside teaming partners McCormick Taylor and Elko Coastal Consulting are developing the Town of Sullivan's Island resilience and sea level adaptation plan. The island is vulnerable to the long-term effects of storm surge and sea level rise due to its low elevation, aging infrastructure, and atypical orientation as it relates to ocean currents and storms. Our team is developing a plan that aligns with the goals and objectives of the town's Comprehensive Plan, Stormwater Master Plan, and other regional and state-wide planning efforts.

Reference:
Rebecca Fanning
Director of Resilience & Natural Resource Management
Town of Sullivan's Island
843-883-5746
rfanning@sullivansisland.sc.gov

SCRIA Stormwater Infrastructure Improvements Main Extension

Folly Beach, SC

Weston & Sampson and JMT are partnering with the City of Folly Beach with upgrades of key drainage assets to include channels, culverts, piping, and inlets to address both capacity and conveyance. Due to increasing sea levels, spring tides, and the intensity and frequency of storm events, even relatively minor summer "rain bombs" cause widespread flooding impacting roadway passability, businesses, and properties. The City of Folly Beach conducted an "Island Drainage Study and Stormwater System Assessment" in 2020 to identify areas experiencing flooding because of the 10-year storm and preliminarily evaluate hydraulic solutions to mitigate nuisance flooding. The proposed solutions predominately focused on improved hydraulics and capacity and provided initial direction for future project identification. Our team is designing, permitting, and constructing stormwater improvements along Center Street, E. Erie Avenue and 8th Street E. The project includes an existing conditions assessment, utility coordination, hydraulic design, preliminary design, GIS data management and extensive community engagement.

Reference:
Eric Lutz
Director of Public Works
City of Folly Beach
843-708-9982
elutz@follybeach.gov

5 – ENVIRONMENTAL STEWARDSHIP

Weston & Sampson's mission is to protect, improve, and sustain the natural and built environment to enhance quality of life. Climate resilience and renewable energy were established as a prioritized strategic initiative by our board of directors in 2018. Since that time, our resiliency/renewable energy practices have grown to more than 50 staff members dedicated to completing multi-disciplinary projects.

Biodiversity Science

When environmental integrity is fundamental to a project, the foundational principals of ecology offer defensible, practical solutions and valuable benefits. We believe that creative problem solving and scientific methodology work hand in hand to achieve client, stakeholder, and regulatory goals. Restoration work requires careful implementation and long-term monitoring to ensure desired outcomes are achieved in dynamic systems. Weston & Sampson offers broad-based ecological planning and consulting services for a wide variety of clients, projects, and purposes. Blending good science with enlightened planning is the foundation of our approach. We develop a sustainable balance of community needs, ecological enhancements, and economic development opportunities, while also building upon previous planning efforts. We strive to inspire and enable the careful stewardship of land, life, water, soil, and air by creating ecologically driven land use solutions that are practical, economical, and based on the best science and technology.

Habitat Enhancement

Our team members are recognized both locally and regionally for innovative approaches to improving and preserving habitat function and restoring ecosystems. Our engineers, environmental scientists, and regulatory specialists have demonstrated experience working with the Army Corps of Engineers, fishery/wildlife agencies, and various other state and local agencies on projects involving inland water resources, aquifer protection areas, sensitive habitats, and protected species. We examine each project to determine if proposed activities are within regulated or sensitive (including historical and archeological) areas with the intent of avoiding or reducing potential temporary and/or permanent impacts.

Weston & Sampson works to create resilient designs that benefit both human communities and natural ecosystems. We ensure our projects protect valuable habitat and help to restore degraded aquatic and terrestrial systems. We work with clients to develop plans that are functional and environmentally sensitive, paying close attention to the qualities that define each unique space.

Nature-based Solutions (NBS) Design

Weston & Sampson has a history of preparing sustainable site designs using green infrastructure/nature-based solutions and stormwater best management practices (BMPs) for project implementation. Our multi-disciplinary professionals have evaluated hundreds of projects to enable water reuse, stormwater capture, and a variety of non-potable water uses. By understanding the unique conditions on site, we can assist our clients in meeting their project goals by preserving or restoring a site's hydrology, reducing Impervious surface footprints, preserving and/or creating wildlife habitat, reducing infrastructure and development costs, improving water quality, reducing flooding, and improving site aesthetics.

Our experienced professional staff are on the forefront of implementing green infrastructure techniques through project planning, permitting, and design. As demonstrated by the City of Folly Beach Center Street drainage improvements project, in which the Weston & Sampson led design includes over 8000 square feet of pervious pavers and six street level rain gardens on this community main street. The project has gained all necessary

Model Living Shoreline, Folly Beach, SC

permitting requirements, and construction will begin by June 2025.

Climate Resiliency Services

Weston & Sampson's climate resiliency services support creating plans/designs that adapt, thrive, and survive both chronic and catastrophic changes in the natural environment. Our climate resilience services include assessments and planning, resilient design, resource management, and emergency services. Weston & Sampson regularly works with municipalities and state agencies to study, plan, and implement resilient and cost-effective strategies for their assets. Our climate resiliency services include the following:

Assessments and Planning

- Resilience, sea level rise adaptation, and management plans
- Climate vulnerability, risk, and resiliency assessments
- Hazard Mitigation Plan (HMP) services
- Grant application and preparation
- Community outreach/stakeholder engagement
- Translate climate models and uncertainty into feasible engineering design criteria
- Hydrologic and hydraulic 1D and 2D modelling
- Watershed analysis and coastal and inland flood inundation mapping
- Greenhouse gas emissions accounting and mitigation

Resilient Design

- Resilient risk-based design of infrastructure and environment systems
- Stormwater and flood protection design
- Resilient park design
- Climate resilient design standards and guidelines
- Pump station design and implementation

Resource Management

- Green infrastructure
- Drought management
- Wetland restoration and living shorelines
- Flood mitigation
- Water resource management

Emergency Services

- 24/7 emergency response
- Deployable flood barrier guidance

Coastal Resilience Project Experience

Some of our recent and ongoing work on coastal resilience projects include the following:

- Marsh Restoration Feasibility Study and Causeway Public Access Improvement, Kiawah Island, SC
- Model Rain Garden, Kiawah Island, SC
- Coastal Resilience Implementation Plan Development for the Nature Conservancy of South Carolina
- Model Living Shoreline, Folly Beach, SC
- Rural Infrastructure Authority | South Carolina Infrastructure Investment Program Stormwater and Utility Improvements grant writing assistance, Folly Beach, SC
- Stormwater Master Plan and Modeling for Resiliency, Fripp Island, SC
- Mitigative Strategies and Design of Critical Stormwater Infrastructure, Dillon, SC
- Greenbelt Master Plan, Dorchester County, SC
- Salkahatchie Watershed Resilient Coastal Communities Collaborative Program for the South Carolina Office of Resilience
- Resilience and Sea-Level Adaptation Plan, Sullivan's Island, SC
- Center for Heirs Property Preservation Flood Study, Charleston, SC
- Resilient Coastal Communities Program Support, Elizabeth City and Pasquotank County, NC
- Coastal Flood Vulnerability Assessment Tool, Naval Facilities Engineering Command, Norfolk, VA
- Flood Vulnerability Assessment, Cape Coral, FL
- Coastal Urban Risk Assessment and Resiliency Plan, Lee County, FL

Resilience & Sea Level Adaptation Plan, Sullivan's Island, SC

6 – PROJECT APPROACH

Weston & Sampson understands that the Town of Kiawah Island is seeking reliable, responsive, and expert on-call engineering support to meet its evolving infrastructure, environmental, and resiliency needs. Our approach is structured, communicative, and grounded in a deep understanding of the challenges and opportunities facing barrier island communities. Whether supporting day-to-day engineering inquiries or managing complex capital improvements, our team is prepared to deliver timely, high-quality services that align with the town's goals.

APPROACH

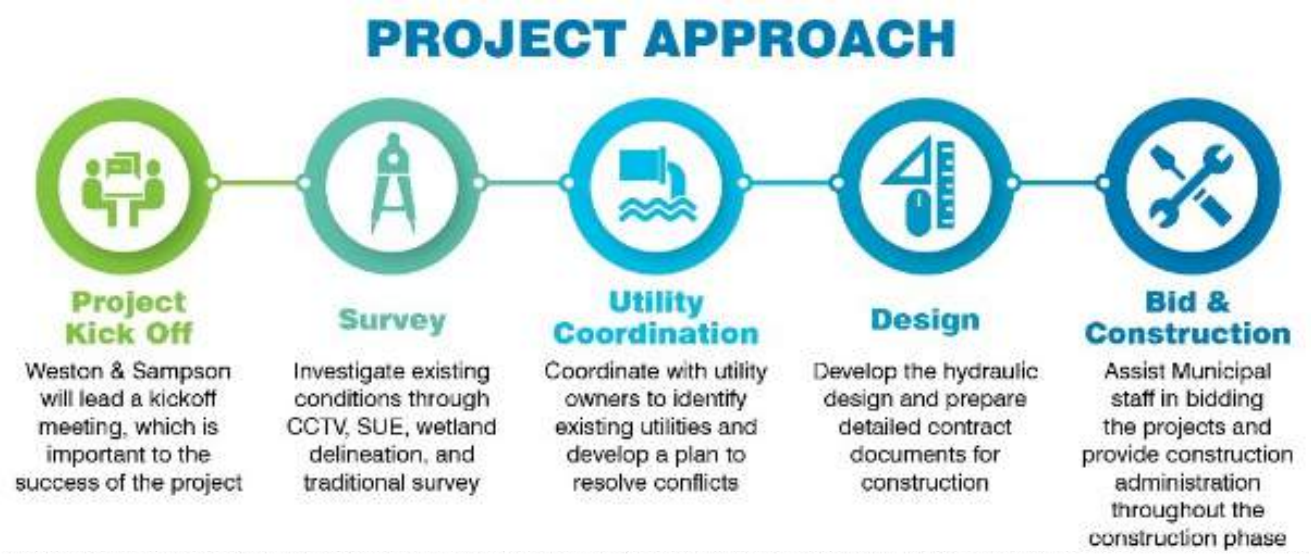
Weston & Sampson will serve as a responsive and collaborative engineering partner to provide a broad range of services under an on-call agreement. With our deep bench of technical expertise and extensive experience working in coastal communities, we are well-equipped to assist the town by responding quickly and effectively to emerging infrastructure needs, regulatory requirements, and environmental challenges. Our approach emphasizes responsiveness, quality, and long-term partnership to support Kiawah in preserving the integrity and resilience of its infrastructure and natural environment.

We have developed a structured, transparent process of managing on-call assignments that enables us to quickly mobilize our team, align with your priorities, and deliver high-quality results on time and within budget. For each assignment, Weston & Sampson begins by working closely with town staff to define the scope, goals, and key constraints of the task. This initial coordination ensures alignment on project priorities, expected deliverable, and any immediate logistical or regulatory considerations. We use this early phase to clarify communication protocols, confirm available data and site access needs, and identify potential permitting requirements. Once there is consensus on the approach, we prepare a streamlined task proposal for your approval that outlines the schedule, staffing plan, and associated budget—enabling a prompt and efficient start to the work.

PROJECT INITIATION & COORDINATION

Effective project initiation is essential to aligning Weston & Sampson's technical efforts with the Town of Kiawah Island's goals and expectations. Upon receiving a service request or task order, we will promptly schedule a **kickoff meeting**—either virtual or in person—with the Public Works Director or other designated staff. This meeting serves as a collaborative platform to define expectations, ensure shared understanding of the project, and initiate efficient task execution. During the kickoff meeting, we will:

- Confirm the **scope of work**, available **budget**, and **schedule**
- Identify **permitting, regulatory,** or **environmental constraints**
- Establish **points of contact** and **communication protocols**
- Assign a **project manager** and **technical lead** for the task
- Identify and confirm any **data provided** or **access requirements**



This structured start allows us to document key assumptions, clarify responsibilities, and align on priorities from day one.

Following the kickoff discussion, Weston & Sampson will prepare a concise, task-specific scope and fee proposal, aligned with the town's preferred contract format. This proposal will outline deliverables, key milestones, and any assumptions or exclusions, enabling swift review and approval. Once the scope is authorized, we will assign a dedicated project manager to oversee the task. This individual will serve as the primary point of contact and be responsible for coordinating technical teams, tracking schedules, managing quality control reviews, and ensuring that the town receives timely updates and deliverables. As work progresses, our project managers are prepared to respond flexibly to evolving conditions, making necessary adjustments to scope or timeline without compromising quality, transparency, or responsiveness.

CORE SERVICES AND EXECUTION FRAMEWORK

Our multidisciplinary team provides deep in-house expertise in the full range of services identified in Section 3 of the RFQ. The following outlines how Weston & Sampson will structure work in each category:

1. General Civil Engineering

We will assist the town with planning, design, and construction administration for public infrastructure including roadways, pathways, drainage systems, utility improvements, and facility upgrades. For each task, we will:

- Conduct site visits and field reviews to assess existing conditions
- Prepare design plans and technical specifications
- Develop detailed cost estimates and phasing strategies
- Lead or support permitting with agencies such as SCDOT, SCDES, or USACE
- Attend and support pre-bid, bid opening, and pre-construction meetings
- Provide on-site construction observation and punch list development

2. Stormwater Management

Our stormwater team specializes in coastal drainage solutions and flood mitigation strategies. Our approach will include:

- Field reconnaissance and drainage system evaluations
- Hydrologic and hydraulic modeling using XP-SWMM, PCSWMM, StormWise (ICPR4) or HEC-RAS
- Flood risk mapping and analysis
- Green infrastructure design and nature-based solutions planning
- Recommendations for MS4 compliance, BMP retrofits, and water quality improvements
- Ongoing coordination with town MS4 staff to support annual reporting or NOI updates

3. Environmental and Resiliency Engineering

In response to resilience-related needs, Weston & Sampson will:

- Perform sea level rise vulnerability assessments and shoreline change analysis
- Provide design services for coastal protection such as living shorelines, salt marsh restoration, or bulkheads
- Conduct wetland delineations, permitting, and mitigation planning
- Assist with FEMA, NOAA, or state resilience grant applications and reporting
- Assist with Improving Community Rating System Standing
- Facilitate interagency coordination for projects affecting critical habitats or cultural resources
- Our team includes planners and engineers with specific experience in resilience planning and implementation along the South Carolina coast.

4. Surveying and GIS Support

Survey services will be provided either in-house or by vetted subconsultants. We will:

- Deliver topographic, boundary, easement, and wetland surveys as needed
- Create GIS layers and data suitable for town integration
- Support easement acquisitions or right-of-way documentation for capital projects
- Assist with Asset Inventory

COMMUNICATION AND REPORTING

Clear and continuous communication is a cornerstone of our on-call service delivery model. Weston & Sampson will maintain close coordination with town staff throughout the lifecycle of each assignment, tailoring the frequency and format of communication to meet your preferences. For active task orders, our project manager will hold bi-weekly coordination calls with the town to review task status, discuss emerging issues, and plan for upcoming needs. For smaller or informal requests, we will provide timely updates via email or phone to confirm progress and next steps.

To ensure consistency, accountability, and real-time responsiveness, Weston & Sampson will implement the following communication practices:

- **Hold biweekly coordination calls** with the town to review all active tasks, share progress updates, and plan upcoming assignments
- **Maintain a centralized task tracking system** that documents scope, deliverables, review comments, deadlines, and QA/QC actions
- **Submit progress memos or monthly activity reports** for each ongoing assignment, as requested by the town
- **Ensure that at least two team members are always informed on the status of each task** to maintain continuity and availability

These protocols help foster a collaborative, transparent working relationship and ensure the town is consistently informed of both progress and emerging needs. We understand that successful on-call services depend as much on communication and responsiveness as on technical excellence, and we are fully committed to delivering both.

QUALITY ASSURANCE & QUALITY CONTROL

Weston & Sampson is committed to delivering professional services that meet or exceed industry standards and the town's expectations. Our internal Quality Assurance / Quality Control (QA/QC) program is applied consistently across all assignments, regardless of project scale or complexity. At the outset of each task, a senior technical reviewer, who is not involved in the day-to-day execution, is assigned to provide objective oversight. This individual plays a critical role in reviewing engineering documents, plans, calculations, and specifications at defined milestones to ensure completeness, clarity, and technical accuracy.

To maintain consistency and facilitate collaboration across disciplines, Weston & Sampson employs a standardized QA/QC framework that includes:

- **Preliminary (60%) and Final (90–100%) design reviews** for all engineering documents
- **Use of Bluebeam Studio Sessions** to facilitate live, collaborative review and comment tracking across multidisciplinary teams
- **Assignment of a senior QA reviewer not directly involved in the design**, ensuring impartiality and a fresh technical perspective
- **Internal checkpoint documentation for all subconsultants**, who are held to the same QA standards and must submit documentation demonstrating the resolution of their internal reviews

For large or complex projects, our firm's Quality Manager may also conduct an independent audit of the QA/QC documentation to verify thoroughness and adherence to standards. These rigorous protocols ensure that all deliverables submitted to the town are technically sound, constructible, and aligned with applicable codes, regulatory requirements, and project goals.

COMMITMENT TO ENVIRONMENTAL STEWARDSHIP

The Town of Kiawah Island's environmental priorities are closely aligned with our firm's values and professional expertise. Weston & Sampson has a long history of working in sensitive coastal environments, and our team understands the importance of minimizing environmental impacts while enhancing natural systems. As a matter of practice, we seek to integrate sustainability and resilience into every assignment—whether designing a stormwater retrofit, evaluating coastal erosion, or planning public infrastructure. Our staff has direct

experience in coastal permitting, habitat restoration, sea level rise adaptation, and nature-based infrastructure design.

We will evaluate environmentally sensitive alternatives for every task, prioritizing low-impact development strategies, green infrastructure, and habitat-compatible solutions wherever feasible. Our staff are well-versed in state and federal environmental regulations, including SCDES-BCM, and USACE requirements, and we maintain close working relationships with permitting agencies throughout South Carolina. For projects with potential environmental impacts, we will initiate early coordination with regulatory stakeholders, outline permitting pathways, and provide the town with realistic expectations regarding timelines and mitigation requirements. We view environmental protection as integral to project success, not an afterthought.

Weston & Sampson Resilience Specialist, Lucas Hernandez, measures slope along the Kiawah River to help determine the feasibility of future living shoreline implementation.

7 – FEE SCHEDULE

Hourly Rates by Position/Classification		
Classification/Position Title	Name(s) of Key Staff	Hourly Rate ($)
Principal, Regional Manager and Regional Director	Meghan Moody, PE Kip Gearhart, PE Bob Horner, PE Terry Macaluso, PE Jeff Thompson Sam Moffett, AICP	$280.00
Senior Team Leader	Robin Seidel, AIA Brent Rewis, PE	$245.00
Team Leader	Kim Morganello Walt Fletcher, PE Andy Walker, PH, CFM Janet Moonan, PE	$235.00
Senior Project Manager|Senior Technical Specialist	David Black, PE Jeannie Lewis Jeannie Constantine	$200.00
Project Manager	Lucas Hernandez	$180.00
Senior Civil Designer	Joellen Rodgers, AIA John Frey, RLA Cristobal Betancourt, RLA, AICP	$170.00
Project Engineer	Chris Pyman, PE Katie Finegan, PE Paige Lux, PE Earl Bingham, PE, GISP	$155.00
Project Planner	Erin Mehard, AICP Bella Purdy Tisel, AICP	$155.00
Designer	Blake Duke, EIT Emmett Smith, EIT	$155.00
CAD Technician	Louise Koepele, EIT	$145.00
GIS Specialist|Environmental Scientist	Kayla Pehl	$135.00
Administrative Assistant	Berta Sinclair	$115.00

Reimbursable Expenses		
Type of Expense	Billing Rate	Unit
Printing Costs	$2.70	Page (24” x 26”)
Printing costs	$1.00	Page (8-1/2” x 11”
Gas	$.70	Mile

8 – LOCATION & AVAILABILITY

Weston & Sampson's office is located approximately 20 miles from the Town of Kiawah Island; we are a short drive to any project location on the Island.

Recognizing the importance of responding rapidly to task orders, and demonstrating our overall capacity, we have structured our team for depth of technical competence and to provide significant production capabilities. In organizing and scheduling our staff to pursue this work, we have reviewed our team's current assignments and commitments against the projected level of effort for this project. Upon notice to proceed for each task order, our proposed team members will be immediately available to begin work. At key intervals, our staff will be 100 percent available, as necessary, to achieve project deliverable goals. Though we do not anticipate work assignment conflicts on the part of any key personnel, our team's depth of staff regarding all aspects of this project will assure the assignment of qualified personnel should such conflicts arise

Salt Marsh Near Kiawah Island

APPENDIX A - RESUMES

This section includes each of our team members included in our organization chart. The resumes include everyone's educational background, professional registration and certifications, and relevant project experience.

MEGHAN MOODY, PE

EDUCATION

2025-Present
Senior Team Leader | Vice President
Weston & Sampson

2024-2025
Senior Team Leader | Senior Associate
Weston & Sampson

2022-2024
Senior Team Leader
Weston & Sampson

2020-2022
Team Leader
Weston & Sampson

2018-2020
Project Manager
Weston & Sampson

2015-2018
Project Engineer
Weston & Sampson

2013-2014
Engineer II
Weston & Sampson

2010-2011
General Engineer
Naval Facilities Engineering Command, Washington

2010
Project Engineer
Camp Pendleton Air Station PWD

2005-2009
Captain
United States Marine Corps

2008-2009
Marine Air Traffic Control Facility Officer

2007-2008
Air Traffic Control Crew/Watch Officer

2005-2007
Legal Officer

EDUCATION

2005
Bachelor of Science
Civil Engineering
Pennsylvania State University

Meghan is a results-oriented engineering and management professional with experience leading engineering and construction teams; analyzing construction projects, master plans and engineering surveys; and providing design, cost estimates, scopes of work, and technical recommendations for large and small projects. She has a military background including serving as project engineer for Naval Facilities Engineering Command in Washington and for Camp Pendleton Air Station Public Works Department.

SPECIFIC PROJECT EXPERIENCE

Church Creek Drainage Study, Charleston, South Carolina. Project engineer for a flood reduction study for the Church Creek Drainage Basin – an area prone to flooding, increasing in severity and frequency over the last three years. Work for this project included evaluating past study recommendations, upgrading the hydraulic model to ICPR4, directing over 14 outreach meetings, and developing seven initiatives to fix the flooding problems. In applying a new modeling approach, identified trouble areas and provided innovative solutions for flooding issues. Upon project completion, the City of Charleston publicly recognized Weston & Sampson for solving a centuries old flooding problem.

Lake Dotterer Diversion, South Carolina. Project manager assisting the City of Charleston with the diversion of flow away from the Church Creek outfall to provide flood relief capacity within the basin. The project known as the Lake Dotterer Diversion will re-introduce stormwater flow from Church Creek to a formerly modified area of salt marsh known as Long Branch. The project is being done in conjunction with a county transportation project to expand the Glenn McConnel Parkway. Weston & Sampson provided the hydraulic modelling, design, coordination and permitting with Charleston County Transportation, the US Army Corps of Engineers, NOAA and other jurisdictional authorities. The project includes the installation of (3) 42-inch culverts under the Glenn McConnel Parkway along with recommendations for modifications to culverts under US Highway 17 and the West Ashley Greenway.

Charleston National Golf Club Drainage Improvements, Mt Pleasant, South Carolina. Project engineer working with the Charleston National Country Club and the Charleston National Owners' Association to study drainage for the Charleston National area. Developing ways to improve sustainability, reduce saltwater intrusion into the stormwater and irrigation system, and confirm drainage capacity for significant storm and tidal events. Coordinating with the town's Stormwater Division and other regulatory entities.

Public Works Indefinite Delivery Contract, Berkeley County, South Carolina. Project engineer for this on-call contract that includes surveying, design, geotechnical, permitting and construction administration and inspection services for various road, drainage, and infrastructure related projects. Working on intersection improvements located in the City of Hanahan on Yeamans Hall Road, which includes turn lane improvements, traffic signal improvements, sidewalks drainage and pedestrian safety and accessibility improvements.

MEGHAN MOODY, PE

PROFESSIONAL REGISTRATIONS

Professional Engineer:
South Carolina No. 34107
North Carolina No. 050554

PROFESSIONAL REGISTRATIONS, CONT.

NASSCO Certifications:
PACP, MAPC, LACP

30-Hour OSHA

PROFESSIONAL DEVELOPMENT

Turner School of Construction Management

Entrepreneurial Bootcamp for Veterans
Whitman School of Management
Syracuse University

ReWa Georges Creek Basin Evaluation, Greenville, South Carolina. Project manager to evaluate and develop a master plan for the Georges Creek Basin service area, growth, pump station conditions, system capacity, future capacity, and capital improvement needs. The basin included 11 pump stations, 41,100 linear feet of force main ranging in diameter from 4-inch to 20-inch, 490 manholes, and 94,500 linear feet of gravity sewer ranging in diameter from 8-inch to 42-inch. We provided a complete evaluation of the system capacity in five-year increments from 2015 to 2035 and capital improvement recommendations for meeting future demands.

ReWa Mauldin Road Basin, Greenville, South Carolina. Project engineer for the evaluation of the service area planning, growth projections, wastewater system capacity, and pump station condition and capacity of various basins and to provide recommendations for meeting future demands. Developed a hydraulic system model using SEWER GEMS hydraulic modeling software to analyze the gravity and pumped sewer system. Model input data and various scenarios will be delivered along with recommendations. The basin includes 400,935 linear feet of 8-inch to 96-inch gravity sewer line, 1,705 manholes, 30,736 linear feet of 4-inch to 10-inch force main and nine pump stations.

GCWSD Debordieu Sewer Basin Analysis, Georgetown County, South Carolina. Project manager for the evaluation of the Debordieu WWTP Sewer Basin, which included hydraulic modeling analysis of the regional pump stations and their common manifolded force main. The study focused on stations that have historically struggled to meet peak flow demands during wet weather conditions. Efforts involved evaluating several alternatives to improve pump station performance, including station upgrades, rerouting flows, force main upsizing, station controls, and additional storage using hydraulic modeling to determine the effectiveness of the solutions.

Dorchester County Water & Sewer Department (DCWS) Lower Dorchester Wastewater Treatment Plant Basin Modeling and Master Plan, Dorchester County, South Carolina. Project manager for the development of an existing conditions and proposed conditions model and master plan for the Lower Dorchester WWTP Basin. The Lower Dorchester Basin includes more than 140 pump stations and serves an area of more than 570 square miles. The modeling effort is focused on large interceptor systems and regional stations to identify capacity needs for anticipated future growth. The master plan provides alternatives and prioritization for capital improvement projects to support existing and future demands in the basin service area.

Berkeley County Water & Sanitation Pump Station 002 Replacement, Hydraulic Modeling & Force Main Replacement, Berkeley County, South Carolina. Project manager for PS002 replacement, which is a critical asset to BCWS; it's the second largest pump station in the BCWS wastewater system, delivering approximately 35% of the influent flow to the Lower Berkeley Wastewater Treatment Plant (LBWWTP). Scope of work included quantifying current and future wastewater flows to PS002, hydraulic modeling and force main capacity evaluation for PS001 and PS002 interconnected force mains, PS002 site plan and upgrade plans, recommended FM replacement size and construction plans and specs.

KIM MORGANELLO

BACKGROUND

2023-Present
Senior Project Manager
Weston & Sampson

2020-2023
Water Resources Extension Associate
Clemson University

2017-2023
Assistant Program Team Leader, Water Resources
Clemson University

2011-2020
Water Resources Extension Agent
Clemson University

2007-2011
Stewardship Biologist
South Carolina Department of Natural Resources, ACE Basin National Estuarine Research Reserve

EDUCATION

2022
Master of Resilient Urban Design
Clemson University

2008
Masters of Science
Environmental Studies
College of Charleston

2002
Bachelor of Science
Elementary Education
Presbyterian College

AWARDS

2022
Emerging Urban Designer Award
Clemson University Master of Resilient Urban Design

2022
Long Publication Gold Award
Association of Natural Resource Extension Professionals

2022
Short Publication Silver Award
Association of Natural Resource Extension Professionals

Kim is a senior project manager and resilient urban designer specializing in collaborative development of innovative approaches to achieve resiliency, with a focus on community engagement, placemaking, natural resource stewardship, and water resource management for current and future conditions. Kim has developed tools, resources, and programming to broaden the application of nature-based solutions and community adaptation. Her practices of focus include bioretention, vegetative buffers, rainwater harvesting, living shorelines, stormwater pond retrofits, and native plant landscaping. Kim has designed on diverse scales to include master planning to in-the-ground projects that serve as community demonstration sites for green infrastructure. In addition, she has extensive experience assisting local governments with NPDES permit compliance.

SPECIFIC PROJECT EXPERIENCE

Kiawah Conservancy Model Rain Garden, Kiawah Island, South Carolina. Resilient urban designer for an implementation project for nature-based solutions through the site selection, design, permitting, and installation of a model rain garden project. The rain gardens provide additional storage and mitigates localized flooding at the Kiawah Island Town Hall. The project location serves as a highly visible demonstration site for the community to observe the functionality of a rain garden as a green infrastructure solution. The community helped to install the rain garden at Town Hall through a facilitated approach, which provided a valuable opportunity to learn how to implement rain gardens on their personal properties.

Kiawah Island Causeway Public Access Improvement and Marsh Restoration Feasibility Study, Kiawah Island, South Carolina. Senior project manager and designer responsible for overseeing study completion, stakeholder engagement, concept completion, and permitting research. Developed conceptual designs based off feedback from key stakeholders and a public survey. Concepts include plan view and perspectives to showcase opportunities for improved public access, living shoreline site-appropriate methodology, and marsh restoration potential. Finalized concepts to be utilized for permitting discussion and further public engagement.

Sullivans's Island Resilience & Sea Level Adaptation Plan, Sullivans Island, South Carolina. Senior project manager responsible for overseeing plan development, stakeholder engagement, model analysis, adaptation strategy development, and coordination between the Weston & Sampson, McCormick Taylor, and Elko Coastal Consulting project team. This project involves the analysis of existing conditions to determine the areas that are most susceptible to flooding due to heavy precipitation, storm surge, and tidal flooding; as well as the creation of strategies to help mitigate the impacts of storm events. The development of concepts and cost estimates for recommended strategies provides guidance for capital improvement priorities and funding acquisition options for the Town of Sullivan's Island in achieving a more resilient future for this barrier island community.

KIM MORGANELLO

AWARDS, CONT.

2019
Distinguished Service Award
South Carolina Association of County and Agricultural Agents

2019
Mammie Williams Award
Community Pride, Inc.

2018
First Place Master Rain Gardener Development Team
Clemson Extension Team Award

SELECT PUBLICATIONS

Morganello, K.C. (2024). "Dorchester Greenbelt Master Plan," Parks and Recreation magazine

Morganello, K.C. (2022). Stream Bank Repair Manual for South Carolina. Cooperative Extension, Clemson University, Clemson, SC

Collins, K. & Jackson, K . Editor K.C. Morganello. (2022). Stream Bank Repair Manual for South Carolina. Cooperative Extension, Clemson University, Clemson, SC

Morganello, K.C. (2021). "Life Along the Salt Marsh: Troubleshooting Salt Marsh Decline." HGIC 1891. Cooperative Extension Home & Garden Information Center, Clemson University, Clemson, SC

Morganello, K.C. (2020). "Water Management in the Home Landscape." HGIC 1884. Cooperative Extension Home & Garden Information Center, Clemson University, Clemson, SC

Morganello, K.C. & Scaroni, A.E. (2016). A Guide To Rain Gardens in South Carolina. Cooperative Extension, Clemson University, Clemson, SC

Center Street Drainage Improvements, Folly Beach, South Carolina. Resilient urban designer with focus on the design and incorporation of green infrastructure into stormwater drainage improvements. Weston & Sampson is teaming with Johnson, Mirmiran & Thompson (JMT) to assist the City of Folly Beach with upgrades of key drainage assets along the Center Street corridor. The project location is a highly visited location of coastal South Carolina with upwards of 10,000 visitors a day during peak season. Green infrastructure for incorporation includes bioretention and permeable pavement which will work to reduce stormwater runoff pollutant loads and volume into the centralized drainage system, as well as serve as a model for a combined grey-green infrastructure approach.

Fripp Island Property Owners Association Stormwater Master Plan, Fripp Island, South Carolina. Senior project manager responsible for overseeing stormwater model development, public engagement, stormwater infrastructure design solutions, and coordination between the Weston & Sampson and Johnson, Mirmiran & Thompson (JMT) project team. This project involves the inventory of existing stormwater infrastructure, creating a stormwater model that includes elements of projected sea level rise and future rainfall, and developing priority projects for the community to use as they continue to invest in a more resilient stormwater drainage network.

Dorchester County Greenbelt Master Plan, Dorchester, South Carolina. Senior project manager responsible for overseeing plan development, public engagement, GIS analysis, and coordination between the Weston & Sampson and Audubon SC project team. This project involves the inventory of existing greenspace, creating a prioritization matrix for selecting land to conserve, review of existing state and local plans with greenspace relevance, and developing a conservation toolbox for the county to identify future funding sources, make policy recommendations, outline staff involvement, and prioritize funding decisions. Community engagement incorporated includes regular meetings with the appointed Greenbelt Commission, public survey, passive and active feedback stations, website, and public engagement sessions.

Center for Heirs' Property Preservation Flood Study, Bucksport, Andrews, Kingstree, Plantersville, & Choppee, South Carolina. Senior project manager responsible for overseeing a flood analysis to determine the current flood risk in the Bucksport, Andrews, Kingstree, Plantersville, and Choppee communities. This project combines stakeholder engagement strategies with GIS analysis to develop a robust understanding of flood risk and mitigative strategies. The project team will identify the feasibility of nature-based solutions by developing a prioritization matrix, identifying suitable areas, and with concept drawings for further capital improvement planning and consensus gaining.

Nature-Based Exchange Think Tank to Action, The Nature Conservancy, South Carolina. Co-led the facilitation and planning effort as part of The Nature Conservancy's Nature-Based Exchange. The Nature-Based Exchange is a collaborative effort designed as a series of workshops intended to bring together an array of practitioners to discuss natural and nature-based solutions for South Carolina. As a lead facilitator in the Think Tank Session, the next two years of the Nature-Based Exchange was outlined to identify training topics and other action items that will lead to broader adoption of nature-based solutions. Participants in the Think Tank Session included federal, state, and local government partners, non-profit organizations, and design firms.

LUCAS HERNANDEZ

BACKGROUND

2023-Present
Project Environmental Scientist
Weston & Sampson

2022-2023
Environmental Scientist III
Weston & Sampson

2019-2022
Resilience Specialist
Kiawah Island Community Association

2017-2019
Graduate Assistant
College of Charleston

2017-2018
Marine Science Educator
Patriots Point Naval & Maritime Museum

EDUCATION

2019
Concurrent Degrees, Master of Environmental and Sustainability Studies and Master of Public Administration
College of Charleston

2016
Bachelor of Science
Environmental Technology & Management
North Carolina State University

CERTIFICATIONS

Federal Aviation Administration
Remote Pilot Part 107 Certification for Unmanned Aircraft Systems
Certificate #4601612

PROFESSIONAL AFFILIATIONS

Charleston Resilience Network

South Carolina Beach Advocates

Southeast Sustainability Directors Network

Johns Island Task Force

National Weather Service Weather Ready Nation Ambassador

Lucas is a Project Environmental Scientist, with a focus on climate adaptation/resilience with more than five years of experience in resilience planning. His expertise includes hydrologic and hydraulic flood modeling, spatial analysis, sustainable and resilient design, environmental monitoring, community development, green infrastructure, wildlife and water quality protection strategies, stormwater management, cultural and historic resources, and associated legal and regulatory frameworks. In addition, he has experience with public outreach, community engagement, and grant administration. Lucas has worked with diverse stakeholders on numerous projects across the Southeast.

SPECIFIC PROJECT EXPERIENCE

Kiawah Conservancy Model Rain Garden, Kiawah Island, South Carolina. Played an integral role in forwarding Kiawah Island's ability to implement nature-based solutions through the site selection, design, permitting, and installation of two model rain garden projects. These rain gardens provide additional storage and mitigate localized flooding in one island neighborhood and at the town hall. Both project locations currently experience localized flooding and serve as highly visible locations for residents to observe the functionality of these green infrastructure solutions and allow them to learn how they might be able to implement them on their own properties.

Resilience & Sea Level Adaptation Plan, Town of Sullivan's Island, South Carolina. Climate adaptation and resilience specialist responsible for stakeholder engagement, GIS Analysis, flood modeling, and adaptation strategy development. Coordinated with the engineer responsible for the development of the island-wide PCSWMM flood model to revise the model to show results for future sea level rise and rainfall predictions. The resulting maps were used to discuss vulnerabilities and potential strategies to combat flooding on the island. Additionally, this data was used to develop high-resolution GIS maps to engage with residents and collect input to verify model results. Also worked with the project team to develop adaptation strategies focusing on capital improvement projects, policy updates, environmental monitoring, and adaptive anagement planning.

Property Owners Association Stormwater Master Plan, Fripp Island, South Carolina. Climate adaptation and resilience specialist responsible for developing Fripp Island's first island-wide 2D stormwater model using ICPR4, and providing proposed solutions for drainage infrastructure solutions, alternative stormwater management, and developing the final master plan. Worked with the Fripp Island POA and the project surveyor to gather information on stormwater infrastructure, developed a calibration event to gather community input on model validity, and created an existing condition model and existing condition model with a tidal boundary condition representing the sea level rise scenario for 2040. Fripp Island is a unique barrier island community with some drainage challenges that stem from undersized and gaining drainage infrastructure, a lack of topographic relief, and increasingly high tides. Proposed condition models for our team's five recommendations were included in the final report.

Site Plan Peer Review, Town of Kiawah Island, South Carolina. Climate adaptation and resilience specialist for the third-party peer review of two multifamily residential development plans comprising 16 residential buildings with access driveways, supporting utilities, and landscaped grounds. The project was reviewed for constructability, stormwater management, traffic circulation, and compliance with local bylaws.

Center for Heirs' Property Preservation Flood Study, Bucksport, Andrews, Kingstree, Plantersville, & Choppee, South Carolina. Project scientist responsible for conducting a flood modeling analysis, green infrastructure siting assessment, and assisting with public engagement. This project combines stakeholder engagement, hydrologic modeling, and GIS analysis to develop a robust understanding of flood risk and potential mitigative strategies in five communities. The project team was tasked with determining the feasibility of nature-based solutions by developing a prioritization matrix, identifying suitable areas, and with concept drawings for further capital improvement planning and consensus gaining.

Green Infrastructure and Living Shorelines Manual (NFWF ECRF) Kiawah Island, South Carolina. Project coordinator responsible for writing, research and planning, and coordination of green infrastructure and living shorelines manuals for a National Fish and Wildlife Foundation (NFWF) Emergency Coastal Resilience Fund Grant. Provided administrative support and coordination to the Kiawah Conservancy and also contributed time each week for two years assisting in the development of publications, documents, reports, research, and communications. This involved assuming an advisory role on a shoreline change and Unvegetated-Vegetated Ratio (UVVR) modeling effort to evaluate marsh vulnerabilities and on a groundwater study for island-wide mapping and modeling of the water table to analyze fluctuations in water levels and salinity, seasonally, and with influences from rainfall and tides. The project involved over $125K in NFWF funding and resulted in two vetted nature-based solutions guidance documents: one for living shorelines and the other for green infrastructure. (with previous employer)

Flood Mitigation Stormwater Projects, Kiawah Island, South Carolina. Resilience specialist responsible for mapping drainage infrastructure and modeling flood scenarios for various sea level rise and designed storms for the Kiawah Island Community Association's Water Management Task Force. The task force consisted of community association board members, staff, and an outside engineering firm. Completed baseline flood modeling of NOAA's Sea Level Rise Projections for 2030, 2050, 2070 and 2100 and various designed storms (one-year through 100-year rainfall events). After modeling each of these events, compiled anecdotal accounts of flooding to "train" the baseline model to reflect conditions of normal tidal inundation with the combined effects of various designed rainfall events. The proposed drainage infrastructure was later built into the model to illustrate the level of mitigation these proposed solutions offered. The task force outlined seven of nine proposed solutions that would benefit stormwater management. Presented all modeling and research to the community and garnered a unified vote of the membership to proceed with more than $3 million in infrastructure investment after public presentations and various neighborhood meetings. (with previous employer)

KIPLING GEARHART, PE

BACKGROUND

2022 - Present
Vice President, Regional Manager
Weston & Sampson

2018 - 2022
Senior Associate, Senior Team Leader
Weston & Sampson

2010 - 2018
Senior Associate, Team Leader
Weston & Sampson

2004 - 2010
Principal
Horner, Eelman and Gearhart Engineering (HEG)

1997 - 2004
Engineering Manager
Charleston Commissioners of Public Works

1997 - 1997
Associate Engineer
Charleston Commissioners of Public Works

1986 - 1997
Project Engineer
Davis & Floyd, Inc. - Consulting Engineers

EDUCATION

1986
Bachelor of Science
Civil Engineering
The Citadel

PROFESSIONAL REGISTRATIONS

Professional Engineer:
South Carolina No. 17309
North Carolina No, 057777

NASSCO Certifications: PACP, MACP, LACP

PROFESSIONAL AFFILIATIONS

American Council of Engineering Companies, South Carolina
American Water Works Association
Berkeley Chamber of Commerce
Charleston Chamber of Commerce
South Carolina Water Quality Association
Water Environmental Association

Kip has more than 35 years of experience in the design of public and private infrastructure, including water, wastewater, stormwater, and transportation projects. He has designed countless potable water transmission and distribution systems, wastewater pump stations, force mains and gravity collection systems, and treatment facility upgrades and expansions. He is also skilled in the development and evaluation of complex hydraulic models associated with water and wastewater pumping as well as stormwater detention systems. Kip's transportation experience includes highway and bridge design and large culvert crossings.

Kip is responsible for Weston & Sampson operations in the State of South Carolina, which includes offices in Charleston, Columbia, Greenville, and Conway. He is primarily responsible for ensuring cohesive engineering operations across the state, staff development and recruiting, expansion of services, and business operations and fiscal management.

SPECIFIC PROJECT EXPERIENCE

NCSD Taylor Street Emergency Gravity Line Repair, North Charleston, South Carolina. Project manager for the design an emergency repair to a gravity line that was starting to collapse at the intersection of Taylor Street and the railroad track. Oversaw topographic survey to determine the existing gravity line location, invert elevations, and pipe diameter. Coordinated permitting through the MS4 North Charleston Public Works, OCRM, and Coastal Zone Consistency. Directed design of line replacement (8 inches of PVC gravity sewer with an 18-inch steel casing) to minimize easement acquisition, except for a new easement on the southside of the railroad. Provided easement plats to NCSD for property acquisition.

Water Transmission Main from James Island to Sullivan's Island, Charleston, South Carolina. Project engineer for the design of 19,000 feet of 20-inch HDPE and ductile iron pipe across entrance to Charleston Harbor to connect the two islands. Work included 7,500 feet of marine crossing, 5,400 feet of directional drill, and 4,100 feet of upland pipeline.

Felder Creek Drainage Basin Study, Berkeley County, South Carolina. Project manager for the Felder Creek drainage basin study to plan improvements for continued development within the Berkeley County/Felder Creek/Jedburg Road area. Addressed study parameters such as water quality, identification of available storage, planned storage, floodway impacts, and US Army Corps of Engineers permitting. Oversaw the original topographic surveys and identified the drainage basins affected by the overall project. Also evaluated off-site impacts to drainage, which were used for hydraulic modeling to determine the cumulative effects of rainfall events (e.g., 5-, 10- and 25-year storms) on existing and proposed drainage improvements. Developed recommendations for review and approval by SCDHEC, OCRM, Berkeley County Public Works, the US Army Corps of Engineers, and SCDOT prior to their implementation and construction. Completed the project on time and under budget.

PRESENTATIONS

"BCWS Force Main Replacement, Big Pipe to Convey Flow and Provide Redundancy" Presented at PVC Pipe Association Annual Conference, 2023

"Hydraulic Modeling and Design of Complex Pumping Systems" Presented at the South Carolina Environmental Conference (SCEC), 2022

"Hydraulic Modeling and Design of Complex Pumping Systems: BCWS PS002" Presented at the SCEC, 2022

"BCWS PS001 Force Main Replacement Ph 1 & 2 Big Pipe for Coneyance Redundancy" Presented at the SCEC, 2022

"BJWSA SP01, SS07, SS26 Remanufactured GR Stations Streamline Rehabilitation" Presented at the SCEC, 2019

"BCWS PS001 Renovation Construction" Presented at the SCEC, 2018

"Study Approach to Modernizing a 28-mgd WWPS - BCWS PS001" Presented at the SCEC, 2015

"VA Hospital Water Main Replacement - A New WM under the Hospital" Presented at the SCEC, 2012

"Longpoint Road 12-inch Force Main Evaluation - An Innovative Approach" Presented at the SCEC, 2011

"BCWS Pump Station Renovation - A Construction F.E.A.T." Presented at the SCEC, 2011

"Interior Pipe Lining and Wetwell Lining for Corrosion Prevention in Wastewater Applications" Presented at the SCEC, 2010

"Optimizing Wastewater System Pumping for Energy Conservation Using a Hydraulic Model" Presented at the SCEC, 2010

Felder Creek Regional Wastewater Pump Station, Force Main, and Trunk Gravity Sewer, BCWS, Berkeley County, South Carolina. Project manager for the permitting, civil design, and construction administration of the Felder Creek regional pump station, 4,284 linear feet of 8-inch force main, 383 linear feet of 18-inch gravity line, 642 linear feet of 10-inch gravity line, and 4,734 linear feet of 8-inch gravity line to extend the BCWS service area, Work included sections requiring jack-and-bore steel casings under Jedburg Road and wetlands crossings. Coordination phases included public interaction, temporary and permanent easement acquisition, and coordination with SCDHEC, Ocean & Coastal Resource Management, USACOE, SCDOT and Berkeley County, and involved funding sources including municipal revenue bond funds and private development funds.

Mohawk Village Renaissance Phase II, Bishopville, South Carolina. Project manager for sewer improvements, drainage improvements, and streetscape improvements for Bishopville's Mohawk Village Renaissance project, funded through Community Development Block Grant funds.

Emergency Force Main Evaluations, BCWS, Berkeley County, South Carolina. Assisting Berkeley County Water & Sanitation with its sewer force main repair / replacement projects under an IDIQ contract. Created an evaluation protocol to assess the mains, determine the useful life of each asset, and identify mains to be rehabilitated, replaced, or relocated. Subsequently performed in-field system assessments, reviewing findings with BCWS, and providing recommendations. Also developing construction documents, assisting with bidding, providing resident project representative services, and developing record drawings.

Water Main Extensions, Beaufort Jasper Water & Sewer Authority, Dale, South Carolina. Project manager for over 10,000 linear feet of 10-, 8-, and 6-inch diameter PVC water mains; fire hydrants; and meters and service lines for the Dale community. Work included coordination with the local Fire Department, SCDHEC, Ocean & Coastal Resource Management, SCDOT and the County. The CDBG-funded project was jointly sponsored by Beaufort County and the BJWSA.

Burntwood Water Main Extension, BCWS, Berkeley County, South Carolina. Project manager for over 10,000 linear feet of 12-, 10-, 8-, and 6-inch diameter PVC water mains; fire hydrants; and meters and service lines for the Burntwood community—a project jointly sponsored by Berkeley County and the Berkeley-Charleston-Dorchester Council of Governments, with CDBG funding by HUD through the South Carolina Department of Commerce. Work included coordination with the local Fire Department, SCDHEC, Ocean & Coastal Management, SCDOT, USACOE and the County.

Jedburg Road Water Transmission Main, Berkeley County, South Carolina. Project manager for the surveying, design, permitting, and construction administration for approximately 3,500 linear feet of 14-inch water transmission main to provide service for developing areas along Jedburg Road, with project funding through municipal revenue bond funds and private development funds. Coordination included public interaction, temporary and permanent easement acquisition, and coordination with SCDHEC, Ocean and Coastal Resource Management, USACOE, SCDOT and Berkeley County.

ROBERT HORNER, PE

BACKGROUND

2021 - Present
Vice President | Regional Director
Weston & Sampson

2013 - 2021
Vice President | Regional Manager
Weston & Sampson

2010 - 2013
Senior Associate | Program Manager
Weston & Sampson

2004 - 2010
Principal
HEG, LLC

1997 - 2004
Director of Design & Construction
Charleston Commissioners of Public Works

1989 - 1997
Engineering Manager
Charleston Commissioners of Public Works

1986 - 1989
Associate Engineer
Charleston Commissioners of Public Works

1985 - 1986
Associate Engineer
Nivens Engineering, Inc.

EDUCATION

1985
Bachelor of Science
Civil Engineering
The Citadel

1982
Bachelor of Science
Biology
The Citadel

PROFESSIONAL REGISTRATION

Professional Engineer:
South Carolina No. 13416
North Carolina No. 032786
Georgia No. 034969
Ohio No. 75111

Certified Erosion Prevention & Sediment Control Inspector, 0568

Bob has more than 30 years of engineering design and leadership experience. He has an in-depth understanding of the public works industry, having worked for 18 years as Engineer, Engineering Manager, and Director of Design and Construction for the Charleston Commissioners of Public Works. Bob has extensive experience with the conceptual development and detailed designs for large public works projects, including public relations, easement acquisitions, community impact mitigation, and public acceptance. His project experience includes facility master planning and expansion, stormwater management, water transmission and distribution, wastewater collection and pumping, water and wastewater system rehabilitation, roads, bridges and drainage.

A civil engineering graduate of The Citadel, Bob develops and coordinates practical and economical solutions for complex engineering problems. His approach to all projects includes team building and a determination to see projects beyond completion and into the operational phase.

SPECIFIC PROJECT EXPERIENCE

Sewer Transmission Main, James Island to Sullivan's Island, CWS, Charleston, South Carolina. Engineering director for 19,000 feet of 20-inch HDPE and ductile iron pipe across the entrance to Charleston Harbor to connect the islands' 7,500 feet of marine crossing, 5,400 feet directional drill, and 4,100 feet upland pipeline.

Public Works Indefinite Delivery Contract, Berkeley County, South Carolina. Principal-in-charge for this IDIQ to provide surveying, design, traffic, geotechnical, permitting, construction administration and inspection services for various road, drainage, and infrastructure-related projects. Assignments include intersection improvements located in the City of Hanahan on Yeamans Hall Road, including improvements to turn lanes, traffic signals, sidewalks, drainage, and pedestrian safety and accessibility.

Dillon Stormwater Conveyance Improvements, City of Dillon, South Carolina. Technical Specialist, QA/QC role for the flood mitigation project that will improve stormwater conveyance for areas in the City of Dillon. The project included stormwater modeling, culvert upsizing, channel widening, a large diameter jack and bore under a CSX Railroad Right of Way and utility coordination. The project is funded by the South Carolina Office of Resilience.

Persimmon Hill Community Drainage Improvements, Goose Creek, South Carolina. Technical Specialist & Project Engineer for the project to address several drainage challenges including road flooding. Modifications were designed and implemented to reduce flooding at several locations. Safety improvements were also made associated with the drainage outfall.

Northwoods Mall Drainage Improvements, City of North Charleston, South Carolina. Technical Specialist & Project Engineer for the project to address sediment removal, channel widening and channel bank stabilization. This project increased storage capacity and provided for access to facilitate future maintenance activities.

PUBLICATIONS

Horner, R., Lewis J., Burnette, J. (Second Quarter 2022) A Readiness Guide to Applying for and Securing SRF Infrastructure Funding - *South Carolina AWWA Journal*

Sullivan's Island Water Transmission Main, CWS, Charleston, South Carolina. Project manager of the conceptual plan development and project management for the design, bidding, and construction of 41,712 feet of 20-inch diameter water transmission main including a 7,500-foot marine crossing through sensitive shellfish grounds, 5,400-foot directional drill under the entrance to Charleston Harbor, and a 1,400-foot directional drill under Breach Inlet. Work included extensive coordination with the South Carolina Department of Marine Resources to cross sensitive shellfish grounds and provide mitigation (e.g., for clam harvesting).

Church Creek Drainage Study, Charleston, South Carolina. Principal-in-charge for a flood reduction study for the Church Creek Drainage Basin—an area prone to flooding of increasing severity and frequency. Work included evaluating past study recommendations, upgrading the hydraulic model to ICPR4, directing over 14 outreach meetings, and developing seven initiatives to fix the flooding problems. Used a new modeling approach to identify trouble areas, and provided innovative solutions for flooding issues. Upon completion, the project was publicly recognized by the City of Charleston for its resolution of a centuries-old flooding problem.

Taylor Street Emergency Gravity Line Repair, North Charleston, South Carolina. Principal-in-charge for the design an emergency repair to a gravity line collapse at Taylor Street and the railroad track intersection. Work included topographic survey to determine the gravity line location, invert elevations and pipe diameter; permitting through the MS4 North Charleston Public Works, OCRM and Coastal Zone Consistency; and design of an 8-inch replacement PVC gravity sewer with an 18-inch steel casing. Developed design to limit easement acquisition to one new easement south of the railroad and provided easement plats to the North Charleston Sewer District.

Felder Creek Drainage Basin Study, Berkeley County, South Carolina. Principal-in-charge for this study to plan improvements for continued development within the Berkeley County/Felder Creek/Jedburg Road area. Study parameters included water quality, identification of available storage, planned storage, floodway impacts, and US Army Corps of Engineers permitting. Work included the original topographic surveys, identification of drainage basins affected by the project, evaluation of the off-site impacts to drainage, and hydraulic modeling to determine the cumulative effects of various rainfall events (e.g., 5-, 10- and 25-year storms on existing and proposed drainage improvements). Recommendations were reviewed and approved by SCDHEC, OCRM, Berkeley County Public Works, the US Army Corps of Engineers and SCDOT, and the project was completed on time and under budget.

Charleston National Country Club Drainage Improvements, Mt Pleasant, South Carolina. Project manager working with the Charleston National Country Club and the Charleston National Owners' Association to study drainage for the area. Developing ways to improve sustainability, reduce saltwater intrusion into the stormwater and irrigation system, and confirm drainage capacity for significant storm and tidal events. Coordinating with the town's Stormwater Division and other regulatory entities.

Duke Street Pump Station Rehabilitation, Beaufort-Jasper Water & Sewer Authority, Beaufort, South Carolina. Principal-in-charge for the overall plans, specifications, bidding, construction administration and inspections for replacing all equipment and electrical for a 0.8-mgd wastewater pump station.

WALTER FLETCHER (WALT), PE

BACKGROUND

2023-Present
Team Leader
Weston & Sampson

2015-2023
Senior Project Manager
WK Dickson

2013-2015
Project Manager
Jacobs

2003-2013
Project Manager
HDR

1994-2021
US Air Force Officer
(4 years active, 23 years reserve)

EDUCATION

Master of Civil Engineering
NC State University

Bachelor of Arts
Chemistry
The Citadel

PROFESSIONAL REGISTRATION

South Carolina No. 26989

CERTIFICATIONS

NASSCO Pipeline & Manhole Assessment Certification Program (PACP & MACP)

AFFILIATIONS

Water Environment Federation

American Water Works Association

Walt is a registered professional engineer with 20 years of experience in the study, design, permitting, bidding and construction of water and wastewater projects with a focus on pumping and conveyance systems.

SPECIFIC PROJECT EXPERIENCE

Beachwalker Drive Drainage Improvements, Kiawah Island, South Carolina. Project engineer providing plans and specifications for the installation of approximately 205 feet of new 12-inch and 15-inch reinforced concrete storm drainage piping, nine new catch basins, two new curb inlets, tree removal and relocation, fine grading, and associated sedimentation and erosion control measures. The project also involves root removal from existing stormwater piping, repair of existing stormwater piping, and removal and relocation of existing electrical conduit located inside the stormwater piping. Engineering services included design, permitting, bidding assistance, and construction administration.

Beaufort-Jasper Water & Sewer Authority, Laurel Bay Gravity Sewer Assessment, South Carolina. Project engineer for the evaluation of the BJWSA Laurel Bay Gravity Sewer. The project includes approximately 80,000 linear feet of 8-inch to 30-inch diameter pipe that has been rehabilitated with U-liner. Project includes CCTV and evaluation of the lined pipe, with recommendations and cost estimates.

Wastewater Modeling, Sullivan's Island, South Carolina. Project engineer for the development of a hydraulic model of the town's wastewater collection system and evaluation of the system under current and future flow conditions.

Waterline Replacement Projects 4 and 5, Sullivans Island, South Carolina. Project engineer for the plans and technical specifications for approximately 5,000 linear feet of waterline replacement.

Dorchester County, Pump Station 9 Upgrade, Dorchester County, South Carolina. Project manager and lead engineer preparing plans and specifications for the pump station upgrades to include new pumps and control panels to increase the pump station's firm capacity from 3.84 to 4.75 MGD; new variable frequency drives, structural improvements, a new stand-by generator, and the addition of a magnetic flow meter on the force main leaving the station. The project also included modeling the station and others pumping into the 30-inch/36-inch force main from Pump Station #1 using SewerGEMS® to ensure that the upgrade to Pump Station #9 would not adversely impact the other stations' operation.

Georgetown County Water & Sewer District, Andrews Pump Station Force Main Replacement, Andrews, South Carolina. Project manager and lead engineer for the design includes replacement of the first 6,600 linear feet of force main from the Georgetown County Water and Sewer District's Andrews Pump Station that was experiencing several failures due to transient pressures and a lack of air vacuum valves on the existing pipeline. The design includes three bore and jack road crossings and a 500-foot horizontal directional drill installed segment of pipe underneath a creek.

Water and Sewer Infrastructure Master Plan, North Myrtle Beach, South Carolina. Project engineer for this master plan included incorporating a dynamic link between the city's Water Billing System and WaterCAD and SewerCAD models for assessing existing infrastructure and predicting future resource demands.

Lincolnville Road Force Main & Sunnyside Pump Station, North Charleston Sewer District (NCSD), North Charleston, South Carolina. Project manager for this force main and pump station replacement project funded by a State Revolving Fund (SRF) loan. The Lincolnville Road force main design included the replacement of 7,200 linear feet of existing 10-inch force main with a larger 14-inch-diameter force main pipe to reduce the head required for the upstream pump station. Due to the limited space in the existing road right-of-way, project plans include utilizing the trenchless construction method of pipe bursting to install the new pipe where the existing pipe is located. Originally constructed in the 1960s, the Sunnyside Pump Station has reached the end of its useful life. The new pump station design includes larger pumps and a more operator-friendly layout. The new pump station site also required the relocation of an existing stormwater detention pond to facilitate construction of the new facilities. Engineering services for both projects included the preparation of a preliminary design report, survey, geotechnical evaluation, final design, wetland delineation, permitting, bidding assistance, and construction administration/observation.

Mount Pleasant Waterworks, West Coleman Boulevard Force Main Replacement, Mount Pleasant, South Carolina. Project manager and lead engineer for the final design, permitting, and construction administration for the installation of a 14-inch force main by horizontal directional drill underneath wetlands. The project included connecting four individual force mains currently installed on piers across the top of the wetland area into a single pipe to decrease the risk of a wastewater spill into the sensitive wetland ecosystem.

Pump Station 7 and Force Main Replacement, Dorchester County, South Carolina. Project manager and lead engineer for the final design, permitting, and construction administration services for the upgrade of Pump Station 7 from a capacity of 0.5 MGD to a 1.5 MGD. Station upgrades included new pumps, control panel, piping, and top slab. The project also included the design of approximately 19,000 linear feet of new 12-inch force main along a new route and discharge location. The force main design includes open cut, bore and jack, and horizontal directional drill pipeline installation methods.

Charleston Water System (CWS), Pump Station 77 Rehabilitation, Charleston, South Carolina. Project engineer preparing a Basis of Design Report, summarizing options for rehabilitating the influent splitter box and wet well to Pump Station 77, and providing conceptual cost estimates and a recommendation for proceeding to design. Developed plans and specifications for the final design project which included replacing the influent splitter box and piping from the splitter box to the wet well. The top slab of the wet well was replaced and the interior walls were lined with a cementitious calcium aluminate overlay. The pump station had to be completely bypassed during construction.

Reedy Fork Pump Station Design, North Carolina. Project engineer for the design of a new 2,200 gpm triplex wastewater pump station, 40,000 linear feet of 16-inch force main, 2,000 linear feet of gravity sewer and the decommissioning of the existing Reedy Fork Pump Station.

TERRY MACALUSO, PE

BACKGROUND

2024-Present
Principal Engineer
Weston & Sampson

2022-2024
Vice President,
Practice Area Leader
W.K. Dickson & Co., Inc.

2009-2022
Vice President,
Business Unit Leader
W.K. Dickson & Co., Inc.

1992-2008
Vice President, Office Manager
Barge, Waggoner, Sumner &
Cannon, Inc.

1991-1992
Project Engineer
Barge, Waggoner, Sumner &
Cannon, Inc.

1990
Project Manager
Shelby Contracting Company, Inc.

1987-1989
Staff Engineer/Office Manager
Engineering Planning Group/E.P.G.
of Alabama, Inc.

1984-1987
Research Analyst
Gulf South Research Institute

EDUCATION

1985
Bachelor of Science
Civil Engineering
Louisiana State University

PROFESSIONAL REGISTRATIONS

Professional Engineer
South Carolina No. 27289
Alabama No. 18796

Terry is a registered Professional Engineer with more than 35 years of hands-on technical experience, primarily in developing public works infrastructure programs, land development master plans, and transportation and economic development programs across the Southeast. His experience also includes managing dozens of site development projects for parks and recreation, industrial park planning and development, commercial sites, and site design for numerous facilities at general aviation and commercial service airports. Terry possesses a strong technical understanding of infrastructure challenges faced by municipal, state, federal, and private agencies, and utilizes various public and private funding sources to develop win-win scenarios for the communities involved.

SPECIFIC PROJECT EXPERIENCE

Shore Road Lift Station and Force Main Evaluation, Lexington, South Carolina. Senior Team Leader for an evaluation of the manifold force main system along Highway 378 in Lexington. The team performed hydraulic modeling and capital improvement recommendations to optimize system performance and reduce sanitary sewer overflow occurrences.

Saluda River Basins SR06 & SR13 SSES and Rehabilitation, Columbia, South Carolina. Principal-in-charge for the evaluation of the existing systems and review of data in preparation for design and construction of rehabilitation. This project was an initial effort in the beginning of the CW2020 program. The projects included initial basin review, field work including smoke testing and CCTV work to prepare the design, permitting, bidding construction administration and observation, and project closeout. The permits included SCDOT and City of Columbia for Land Disturbance and encroachment, and the coordination with SCDHEC for the proposed rehabilitation and necessary reroutes for maintenance purposes.

Engineer-Led Find and Fix Sewer Rehab, Irmo, South Carolina. Assumed the team lead role for this innovative approach to provide engineering services for the evaluation and rehabilitation of several sanitary sewer basins in Irmo. Engineering services included smoke testing, review of existing data, development of investigation areas, construction administration, and overall project management with the goal to reduce sources of inflow and infiltration.

USC Aiken Athletics Complex Mass Grading, Aiken, South Carolina. Principal-in-charge and QA/QC reviewer for the mass grading and stormwater design and permitting of a women's softball facility and future facility projects, including access road and parking. The project was performed in coordination with the SC National Guard who was to perform the mass grading as part of their active-duty service. The design and permitting was fast-tracked to meet the schedule window for the SC Guard.

PROFESSIONAL ORGANIZATIONS

South Carolina Economic Development Association (SCEDA)

South Carolina Airport Association (SCAA)

Water Environment Association of South Carolina (WEASC)

Colony North Pointe Gymnasium, Columbia, South Carolina. As a subconsultant to CPL, serving as principal engineer for civil/site design and permitting services in support of a new gymnasium and park in northeast Columbia. The project will include a parking area, entrance road, and innovative stormwater design / nature-based-solutions.

Annual Sewer Rehabilitation Capital Improvements, Columbia, South Carolina. Assumed the team lead role for providing the construction administration and observation for various sanitary sewer rehabilitation tasks for the city's sewer system. Oversaw the project team to perform field observations, document site conditions, and make recommendations to the contractor for various sewer rehabilitation projects.

Lower Kinley Creek Sewer Improvements, Irmo, South Carolina. Assumed the team lead role for the construction administration and observation of the upsizing of the existing sewer main to a 36-inch trunk line. The design services included route analysis and preliminary engineering report which included recommendation for the pipe materials to be used. Design also included the detailed design, calculations, and permitting of 42-inch and 54-inch jack and bores under SCDOT and CSX railroads. Responsible for coordinating and performing the detailed design, project specification, full permitting of the project, and cost estimating.

South Frasier Street SSES, Georgetown, South Carolina. Assumed the team lead role for the construction administration and observation of Phase I Manhole replacement and point repairs as a part of the CCTV inspection and evaluation of 5,337 linear feet of sanitary sewer mains ranging from 8-inch to 15-inch in diameter and NASSCO Level II manhole inspections for 23 manholes. Rehabilitation recommendations and plans were developed and provided to the City of Georgetown which included point repairs, CIPP lining, manhole lining and the replacement of a critical manhole.

Blossom and Huger Sewer Improvements, Columbia, South Carolina. Principal-In-Charge and Senior Engineer for investigating the cause of a sewer main collapse in one of the busiest intersections in downtown Columbia. The design team coordinated closely with the SCDOT to determine if point repairs, pipe bursting or other short-term solution would provide the least disruptive and effective repair. Ultimately the determination was the main should be rerouted to eliminate connections within the critical intersection. The team designed the rerouting into 3 phases, with Phases 1 and 2 including 590 LF of 18-inch HOBAS centrifugally cast fiberglass reinforced polymer mortar (CCFRPM) pipe, 2,336 LF of 12-inch DIP, and 19 manholes. Phase 3 included 1,850 LF of 18-inch DIP and 12 manholes. The team also performed a comprehensive SSES, CCTV and capacity evaluation of the downtown sewer basin. The study provided NASSCO-prioritized recommendations to the City for further improvements including pipe bursting along Pendleton Street, rerouting sewer further along Blossom and addressing various critical defects throughout the system.

In addition to solving the challenging long-term sewer solution to the satisfaction of the City, SCDHEC and SCDOT, the team designed and oversaw the streetscaping of three city blocks to coincide with the relocation and upsizing of the sewer along Pulaski Street. The streetscape efforts included water main installation, storm drainage improvements, and a joint-use communications duct bank as well as roadway, lighting and sidewalk improvements in preparation of the installation of the Greene Street Overpass by Richland County. (with former employer)

CHRISTOPHER PYMAN, PE

BACKGROUND

2024-Present
Project Manager II
Weston & Sampson

2022-2024
Project Manager
Weston & Sampson

2021-2022
Senior Project Engineer
Weston & Sampson

2020-2021
Project Engineer
Weston & Sampson

2018-2020
Engineer II
Weston & Sampson

2014-2018
Engineer I
Weston & Sampson

EDUCATION

2014
Bachelor of Science
summa cum laude
Civil Engineering
Wentworth Institute of Technology

PROFESSIONAL REGISTRATION

Professional Engineer
South Carolina No. 40058
Massachusetts No. 56020

PROFESSIONAL TRAINING

10-Hour OSHA Construction Safety Training

PROFESSIONAL MEMBERSHIP

Water Environment Association of South Carolina
Water Environment Federation

A project manager II in the firm's wastewater group, Chris has extensive experience in the evaluation, design, and construction of sanitary sewer and storm drain collection systems. His field work experience includes sanitary sewer, combined sewer, and storm drain pipeline and manhole inspection, construction inspection, resident representative/resident engineering, and surveying. He also has experience in performing field investigations for illicit discharge detection and elimination (IDDE) programs.

SPECIFIC PROJECT EXPERIENCE

HD02/HD03 Gravity Sanitary Sewer System Rehabilitation, Beaufort-Jasper Water & Sewer Authority, Hardeeville, South Carolina. Project engineer for a sanitary sewer evaluation survey including 161 manhole inspections and smoke testing and CCTV inspection of 41,500 linear feet of sanitary sewers. Reviewed and evaluated the data and compiled a condition assessment report summarizing key findings including rehabilitation recommendations with construction cost estimates. Currently in the final design phase, this project will include bid and award assistance, construction administration and periodic site visits.

Center Street Stormwater Infrastructure Improvements, City of Folly Beach, South Carolina. Project manager for design, permitting, and construction of an upgraded stormwater system in a low-lying, tidally influenced, urban barrier island. Project is funded by a SCIIP grant and requires grant compliance management. The improvements were designed using a resilient approach that incorporates the latest climate projections, traditional gray infrastructure, as well as green infrastructure. Performed topographic survey, wetland delineation, geotechnical borings, subsurface utility engineering level A, and hydrologic and hydraulic modeling. Upgrades include approximately 4,100 linear feet of new stormwater pipe, 39 new inlets, 6 new manhole structures, two tidal check valves at salt marsh outfalls, six (6) bioretention cells, 40 porous parking spaces, and a 25% increase in street trees. Project is currently in final design, with construction anticipated to begin in early 2025.

Engineer-led Find and Fix Sewer Rehab, City of Columbia, South Carolina. Provided project management and engineering assistance for this innovative approach to the evaluation and rehabilitation of several sanitary sewer basins in the Irmo, SC area. Engineering services included review of existing data, development of rehabilitation recommendations, construction administration, and overall project management with the goal to reduce sources of inflow and infiltration.

Highway 17 Force Main Replacement, Mount Pleasant, South Carolina. Design engineer for the replacement of approximately 6,250 linear feet of 12-inch sewer force main with 20-inch sewer force main using open cut and horizontal directional drilling methods. Design tasks included evaluation of different replacement options, assistance with compiling engineers cost estimates, assistance with coordination of subcontractors and permitting agencies, compiling a preliminary engineering report for SRF loan application, and general SRF loan application assistance.

Annual Sewer Rehabilitation Capital Improvements, City of Columbia, South Carolina. Provided project management and engineering assistance for various sanitary sewer rehabilitations for the city's sewer system. Engineering services included review of existing data, review of rehabilitation recommendations, construction administration, and overall project management for the City's Annual Sewer Rehabilitation Program.

Rifle Range Road Force Main Replacement, Mount Pleasant, South Carolina. Project manager and design engineer for the replacement of approximately 1,850 linear feet of 20-inch sewer force main. Design tasks included evaluation of different rehabilitation or replacement options, determining new force main alignment, location of air release valves and plug valves, tree mitigation and preservation plans, coordination with multiple permitting agencies, drafting design plans, compiling a preliminary engineering report for SRF loan application, and general SRF loan application assistance. Project management tasks included project and schedule oversight, weekly coordination meetings, compiling engineers cost estimates, and coordinating with multiple subcontractors and stakeholders throughout design for existing conditions survey, tree survey, SUE Levels A and B, geotechnical investigations, and site restoration.

Diamond Creek Catchment Climate Resilience Improvements Design and Permitting, Revere, Massachusetts. Project manager and engineer for design and permitting of a new tide gate structure in an urban coastal environment. Assisted client with grant application preparation to obtain additional funding from the Municipal Vulnerability Preparedness Program through the Massachusetts Executive Office of Energy and Environmental Affairs. Performed topographic survey, wetland delineation, geotechnical borings, soil sampling, bathymetric survey, and sediment sampling. Created and utilized preliminary design plans in a pre-filing meeting with regulatory agencies (MEPA, MassDEP, Conservation Commission, CZC, US ACOE). Tide gate improvements were designed using a resilient approach that incorporates the latest climate projections in order to balance flood protection with ecological health of the adjacent salt marshes. Project is currently in advanced design and permit submittal phase. Final design and permit approvals anticipated in early 2026.

CIP Project 1 Manhole Inspection, Report and Design, Somerville, Massachusetts. Lead engineer on a team that performed 4,448 topside manhole/lamphole inspections of sanitary sewer, combined sewer, and storm drain manholes. Inspections were performed to document manhole materials, structural defects, active infiltration, structure location, and system connectivity. Reviewed and evaluated data, and compiled a report summarizing key findings of the inspections, including stormwater structures connected to sanitary sewer manholes, storm drain manholes with evidence of sewer, underdrain locations and conditions, calculation of sewer transportation and treatment costs, cost-effective analysis for rehabilitations, and rehabilitation recommendations with construction cost estimates. Location data gathered during manhole inspections was used to update the City's sanitary sewer, combined sewer, and storm drain GIS database and mapping. Assisted in design of rehabilitations, including contract plans and specifications. Construction contract award was $1,074,970.

JOELLEN ROGERS, AIA, NCARB, LEED AP

BACKGROUND

2025-Present
Senior Project Manager
Weston & Sampson

2024-2025
Project Manager
Little Diversified Architectural Consulting

2016-2024
Studio Leader
Red Iron Architects

2012-2016
Project Architect
Carolina Contracting Solutions, LLC

2005-2012
Associate
Novus Architects, Inc.

2004-2004
Medical Architectural Intern
BSA LifeStructures

EDUCATION

2005
Bachelor of Architecture
Ball State University

2005
Bachelor of Science
Environmental Design
Ball State University

PROFESSIONAL REGISTRATION

Registered Architect:
South Carolina No. 8561

PROFESSIONAL ASSOCIATIONS

American Institute of Architects,
AIA #30337828

Reading Partners – Hursey Montessori 2019-2020

International Interior Design Association, past Steering Committee Member

Joellen, a project manager and architect, has 20 years of design experience. Joellen ensures each project enhances its environment, while blending functionality with aesthetic appeal. Having led a wide range of successful projects along with a deep understanding of construction materials has made her a trusted professional in the field.

SPECIFIC PROJECT EXPERIENCE

Park Circle Community Complex, North Charleston, South Carolina. As lead project manager and architect, designed and managed the complete renovation of a 12-acre site at the heart of the Park Circle neighborhood with Red Iron Architects. The project consisted of a 17,500 Community Center (with event space, catering kitchen, classrooms, and offices), an inclusive baseball field (with dugouts and press box and doubles as a bandstand), Farmers Market Pavilion with restroom facilities, and a 55,000 square foot 2024 World's Largest Inclusive Playground in cooperation with Landscape Structures. (with former employer)

Saint Paul's Fire District Work - Stations #8 – Adams Run, South Carolina, Station #9 – Meggett, South Carolina. Architect-of-record and project manager for two, brand new fire stations, #8 and #9, for St. Paul's Fire District that were to be a prototype based on Station #1, which the project team completed a few years prior. A simple cost-effective pre-engineered metal building, sized at 3,775 square feet, was utilized with masonry accents on the front façade. (with former employer)

A&R Bulkpak, Moncks Corner, South Carolina. The family owned and operated company invested in almost 250,000 square feet of new facility, built in three phases, starting in 2015. Architect (architect of record for phase one) and project manager for all three phases, coordinating the design and engineering of the facility. A unique feature of this project was the expansion of the railways to work with company's equipment. The site accommodates semi-tractor trucks, personnel vehicles, and railcars simultaneously. The main use of the structure is storage, but offices, break rooms, restrooms, and other employee areas were included in the design for a truly complete facility. (with former employer)

Wild Dunes Maintenance Building, Isle of Palms, South Carolina. The original maintenance building structure suffered a fire incident and required replacement in full. As project manager and architect, designed the new building to house all the original functions as the old building; vehicle maintenance bays, equipment storage, conference room, locker & restrooms, and kitchenette, with some important upgrades such as a fire suppression systema and dry-flooding proofing construction for building in a flood zone (the original site). The project was designed to blend into the background and serve the Wild Dunes community as a functional hub of operation. (with former employer)

Azalea Fuel Facility, North Charleston, South Carolina. In conjunction with Weston & Sampson, acted as Red Iron's project architect for the 900 square foot maintenance office building and a 2,600 square foot automatic vehicle wash building on the Azalea campus for the Charleston County fleet. The maintenance building has an office, restroom, IT, and storage rooms, and vehicle wash bay included coordination with vehicle wash equipment supplier for the wash equipment and chemical storage. (with former employer)

JZI Johns Island Airport Maintenance Facility, John's Island, South Carolina. The original maintenance building has reached the end of its useful life and the expanding airport needs a larger/ more updated space to maintain and store vehicles and equipment used around the airport. Acted as the project architect on the 4,000 square foot building with 4 bays, break room, office, restroom, and storage areas. This building will take the place of the original building on the same site. (with former employer)

Biggby Coffee, Charleston, South Carolina. Project architect and manager for the full renovation of a franchised coffee shop. The space is 1,600 square feet and coordinated the franchise guidelines with the space's unique layout, including drive-through. A full kitchen gut and remodel, complete with custom cabinetry and equipment, was fully coordinated with the hanging digital menus and signage. (with former employer)

Charleston Distilling, John's Island, South Carolina. Charleston Distilling was a staple of historic downtown King Street, until their success led them to more expansive Johns Island, having outgrown their original urban location. Acted as project designer and architect for the new 10,000 square foot facility that has the full production capability along with a tasting room, retail space, rear porch complete with fire pit, and screening room for tours. A unique feature of this design is the 60' tall spine to house a 50' tall copper still, one of the tallest in the country. (with former employer)

Tri-County Therapy, Ladson, South Carolina. Tri-County Therapy is a full-service pediatric therapy business with multiple locations throughout the state of South Carolina. Acted as project architect and manager on four of these locations (West Ashley, Anderson, Mount Pleasant, and this project in Ladson). The Ladson location is their largest at over 8,000 SF and serves as their company headquarters. The design incorporates bold colors of their company logo and durable finishes for their youth serving mission. The building has a welcoming reception and waiting area, therapy rooms, gym, and a therapy pool was also added later in 2019, opening in 2020. Attention was put into every detail making sure it was a fun place where children wanted to come and grow with their therapy journey. (with former employer)

Ravenel Community Hall & Concessions Building, Ravenel, South Carolina. Lead project manager and architect for the complete renovation of the Ravenel Hall site with Red Iron Architects. The project consisted of a new storage and rear porch additions to the hall, with new paint throughout and remodel of the front porch. The storage addition was much needed for the tables and chairs used during events and the rear porch will increase the usable square footage of the building and access to the rear grade level patio. Adjacent to the hall is a baseball field that received a new 20' x 40' bathroom and concession building complete with travel team storage. (with former employer)

ERIN MINNIGAN MEHARD, AICP

BACKGROUND

2024-Present
Senior Project Planner
Weston & Sampson

2019-2024
Director of Preservation & Planning
Preservation Society of Charleston

2017-2019
BAR-S Administrator
City of Charleston

2015-2017
Historic Preservation & Community Development Planner
City of St. Augustine

EDUCATION

2015
Master of Uban and Regional Planning
Univerity of Florida

2012
Bachelor of Arts
Historic Preservation & Community Planning
College of Charleston

PROFESSIONAL CERTIFICATIONS

American Institute of Certified Planners No. 35139

PROFESSIONAL AFFILIATIONS

American Planning Association South Carolina Chapter

American Society of Adaptation Professionals

National Trust for Historic Preservation

National Alliance for Preservation Commissions

Preservation Action

Erin Mehard is a senior project planner specializing in historic preservation, resiliency, and urban planning. With extensive experience in the public and non-profit sectors, Erin is dedicated to fostering authentic, livable communities through managed growth and resilient design. She is a skilled public speaker and community outreach facilitator, known for building strong relationships with government staff, elected officials, and the public. Erin previously served as Director of Preservation & Planning for the Preservation Society of Charleston, where she oversaw preservation programs, managed conservation easements, engaged in resilience planning for climate adaptation, and represented the organization in federal preservation review processes. Her work included strategic advocacy communications and coordination of long-standing preservation initiatives. Prior to this, Erin served as an urban planner for local governments in St. Augustine, Florida, and Charleston, South Carolina, where she managed architectural review boards, interpreted local ordinances, authored design guidelines and policy, and administered public processes for project approvals. She draws on a bachelor's degree in Historic Preservation & Community Planning, a master's degree in Urban and Regional Planning, and is an AICP-certified planner.

SPECIFIC PROJECT EXPERIENCE

Sullivan's Island Resilience & Sea Level Adaptation Plan, Sullivans Island, South Carolina. Senior project planner responsible for supporting the planning process, stakeholder engagement, and adaptation strategy development. This project involves the analysis of existing conditions to determine the areas that are most susceptible to flooding due to heavy precipitation, storm surge, and tidal flooding; as well as the creation of strategies to help mitigate the impacts of storm events. The development of concepts and cost estimates for recommended strategies providing guidance for capital improvement priorities and funding acquisition options for the Town of Sullivan's Island in achieving a more resilient future for this barrier island community.

Richland County Comprehensive Plan, Richland County, South Carolina. Senior project planner responsible for overseeing plan development, community engagement, and coordination between Weston & Sampson, Nealon Planning, City Explained, Green Heron Planning, and Arnett Muldrow & Associates. This project focuses on existing conditions assessments for the resiliency, natural resources, and transportation elements for the Comprehensive Plan, with a strong emphasis on public participation.

Gullah Geechee Heritage Preservation Project, Charleston, South Carolina. Served as project manager for a National Park Service-funded initiative focused on documenting, recognizing, and preserving historic Gullah Geechee communities throughout the Charleston region. Led the development of Area Character Appraisals to capture the unique cultural and historical significance of these communities and identify key recommendations for future preservation efforts.

Section 106 Review for the Charleston Navy Yard, Charleston, South Carolina. Represented the Preservation Society of Charleston as a concurring party in the federal preservation review processes for the redevelopment of the Charleston Navy Yard, including providing guidance on avoidance, minimization, and mitigation of adverse impacts to historic resources listed on the National Register of Historic Places.

Crater Planning District Commission Regional Resilience Plan, Virginia. Assistant project manager for a regional resilience plan for 11 municipalities in Virginia. The plan includes a regional climate vulnerability assessment, capacity needs assessment, deep engagement with decision-makers and community members, and the development of implementation strategies for climate adaptation. The project is funded by Virginia DCR's Community Flood Preparedness Fund, which provides resources for communities to prepare for stormwater, riverine, and coastal flood impacts.

Jamestown Comprehensive Plan Update, Jamestown, Rhode Island. Senior project planner responsible for supporting updates to the housing and historic preservation elements of the local community comprehensive plan. Revisions involve a full update of the town's current plan, approval through the Rhode Island Division of Statewide Planning, and significant public involvement.

Foxborough Comprehensive Plan Update, Foxborough, Massachusetts. Senior project planner responsible for supporting updates to the natural and cultural resources elements of the local community comprehensive plan. Revisions involve a full update of the town's current plan with significant public involvement.

Resilience Guidance for Charleston, Preservation Society of Charleston, Charleston, South Carolina. In the summer of 2023, the Preservation Society of Charleston launched the project to create the city's first climate resilience resource for property owners. Supported by a grant from the National Trust for Historic Preservation and pursued in partnership with the City of Charleston and Clemson University, the guidance outlines affordable and effective project recommendations for adapting existing properties to climate change and provides residents with the tools they need to navigate the process for project approval with the City. (with previous employer)

Design Guidelines for Elevating Historic Buildings, Charleston, South Carolina. Developed guidelines for historic buildings in flood prone areas. Worked with input from the public, architects, preservationists, and contractors to outline preferred design approaches for elevations specific to Charleston's architecture and urban context. (with previous employer)

Board of Architectural Review (BAR) Policy Reform, Charleston, South Carolina. Served as a key contributor on crafting policies to create more functional and equitable BAR processes. Work included revisions to the Height District Ordinance and development of guidance for utilizing sustainable technology and substitute materials for buildings in the historic district. (with previous employer)

Historic Preservation Master Plan, St Augustine, Florida. Assisted managing the development of an overarching plan to implement historic preservation goals and policies. This effort was guided by extensive public input. (with previous employer)

BRENT REWIS, PE

BACKGROUND

2024-Present
Market Leader
Weston & Sampson

2020-2024
Deputy Secretary of Intermodal Planning
South Carolina Department of Transportation

2018-2020
Director of Planning
South Carolina Department of Transportation

2016-2018
Regional Production Engineer
South Carolina Department of Transportation

2014-2016
Program Manager
South Carolina Department of Transportation

2011-2014
Program Manager
South Carolina Department of Transportation

2005-2011
Assistant Program Manager
South Carolina Department of Transportation

2002-2005
Quality Management Review Board
South Carolina Department of Transportation

1999-2002
Bridge Construction Engineer
South Carolina Department of Transportation

EDUCATION

1997
Bachelor of Science
Civil Engineering
Clemson University

PROFESSIONAL REGISTRATION

Professional Engineer:
South Carolina No. 28685

Brent is the market leader of Weston & Sampson's Transportation Group. He brings 25 years of transportation experience in South Carolina, and previously served in several capacities while employed at the South Carolina Department of Transportation (SCDOT), including Deputy Secretary (D/S) of Intermodal Planning, Director of Planning, Regional Production Lead Engineer, and Program Manager.

SPECIFIC PROJECT EXPERIENCE

Lowcountry County Transportation Committees (CTC) Projects, Beaufort & Dorchester Counties, South Carolina. As Assistant Program Manager at SCDOT, managed Weston & Sampson Markwidening projects including US 21, Burnt Church Road, Simmonsville Road, SC 46, US 278, and Berlin Myers Parkway Phase III.

SCDOT Strategic 10-Year Asset Management Plan, Statewide, South Carolina. As Deputy Secretary of Intermodal Planning and Director of Planning at SCDOT, managed a comprehensive 10-Year Investment Plan and Asset Management Plan and evaluated National Highway System's (NHS) pavements and bridges for South Carolina.

SCDOT Rural Interstate Freight Network Mobility Program, Statewide, South Carolina. As Deputy Secretary of Intermodal Planning and Director of Planning at SCDOT, provided ranking and prioritization of South Carolina's rural interstate widening program.

SCDOT Momentum 2050, Statewide, South Carolina. As Deputy Secretary of Intermodal Planning and Director of Planning at SCDOT, managed the statewide 25-year multimodal transportation plan.

SCDOT Regional Mobility Program, Statewide, South Carolina. As Deputy Secretary of Intermodal Planning and Director of Planning at SCDOT, provided ranking and prioritization of MPO and COG projects by analyzing data related to traffic operations, capacity, safety, and multi-modal accessibility.

Penny Program, Berkeley County, South Carolina. As Lead Engineer and Program Manager at SCDOT, provided oversight, management and development of Berkeley County's major projects under their Penny Program. Widening projects included Clements Ferry Road Phases 1 & 2, College Park Road, and Henry Brown Boulevard.

I-526 Corridor Improvements, Charleston County, South Carolina. As Lead Engineer and Program Manager at SCDOT, provided oversight, management of the I-526 Lowcountry Corridor Improvements, including the widening of I-526 from US 17 in Mt. Pleasant to US 17 in West Ashley, and the I-526/I-26 interchange.

CRISTOBAL BETANCOURT, RLA, AICP

BACKGROUND

2024-Present
Technical Leader
Weston & Sampson

2021-2023
Vice President
Chen Moore & Associates

2011-2021
Director
Chen Moore & Associates

2007-2011
Associate, Regional Manager
Miller Legg & Associates

2007-2007
Managing Associate
Morgan Wheelock, Inc.

2003-2007
Project Manager
Gladstone Design, Inc.

1998-2003
Project Manager
Edwina von Gal & Company/Gunn Landscape LLC

1997-1998
Site Planner
Craig Bennett Associates Architects

EDUCATION

1995
Bachelor of Science
Landscape Architecture
Cornell University

1996
Post Graduate Studies
Urban Design
Public Space Design, Urban Waterfront Renewal
Royal Danish Academy of Fine Arts, School of Architecture

PROFESSIONAL REGISTRATION & CERTIFICATIONS

Registered Landscape Architect:
North Carolina No. 1428
Florida No. LA6666941
South Carolina No. 1708

American Institute of Certified Planners (AICP) No. 32142

CLARB Certified, Record No.12558

Technical Leader in Weston & Sampson's design studio and professional landscape architect with more than 25 years of experience, Cristobal provides high-level visioning and urban design, public engagement and outreach, site analysis and programming, site/master planning, construction documentation, and construction administration services. Cristobal's experience includes the design of hardscapes, landscapes, irrigation, lighting, water features, wayfinding, and site furnishings; land use entitlements, code compliance and regulatory review, and LEED documentation; as well as arborist services, benthic surveys and mapping, threatened and endangered species assessments, wetland assessments and mitigation, and urban forestry management. He has led and supported a range of project types, including parks and recreation, transportation, civic, cemeteries, healthcare, campus/institutional, residential, and resort and lifestyle. In addition, Cristobal is fluent in English and Spanish.

SPECIFIC PROJECT EXPERIENCE

Colony North Pointe Gymnasium, Columbia, South Carolina. As a subconsultant to CPL, providing quality control for the site design for a new community building, parking area, and entrance road in support of a new gymnasium and park in northeast Columbia. The new facility will offer walkable access to a socially vulnerable community with previously limited access to parks and recreation amenities within walking distance.

Chapel Hill Parks and Recreation Master Plan, Chapel Hill, North Carolina. Project manager working with Berry Dunn to develop the Chapel Hill, NC Parks and Recreation Master Plan. Within the Town of Chapel Hill there are nearly 625 acres of park lands comprising of parks with pavilions, playgrounds, athletic fields, and over 17 miles of greenways/trails. Weston & Sampson views the park system through the lens of a comprehensive public realm. Services being provided include Facility Inventory and Level of Service Analysis, Site Assessments, Trail Connectivity Analysis, Fair Access + Health Equity Analysis, and Development of Recommendations and Opinion of Probable Costs.

Estero Sports Park Master Plan, Village of Estero, Florida. Project manager for the master plan of this multi-user sports park. The Village of Estero assembled 100 acres of contiguous land through an intergovernmental agreement with the Lee County School Board, Lee County, and private owners, to create a park that will serve as a community hub for residents of the Village of Estero. Weston & Sampson, in support of Perez Planning + Design, LLC, developed a master plan for 85 of the 100 acres. The plan incorporates a village green that will provide a central gathering space for village civic events and festivals, athletic fields for use by both Estero High School and the community, and general park amenities including walking trails, pavilions, restrooms, playgrounds, and splash areas to serve the community at large. Upon completion, the park will be operated by a private park manager who will be responsible for park programming, activation, and maintenance. The village will lease portions of the property to private operators of wellness and family entertainment facilities. Revenue generated from the leases will be used to fund maintenance and the operations of the park

CRISTOBAL BETANCOURT, RLA, AICP

PROFESSIONAL AFFILIATIONS

American Planning Association

American Society of Landscape Architects

National Recreation and Parks Association

Florida Engineering Leadership Institute

The Urban Land Institute

AWARDS

2023
American Architecture Award
Currie Park Redesign

2023
ASLA, Florida Chapter
Award of Excellence Planning and Analysis
Currie Park Redesign

2023
APA Great Places in Florida
Wellington Environmental Preserve at the Marjory Douglas Everglades

2015
ASLA, Florida Chapter
Award of Merit Urban Design
The Art Walk

PUBLICATIONS & PRESENTATIONS

"Currie Park: Parks Equity and Resiliency in West Palm Beach" - 2023 National Recreation and Parks Association

"Currie Park: Parks Equity and Resiliency in West Palm Beach"- 2022 Lake Worth Lagoon Symposium

LANGUAGES

English
Spanish

Parks and Recreation Master Plan, Miami, Florida. Senior project manager responsible for developing a parks system master plan for the City of Miami. The project involved the updating of the city's previous master plan from 2007. Provided public engagement, analysis, and solutions based on citizen input to drive the development of the park system through 2030. Project efforts included a special emphasis on finding additional space for parks (including rooftops and spaces below overpasses) and using the parks system to support resiliency goals for the city. The city adopted the plan in 2021. (with former employer)

Parks and Recreation Master Plan, Fort Myers, Florida. Lead landscape architect in support of Perez Planning + Design, responsible for providing inventory and analysis of the city's existing parks facilities. The scope of work included site visits to all existing facilities, analysis, development of concepts for sites identified by the client, support at public engagement meetings, and development of a capital improvements plan supporting the PRMP recommendations. The city adopted the plan in May 2024. (with former employer)

Parks and Recreation Master Plan, Hollywood, Florida. Lead landscape architect in support of Barth Associates, responsible for providing inventory and analysis of the city's existing parks facilities. The scope of work included site visits to existing facilities, analysis, development of concepts for sites identified by the client, support at public engagement meetings; and development of a capital improvements plan supporting the PRMP recommendations. (with former employer)

Parks and Recreation Master Plan, West Palm Beach, Florida. Lead landscape architect in support of Greenplay (now BerryDunn), responsible for providing inventory and analysis of the city's existing parks facilities. The scope of work included site visits to existing facilities, analysis, development of concepts for sites identified by the client, support at public engagement meetings, and development of a capital improvements plan supporting the PRMP recommendations. This master plan resulted in a voter-approved $30 million parks bond. (with former employer)

The Commodore Trail, Miami, Florida. Principal landscape architect leading the master planning of the Commodore Trail, a five-mile urban trail connecting downtown Miami to Coral Gables. The project required a high level of engagement with the community stakeholders to balance the need for recreation and daily commuting. The design improvements addressed safety, access, aesthetics, economics, and community resilience. (with former employer)

Glades General Hospital, Belle Glade, Florida. Lead landscape architect responsible for the design, permitting, and construction administration of the site design, landscape, hardscape, and irrigation for a renovation of Glades General Hospital for the Palm Beach County Healthcare District. (with former employer)

Palms West Hospital – 32 Bed Expansion, Loxahatchee, Florida. Lead Planner leading the Site Plan Amendment process for Hospital Corporation of America (HCA) 32 Bed expansion of Palms West Hospital. (with former employer)

Miami Dade County Empowerment Center, Homestead, Florida. Lead landscape architect responsible for the design, permitting, and construction administration of the site design, landscape, hardscape, and irrigation design for this county facility for victims of family abuse. (with former employer)

JEANNIE LEWIS

BACKGROUND

2021-Present
Senior Project Manager
Weston & Sampson

2016-2021
Coastal Zone Consistency Project Manager
SC Department of Health and Environmental Control

2013-2016
Natural and Coastal Resources Consultant
Brunswick, GA

2013-2014
Coastal States Organization
Chair/Facilitator, National Nonpoint Source Workgroup

2005-2013
Natural Resources Biologist
GA Department of Natural Resources- Environmental Protection Division

2001-2005
Marsh and Shore Regulatory Program Manager
GA Department of Natural Resources- Coastal Resources Division

1994-2001
Senior Program Coordinator
VA Department of Environmental Quality

1990-1994
Analyst
VA Department of Environmental Quality

1989
Analyst
US Geological Survey/University of Virginia Coastal Research

EDUCATION

1988
Graduate Studies Environmental Science, Coastal Geomorphology

1987
Bachelor of Arts
University of Virginia

Jeannie is a coastal resources expert and innovator with more than 35 years of government experience in the Southeast and Mid-Atlantic. She has in-depth knowledge of and practice in regulatory permitting and compliance, sustainable and resilient design, environmental policy, community development, green infrastructure, wildlife and water quality protection strategies, stormwater management, habitat restoration, estuarine and freshwater wetlands, cultural and historic resources, and associated legal and regulatory frameworks. Jeannie is known for her collaborative team-building, multidisciplinary approaches and as a catalyzing problem solver and communicator. She is a seasoned and effective leader and also has extensive experience with public outreach, community engagement, grant writing and management and working with diverse stakeholders.

SPECIFIC PROJECT EXPERIENCE

Model Rain Garden Project, Kiawah Conservancy, Kiawah Island, South Carolina. Senior project manager assisting the Conservancy with a model project to demonstrate and showcase nature-based solutions (NBS) for stormwater management through the site selection, design, permitting, and installation of two residential scale bioretention projects. These rain gardens provide additional storage and mitigate localized flooding at a community facility on Kiawah Island and at Town Hall. Both project locations will serve as highly visible demonstration sites for the community to observe the functionality of these green infrastructure solutions. The community helped to install the rain garden at town hall through a facilitated approach, which provided a valuable opportunity to learn how to implement NBS on their personal properties.

Causeway Public Access Improvement and Marsh Restoration Feasibility Study, Kiawah Island, South Carolina. Senior project manager and regulatory specialist assisting the town with the conceptual designs, study, and regulatory feasibility for improved and safe public access to the saltmarsh, living shoreline and marsh restoration. Designs reflect marsh conservation best practices, legal ownership and regulatory constraints, and key stakeholder feedback. Finalized concepts to be utilized for regulatory pre-application meeting and further public engagement prior to design, permitting and construction.

Third Party Review, Town of Kiawah Island, South Carolina. Coordinated with team on third-party peer review for a multifamily residential development on Kiawah Island, providing expertise in site planning, stormwater management, and regulatory compliance. Leveraged previous site knowledge to assess constructability, zoning adherence, and environmental impacts. Contributed to technical recommendations to support town decision-making and ensure sustainable, code-compliant development.

PUBLICATIONS

Horner, R., Lewis J., Burnette, J. (Second Quarter 2022) A Readiness Guide to Applying for and Securing SRF Infrastructure Funding - *South Carolina AWWA Journal*

Center Street Stormwater Improvements, City of Folly Beach, South Carolina. Team leader for permitting for this South Carolina Infrastructure and Investment Project (SCIIP) to add drainage system capacity including green infrastructure practices along the city's core business district, connecting streets and Folly River Park. Permitting included authorizations for minor wetlands impacts for stormwater outfalls in two estuarine locations from the USACE and SCDES Critical Area Program, as well as NPDES permitting through SCDES and Charleston County's MS4, SCDOT and the SC Coastal Zone Consistency. Oversight of applications, creation of maps, project location research, and communication with regulatory community.

May River Water and Sewer Projects Phases 1 and 2, Beaufort County, South Carolina. Team leader for permitting for SC Infrastructure and Investment Projects (SCIIP) to bring water and sewer to ~60 residences in a high priority watershed facing E. coli impairments. Permitting included federal and state authorizations for crossing under navigable waters of the United States and South Carolina, assurance of wetlands avoidance and NPDES permitting through SCDES and Beaufort County's MS4, and the SC Coastal Zone Consistency. Oversight of applications, creation of maps, project location research, and communication with regulatory community.

Redundant Water Main, Folly Beach, South Carolina. Senior project manager and team lead for permitting an additional water main. The perermitting includes federal USACE and state wetlands authorizations for crossing under waterways, NPDES land disturbance through South Carolina Department of Environmental Services (SCDES), SCDOT Encroachment, City and County of Charleston MS4s and Planning/Zoning review as well as state and federal SC Coastal Zone Consistency. Oversight of applications, creation of maps, project location research, and communication with regulatory community.

Courtland Road & Dawning Lane, Charleston County, South Carolina. Team lead of the permitting efforts to regrade and pave roadways in LMI areas of the County. Permitting included NPDES land disturbance through South Carolina Department of Environmental Services (SCDES) and Charleston County MS4, and the SC Coastal Zone Consistency. Oversight of applications, creation of maps, project location research, and communication with regulatory community.

Sea Level Rise Adaptation and Resilience Plan, Sullivan's Island, South Carolina. Serve as the regulatory technical leader in the development of the Sea Level Rise Adaptation and Resilience Plan for Sullivan's Island. The project reviewed and compiled sea level rise data and information on the island's drainage infrastructure to provide practicable strategies and recommendations for flood mitigation on the island. The project involved extensive community engagement via surveys and interviews with community members and relevant stakeholders.

City of Dillon and Riverdale Stormwater Improvements, Dillon, South Carolina. Senior project manager assisting with permitting efforts for SCDES, City and County of Dillon, South Carolina Department of Transportation (SCDOT), USACE, and CSX (railroads), including oversight of the preparation and submission of applications, creation of maps, project location research, and communication with regulators.

KAYLA PEHL

BACKGROUND

2024-Present
Environmental Scientist III
Weston & Sampson

2023-2024
Environmental Scientist II
Weston & Sampson

2021-2022
Laboratory Technician
College of Charleston

EDUCATION

2021
Masters of Science
Environmental and Sustainability Studies
College of Charleston

2016
Bachelor of Arts
Environmental Studies
University of North Carolina

Kayla is an environmental scientist with a range of experience on environmental/wetlands, climate resiliency, regulatory, and mapping (ArcGIS) projects. Her experience also includes public engagement/outreach as well as field and laboratory data collection.

SPECIFIC PROJECT EXPERIENCE

First Boulevard Force Main Replacement, Beaufort County, South Carolina. Assisted with permitting efforts for SCDHEC and Beaufort County, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Dillon County Stormwater Improvements, Dillon, South Carolina. Assisting with permitting efforts for SCDHEC, City of Dillon, Dillon County, South Carolina Department of Transportation (SCDOT), and CSX (railroads), including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Northwoods Mall Stormwater Pond Rehabilitation, North Charleston, South Carolina. Assisted with permitting efforts for South Carolina Department of Health and Environmental Control (SCDHEC) and North Charleston including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

North Santee Sewer Replacement, Georgetown County Water & Sewer District, Georgetown, South Carolina. Assisted with permitting efforts for SCDHEC and Georgetown County, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Mount Pleasant Waterworks Rifle Range Road Forcemain, Mount Pleasant, South Carolina. Conducted preliminary environmental research and prepared the environmental section of the Preliminary Engineering Report. Assisting with permitting efforts for SCDHEC and Mount Pleasant, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Mount Pleasant Waterworks Highway 17 Forcemain Replacement, Mount Pleasant, South Carolina. Conducted preliminary environmental research and prepared the environmental section of the Preliminary Engineering Report. Assisting with permitting efforts for SCDHEC and Mount Pleasant, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Courtland Road & Dawning Lane Dirt Road Paving, Johns Island, South Carolina. Assisted with permitting efforts for SCDHEC and Charleston County, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Bushy Park Stormwater, Dominion Energy Southeast Services. Assisted with permitting efforts for SCDHEC and Berkeley County, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Cane Bay Water Tower & Water Main Extension, Berkeley County Water & Sanitation Authority, South Carolina. Assisted with permitting efforts for SCDHEC and Berkeley County, including preparation and submission of applications, creation of maps, project location research, and communication with regulators.

Wastewater Master Plan & Hydraulic Model, Dorchester County Water & Sewer, South Carolina. Modified the gravity mains, forcemains, and pump stations in the ArcGIS map to match the SewerGEMS baseline model being created for Dorchester County to depict their wastewater collecting system. Created printable maps for use in the final report based off the ArcGIS map.

Greenbelt Master Plan, Dorchester County, South Carolina. Assisting with the ArcGIS data collection and research for the creation of a master plan for the Dorchester County Greenbelt. For this effort, Weston & Sampson is working together with the National Audubon Society of South Carolina to protect and preserve the county's greenspace areas.

Hazard Mitigation Plan, Charleston County, South Carolina. Researched, calculated, and wrote the probability calculations portion of the update to Charleston County's HMP for 2024.

ReWa Support, Greenville, South Carolina. Assisted in technical data collection and analysis, and in the creation of mapping and visualization products for compliance with the National Environmental Policy Act (NEPA) depicting the project site, environmental factors, and construction activities for the US Department of Housing and Urban Development (HUD) Part 50 Environmental Review.

Hazard Mitigation Plan (HMP) Update, Effingham County, Georgia. Assisted with the county's HMP update, including the preparation of documents and other necessary materials for the HMP committee meetings, workshops, and public meetings. Developed HMP meeting minutes and documented participation for federal grant funding match requirements. Created and reviewed materials incorporated into the HMP StoryMap for stakeholders. Compiled new and previous action items into an integrated spreadsheet to send to stakeholders and to include in final report. Helped draft chapters for final report.

Mount Pleasant Waterworks 30" Forcemain & State Revolving Fund (SRF) Assistance, Mount Pleasant, South Carolina. Conducted a preliminary State Historic Preservation Office (SHPO) review of the project site in preparation for design location finalization. Researched, created maps, and wrote the Environmental Evaluation portion of the Preliminary Engineering Assessment.

Wetland Delineation Reports, Various Clients, Massachusetts. Prepared wetland delineation reports (including USACE forms and creation of maps) using field notes taken by certified wetland scientists for multiple projects in Massachusetts.

SAMUEL MOFFETT, AICP

BACKGROUND

2022-Present
Principal Planner
Weston & Sampson

2010-2022
Senior Principal
TRC

2002-2010
Environmental Planner/
Environmental Permitting Manager
URS Corporation

1998-2001
Environmental Planner
Earth Tech, Inc.

1997-1998
Intern
Massachusetts Port Authority
Environmental Management Unit

EDUCATION

1998
Master of Arts
Urban and Environmental Policy
Tufts University

1992
Bachelor of Liberal Arts,
cum laude
Government Harvard University
Extension School

PROFESSIONAL REGISTRATION

American Institute of Certified Planners (AICP), American Planning Association, No. 020158

PROFESSIONAL AFFILIATIONS

American Planning Association (APA)

Environmental Business Council of New England - Member of Infrastructure Committee Leadership Team

American Council of Engineering Companies-Massachusetts (ACEC-MA) Member of TALC Committee and MassDOT Highway Partnering Subcommittee

Construction Industries of Massachusetts (CIM)

Sam is a senior principal planner at Weston & Sampson with a track record spanning 25 years of successfully managing the development and timely implementation of NEPA, MEPA, and permitting strategies for his energy, environmental, and transportation clients. These clients have included the City of Boston, the Massachusetts Department of Transportation Highway Division, the Massachusetts Bay Transportation Authority, Eversource, the Massachusetts Army National Guard, the Massachusetts Port Authority, CSX, The Port Authority of New York and New Jersey, ConocoPhillips, El Paso Corporation, and General Electric, among many others.

SPECIFIC PROJECT EXPERIENCE

Environmental Permitting Support Boston Public Works Department (BPWD) Moon Island Causeway Repairs, Boston, Massachusetts. Principal/senior project manager/senior environmental planner for Owner's Representative services for the Boston Public Works Department. Services provided included the preparation and submission of a Wetland Notice of Intent (NOI) filing associated with emergency repair to the Moon Island Causeway.

Stone Wharf Improvements, Chebeague Island, Maine. As senior principal planner led efforts to develop an adaptive management strategy for implementation of flood mitigation solutions for near-term and long-term resiliency against sea level rise and climate change impacts consistent with the Maine Climate Council's two (2) sea level rise (SLR) scenarios: Commit to Manage and Prepare to Manage. Developed conceptual site plans to improve public safety, pedestrian, vehicle and emergency access, and support mixed use activities including local ferry service, commercial fishing and freight, and seasonal recreational and transient boating.

Glenwood Avenue Footbridge Rehabilitation Project (2023), Boston, Massachusetts. As senior principal planner and environmental permitting lead provided professional environmental permitting support services for the rehabilitation of the Glenwood Avenue footbridge over the Neponset River in the Hyde Park neighborhood of Boston. Working closely with Boston Public Works Department staff and the project designer, secured project authorization from the Boston Conservation Commission, and represented the City of Boston during engagement with the US Army Corps of Engineers (ACOE) resulting in a determination that no project authorization was required from the US ACOE under Section 404 of the US Clean Water Act. The project is currently under construction.

MA DOT Cheshire Sand Mill Road, Chesire, Massachusetts. Served as permitting program manager for the MassDOT Highway Division bridge superstructure replacement. The Sand Mill Road bridge spans a perennial stream, and the project includes abutment repair work that requires limited work within the United States Army Corps of Engineers (USACE) and Massachusetts Department of Environmental Protection (MassDEP) jurisdiction under the Clean Water Act and the Massachusetts Wetlands Protection Act. Weston & Sampson staff designed the project and performed field delineation of riparian resources subject to permitting requirements. (2023-2024)

PROFESSIONAL AFFILIATIONS (CONT.)

Massachusetts Association of Consulting Planners (MACP)

American Public Transportation Association (APTA)

New England Commerce and Energy Association (NECA)

MA DOT Attleboro Bridge, Attleboro, Massachusetts. Permitting principal for the construction of the redesigned highway ramps and a widened highway bridge over the Ten Mile River in Attleboro, MA. Weston & Sampson served as the designer for this project. In collaboration with scientists, planners, engineers, and the client, Moffett oversaw project permitting and the development and implementation of project strategy to effectively meet the project purpose while avoiding, minimizing, and mitigating environmental and community impacts, and thus the scope and schedule required for regulatory permitting. (2023)

MBTA DOT Sutton Depot Street Bridge, Sutton Massachusetts. Served as the regulatory permitting lead for this MassDOT bridge replacement project in Sutton, MA.

Northern Avenue Bridge, Boston Public Works Department, Boston, Massachusetts. Principal/senior project manager/senior environmental planner for Owner's Representative services for the Boston Public Works Department on all aspects of environmental review and permitting associated with the Northern Avenue Bridge Replacement Project.

Long Island Bridge, Boston Public Works Department, Boston, Massachusetts. Principal/senior project manager/senior environmental planner for Owner's Representative services for the Boston Public Works Department on all aspects of environmental review and permitting associated with the Long Island Bridge Superstructure Replacement Project. Services successfully managed included seeking and obtaining emergency authorization from the Massachusetts Secretary of Energy and Environmental Affairs for the controlled explosive demolition of the original bridge superstructure, which was determined upon engineering analysis to be a public safety hazard. The Long Island Bridge was the first bridge demolition project in Massachusetts to be approved for explosive demolition.

Climate Resiliency Regulations Development, Boston Environment Department, Boston, Massachusetts. Principal Environmental Planner supporting the Boston Environment Department (BED) in drafting regulatory language to implement regulation of new resource areas established under the Boston Wetlands Ordinance. Resource areas included Land Subject to Coastal Storm Flowage, Vernal Pools, Expanded Riverfront, Coastal Floor Resiliency Zone, and Inland Flood Resiliency Zone. Working in close coordination with BED staff and The Rose Law Firm (Prime consultant for this assignment), served as a team member drafting regulatory language including resource area definitions, performance standards, and review thresholds. Also oversaw preparation of GIS based mapping products delineating the approximate locations and extents of new resources. The Phase II regulations developed by the project team were adopted by Boston in early 2022, and draft Phase III regulations are now in review with the public and stakeholders. (with previous employer)

Belden Bly Bridge Replacement, Massachusetts Department of Transportation, Lynn, Massachusetts. Environmental permitting project manager in support of project engineer. Services provided included NEPA Categorical Exclusion support, US Coast Guard permit support, US Army Corps of Engineers support, and MassDEP 401 Water Quality Certification support. Additional services provided during the design phase included preparation of an Essential Fish Habitat study, and sediment study, a pre-demolition hazardous materials survey of the existing bridge, MCP reporting, and wetlands/high tide line delineation services. (with previous employer)

BELLA PURDY TISEL, AICP

BACKGROUND

2024-Present
Project Manager I
Weston & Sampson

2023-2024
Senior Project Planner
Weston & Sampson

2021-2023
Project Planner
Weston & Sampson

2019-2021
Climate Resource Planner
Water Resource Team
Kleinfelder

2018-2019
Climate and Environmental Planning Fellow
City of Boston Department of Environment, Energy, and Open Space

2014-2017
Designer
KieranTimberlake Associates

EDUCATION

2019
Masters in City Planning Housing, Community and Economic Development
Massachusetts Institute of Technology

2014
Bachelor of Science in Architecture
University of Virginia

PROFESSIONAL CERTIFICATIONS

American Institute of Certified Planners (AICP) Certified Planner: No. 351711

PUBLICATIONS & PRESENTATIONS

Summer 2023
Purdy, B. "A Practical Guide to Updating Local Regulations for Climate Resilience", Planning Magazine, Quarterly Addition.

Bella is a project manager with 10 years of professional experience. A certified planner with the American Institute of Certified Planners (AICP), Bella effectively manages complex projects with clear communication and sensitivity to the unique needs of her clients. She regularly works with municipalities, agencies, and organizations to develop climate adapted designs, land use regulations and design guidelines, and resilience and climate action plans. Bella is also dedicated to developing equitable engagement processes that address residents' concerns about climate change. She was a technical expert for the City of Cambridge's Cool Factor Zoning Ordinance - one of the nation's first regulations focused on the reduction of urban heat island effects through performance-based zoning standards. In addition, her work on resilient regulations was featured in the American Planning Association's *Planning Magazine*.

SPECIFIC PROJECT EXPERIENCE

North Carolina Resilient Coastal Communities Program (RCCP), Resilience Plans for Elizabeth City and Pasquotank County, North Carolina. Serving as project manager for two resilience plans to be completed during 2023-2024 through the NC DEQ RCCP. These resilience plans will include a vulnerability assessment and identification of critical assets, a comprehensive outreach strategy, and development of prioritized actions. The RCCP provides funding for coastal communities with an emphasis on equitable outcomes, nature-based solutions, and data-driven decision making.

Evaluation of Stormwater and Flood Resilience, Occoquan, Virginia. Project manager for a stormwater system evaluation to determine green and grey infrastructure upgrades to mitigate flooding in the Town of Occoquan. Through this study, Weston & Sampson is conducting field data collection and developing a hydraulic/hydrologic model of the system under current and future flood conditions. This project will result in a detailed prioritized action plan for a resilient stormwater program. This project is funded through the Virginia DCR Community Flood Preparedness Fund, which focuses on flood mitigation, nature-based solutions, and emergency preparedness.

Central Virginia Planning District Commission Regional Resilience Plan, Various Locations, Virginia. Senior resilience planner as a subconsultant to the Berkley Group on the CVPDC regional resilience plan for 11 localities in central Virginia. This project is funded by the Virginia DCR Community Flood Preparedness Fund. Working closely with the communities to determine their priorities for flood mitigation and creating an actionable plan based on flood mitigation potential, co-benefits, available funding, and the locality's capacity.

Regulatory Audit and Net Zero Action Plan, Chelmsford, Massachusetts. Project manager for a sustainability audit for the town, including review of zoning bylaw, site plan review process, special permit rules, and town code to determine gaps and opportunities for improving climate mitigation measures. Scope also included a detailed Net Zero Action Plan to help the town meet its sustainability goals and engagement with a town stakeholder committee.

PUBLICATIONS & PRESENTATIONS, CONT.

November 2022
Purdy, B., Riordan, J., Yates, C. Chelmsford "Making Progress to Meet Key Climate Action Goals", High Profile Magazine

June 2023
Purdy, B., J. Nadeau, and C. Krahforst, "Community Responses to Managed Retreat: Exploring Trade-offs through an Adaptation Alternatives Assessment in Hull, Massachusetts. At What Point Managed Retreat?: Habitability and Mobility in an Era of Climate Change Earth Institute", Columbia U. NYC.

July 2022
Purdy, B., Ghosh, I., "Regional Collaboration in Resilience Planning: Watershed Modeling as a Tool for Equitable Implementation", Virginia American Planning Association Conference, Richmond, VA.

October 2021
Purdy, B., Moody, M. Boynton, A. "Incorporating Equity, Inclusion, and Access into Climate Resiliency Projects", North Carolina American Planning Association Conference, Virtual.

June 2021
Purdy, B., Bolduc, J., Roberts, J., Scott, S., Sullivan, C. "Looking Towards the Future, Learning from the Past: A Case Study of Interdisciplinary Climate Adaptation Planning in Cambridge, MA." Keeping History Above Water Conference, Charleston, SC.

Crater Planning District Commission Regional Resilience Plan, Virginia. Project manager for a regional resilience plan for 11 municipalities in Virginia. The plan includes a regional climate vulnerability assessment, capacity needs assessment, deep engagement with decision-makers and community members, and the development of implementation strategies for climate adaptation. The project is funded by Virginia DCR's Community Flood Preparedness Fund, which provides resources for communities to prepare for stormwater, riverine, and coastal flood impacts.

Resilient Masterplan and Open Space and Recreation Plan, Westhampton, Massachusetts. Assistant project manager for preparation of a resilient local community master plan and open space and recreation plan. This is the town's first-ever master plan. Development of the plan includes sections on agriculture, forestry, mining, climate change, economic development, energy, facilities and services, historic and cultural resources, housing, natural resources, open space, recreation, and transportation.

Climate Resilient Vision and Design Alternatives Analysis, Chelsea, Massachusetts. Assistant project manager for a climate-resilient design alternatives analysis and corridor improvement plan. This project developed two potential options for a flood mitigation berm along a busy roadway in Chelsea that also functions as a protected pedestrian path. Coordinated the multi-disciplinary team and developed effective community outreach strategies. Led the technical feasibility assessment task, which determined critical next steps for the project.

Hazard Mitigation Plan, Boston, Massachusetts. Developed the City of Boston's Natural Hazard Mitigation Plan. Researched and compiled existing citywide mitigation measures, documented progress on the past plan, and identified future priority actions through interviews with critical stakeholders. Conducted inclusive community outreach to receive feedback on the plan recommendations. Wrote the final Plan and ensured compliance with FEMA's HMP guidelines.

Hampton Circle Area Adaptation Roadmap and Design Alternatives Analysis, Hull, Massachusetts. Serving as project manager for a coastal design alternatives analysis in the Hampton Circle neighborhood of Hull. This project included an intensive community engagement process, climate vulnerability assessment, and design recommendations for an area exposed to coastal flooding. The adaptation roadmap is the result of the engagement and analysis and includes a phased approach to climate adaptation over several decades. Design alternatives for the area include redesign of critical infrastructure, nature-based solutions for coastlines, home elevations, and potential managed retreat. Bella has provided both timely delivery of complex deliverables as well as relationship building with the community.

AWIA Risk and Resilience Assessment Public Water Supply, Arlington, Massachusetts. Completed a Risk and Resilience Assessment (RRA) for the Town of Arlington's Public Water Supply in compliance with EPA regulations. The RRA involved extensive interviews with water system operators and an 'all-hazards' assessment of the system's risk to natural hazards, acts of terrorism, and system and operations deficiencies that could threaten the quality of supply or the health and safety of the community. Evaluated the critical assets of the system and developed a comprehensive report including recommendations for system improvements.

ANDREW WALKER, PH, CFM

BACKGROUND

2025-Present
Team Leader
Weston & Sampson

2022-Present
Technical Leader
Weston & Sampson

2020-2022
Technical Specialist
Weston & Sampson

2009-2020
Hydrologist
Weston & Sampson

2006-2007
Water Engineer
Fay, Spofford & Thorndike

EDUCATION

2014
Master of Science
Hydrology
University of New Hampshire

2006
Bachelor of Science
Civil Engineering
Tufts University

PROFESSIONAL CERTIFICATIONS

Professional Hydrologist,
No. 18-H-9008

Certified Floodplain Manager
No. US-17-10058

Engineer-in-Training (EIT):
New Hampshire

PROFESSIONAL AFFILIATIONS

American Institute of Hydrology

Association of State Floodplain Managers

Andy is a hydrologist with more than 15 years of experience specializing in engineering and water resources. He has conducted hydrologic and hydraulic modeling for more than 40 dam projects, including inflow design flood studies, hydraulic capacity assessments, dam breach analyses, conceptual alternative analyses, and rehabilitation design as well as dam removal feasibility studies and removal and stream restoration design projects. Andrew has developed or managed the development of hundreds of hydrologic, hydraulic, and sediment transport models for a wide range of rivers and their associated watersheds, ranging from rural rivers valleys to dense urban floodways with no defined channel and from watersheds that span hundreds of square miles across multiple states to single parcel scale. In developing hydrologic and hydraulic models, he has worked with regulators from nearly every state up and down the East Coast as well as with FERC, FEMA, USACE, and the NRCS. He is a technical leader in the field of surface water hydrology and Weston & Sampson.

SPECIFIC PROJECT EXPERIENCE

Worcester Drainage Master Plan, Worcester, Massachusetts. Provided technical review of the Worcester Drainage Model, a nearly city-wide 1D model of the city's municipally owned stormwater management infrastructure covering a total drainage area of 12,550 acres and consisting of 374 miles of drain and nearly 30,000 structures associated structures. The model was used to identify undersized infrastructure or underserved streets with the goal of informing capital improvement planning to reduce nuisance flooding that impact properties and infrastructure. The model was also used to inform the conceptualization and to evaluate the flood reduction benefits of dozens of nature-based solutions across four particularly flood prone areas of the city.

Integrated Reservoir Model, Peabody, Massachusetts. Spearheaded development of a monte carlo-style Integrated Reservoir Model. The model consists of a series of five interconnected mass balance models for the city's surface water reservoirs. The model was used to assess the vulnerability to failure of each of the city's reservoirs under "business-as-usual" by analyzing how each reservoir's water level fluctuates based on dozens of simulated 12-month time periods. The Model was then used to evaluate how each reservoir's vulnerability to failure might change under various climate, demand, and permit requirement conditions. Failure rates and revenue estimates for the "Business-as-Usual" approach were compared to dozens of other management strategies and capital improvement projects to evaluate their effectiveness and relative cost. These evaluations were key to supporting the city's long-term planning for their water supply system. In addition, provided technical support for development of a web app that allows the city to input current reservoir levels, which are used to drive Model simulations, and make predictions about the likelihood of one or more reservoirs failing over the next 12 months. Through the web app, the city can evaluate the effectiveness of each of six reservoir management strategies and make informed decisions on which strategy to implement at any given time to improve their water supply resilience.

ANDREW WALKER, PH, CFM

PRESENTATIONS

April 2023
"Predictive Model to Support Reservoir Management, Water Conservation, and Cross Connection Decision-Making." NEWWA 2023 Spring Joint Regional Conference

January 2019
"Improving Resiliency in an Urban Industrial and Commercial Area through Green and Gray Stormwater Infrastructure Planning and Assessment." NEWEA Annual Conference

April 2018
"A Fresh Look at Safe Yield, Lee, NH," New England Water Works Annual Spring Conference

October 2014
"Town-wide Stormwater Best Management Practice Screening" NEWWA Water Resources & Sustainability Symposium

April 2014
"Surface Water Controls or Enhanced Aquifer Recharge, the Big River Story" NEWWA Spring Joint Regional Conference

April 2013
"A Tale of Two Ponds: Developing Model to Improve Reservoir Management" NEWWA Spring Joint Regional Conference

September 2011
"A Balancing Act: Optimizing Water Supply Availability through Integrated Management" New England Water Works Association

January 2011
"A Balancing Act: Optimizing Water Supply Availability through Integrated Management" New England Water Works Association

Charles River Watershed Model, Natick, Massachusetts. Lead hydrologist responsible for developing a 1D/2D flood model of the Charles River and its watershed, the largest in the metro Boston area. The first of its kind for the approximately 300-square-mile watershed, the model consisted of nearly 200 miles of the Charles River and its two dozen tributaries as well as 50 miles of existing storm drain and more than 450 dams and road crossings across parts of more than 40 communities. Used the model to evaluate the potential impact of climate change on flood frequencies, extents, and depths as well as the potential flood mitigation benefits of various interventions. Used the model to evaluate the efficacy of 10+ watershed-scale mitigation strategies, the flood reduction benefits of hundreds of green infrastructure opportunities across dozens of catchments of interest (aka priority impact areas), and to support conceptualization of site-specific green and gray solutions to reduce both fluvial and pluvial flooding.

Strawberry Brook Stormwater Model and Green Infrastructure Screening, Lynn, Massachusetts. Lead hydrologist responsible for the development of a watershed-wide 1D stormwater model of Strawberry Brook. Used the model to confirm the likely causes of nuisance flooding, identify areas that could experience significant flooding and associated damage during extreme events. Evaluated the potential impact of climate change on flood frequency and magnitude throughout the watershed. Also evaluated the potential benefit of 26 green infrastructure projects and several large-scale gray infrastructure improvement projects within the watershed.

Neponset River Watershed Regional Adaptation Strategy & Flood Model, Dedham, Massachusetts. Lead modeler for the development of a watershed-wide flood model for the Neponset River watershed that was funded through the Municipal Vulnerability Preparedness (MVP) Action Grant program. The project included the development of an integrated hydrologic and hydraulic (H&H) flood model of both the entire Neponset River Watershed as well as the Dedham Manor Neighborhood Area using PCSWMM software. The project also included a robust community engagement program, which involved a stakeholder mapping process to create an expanded database of stakeholder groups and community-based organizations, preparation of outreach materials for public meetings and environmental justice focus groups, and creation of a project website and GIS story map.

Canobie Lake Water Management Model, Salem, New Hampshire. Spearheaded development of a dynamic reservoir model of Canobie Lake, the primary drinking water supply reservoir during the dry season for Salem, New Hampshire. The model forecasts future reservoir levels several months in advance, based on current conditions and a statistical analysis of historical hydrologic and meteorological data sources. In addition to a do-nothing scenario, the dynamic model is also capable of simultaneously simulating both the financial cost and the potential benefit, in terms of future reservoir levels, of one or more water management strategies or combinations of strategies, including switching between sources earlier/later, instituting demand management, and increasing regional connection purchases. This tool allows the Town's water department staff and decision makers to evaluate multiple strategies against one another in an apples-to-apples fashion and make decisions to improve their water supply system's resilience against projected future drought conditions.

EARL BINGHAM, PE, GISP

BACKGROUND

2024-Present
Senior Technical Specialist
Weston & Sampson

2024-2024
Engineering Manger
WK Dickson & Co., Inc.

2011-2024
Project Engineer
WK Dickson & Co., Inc.

EDUCATION

2010
Bachelor of Science
Civil Engineering
North Carolina State University

PROFESSIONAL REGISTRATION

Professional Engineer
South Carolina No. 32942
North Carlina No. 054858
Georgia No. 049912

GIS Professional, No. 160883

Earl, a Senior Technical Specialist, has over 13 years of experience planning, analyzing, and designing water, wastewater, and stormwater projects throughout the Southeast. He specializes in using the power of hydraulic modeling and ArcGIS spatial analysis to find solutions to challenges facing each individual client. He has created custom GIS toolsets to support clients in their asset management and preventative maintenance programs, and provided design services for lift station, gravity main, force main and water main projects.

SPECIFIC PROJECT EXPERIENCE

Comprehensive Wastewater Master Plan and Hydraulic Model, Dorchester County, South Carolina. Senior Technical Specialist for a wastewater master plan spanning the length of Dorchester County, including over 60 pump stations, over 73,000 LF of trunk gravity sewer, and over 500,000 LF of manifolded force mains. Performed flow monitoring analysis and hydraulic modeling to determine system needs and support ongoing capital improvement projects.

Shore Road Lift Station and Force Main Evaluation, Lexington, South Carolina. Senior Technical Specialist for an evaluation of the manifold force main system along Highway 378 in Lexington. Performed hydraulic modeling and capital improvement recommendations to optimize system performance and reduce sanitary sewer overflow occurrences.

Pilot Watershed Study, Greer, South Carolina. Engineering manager overseeing the analysis and master plan development for the Maple Creek watershed in central Greer, SC. Project included field inventory, stream assessment, detailed hydraulic and hydrologic modeling, development of capital improvement recommendations, standard operating procedures, and asset management plans. Capital improvements included piped system upgrades, culvert enhancements, green infrastructure and stream restoration. (with former employer)

CMOM Capacity Assessment Program, Eden, North Carolina. Project engineer for flow monitor analysis, condition assessment, and hydraulic modeling of the Eden wastewater collection system. Performed detailed wet weather analysis This project addressed an EPA Consent Decree, so detailed wet weather hydraulic analysis was performed for the entire system leveraging over 20 active flow monitor sites. The capacity analysis led to a large-scale capital improvement plan to bring Eden into compliance with EPA regulations.

Wastewater Master Plan, Monroe, North Carolina. Senior project engineer for the development of a wastewater master plan for the entire Monroe wastewater collection system. Performed hydraulic modeling and capital improvement planning to support capacity upgrades needed to serve rapid development in the Monroe area.

Johns Creek Watershed Master Plans, Johns Creek, Georgia. Senior project engineer performing site analysis for green infrastructure in the City of Johns Creek. Utilized GIS desktop analysis and targeted site visits to develop capital improvement plans focused on green infrastructure and water quality SCMs to address water quality impairments. (with former employer)

SC Gateway Park Stormwater Master Plan and Floodplain Permitting, Orangeburg County, South Carolina. Senior project engineer developing a regional stormwater management plan for the SC Gateway Park industrial development in Orangeburg County. Project included siting, modeling and performing design calculations for regional stormwater detention facilities for a 1300 acre industrial development. Additionally performed FEMA floodplain permitting to elevate several hundred acres out of the floodplain allowing for additional buildable area. (with former employer)

Stormwater Master Plan, Georgetown, South Carolina. Senior project engineer analyzing frequent flooding and developing capital improvements for the City of Georgetown. Oversaw field inventory, performed hydrologic and hydraulic modeling, and developed detailed capital improvement recommendations for multiple areas within the Georgetown Historic District. Three of the capital improvement recommendations were selected for design and construction, and further modeling was performed in support of design and permitting. (with former employer)

Clemson Terrace Drainage Study, Dorchester County, South Carolina. Senior project engineer undertaking analysis of historic flooding within the Clemson Terrace neighborhood in Dorchester County. Updated FEMA HEC-RAS models to develop potential capital improvements to alleviate frequent flooding issues. Study led to a culvert improvement project, where floodplain permitting and further modeling in support of design were performed. (with former employer)

SSAP Model Update, Gwinnett County, Georgia. Engineering manager providing technical oversight of a detailed basin-wide PCSWMM model update. As part of a team of multiple consultants, GIS and as-built information from extensive development that had occurred in the past five years was used to update the model to support Gwinnett County's stormwater asset management program. (with former employer)

Rice Mill Drive Drainage Improvements, Dorchester County, South Carolina. Engineering manager providing technical support for analysis and design of two culvert improvements in Dorchester County. Worked with the design team to select culvert sizing and channel improvements to support the desired level of service while meeting SCDOT drainage requirements. (with former employer)

2017 Hydraulic Model Update, Summerville, South Carolina. Engineering manager for the hydraulic modeling of the Summerville CPW water distribution system. Updated, calibrated and maintained the system water model for 7 years, and analyzed multiple major capital improvements. Provided design calculation support for the development of the Sawmill Branch Booster Station, two one-million-gallon ground storage tanks, and over a mile of 30-inch transmission main. (with former employer)

Hydraulic Model Development, Dorchester County, South Carolina. Engineering manager for the hydraulic modeling of the Dorchester County Water Authority distribution system. Developed, calibrated and maintained the system water model for 5 years. Provided water availability reports on behalf of the utility to developers interested in siting residential and commercial developments in the Water Authority service area. (with former employer)

DAVID BLACK, PE

BACKGROUND

2024-Present
Senior Technical Leader
Weston & Sampson

2016-2024
Project Delivery Leader
RK&K, LLP.

2014-2016
Project Manager
Century Engineers, Inc.

2012-2014
Project Manager
NMP Engineering Consultants

2005-2012
Senior Project Engineer
RK&K, LLP

2004-2005
Project Manager, Project Engineer
STV, Inc.

2000-2004
Project Manager, Project Engineer
Biohabitats, Inc.

1997-2000
Project Engineer
Morris & Ritchie Associates, Inc.

EDUCATION

1996
Bachelor of Science
Biological Resource Engineering
University of Maryland

1989
Associate of Arts
Electrical Engineering Technology
Anne Arundel Community College

PROFESSIONAL REGISTRATION

Professional Engineer:
Maryland No. 29893
Virginia No. 0402064739

Land Surveyor in Training:
Maryland No. 95

CERTIFICATIONS & TRAININGS

Rosgen I through IV Training

David is a Senior Technical Leader with extensive experience in environmental and civil engineering. He is a licensed Professional Engineer in Maryland and Virginia, and a Land-Surveyor-in-Training in Maryland. His career spans over two decades, with a focus on river restoration, hydrology, and stream restoration projects as well as stormwater management, green infrastructure, and resiliency.

David has held leadership roles in several engineering firms, contributing to high-profile projects such as the Dogue Creek and Scotts Run Stream Restoration Projects in Virginia and various environmental initiatives in Maryland. His expertise includes waterway permitting, hydraulic modeling, and developing innovative solutions for complex environmental challenges.

SPECIFIC PROJECT EXPERIENCE

Dogue Creek Stream Restoration Project, Alexandria, Virginia. Project delivery leader and lead design for this 2,700 linear foot stream restoration reach for the Fairfax County Stormwater Planning Division. The study area encompasses the reaches of Dogue Creek downstream of the Richmond Highway bridge crossing and upstream of the Mt. Vernon Memorial Highway bridge crossing. Near the bottom of the project reach is the historical 1771 George Washington Gristmill, which was relocated and restored in 1932 within the same general area of the original mill house. The mill was serviced by stream flow from Dogue Creek that began in a mill race 2 miles upstream. The race was problematic for the mill production due to sedimentation, lack of adequate water supply and other troubles that arose. Leading a team that is providing design, natural/permitting resource inventory, land survey, wetland/waterway permitting, floodplain modeling and FEMA CLOMR support as well as archeological investigations due to a significant find involving the George Washington water mill at the downstream limits of the project. Using two-dimensional hydrodynamic modeling in the form of SMS/Tuflow for stream design validation. (with former employer)

Suitland Road/Regency Parkway Outfall Remediation and Stream Stabilization, Prince George's County DPW&T, Forestville, Maryland. Project engineer/manager that led efforts to restore heavily degraded outfall and downstream channel. Pre¬ existing conditions included two major, and one minor storm drain systems conveying storm flows separately to a single endwall located very close to the intersection of the two roads with severe channel erosion endangering the roadway embankment near outfall and along the channel. The recommended design proposed to collect all three storm drains to a single special design manhole structure then convey storm flow to a single outfall structure. The proposed outfall structure was designed to allow for establishment of a gentle longitudinal slope and appropriate floodplain width to reduce shear stresses downstream. The proposed design resulted in multiple benefits for County's inventory of stormwater structures and improved traffic flow and provided TMDL credits. Approximately four acres of imperviousness was credited towards Prince George's County for their MS4 compliance. (with former employer)

Blue Spots Analysis, Prince George's County, Maryland. Led the team in utilizing the Balstrnm method, which is an ArcGIS-based rapid LiDAR terrain analysis tool developed in Copenhagen to identify sumps and flow paths between sumps, which will be used to build resiliency for Prince George's County residents. This method allows fast spatial analysis to identify and prioritize non-riverine or 'nuisance' flooding locations especially in urban environments. Vulnerabilities are quickly identified with computation of rainfall depths creating the urban flooding extents/pools to the outlet of identified sumps (a.k.a. Blue Spots) including conveyance from upstream. These Blue Spots are interconnected in a 'bead and string' configuration to quickly visualize flow paths as well as query total drainage area to innumerable points dispersed across the landscape. Other data sets, such as storm drain structures and conduits, can be overlain with the Blue Spot data to quickly identify if structures may be part of the solution or existing structures are potentially compromised. Investigating Blue Spots as a dashboard data visualization for inspectors responding to residential flooding complaints. Many variables and results can be quickly queried and summarized to assist the inspector when engaging the flooding victim and possibly offer initial remedies. This is an effective tool to combat smaller storms creating urban nuisance flooding. Prince George's County is currently coordinating with the County Executive and other county staff to implement a resident focused tool to educate the residents on potential flooding locations outside traditional FEMA/Community SFHA floodplains. (with former employer)

Tributary to Tuscarora Creek Stream Restoration, Maryland State Highway Administration, Jefferson, Maryland. Restoration of 400 linear feet of stream to replace a concrete highway drainage channel. Initiation of work was securing $400k in grant funds from the Transportation Enhancement Program - FHWA. Complete hydrology, hydraulics, design, permitting development and support. Led multi- discipline team to complete this project to construction completion. (with former employer)

Tuscarora Creek Stream Stability Study, Leesburg, Virginia. Project manager/ engineer leading team to quantify options for flood remediation of Tuscarora Creek on private properties. Tuscarora Creek parallels the W&OD trail in Leesburg, Virginia. Several options were developed, and modeling was performed using 2-Dimensional Hydrodynamic Modeling to identify vulnerabilities and benefits of options more precisely. Options were developed using statewide available LiDAR. Preferred option involved potential historical impacts as well as high security telecommunications lines. Currently, Town of Leesburg DPW is investigating these impacts to gain the maximum benefits to the affected private property owners. (with former employer)

MD 45 Tributary to Piney Creek, Maryland State Highway Administration Hereford, Maryland. Supported Whitman, Requardt & Associates, LLP, on relocation of approximately 700 LF of stream channel eroding into road embankment. Utilized terrain 3D modeling within Bentley Inroads to create proposed surface for maintaining quality control of design intent, construction documents, hydraulic modeling, and cost estimating. Minimal lateral options while minimizing right-of-way purchase but maintaining stable slopes for proposed vegetation resulted in a very tightly controlled design. (with former employer)

WILLIAM “BLAKE” DUKE, EIT

BACKGROUND

2022-Present
Project Engineer
Weston & Sampson

2020-2022
Engineer III
Weston & Sampson

2017-2020
Engineer I
Weston & Sampson

2016
Natural & Cultural Resource Intern
Tidewater, A JMT Division

2015
Civil Engineering Intern
Continental Tire The Americas, LLC

EDUCATION

2017
Bachelor of Science
Civil and Environmental Engineering
The Citadel

PROFESSIONAL REGISTRATION

South Carolina:
Engineer-in-Training No. 20304

A Project Engineer with more than five years of experience, Blake has supported a range of interdisciplinary engineering projects. He has experience with permit application drawings for both federal and private projects, mapping for Jurisdictional Determination (JD) letters, permit applications for South Carolina Department of Health and Environmental Control (SCDHEC) and US Army Corps of Engineers (USACE) permits, and monitoring, processing and studying wetland data for restoration projects and mitigation banking. Blake is a graduate of The Citadel’s Civil and Environmental Engineering program.

SPECIFIC PROJECT EXPERIENCE

Water Distribution Asset Engineer, Mt Pleasant Waterworks, Mt Pleasant, South Carolina. Assisted with various water distribution projects under this IDC.

- Task Order 01: Village Creek Water Service Replacement - Replacement of 132 existing water service laterals, meter boxes, meters and appurtenances, to service existing units.
- Task Order 02: Ventura Villas Water Service Replacement - Replacement of 130 existing water service laterals, meter boxes, meters and appurtenances, to serve existing units.
- Task Order 03: Water Main Improvements - 600 linear feet of 6-inch water main on Barrier Island Ct; 400 linear feet of 6-inch on Tabacco Road to Longmarsh Road; 75 linear feet of 8-inch on Faith Street; 8-inch between Zacoma Drive and Macoma Road that was damaged; 6-inch on Center Street.
- Task Order 04: Improve Water Quality Program, Butterfly Valve Replacements - 13 in-line Butterfly valve replacements, ranging in size from 16-30 inches, along US Hwy 41; design of up to 3 pig launching/ retrieving facilities.
- Task Order 05: Large Diameter Line Cleaning - First phase of large diameter line (30-inch to 18-inch) cleaning along US Hwy 41.
- Task Order 06: Creekside Water Service Replacement - Replacement of 4,550 linear feet of 1-inch service line bolts saddles and service laterals; replacement of 1,900 linear feet of 3-inch and 4-inch water mains.
- Task Order 07: McGrath Darby Boulevard Water Main Improvements - Replacements of 1,215 linear feet of 10-inch AC water main with 12-inch C-900 PVC water main; installation of valves and multiple tie-in connections to existing services.

Persimmon Hill Drainage Masterplan and On-Call Services, Goose Creek, South Carolina. Project engineer for a drainage evaluation and masterplan for the Persimmon Hill HOA. The project served to identify solutions for areas of flooding within the community, failures in existing infrastructure, and prioritized plans for improvement. Weston & Sampson continues to serve the Persimmon Hill community via an on-call contract for issues related to stormwater management.

Fripp Island Property Owners Association Stormwater Master Plan, Fripp Island, South Carolina. Project engineer contributing to the development of Fripp Island’s first island-wide 2D stormwater model in ICPR4 and providing proposed solutions for drainage infrastructure, alternative stormwater management, and developing the final Stormwater Master Plan. As part of this project, the project team worked with the Fripp Island POA and surveyor to gather information on stormwater infrastructure, developed a calibration event to gather community input on model validity, and created both an existing condition model and existing condition model with a tidal boundary condition representing the sea level rise scenario for 2040. Fripp Island is a unique barrier island community with some drainage challenges that stem from undersized and gaining drainage infrastructure, a lack of topographic relief, and increasingly high tides. This project is currently underway with the next steps being to evaluate the effectiveness of proposed solutions.

Air Harbor Stormwater Study, Charleston County, South Carolina. Project engineer responsible for the development of an existing conditions stormwater model and evaluating three separate proposed solutions for the Air Harbor Neighborhood in Charleston County. Charleston County approached Weston & Sampson to develop a stormwater model for the Air Harbor Neighborhood, which has suffered from repetitive flooding over the past five years. This project involves planning infrastructure to manage increased storm intensities and sea level rise as the outfalls are all tidally influenced. The County asked Weston & Sampson to survey missing drainage information, develop a model of existing conditions in the area, and evaluate three proposed solutions that they had identified based on property ownership and past drainage evaluations. Once this study is finalized, the project will identify the most effective drainage improvement to begin the process of design and permitting.

SCOR Stormwater Infrastructure Improvements, Dillon County, South Carolina. Project engineer assisting the South Carolina Office of Resilience (SCOR) to provide drainage infrastructure improvements for the City of Dillon, and Riverdale Community. In this HUD funded project, the project used ICPR4 to validate the existing stormwater models for the City of Dillon and the Riverdale Community and identify any additional considerations that should be included in final designs for construction. As this project progressed, the proposed model was updated significantly to provide a hydraulic modeling report, revised designs, and recommendations to the SCOR. This project is currently underway, and the team has produced designs for permitting and initial review. This project is set to be bid for construction by the end of the second quarter of 2024.

Church Creek Drainage Study, Charleston, South Carolina. Project engineer for a flood reduction study for the Church Creek Drainage Basin – an area prone to flooding, increasing in severity and frequency over the last three years. Work for this project included evaluating past study recommendations, upgrading the hydraulic model to ICPR4, directing over 14 outreach meetings, and developing seven initiatives to fix the flooding problems. In applying a new modeling approach, identified trouble areas and provided innovative solutions for flooding issues. Upon project completion, the City of Charleston publicly recognized Weston & Sampson for solving a centuries-old flooding problem.

KATIE FINEGAN, PE

BACKGROUND

2025-Present
Project Manager I
Weston & Sampson

2024-2025
Teaching Associate
Coastal Carolina University

2021-2025
Coastal Processes Specialist
South Carolina Sea Grant Consortium

2014-2021
Coastal/Environmental Engineer
Moffatt and Nichol

EDUCATION

2017
Master of Environmental Engineering
NC State University

2014
Bachelor of Science magna cum laude
Environmental Engineering
NC State University

PROFESSIONAL REGISTRATION

South Carolina No. 40045
North Carolina No. 048004

PUBLICATIONS & PRESENTATIONS

Finegan, Katie, Presenter "Maybe We Can Use That Mud? Exploring the Feasibility of Thin Layer Placement in South Carolina" American Shore and Beach Preservation Association. Galveston, TX 2024.

Finegan, Katie, Presenter, "Maybe We Can Use That Mud? Exploring the Feasibility of Thin Layer Placement in South Carolina" SC Beach Advocates. North Myrtle Beach, SC 2024.

Finegan, Katie, Presenter, "NC Beach and Inlet Maintenance Plan" North Carolina Association of Flood Plain Managers. Wrightsville Beach, NC. 2019.

Katie is a project manager in Weston & Sampson's Water Group and a licensed professional engineer specializing in coastal and environmental engineering. She has expertise in shoreline restoration, dredging, stormwater modeling, coastal resiliency planning, and has led field investigations, grant-funded research, and project permitting. Katie is proficient in a range of coastal, stormwater, and GIS modeling tools, bringing a technical and applied approach to her work.

SPECIFIC PROJECT EXPERIENCE

North Carolina Beach and Inlet Management Plan Update, Statewide, North Carolina. Assisted with the update to the comprehensive beach and inlet management plan (BIMP) to refine potential strategies and funding needs to maintain beach and inlet characteristics at levels determined from analysis of historic, current, and forecasted future positions and composition. Collaborated with various public and private stakeholders to gather data to update statewide beach nourishment and dredging databases. Participated in a series of public presentations seeking input on potential sources of revenue for beach nourishment and channel maintenance projects. Authored multiple sections of final report. (with former employer)

Oak Island Shoreline Mapping Program, Oak Island, North Carolina. Determined respective reaches for annual analysis based on beach characteristics. Processed annual surveys using BMAP and GIS to document changes in the beach morphology, by computing shoreline change at MHW and volume change above five elevations. Additional shoaling analysis in GIS performed in inlet and channel to calculate beach compatible volumes. Helped assess the need for nourishment projects within each reach and provided recommendations to the Town in a final presentation and report. After large storms, surveys are also analyzed to document damage eligible for FEMA reimbursement in a final report. (with former employer)

2020/2021 Renourishment Project, Oak Island, North Carolina. Planned a field investigation to collect vibracore, multibeam, side scan sonar, and magnetometer data to determine an offshore sand source which met state compatibility requirements. Analyzed data to support preparation of permits, permit modifications, and construction plans. Assisted in preparation of front-end bid documents and bid negotiations. Served as assistant project manager during 8 weeks of construction, on the 3.5-mile renourishment project. Coordinated with contractor and client daily to monitor and report progress and collect required submittals. Organized virtual weekly construction meetings between all project partners and provided meeting summaries. (with former employer)

Shoreline Restoration and Tidal Marsh Creation, Battleship North Carolina. Assisted in development of the 'Living with Water' Master Plan to restore 800 linear feet of estuarine intertidal shoreline and creation of approximately two acres of intertidal estuarine marsh habitat. Helped develop cost estimates, figures, and language to support grant funding applications. (with former employer)

Finegan, Katie. Dumas, Chris. Elko, Nicole. [2019]. NC Beach and Inlet Management Plan: An Evaluation of a Dedicated Beach Nourishment Fund. Shore & Beach, 87(1), p. 3-15.

Finegan, Katie, Presenter, "NC Beach and Inlet Management Plan: An Evaluation of a Dedicated Beach Nourishment Fund" International Conference on Coastal Engineering. Baltimore, MD. 2018.

Finegan, Katie. Grant, Brandon. Martin, Johnny. [2018]. NC Beach and Inlet Management Plan: An Evaluation of a Dedicated Beach Nourishment Fund. In: Proceedings of the 36th International Conference on Coastal Engineering https://journals.tdl.org/icce/index.php/icce/article/view/8846

Finegan, Katie, Presenter, "Town of Oak Island Feasibility Study: A Case for Combining Beach and Inlet Issues into an Overall Management Program". Young Coastal Scientists and Engineers Conference-Americas. Dauphin, Island, AL. 2017.

Greens Mill Run Watershed Master Plan, Greenville, North Carolina. Provided mapping services and hydraulic and hydrology modeling (HEC Geo-HMS, HEC-RAS, EPASWMM) to identify and prioritize capital improvement projects. (with former employer)

Atlantic Harbor Maintenance Dredging and Living Shoreline, Carteret County and North Carolina Coastal Federation. Provided construction oversight and assistant project management responsibilities for the dredging of 9,000 cy of material and creation of 1,700 linear feet of living shoreline with wave attenuators allowing for fish passage. The project restored navigation access, stabilized vulnerable shoreline, and restored marsh habitat. Conducted weekly construction meetings between all project partners providing field reports, progress reports, and meeting summaries. (with former employer)

FEMA, Coastal Support and Hurricane Disaster Recovery – Hurricane Irma Georgia. Served as a Program Delivery Manager (PDMG) who spent over 150 days in coastal Georgia in continuation of recovery efforts for Hurricane Irma. The work focused on assisting assigned applicants through the FEMA's Public Assistance Program. Daily tasks included developing project reports, collecting documentation, reviewing technical reports, providing briefings to FEMA, and estimating quantities and costs to repair damaged facilities. (with former employer)

Pamlico Sound Oyster Reef, NCDEQ-Division of Mitigation Services. Assisted in design and layout for a 42-acre oyster reef site. Led a design workshop with the client to discuss various reef spacing options. Facilitated discussions between DMF and Engelhard Marine Industrial Park to determine viable staging area for construction due to presence of abandoned vessels. Prepared plans, front end bid documents, cost estimate, and specs for 60% construction. (with former employer)

Post-Construction Dune Temperature and Color Monitoring Study, Oak Island, North Carolina. Assisted with the design of a monitoring program for dune temperature and Munsell color during turtle season to observe any apparent trends. Bluetooth enabled temperature logger data was downloaded on a bi-weekly basis and summarized and shared with USFWS, NCWRC, DCM, and Town officials. Compiled the final report summarizing the results of the study and distributed to all project partners. (with former employer)

Eastern Shore Drive Drainage Phase II Design, Virginia Beach, Virginia. Conducted neighborhood drainage hydrologic and hydraulic modeling in PCSWMM, focused on the design of upgrades to the existing pump station and existing storm water infrastructure. Converted and calibrated a 1D EPASWMM model into a 1D/2D PCSWMM model that represents pipes, open channels, and overland flow. Verified the model predictions of surface flooding against conditions observed in two historical storm events. (with former employer)

Briarfield Watershed Study, Hampton, Virginia. Conducted hydrologic and hydraulic modeling to study alternatives to mitigate flooding and improve water quality in Briarfield watershed. Utilized GIS data and field survey data to develop a XPSWMM model of storm water pipes, ditches, and BMPs for this neighborhood drainage system. Incorporated proposed BMPs and system improvements into the model to confirm and illustrate the benefits that could be achieved with the proposed alternatives. (with former employer)

JANET MOONAN, PE

BACKGROUND

2025-Present
Associate
Weston & Sampson

2023-Present
Team Leader
Weston & Sampson

2022-2023
Senior Project Manager
Weston & Sampson

2021-2022
Program Director, Stormwater
Charles River Watershed Association

2014-2021
Project Manager & Staff Supervisor
Tighe & Bond

2014
Project & Staff Engineer
Weston & Sampson

2010-2014
Project & Staff Engineer
Woodard & Curran

2009-2010
Project & Staff Engineer
Environmental Protection Agency

EDUCATION

2012
Master of Engineering
Environmental and Water Resources Engineering
Tufts University

2005
Bachelor of Science with High Distinction
Civil Engineering, Concentration in Environmental Engineering
Worcester Polytechnic Institute

PROFESSIONAL REGISTRATION

Professional Engineer:
Massachusetts No. 51820

Municipal Vulnerability Preparedness (MVP) Certified Provider

Janet is a registered Professional Engineer with nearly 20 years of experience working with communities of all sizes across New England to provide drinking water, stormwater, and wastewater services. With expertise in comprehensive water resources planning, regulatory compliance, and climate resilience, she is experienced in helping clients develop proactive asset management, implement data-driven capital improvements, obtain grant funding, and interpret and apply regulations/policies. Janet has an in-depth understanding of National Pollutant Discharge Elimination System (NPDES) permits, including MS4 and POTW, the Water Management Act (WMA), and Massachusetts' Municipal Vulnerability Preparedness (MVP) Program. Janet's skills also include municipal staff training, stakeholder facilitation and management, and delivering engaging presentations with content tailored to the audience.

SPECIFIC PROJECT EXPERIENCE

Strawberry Brook Flood Mitigation Implementation Projects (Boston Street, Barry Park, G.E.A.A Field), Lynn, Massachusetts. Currently collaborating to implement several of the high priority green infrastructure pilot projects identified in the city's Strawberry Brook Resilient Stormwater Management and Implementation Plan. These pilot projects including final construction of green infrastructure on Boston Street, permitting and final design of infiltration and bioretention areas in and around the parking lot at Barry Park, both of which will reduce localized flooding. Serving as the project manager to identify, concept, and evaluate flood management solutions (e.g., temporary flood storage as floodable park, tide gate concepts for the brook's discharge point, and green infrastructure for Summer Street). This project will include innovative concepts to manage coastal and inland flooding now and into the future.

Resilient Stormwater and Urban Heat Island Assessment, Ludlow, Massachusetts. Project manager responsible for overseeing an Urban Heat Island assessment as well as a stormwater system field investigation and assessment to identify and prioritize nature-based solutions including green infrastructure and tree planting for implementation in prioritized areas determined through the heat and stormwater assessment. The work includes public outreach and engagement of students and EJ community members.

Resilient Stormwater Action and Implementation Plan, Climate Ready Culvert Design and Permitting, Richmond and West Stockbridge, Massachusetts. Technical advisor for development of a multi-town, multi-watershed stormwater plan to identify green, nature-based stormwater controls and resilient roadway/infrastructure improvements and address impervious surface effects. The project also involved the redesign of two culverts using nature-based solutions to stream crossings and flood mitigation for future implementation. The project was funded by a Municipal Vulnerability Preparedness Action Grant from the Massachusetts Executive Office of Energy and Environmental Affairs.

PAPERS & PRESENTATIONS

Fall 2021
Green Jobs in Blue Fields – a field with tremendous potential for equity. Journal of the New England Water Environment Association (NEWEA), Co-authored by Nishaila Porter and Emily Norton, CRWA

February 2021
Adapting to Climate Change: Re-Envisioning our Public Spaces. Presented as part of CRWA Virtual Event Series, Co-presented with Lisa Kumpf, CRWA

December 2020
Modeling Sea Level Rise and Urban Flooding for a Massachusetts Coastal Community. Presented at the Connecticut Association of Flood Managers 7th Annual Conference, Co-presented with David Azinheira, PE, and Christina Wu, Tighe & Bond

August 2019
Water Quality Test Kits. Northern Middlesex Stormwater Collaborative, Co-presented with Emily Scerbo, PE and Cassandra LaRochelle, PE, Tighe & Bond

January 2019
Tips and Tricks for Establishing a Thrifty Culvert Management Program. NEWEA Annual Conference, January 2019. Published in the NEWEA Journal. Co-presented with and co-authored Sudbury Public Works staff

March 2017
Catch Basin Inspections & Tablet Data Collection Options. Northern Middlesex Stormwater Collaborative, Co-presented with Natalie Koncki Environmental Scientist, Tighe & Bond

March 2017
Comprehensive Watershed Planning for Climate Change. Sustainability by Land & Sea – 7th Massachusetts Sustainable Communities & Campuses Conference, Endicott College

Climate-Resilient Park Network Along the Charles River in South Natick, Natick, Massachusetts. Project manager for a two-year redesign of three parks along the Charles River and guiding concept development for ballfields along the river. Leading the public engagement process, overseeing a multi-disciplinary team for design development, coordinating with municipal staff, and presenting to the public. Design considers flooding, drought, and heat island now and in the future due to climate change. Coordinating project efforts with anticipated spillway removal of the South Natick Dam.

Neponset River Watershed Regional Adaptation Strategy & Flood Model, Dedham, Massachusetts. Project manager for the development of a watershed-wide flood model for the Neponset River watershed that was funded through the Municipal Vulnerability Preparedness (MVP) Action Grant program. The project includes the development of and updates to an integrated hydrologic and hydraulic (H&H) flood model of both the entire Neponset River Watershed as well as the Dedham Manor Neighborhood Area using PCSWMM software. The project also includes a robust community engagement program, which involved a stakeholder mapping process to create an expanded database of stakeholder groups and community-based organizations, preparation of outreach materials for public meetings and environmental justice focus groups, and creation of a project website and GIS story map.

Green Stormwater and Flood Mitigation Infrastructure Design and Construction, Milford, Massachusetts. Led this project to design and construct two rain gardens and a subsurface infiltration system in Milford's Town Park to address localized flooding and recharge groundwater. Directed an engineering consultant and collaborating with town staff and stakeholders to facilitate project progress. Directed a team to provide extensive education and outreach to the community. Managed grant administration under the MVP Action Grant program. (with previous employer)

Culvert Analysis, Green Infrastructure Study and Impacts of Climate Change, Manchester-by-the-Sea, Massachusetts. Led the technical work to evaluate the required capacity of existing culverts and bridges under different climate change and land use scenarios including implementing "green" stormwater improvements and alternative flood storage solutions at key locations in the watershed. This project used a systems-based approach to mitigating in-land and coastal flooding under present and future anticipated storm events and supported science-based informed decision making relative to significant future infrastructure investments (e.g., bridge replacement, tide gate removal, etc.). (with previous employer)

Natick Green Streets Policy, Guidance, and Conceptual Planning, Natick, Massachusetts. Prepared a policy and guidance manual for public works to utilize in efforts to install green stormwater infrastructure along public roadways as part of roadway and utility capital and maintenance projects. Work included developing a conceptual design for 15 stormwater practices along a targeted roadway, including infiltration trenches and basins, tree box filters, and rain gardens, to recharge stormwater and reduce phosphorus loading to local waterbodies. Facilitated public education and outreach and coordinated with town staff to proceed with implementation of recommendations. (with previous employer)

LOUISE KOEPELE, EIT

BACKGROUND

2024-Present
Engineer II
Weston & Sampson

2022-2024
Engineer I
Weston & Sampson

EDUCATION

2022
Bachelor of Science
Biological Systems Engineering
with Green Engineering minor
Virginia Tech
College of Engineering

PROFESSIONAL REGISTRATION

Engineer-in-Training
Virginia

An engineer in the firm's wastewater program, Louise aims to positively impact the environment through involvement in stormwater, wastewater, and land management projects. Her experience includes designing gas main installations, writing grants for resilient infrastructure, and conducting field observations for various projects. Louise offers specialized expertise in the areas of surface water and groundwater hydrology; unsaturated and general soil mechanics; surveying; open-channel hydraulics; remote sensing applications; hydrologic field methods; and nutrient testing for water quality.

SPECIFIC PROJECT EXPERIENCE

Kiawah Island Community Association Rain Gardens, Kiawah Island South Carolina. Created engineering drawings for two model rain gardens with native vegetation and soils to be installed in the community. Assisted with installation services and in hosting the community volunteer information session.

Folly Beach Stormwater Infrastructure Improvements, Charleston, South Carolina. Working with a team to design and permit a new drainage system for the city with funding from a South Carolina Infrastructure Improvements Program Grant. Designs include green infrastructure, upsizing pipes, and installing additional drainage lines in locations most effective to reduce flooding on Center Street, the Central Business District, and the only access point to the island.

Stormwater Infrastructure Improvements, Dillon County, South Carolina. Worked with a team to design and permit new drainage systems with funding from a South Carolina Office of Resiliency grant. Designs include upsizing pipe and drainage channel excavation and regrading to reduce flood damage to homes and businesses. Tasks include developing construction plans and specifications, assisting with permitting efforts, coordinating various utility relocations, utilizing hydrologic & hydraulic modeling to determine the best possible designs, and progressing this project toward construction.

Dorchester County Master Plan Hydraulic Modeling, Dorchester County, South Carolina. Currently modeling the county-wide wastewater system existing conditions in SewerGems software to identify future capital improvement projects and project planning.

Water Meter Investigation, Columbia, South Carolina. Updated the city's GIS and targeted EPA Lead and Copper Rule Revision projects. Work consisted of investigating water pipe materials across the city over a six-week period.

Dominion Energy Sediment and Erosion Control Inspection, South Carolina. Inspected sediment and erosion control devices for a Dominion Energy Zinc Ribbon gas line cathodic protection project. Supervised installation of devices during project construction.

Folly Beach SCIIP Grant, Charleston, South Carolina. Assisted in writing the grant application, describing the needs, environmental benefits, and technical feasibility for proposed stormwater drainage and wastewater infrastructure upgrades.

ROBERT JUDY

BACKGROUND

2025-Present
Client Manager
Weston & Sampson

2024-2025
Regional Wastewater Coordinator
Treatment Technologies/Inframark

2018-2023
Utilities Manager
Devro, Inc.

2013-2018
Superintendent
City of Columbia, Columbia Water

2008-2015
Owner
Superior Environmental Solutions, LLC

1995-2013
Collections Superintendent,
North Charleston Sewer District

1993-1995
Regulations Coordinator
North Charleston Sewer District

1987-1993
Wastewater Treatment Plant Superintendent
North Charleston Sewer District

1986-1987
Water/Wastewater Superintendent
Dorchester County Water and Sewer

EDUCATION

2012
Bachelor of Business Administration Management
Strayer University

1991
Associate
Environmental Engineering Technology
Central Carolina Technical College

CERTIFICATIONS

OSHA 30-Hour - General Industry Safety and Health

PROFESSIONAL AFFILIATIONS

Water Enviornment Association of South Carolina (WEASC)

Robert has more than 35 years of experience working in the water and wastewater industry. He has been responsible for the maintenance and operation of municipal water and sewer districts. His work has included managing day-to-day operations, multi-million-dollar plant expansions, and personnel staffing and training. Robert also has extensive experience preparing written plans and OSHA compliance documents, managing compliance with regulatory permit limits, and preparing and managing capital improvement and operations and maintenance budgets.

SPECIFIC PROJECT EXPERIENCE

Columbia Water, Columbia, South Carolina. Superintendent responsible for operation and maintenance of the city's wastewater system consisting of approximately 1,200 miles of gravity sewer, 28,000 manholes, and 67,000 service connections. Specific responsibilities and accomplishments included the following: (with former employer)

- Developed and managed the agency's $17 million annual capital improvement and operating budget.
- Managed daily operations, including 155 employees.
- Developed the first Operator Training and Apprenticeship Program approved by the US Department of Labor. The program allows employees to advance their knowledge of and training in core competencies.
- Managed safety and health program administration, staff, compliance efforts.
- Managed all facility operations and maintenance for a new $18 million facility including the initial move into the facility and setup of all operations and warehouse facilities.

North Charleston Sewer District, North Charleston, South Carolina. Worked in multiple positions during 26 years with the NCSD including Collections Superintendent, Regulations Coordinator, and WWTP Superintendent. In the latter role, was responsible for the operations and maintenance of this 36 MGD wastewater treatment facility, managed a $22 million plan expansion, and responsible for all maintenance laboratories, operations personnel, and facility upkeep. Also prepared and managed the annual capital improvement and O&M budget. (with former employer)

Dorchester County Water & Sewer, Dorchester County, South Carolina. As the Water/Wastewater Superintendent, was responsible for managing the Appian Landig WWTP including all operations, maintenance, and facilities maintenance functions. He also managed the potable water system near the Town of Ridgeville. (with former employer)

Devro, Inc., Swansea, South Carolina. Responsible for plant environmental compliance and personnel including preparation and submission of reports for EPA Resource Conservation and Recovery Act; DES's Water Quality Permit, NPDES, Title V Air Emissions Standards, SPCC, SWPPP, BMP; and water treatment system and all associated reporting and fire suppression system management. (with former employer)

EMMETT SMITH, EIT

BACKGROUND

2025-Present
Project Manager I
Weston & Sampson

2023-2025
Project Engineer
Weston & Sampson

2021-2023
Engineer III
Weston & Sampson

2020-2021
Engineer II
Weston & Sampson

2018-2020
Engineer I
Weston & Sampson

2007-2018
Water Safety Instructor | Certified Pool Operator
City of Charleston Aquatics Department

April-May 2018
Research Intern
Robinson Design Engineers

Summer 2017
Research Assistant
Summer Undergraduate Research Expereince

EDUCATION

2018
Bachelor of Science
Civil Engineering
The Citadel

PROFESSIONAL REGISTRATION

Engineer-in-Training SC

Emmett is a project manager in Weston & Sampson's Charleston office. He has worked directly under the guidance of Professional Engineers and assists with interdisciplinary civil engineering design. His portfolio of projects ranges from site development to linear utility replacement and installation. In addition to design work, Emmett has experience coordinating directly with clients on pertinent aspects as is related to the design, permitting, and implementation of projects. Recently, the focus of his work has been gas rehabilitation and extension projects.

SPECIFIC PROJECT EXPERIENCE

BCWS Railroad Avenue Force Main Replacement, Berkeley County, South Carolina. Project engineer for the design, permitting, bidding and construction administration for the S-732 Railroad Avenue Force Main Relocation project. Scope includes the relocation of approximately 3,200 linear feet of 6-inch unlined ductile iron pipe using a combination of trenchless and trenched methods: including installation of cast-in-place pipe, horizontal direction drill, and open-cut direct replacement.

BCWS PS 002 Replacement, Hydraulic Modeling & Force Main Replacement, Berkeley County, South Carolina. Project engineer for PS002 replacement, which is a critical asset to BCWS; it's the second largest pump station in the BCWS wastewater system, delivering approximately 35% of the influent flow to the Lower Berkeley Wastewater Treatment Plant (LBWWTP). Scope of work included quantifying current and future wastewater flows to PS002, hydraulic modeling and force main capacity evaluation for PS001 and PS002, PS002 site plan and upgrade plans, recommended forcemain replacement size and construction plans and specifications.

BCWS Etiwan Drive Force Main Rehabilitation and Replacement, Berkeley County, South Carolina. Project engineer for the design, permitting, bidding and construction administration for the Etiwan Drive force main rehabilitation project in Goose Creek. Scope included the repair and replacement of approximately 2,100 linear feet of 24-inch unlined ductile iron pipe using a combination of trenchless and trenched methods: including installation of cast-in-place pipe, horizontal direction drill, and open-cut direct replacement. The force main was in failing condition due to hydrogen sulfide corrosion and has undergone several point repairs in the last five years.

BCWS FY17 Pump Station Rehab and Replacement, Berkeley County, South Carolina. Project engineer for the evaluation and design services for the rehabilitation of replacement of 5 pump stations in the BCWS system - PS053, 111, 114, 138 and 202 - as part of their major capital improvement plan for 2017. The stations are a minimum of 20 years old, so the equipment has either reached its useful life and/or is antiquated.

AllSafe Storage Road Drainage and Site Design, Charleston, South Carolina. Project engineer for the development of full site design for two AllSafe Storage sites on Dorchester Road and Orangeburg Road.

Eversource On-Call Engineering Services, Worcester County, Massachusetts. Project engineer for the design of gas main replacement projects in Worcester County, Massachusetts to replace aging infrastructure. The scope of work also includes preparing installation and tie-in procedures for each project.

CWS Hollywood/Ravenel Water Line Extension, Phase III, Charleston, South Carolina. Project engineer for the extension of the 16-inch water main from US Highway 17 at New Road (Phase II), along New Road for 16,106 feet to Highway 162 in Hollywood where it will connect to an existing 16-inch water main.

BCWS Cane Bay Water Tower and Main Extension, Berkeley County, South Carolina. Project engineer for the extension of the 16-inch water main along Black Tom Road (S-413). Completed the feasibility study and design for the horizontal directional drill towards the end of the extension.

City of Folly Beach Redundant Water Main, James Island and Folly Beach, South Carolina. Project manager for the design, permitting, and construction administration for the 12-inch redundant water main to Folly Beach. Most of the extension utilizes horizontal directional drills due to the critical area along the Folly Beah corridor.

Dominion East Edisto Transmission Gas Main, South Carolina. Project manager for the design, permitting, and project coordination effort for a 13-mile transmission gas main in Charleston and Dorchester Counties. Permitting effort included multiple agencies and departments to successfully receive approvals for construction.

Dominion Gas Main Extensions, Multiple Locations, South Carolina. Project manager for the design and permitting for several extensions and replacement of gas mains, including development of templates and standards for use by the client, enabling a quick project turnaround.

Dominion East Edisto Transmission Gas Main, South Carolina. Project manager for the design, permitting, and project coordination effort for a 13-mile transmission gas main in Charleston and Dorchester Counties.

MS4 Environmental Permit Compliance Year 1 - Hopkinton Millbury, Devens, Winchester, Massachusetts. Project engineer who helped to coordinate and create GIS mapping to rank stormwater outfalls based on potential illicit discharge for Year 1 MS4 environmental permitting.

Roanoke Gas Company, Blue Ridge Expansion: Phase 3, Roanoke, Virginia. Project engineer for the design and permitting for gas main extensions as part of an overall system enhancement.

Roanoke Gas Company, Area 3 Renewal Gas Main Replacements, Roanoke, Virginia. Project engineer for the design and permitting for extension and replacement of gas mains due to aging infrastructure.

James Island Creek Water Quality Study, Charleston, South Carolina. As a research intern, utilized water quality data gathered from Charleston Water keeper to establish trends of high levels of bacteria in James Island Creek. Worked with the project team to compile stormwater runoff surveys from areas surrounding the creek. Analyzed the results to propose solutions to improve water quality. (with former employer)

PAIGE LUX, PE

BACKGROUND

2024-Present
Team Leader
Weston & Sampson

2023-2024
Project Manager II
Weston & Sampson

2022-2023
Project Manager
Weston & Sampson

2020-2022
Senior Project Engineer
Weston & Sampson

2019-2020
Project Engineer
Weston & Sampson

2018-2019
Engineer II
Weston & Sampson

2015-2018
Engineer I
Weston & Sampson

2014
Engineer
Kestrel Horizons, LLC

EDUCATION

2014
Bachelor of Science
Environmental Engineering
Clemson University

PROFESSIONAL REGISTRATION

Professional Engineer
South Carolina
License No. 36343

OSHA 40 Hour HAZWOPER

PROFESSIONAL SOCIETIES

American Waterworks Association

Water Environment Association of South Carolina

South Carolina American Waterworks Association

Paige provides design experience for various aspects of municipal infrastructure including hydraulics, wastewater, water treatment, environmental, stormwater, and permitting. She is skilled in the use and applications of AutoCAD, ASIM, HEC-HMS, Wepp, and Win TR-55. As a design engineer, Paige has provided support for the development of methodologies associated with data management for municipal infrastructure asset evaluations. She is also experienced with the development of pollution prevention plans, hazardous and solid waste management, watershed hydrology, and risk assessment. In addition, she has specialized experience with potable water treatment and the removal of taste and odor in water supplies using advanced oxidation and adsorption processes to remove geosmin and MIB.

SPECIFIC PROJECT EXPERIENCE

MPW Water Distribution Asset Class Engineering, Mount Pleasant, South Carolina. Project engineer and technical reviewer for various water distribution projects under this indefinite delivery contract. Task orders included preliminary engineering, design, permitting, and construction services for the replacement of 162 water service laterals, meter boxes, meters, and appurtenances; replacement or upgrade of 2,740 LF of water main ranging in size from 6 inch to 12 inch; installation of 560 linear feet of 8-inch water main extension; replacement of inline butterfly valves with gate valves ranging in size from 16 inch to 30 inch; and cleaning of large diameter water mains ranging from 18 inch to 30 inch.

Sidewalk & Drainage Improvements, Hanahan, South Carolina. Project engineer of the design for a new sidewalk in the Charleston Farms Community in Hanahan, South Carolina. The project includes the installation of a 5 foot wide sidewalk that will extend the entire length of Berkeley Street from North Murray to the western end (approximately 1,520 SY). The design included curb and gutter, sidewalk, associated street improvements, drainage improvements and sediment and erosion control measures. To meet SCDOT standards, the sidewalk required the installation of curb and gutter along areas where a 5' safety buffer could not be provided between the edge of the pavement and the right-of-way. Sidewalk improvements will also include associated pedestrian crossing signage and limited landscaping. Storm drainage improvements that entail piping the existing stormwater ditch at the intersection of Berkeley Street and Corner Avenue. Currently there is a 48" culvert that runs beneath Berkeley Street. The proposed improvement would add a new 48" pipe to replace the ditch section in this area. The project is funded through a Community Development Block Grant, so communication with the Berkeley-Charleston-Dorchester Council of Governments is important in order to ensure all standards of the grant are met.

DCWS Wastewater Master Model and Hydraulic Modeling Services, Dorchester County, South Carolina. Project manager for the development of a wastewater master model for Dorchester County. During the development of the SewerGEMS master model, as needed hydraulic modeling services were provided to identify areas of capacity in the system and potential upgrades to meet the needs of future development.

SCAWWA/WEASC, Young Professionals Committee Chair

South Carolina Environmental Conference, Young Professionals Chair

Water Environment Association of South Carolina, Membership Chair

South Carolina Environmental Conference, Print Marketing Chair

South Carolina Environmental Conference, Vice Conference Management Committee Chair

South Carolina Environmental Conference, Conference Management Committee Chair

Stormwater Improvements, Dillon, South Carolina. Project manager for the design and construction of stormwater improvements in the City of Dillon and Dillon County, SC. The project was awarded to the City and County by the South Carolina Office of Resilience. The project team coordinated closely with SCOR, the City of Dillon, and Dillon County to develop designs to provide additional capacity of the existing stormwater system, increasing pipe sizes from 12"-36" to 24"-60". Improvements also included approximately 1.5 miles of channel clearing, grading, stabilization, and widening, jack and bore installation of FRP pipe with steel casing across SCDOT highways and a CSX railroad, and shoring plans for the installation of a 6'x6' box culvert between existing building structures. Improvements were verified using 2D hydraulic modeling in ICPR-4.

Preliminary Feasibility Study for MSW Management for Jasper, Beaufort, Hampton, and Colleton Counties, South Carolina. Project engineer for a preliminary feasibility study for municipal solid waste (MSW) management in the four-county region of Jasper, Beaufort, Hampton, and Colleton Counties. The goal of the feasibility study included an evaluation of alternatives for a regional/municipal approach to MSW collection and disposal based on current waste generation and the future development projections available for the area. The next phase includes a more detailed study and a focus on baseline environmental conditions as part of the siting portion of the project. We are also evaluating regional and local traffic and rail networks for transportation of waste.

Environmental Study, Richland County, South Carolina. Project engineer for conducting an environmental study that includes both an ASTM Phase I Environmental Site Assessment (ESA) and wetlands delineation to evaluate the route of a new sewer line at Quail Creek in Richland County. The project includes the relocation of sewer to a new route. The project includes an evaluation of wetland resources along the proposed corridor as well as an evaluation of potential environmental issues that may need to be mitigated and/or could impact construction. The project is a linear project so the Phase I ESA will evaluate the route as well as a number of abutting properties including residential and commercial entities. We will evaluate for encroachment as well as any Recognized Environmental Conditions (RECs). Typical RECs for this type of project include illegal dumping or releases from encroachment and/or abutting properties. In addition, Weston & Sampson is assisting Richland County Utilities with their grant application for the construction phase.

BCWS PS 001 Modernization Report and Subsequent Design Phase, Berkeley County, South Carolina. Project engineer for the design of PS 001 Modernization Study and Report. Weston & Sampson provided overall technical expertise, oversight, project management and coordination for the entire study. Weston & Sampson conducted hydraulic modeling, and worked closely with Clemson Engineering Hydraulics to conduct physical modeling, and with Webster Environmental Associates to develop alternative and recommendations to minimize odor and corrosion. A detailed Technical Memorandum was developed for each of the key pump station components and provided with our recommendations for a systematic implementation plan. We were then selected through a competitive process to complete the Design of the PS Modernization, which is now underway.

Marina Dry Stack Expansion, Daniel Island, South Carolina. Assisted with surveying, site planning, drainage, utilities, foundations and permitting services.

JEFF THOMPSON

BACKGROUND

2025-Present
Principal Environmental Scientist
Weston & Sampson

2016-2021
US Coast Guard OUPV licensed
Charter Captain

1987-2018
Senior Project Manager
SCDHEC/OCRM

EDUCATION

1979
Bachelor of Science
Biology
Presbyterian College

Jeff is a Principal Environmental Scientist with more than 35 years of experience. He is responsible for and has extensive experience with regulatory review of state and federal permits, wetland identification and delineation, functional assessment of wetlands, preparation and review of compensatory mitigation plans, preparation of alternative analyses, and sediment and erosion control practices. Jeff also provides expert testimony before state courts regarding wetland ecology, coastal zone consistency, and permit compliance.

SPECIFIC PROJECT EXPERIENCE

Critical Area Wetland Delineation, Coastal Counties, South Carolina. As a senior wetland Scientist for SCDES Bureau of Coastal Management, responsible for delineation of tidal wetlands within the Critical Areas.

Freshwater Wetland Delineation & Functional Assessment. South Carolina. As a senior wetland scientist for SCDES Bureau of Coastal Management. Responsible for identification, delineation, and functional assessment of palustrine wetland systems.

Mount Pleasant Waterworks Midtown FM, South Carolina. Review of GIS data layers and site visits to locate potential critical area wetlands.

Mount Pleasant Waterworks Pump Station 30/28, South Carolina. Review of GIS data layers and site visits to locate potential critical area wetlands. Delineation of critical area wetland boundaries within the proposed project rights of way. Consultation with project management concerning routing issues to minimize impacts to critical areas.

Long Savanna Parkway, City of Charleston, South Carolina. Project review to ascertain compliance with SCDES special conditions and USACE general conditions required by the Section 404 wetland fill permit.

BJWSA May River/ Stoney Creek Water and Sewer, Beaufort County, South Carolina. Review of aerial imagery, GIS data layers, and site photographs to determine habitat types associated with the proposed installation of new water & sewer lines to service existing home sites. Delineation of palustrine and estuarine wetlands along the proposed route of new water and sewer lines.

Dominion Energy SC Ridgeville, Dorchester County, South Carolina. Site visit, wetland evaluation, and consultation with the project manager to discuss the best alternatives for permitting a new natural gas line. Site evaluation to confirm the previous wetland delineation of palustrine wetlands.

Hunting Island State Park, Beaufort County, South Carolina. Senior project manager performing review of the design for protective measures for freshwater wetlands located behind the primary beach dune system. Assessment of proposed wetland impacts, habitat types, efforts to avoid and minimize environmental impacts. Compensatory mitigation was not required for this project in accordance with SCDES Bureau of Coastal Management Guidelines & Policies. (with former employer)

Brickyard Plantation Mount Pleasant, South Carolina. Senior project manager performing review of the master development and wetland plan/permit for a large residential development. The property included the remains of an old brick manufacturing facility that provided bricks for many of the old brick buildings in the Charleston area. Assessment of proposed wetland impacts, habitat types, efforts to avoid and minimize environmental impacts, and provide compensatory mitigation in accordance with SCDES Bureau of Coastal Management Guidelines & Policies. (with former employer)

Cane Bay, Berkeley County, South Carolina. Senior project manager performing review of the master development and wetland plan/permit for a large residential development. This project site was an intensely managed pine plantation with typical associated road and drainage systems significantly affecting wetland functions and values. Assessment of proposed wetland impacts, habitat types, efforts to avoid and minimize environmental impacts, and provide compensatory mitigation in accordance with SCDES Bureau of Coastal Management Guidelines & Policies. (with former employer)

Sun City, Del Webb, Beaufort County, South Carolina. Senior project manager performing review of the master development and wetland plan/permit for a large residential development. This site was approximately 5,000 acres and included some 1,600 acres of mature forested wetlands associated with the New River. These wetlands were preserved. In addition, the applicant restored hydrology and vegetation to 90 acres of degraded wetland to compensate for 50 acres of wetland fill. Assessment of proposed wetland impacts, habitat types, efforts to avoid and minimize environmental impacts, and provide compensatory mitigation in accordance with SCDES Bureau of Coastal Management Guidelines & Policies. (with former employer)

Folly Beach County Park, South Carolina. Senior project manager performing site evaluation of potential sand sources, methods for placement of sand, and an after-project monitoring plan, in accordance with SCDES Bureau of Coastal Management Regulations and Guidelines & Policies. This project included the construction of a groin system on the southern end of the project to decrease longshore transport and retain sand on the renourished beach. (with former employer)

James Island County Park, Charleston, South Carolina. Senior project manager performing review of the design and wetland plan/permit for a new county park. The park site included both palustrine and estuarine wetlands. Assessment of proposed wetland impacts, habitat types, efforts to avoid and minimize environmental impacts, and provide compensatory mitigation in accordance with SCDES Bureau of Coastal Management Guidelines & Policies. (with former employer)

Roper St Francis, Charleston County, South Carolina. Senior project manager performing site evaluation for wetland impacts and compensatory mitigation associated with development of a new hospital facility to serve the medical needs of the greater Charleston area. Review of alternative analysis and Certificate of Need for medical services, in accordance with SCDES Bureau of Coastal Management Guidelines & Policies. (with former employer)

Wando State Ports Authority Terminal. Senior project manager performing site evaluation for wetland impacts, alternative analysis, and compensatory mitigation associated with expansion of the existing Wando Ports Authority Terminal, in accordance with SCDES Bureau of Coastal Management Guidelines & Policies.

PATRIOT SURVEYING & INFRASTRUCTURE

117 SW 4th Street
Oak Island, NC 28465

1.800.270.4229
www.patriot-survey.com

Andy Eades, PLS, PSM
Vice President

Academic Background
Political Science/Law & Justice Concentration, NC State University

Graduate of the ACEC Senior Executives Leadership Institute 2013

Professional Registrations
Professional Land Surveyor
North Carolina – L-3413
Florida – LS6782

INTRODUCTION

Mr. Eades is a professional land surveyor with 35 years of experience. Throughout his career, he has worked with many developers, utility companies, and engineering, design and construction firms completing projects primarily along the east coast.

Mr. Eades has been directly responsible for the completion of various survey projects within the established time frame and budget. His responsibilities range from project management on all levels to land records research, field reconnaissance and location, data management and survey calculations and boundary analysis.

REPRESENTATIVE PROJECT EXPERIENCE

Beaufort Jasper Water & Sewer Authority – Trask Parkway Easement Survey, Beaufort, SC
Surveying and mapping for a new pump station easement survey along Trask Parkway. This survey involved SUE QL-B services to locate the existing force main along with a new underground electric utility easement to serve the pump station site.

Duke Energy (Piedmont Natural Gas) – Line 479 Phase 1 & 2
Provided LiDAR, location surveys, easement mapping, SUE QL-B, SUE QL-A on a 26-mile corridor for the design and construction of a proposed 12" natural gas pipeline through Scotland and Robeson Counties in North Carolina.

Dominion Energy, Wake County, NC
Provided location surveys, LiDAR, SUE QL-B, easement mapping and environmental surveys for the proposed 11-mile gas line along Lake Wheeler Road in Wake County. This project commenced at Cardinal Station and terminated on Centennial Campus at North Carolina State University.

Union County Public Works – 12 Mile Water Treatment Plant
Provided boundary and topographic surveys for the 12 Mile Water Treatment Plant. This survey provided locations of existing facilities, SUE QL-B locations, and detailed as-built surveys for plant expansion.

Duke Energy – Wake/Lenior 500kV Power Transmission Line
Provided retracement surveys to establish the existing right of way of a 66-mile 500kV transmission line which was established in the late 1990's but never constructed. Existing survey control was analyzed which allowed the placement of over 4000 new Carsonite markers along the edge of the right of way. Existing encroachments were mapped and provided to the client.

Charlotte Water – McAlpine Creek Relief Sewer Project Phases 1-4, Mecklenburg County
Preliminary design surveys along with easement mapping for 4 phases of the McAlpine Creek Relief Sewer project which traversed along the McAlpine Creek from Pineville, NC to Mint Hill, North Carolina. This project was approximately 80,00LF and included several hundred easement plats. Construction staking was performed along with monitoring of each major road crossing to include I-485, Providence Road, NC Highway 51, and Independence Blvd (US Hwy 74).

PATRIOT SURVEYING & INFRASTRUCTURE

Summerville, SC

1.800.270.4229
www.patriot-survey.com

Kevin Humble, LSIT
Project Manager

Academic Background
Southern Polytechnic State University
North Lake College of Dallas

Professional Registrations
SIT
Texas #110121

INTRODUCTION

Mr. Humble is a Project Manager for Patriot Surveying & Infrastructure (PSI) with roughly 25 years of experience in Land Surveying. Mr. Humble has experience at all levels of field and office production along with Project Management.

REPRESENTATIVE PROJECTS

Beaufort Jasper Water & Sewer Authority – Great Swamp Survey, Okatie, SC
Project Manager responsible for managing the land surveying and mapping efforts for the Great Swamp Effluent Management System project. The survey included detailed plan and profiles of six transect lines totaling four miles in length. Detailed locations of tops, toes, water elevations, islands, and raised hummocks were surveyed and shown in the deliverable.

Westside Reservoir Park, Smyrna, GA
Remediation on portion of park formerly used by Southern Company as landfill. Initial topographic survey prior to remediation. Topographical survey of grids for quantities. Provided quantities of soil removed throughout duration of project.

Georgia Power – Plant Mitchell Rail Survey, Albany, GA
Survey Inventory of several miles of rail feeding into Plant Mitchell. As the Phase Manager, Mr. Humble was responsible for directing crews and maintaining a survey database for the relocation of rail at the plant.

Veterans Affairs Committee – Cemetery Expansion – Naval Air Station – Pensacola, FL
Survey Phase Manager responsible for coordinating site access for crews, managing field crews, maintaining a survey database and providing control for construction crews.

Veterans Affairs Committee – Cemetery Expansion – Chattanooga National Cemetery – Chattanooga, TN:
Survey Phase Manager responsible for coordinating site access for crews, managing field crews, maintaining a Survey Database and providing control for construction crews. This project included inventory of existing headstones and GPR determination of existing burials to help design determine layout for additional burials.

Atlanta Gas Light – Buford Highway Project – Doraville, GA
Survey Project Manager working closely with the design engineers to ensure that the pre-design survey was completed to meet AGL specifications. This involved surveying a six-mile route with a corridor width of 150 feet. All improvements were located along with a topographic survey at two-foot contour intervals. Boundary determination was completed for all parcels that crossed the proposed route. Also worked closely with the land agents to ensure proper access was available prior to accessing any parcels. Coordination with the land agents was conducted to provide the research needed to complete the Certified Plats required for the new easements.

JOHN FREY, RLA

BACKGROUND

2024-Present
Project Manager I
Weston & Sampson

2023-2024
Senior Project Landscape Architect
Weston & Sampson

2020-2023
Project Landscape Architect
Weston & Sampson

2015-2020
Landscape and Urban Designer
Liveable Cities Lab
Ramboll A/S

2014-2015
Research Assistant
Somatic Collaborative Felipe Correa

2013
Graphic Designer
Carlos Garciavelez

2012
Landscape Design Intern
Michael Van Valkenburgh Associates

2007-2010
Mosquito Lab Technician
University of Richmond - Biology Department

EDUCATION

2015
Master of Landscape Architecture in Urban Design
Harvard University

2010
Bachelor of Studio Art
University of Richmond

PROFESSIONAL REGISTRATION

Registered Landscape Architect:
Rhode Island No. 746

John is a registered landscape architect responsible for managing a range of climate adaptation projects. Since 2015, he has been building resilience into landscape and urban design projects. A Registered Landscape Architect, John leads interdisciplinary teams and integrates technical expertise in drainage, urban resilience, climate adaptation, nature-based solutions, flood protection, and infrastructure planning and design into his work. His project experiences range from vision planning to construction and implementation, as well as stakeholder engagement and facilitation for clients throughout the United States, Australia, Denmark, Germany, Norway, and Sweden.

SPECIFIC PROJECT EXPERIENCE

Wastewater Treatment Facility (WWTF) Climate Resilience Assessment, New Hampshire Department of Environmental Services (NHDES), Seabrook, New Hampshire. Provided resiliency design services for this project that focused on the town's critically important wastewater treatment infrastructure, which collects and treats domestic, commercial, and industrial wastewater from most of the town. The WWTF and other system treatment components are all located on Wright's Island, making it particularly susceptible to sea level rise and coastal surge. Project work involves assessing the specific vulnerabilities at the site and identifying/evaluating up to four options for improving resiliency, as well as identifying effective communication and outreach methods.

Strawberry Brook Stormwater Master Plan (2019-2020) and Green Infrastructure Implementation (2020-2021), Lynn, Massachusetts. Resiliency design lead, landscape architect, and project manager for development of watershed-wide approach to stormwater management, identification of opportunity areas for green infrastructure, and evaluation of nature-based strategies for the first year of the project. The second year involved the development of green street and stormwater detention concept designs, park improvement vision planning, and construction of pilot projects in the City of Lynn. The projects are funded by Municipal Vulnerability Preparedness Planning and Action Grants from the Massachusetts Executive Office of Energy and Environmental Affairs.

Resilient Stormwater Management and Implementation Plan, Waltham, Massachusetts. Lead designer for a comprehensive assessment of the stormwater drainage system and flooding impacts in the city. Work focused on six major open and culverted streams and involved a condition assessment of the drainage system, hydrology/hydraulics modeling, including future climate projections, flooding analysis, urban heat island assessment and identification of nature-based solutions (NBS) to reduce flooding. Incorporated NBS and Green Infrastructure (GI) opportunities into H&H and UHI modeling scenarios, defining their effectiveness and impact on flooding and urban heat reduction, and included them in a Resilient Stormwater Management and Implementation Plan with prioritization rankings for implementation.

Master Plan for 425 Medford Street, The Flatley Group, Charlestown, Massachusetts. Providing design support for the master plan development for this mixed-use development that will address existing and future site flooding from predicted sea level rise and climate change by incorporating a resilient flood barrier within a system of new public open spaces. Sustainability is critical to the overall design, including stormwater management and urban heat island reduction/mitigation. This master plan for this waterfront site is also designed to be universally accessible, with a focus on complete street principles.

John Fitch Highway Corridor Resilient Redesign (2020-2021) and Baker Brook Stormwater Model and Plan (2021-2022), Fitchburg, Massachusetts. Resiliency design lead for multi-phase project to address stormwater flooding, urban heat island effects, and equitable mobility in the city. The first year determined the vision for the development of a corridor redesign for Complete Streets, green, nature-based stormwater controls, and addressing urban heat island effects. The second year identifies and designs conceptual, nature-based projects on public and private property for future implementation. The projects are funded by a Municipal Vulnerability Preparedness Action Grant from the Massachusetts Executive Office of Energy and Environmental Affairs.

Resilient Stormwater Action and Implementation Plan, Climate Ready Culvert Design and Permitting, Richmond and West Stockbridge, Massachusetts. Resiliency design lead for development of a multi-town, multi-watershed stormwater plan to identify green, nature-based stormwater controls and resilient roadway/infrastructure improvements and address impervious surface effects. The project also involved the redesign of two culverts using nature-based solutions to stream crossings and flood mitigation for future implementation. The project was funded by a Municipal Vulnerability Preparedness Action Grant from the Massachusetts Executive Office of Energy and Environmental Affairs.

Bringing Climate Resilience to Beaver Brook, Waltham, Massachusetts. Resiliency design lead as part of a multidisciplinary team to evaluate, model, and design a suite of flood mitigation actions including grey infrastructure (e.g., raising headwalls, berm creation) and creation of a nature-based diversion channel and flood storage in the vicinity of a roadway that floods approximately every two years. Evaluation also includes modeling storage solutions in the upper watershed using open space and existing pond areas. Project includes extensive environmental permitting, including wetlands, Army Corps of Engineers individual permit, Chapter 91, 401 water quality certification, MEPA ENF and EIR, Massachusetts Historical Commission, and Division of Marine Fisheries consultation.

Charles River Regional Watershed H/H Model, Charles River Watershed Association (CRWA), Massachusetts. Worked with 15 communities to develop a regional watershed model to provide technical information about where and when precipitation-driven flood risk in the watershed will be expected to be exacerbated by climate change. Provided engagement support to develop a comprehensive and synergistic approach to preparing and adapting to climate change. Also responsible for leading the resiliency design concept development for prioritized sites.

JEANNIE ADAME CONSTANTINE

BACKGROUND

2023-Present
Senior Project Manager
Weston & Sampson

2014-2022
Senior Scientist & Working Waterfront Leader
Meridian Energy & Environment, LLC

2013-2014
Scientist III
O'Brien & Gere

2008-2012
Environmental Affairs Manager
South Carolina Ports Authority

1998-2007
Director of Environmental Plans & Programs
Canaveral Port Authority

EDUCATION

1997
Master of Science
Environmental Science
Texas A&M University

1991
Bachelor of Science
Marine Science and Biology
University of Miami

CERTIFICATION

OSHA HAZWOPER 40 Hour

PROFESSIONAL AFFILIATIONS

Port of Charleston Propeller Club Board Member

Charleston Women in International Trade

American Association of Port Authorities Harbors, Navigation & the Environment Committee

Charleston Chamber of Commerce Environmental Technical Committee

South Carolina Chamber of Commerce Environmental Technical Committee

Western Dredging Association

Jeannie is a senior project manager with more than 35 years of experience in environmental permitting and compliance, public outreach and initiatives, and construction project management. She has been responsible for ensuring environmental compliance for several large industrial clients and has successfully completed more than $6 million in grant-funded projects with multiple collaborative partners at the Port of Charleston to effectively reduce air emissions. Her extensive construction management experience includes dredging, a stormwater treatment system, aquifer storage and recovery system projects, and a vessel pumpout system.

SPECIFIC PROJECT EXPERIENCE

Regulatory Compliance Assistance, Moran Towing, North Charleston, South Carolina. Project manager for this contract that includes supporting regulatory compliance in the areas of industrial stormwater management and spill prevention. Tasks include preparing a Notice of Intent for submission under the National Pollutant Discharge Elimination System (NPDES) General Permit, developing a revised Stormwater Pollution Prevention Plan (SWPPP) in accordance with federal and state requirements, and completing a Spill Prevention, Control, and Countermeasure (SPCC) Plan.

Regulatory Compliance Assistance, Resonac Graphite America, Inc. Responsible for providing compliance support, including the preparation of a Comprehensive Stormwater Pollution Prevention Plan (SWPPP) for a site with a complex series of stormwater treatment ponds. Additionally, assisted in preparing a Spill Prevention Control and Countermeasure Plan (SPCC) for the facility that included more than 100 petroleum tanks of varying sizes totaling more than 500,000 gallons.

Discharge Permit Sampling and Renewal, Boston Water and Sewer Commission, Boston, Massachusetts. Responsible for completing and submitting a renewal permit application to the Massachusetts Water Resource Authority for discharge associated with a vehicle wash system. Also responsible for providing project management support oversight for the required semi-annual sampling program.

Environmental Permitting and Compliance, Private Client – Aluminum Manufacturing Company, Goose Creek, South Carolina. Responsible for environmental permitting and compliance related to EPCRA, air, hazardous waste, wastewater, stormwater, and spill prevention for a major plant expansion. Efforts included ensuring compliance with all environmental regulations for the expanded operations, maintaining and updating all environmental plans, handling the implementation of the plans including providing all necessary training and decommissioning of the legacy manufacturing lines. (with former employer)

Environmental Permitting and Compliance, Private Client – Chemical Manufacturing Company, Charleston, South Carolina. Handled all environmental permitting and environmental compliance for air, wastewater, stormwater, spill prevention, hazardous waste, and emergency response. Updated all relevant plans and ensured they were implemented. (with former employer)

Environmental Permitting, Private Client – Structural Steel Manufacturing Company, Alabama, Georgia, North Carolina, South Carolina, Texas, and Virginia. Handled permitting for multiple plant expansions at plants in various states. Maintained ongoing permits and ensured compliance with all permit conditions. Efforts included the development, implementation, and maintenance of environmental plans covering EPCRA, air, wastewater, stormwater, spill prevention, and hazardous waste. (with former employer)

Environmental Permitting and Compliance, Private Client – Cement Manufacturing Company, Holly Hill, South Carolina. Handled environmental permitting compliance for air, EPCRA, hazardous waste, wastewater, drinking water, stormwater, and spill prevention. Updated and implemented all environmental plans. Performed quarterly audits of the Environmental Management System in accordance with ISO 14001 standards. (with former employer)

Various Environmental Services, Canaveral Port Authority, Cape Canaveral, Florida. Director of Environmental Plans & Programs responsible for ensuring compliance with all federal, state, and local environmental regulations and communicating applicable regulatory requirements to operations and contractor staff; interfacing with the Florida Department of Environmental Protection, EPA, and US Army Corps of Engineers on all permitting activities; developing and implementing an Environmental Management System in accordance with ISO 14001 Standards; providing construction project management for eight capital improvements efforts totaling $25 million; overseeing all aspects of contaminant release sites, including contamination assessment, monitoring, risk assessment, and remedial action and ensuring that available resources were directed at the most high-risk projects; and more. (with former employer)

Various Environmental Services, Canaveral Port Authority, Cape Canaveral, Florida. Acting Director of Engineering responsible for overseeing master planning efforts, ongoing construction projects and future projects in the design phase; directing a Capital Improvement Plan with projects totaling more than $50 million; awarding construction contracts totaling more than $13 million; overseeing the design and bidding phase of projects totaling an additional $3 million; and coordinating with other Port Authority departments. (with former employer)

ROBIN SEIDEL, AIA

BACKGROUND

2025-Present
Senior Team Leader | Senior Associate
Weston & Sampson

2024-2025
Associate
Weston & Sampson

2022-2024
Team Leader
Weston & Sampson

2020-2022
Architect Project Manager
Weston & Sampson

2016-2020
Climate Resilience Architect & Planner
Kleinfelder

2014-2016
Architectural Designer
Add Inc/Stantec

2012-2014
Designer
Merge Inc.

2010-2012
Designer
Tobi Tobin Design

2008-2009
Special Events Coordinator
Carnegie Institution for Science

2007
Policy Intern
Senator Hillary Clinton

EDUCATION

2016
Master of Architecture
Northeastern University

2012
Master Certificate
Interior Architecture
University of California, Los Angeles

2008
Bachelor of Arts
Communication, Law, Economics, and Government
American University

Over the past 15 years, Robin has been at the forefront of integrating resilience into design and planning. She focuses on not only addressing climate change but also ensuring that her projects benefit environmentally disenfranchised populations. She has technical expertise in city resilience, building and infrastructure adaptation, vulnerability assessments, sustainable design and mitigation strategy, transportation, and stakeholder engagement. Robin has led several vulnerability assessments and community engagement projects focused on climate resiliency, including environmental justice initiatives. She was the 2022/2023 AIA National Climate Change Resilience Committee Chairperson and an MVP certified provider.

SPECIFIC PROJECT EXPERIENCE

Coastal Infrastructure Risk and Resiliency Assessment, Lee County, Florida. Led the Weston & Sampson team's work to develop a vulnerability assessment for Lee County FL under s. 380.093, F.S. Work included the development of a robust asset inventory for the county, a hydraulic/hydrologic model, sensitivity analysis, and recommendations. The project will be a countywide vulnerability assessment of present and future vulnerabilities for a wide variety of infrastructure and natural assets.

Critical Municipal Facilities Resiliency Assessment, Bonita Springs, Florida. Resiliency technical lead for an assessment of buildings and grounds at six different sites following Hurricane Ian. This work included developing flood adaptation measures to retrofit existing buildings, recommendations for future facilities planning, the development of future design flood elevations using NOAA sea level rise projections, and operational considerations for future hurricane and riverine flooding preparedness.

Installation Coastal Flood Vulnerability Assessment, US Navy Naval Facilities Engineering Command (NAVFAC), Norfolk, Virginia. Technical leader in the development of a methodology and assessment of vulnerabilities for the Norfolk installation considering sea level rise and storm surge and heavy precipitation events and compound flooding. Developed a vulnerability assessment tool to be used by the US Navy on 11 additional installation sites throughout the east coast. Recommended prioritized areas for additional studies and consideration of adaptation strategies.

Charles River Regional Watershed H/H Model, Charles River Watershed Association (CRWA), Massachusetts. Worked with 15 communities to develop a regional watershed model to provide technical information about where and when precipitation driven flood-risk in the watershed will be expected to be exacerbated by climate change. Provided engagement support to develop a comprehensive and synergistic approach to preparing and adapting to climate change.

Citywide Vulnerability Assessment, Cape Coral, Florida. Working under s. 380.093, F.S, led the Cape Coral vulnerability assessment, a comprehensive study, to evaluate the city's susceptibility to climate hazard impacts, focusing on coastal flooding and its associated risks.

ROBIN SEIDEL, AIA

PROFESSIONAL REGISTRATION

Registered Architect
Massachusetts No. 952131

CERTIFICATIONS

Municipal Vulnerability Preparedness (MVP) Certified Provider

AWARDS

2022 Ascending Leader Award
Environmental Business Council of New England (EBC)

PROFESSIONAL AFFILIATIONS

American Institute of Architects

PRESENTATIONS

June 2022
"DPWs: The Backbone of a Resilient & Sustainable Community"
NEAPWA Summer Conference
Yarmouth, Massachusetts

Eastern Avenue Climate Resilience Vision, Chelsea, Massachusetts. Project manager for the conceptual design to build an actionable resilience vision for the floodplain, with public and private for the area from the Chelsea Street Bridge to the MBTA tracks. This included careful assessment of existing conditions, a feasibility analysis, and development of design alternatives driven by a stakeholder visioning process. Design alternatives were developed for midterm (2050) resilient vision for the roadway and long-term (2070) resilient vision for the waterfront.

Moakley Park Master Plan, Boston Parks and Recreation Department (BPRD), Boston, Massachusetts. Provided climate resilient services for Weston & Sampson in support of Stoss (prime) for the advancement of the vision plan for Moakley Park, the largest waterfront park in Boston, which is increasingly vulnerable to flooding due to climate change. Responsibilities include climate resilient design services.

Lee County Civic Center Facility Condition Assessment Study, Lee County, Florida. Resiliency technical lead for an assessment for 13 separate buildings, approximately 150,000 square feet. The resiliency assessment piece of the study included: identifying the site's vulnerability to present extreme weather events using previously generated and publicly available data. Critical facilities/systems within the site were identified as well as their critical flood elevation thresholds. East Boston Resilience Technical Analysis, Boston Planning & Development Agency (BPDA), East Boston, Massachusetts. Lead for existing conditions review, 30% preliminary design, and stakeholder engagement for one of the first major coastal infrastructure projects identified during the city's Climate Ready Boston planning process to move forward from planning to design and implementation. This work at two vulnerable locations, Carlton Wharf and Lewis Mall, exemplifies the city's commitment to planning and investing in communities with environmental justice populations. The goal of this project was to enhance the waterfront of East Boston, while protecting critical infrastructure, such as the Maverick MBTA Station, blocking the Greenway flood pathway, and increasing the overall resiliency of the metro Boston area.

Redevelopment of Ryan Playground, Boston Parks and Recreation (BPRD), Boston, Massachusetts. Providing climate resiliency support for the interdisciplinary study, engineering, and landscape architecture related to the redevelopment of Ryan Playground, located on a post-industrial, waterfront site. Efforts to realize the new, resilient park will include ground improvements, sea wall modifications, Harborwalk renovation, and a reconfigured site that makes best and highest use of the available land to fend of rising tides, while reducing heat island effects through a smart urban forestry approach.

Climate Action Plan, Easthampton, Massachusetts. Project manager for this project with the goal of achieving net zero carbon emissions and a climate resilient city. Weston & Sampson was tasked with informing the city on its current fossil fuel usage and determining how it can achieve net zero carbon emissions as well as compiling and evaluating existing resiliency information. An important part of this project was for Weston & Sampson to complete a GHG emissions inventory for the city. Identification of obstacles and challenges to implementation measures were also addressed along with a detailed action plan for the recommended climate actions and priorities.

DAVID “ANDY” MOODY

BACKGROUND

2024-Present
General Manager
Weston & Sampson

2013-2024
Vice President
The Construction Services Group, Inc,

1997-2013
Officer
United States Marine Corps

EDUCATION

2004
Bachelor of Science
Business Administration
University of South Carolina

CERTIFICATIONS

OSHA 30-Hour Construction Safety and Health

American Society for Health Care Engineering, Health Care Construction Certification

US Army Corps of Engineers CQM-C, Construction Quality Management for Contractors Certification #784

Andy is a General Manager with Weston & Sampson CMR, leading the division’s strategic expansion into the Southeast region. He is a seasoned executive in construction management with a proven track record of delivering innovative solutions and fostering team excellence. With deep expertise in estimation, project management, financial oversight, and strategic planning, he ensures the successful execution of projects while focusing on quality and client satisfaction.

Andy’s extensive knowledge of construction practices, cost management, quality control, and project oversight enables him to easily and efficiently manage complex projects. He has managed over 20 projects simultaneously, ranging from thousands of dollars to nearly $20 million, consistently delivering high-quality results. Known for his ability to build collaborative relationships with clients, stakeholders, and teams, Andy is committed to advancing the construction industry through integrity, vision, and a passion for continuous improvement.

SPECIFIC PROJECT EXPERIENCE

Fire Department Station #2, Town of Moncks Corner, South Carolina. Senior project manager for this new ground-up facility to serve the growing Foxbank Plantation community and support the town’s expanding emergency response capabilities. This project marked the start of a successful partnership with the town and involved comprehensive construction services from site preparation through final finishes. The scope of work included site grading, underground utility installation, cast-in-place concrete foundations with slab-on-grade, and construction of the fire station structure using concrete masonry units and light gauge metal stud framing. The building envelope featured a combination of brick masonry veneer and fiber cement siding, complemented by a durable standing seam metal roof system. Exterior improvements included concrete sidewalks, curbs, gutters, and both asphalt and concrete paving for driveways and parking areas. Sitework also incorporated storm drainage piping, water utility distribution, sanitary sewer connections, and complete landscaping and sodding.

The fire station’s interior design accommodates the operational needs of its crew. It features a dining and day room, a full kitchen, multiple sleeping quarters, office space, full restroom and shower facilities, an exercise room, dedicated gear and equipment storage areas, and large apparatus bays for housing EMS and fire rescue vehicles. (with former employer)

Ralph H. Johnson Department of Veterans Affairs Medical Center, Expansion and Renovation, Charleston, South Carolina. Senior project manager and senior executive with oversight of the daily management, safety inspections, scheduling of work, quality control inspections, and all administrative tasks from inception to closeout. The project involved the expansion and renovation of the Intensive Care, Step-Down, and Pulmonary Units. The work included the renovation of approximately 10,400 square feet and the construction of an additional 7,600 square feet of critical care medical services. These areas incorporated functional support spaces and state-of-the-art technology and design. (with former employer)

Miracle League Field, Town of Moncks Corner, South Carolina. The town partnered with the Miracle League to bring this field to the Regional Recreation Complex so that all citizens, including over 30,000 people in Berkeley County with disabilities—4,000 of whom are children—can play ball. Served as the senior project for the construction of the field included a wide range of supporting site features and infrastructure, delivering a vibrant community space that is safe, inclusive, and fully accessible for all residents.

The scope of work included furnishing all materials, labor, and equipment necessary to construct the field and its associated amenities. This included site clearing and demolition, subsurface investigation, grading, erosion and sediment control, excavation and backfilling for both structures and utilities and installation of perimeter controls and inlet protection. (with former employer)

Public Service Building, Town of Moncks Corner, South Carolina. Project manager for this project that was delivered under a Construction Manager at Risk (CMAR) model, providing comprehensive oversight and coordination from pre-construction through completion. Serving as both the CMAR and General Contractor, the team worked closely with the Design Team to guide the project through all phases, ensuring a seamless and efficient delivery.

The project scope began with demolishing the existing Public Services Building storage facility. It included designing and constructing two new pre-engineered metal buildings featuring durable standing seam metal roofing. Additionally, a new wood-framed, metal-clad building was constructed as an addition to an existing structure. Site improvements included reconfiguring the existing parking lot to accommodate the new building footprint, adding a new parking area, and removing and replacing existing asphalt surfaces.

Full utility integration was completed through mechanical, electrical, and plumbing tie-ins for the new building. Underground power lines were installed, and the site received updated water utilities and piping. All fixtures, furnishings, and equipment were provided according to the owner’s specifications to create a modern, fully functional facility. (with former employer)

Ralph H Johnson Department of Veterans Affairs Medical Center, Generator C Replacement, Charleston, South Carolina. Senior project manager and senior executive with oversight of the daily management, safety inspections, scheduling of work, quality control inspections, and all administrative tasks from inception to closeout. The project included site preparation for building operations, including demolition and removal of existing walls, doors, frames, housekeeping base, electrical components, HVAC systems, a generator, and mold abatement. The scope of work included general construction, alterations, demolition, mechanical, plumbing, electrical, and mold abatement activities. The project followed a phased construction plan to replace the existing generator with a new 725 kW unit, along with demolition and reconstruction of associated fire suppression and fire alarm systems, mechanical piping, and electrical systems. (with former employer)

JAY POSTON

BACKGROUND

2024-Present
Senior Estimator
Weston & Sampson

2019-2024
Senior Estimator
The Construction Services Group

2018-2019
Senior Project Manager
Lesco Restorations Inc.

2015-2018
Senior Project Manager
DOW Incorporated

2001-2015
Senior Project Manager
Cumming Corporation

1999-2001
Project Manager
Two State Construction Corporation

1991-1999
Project Manager
U.S. Naval Weapons Station

1987-1991
Mechanical Engineering Intern
E.I. Dupont De Nemours, Inc.

EDUCATION

1990
Bachelor of Science
Mechanical Engineering
Clemson University

CERTIFICATIONS

Certified Construction Manager

Certified Inspector

Jay has over 25 years of experience in the construction industry, specializing in cost estimating, project management, and team leadership. His expertise includes providing comprehensive, accurate estimates, managing multi-disciplinary teams, and delivering complex projects on time and within budget. Jay has a proven ability to synthesize blueprints, plans, and specifications into actionable, competitive bids while collaborating with engineers, architects, contractors, and consultants.

SPECIFIC PROJECT EXPERIENCE

Kinder Morgan Shipyard River Terminal Site Construction, Charleston, South Carolina. Site preparation project for a four-acre inland storage terminal that included extensive site clearing, demolition, and excavation; storm drainage system modifications and improvements; and placement of gravel stone layers to construct a durable, traversable surface. (with former employer)

Patriot's Province Homeowners Association, Mount Pleasant, South Carolina. This asphalt and concreate repair project addressed key infrastructure upgrades including the replacement of existing asphalt paving, concrete curbs, and preparations for future utility installations. Work was priced to reflect a phased approach to minimize disruptions and maintain access. (with former employer)

Lake Keowee Wastewater Treatment Plant Upgrades, Wahalla, South Carolina. Targeted mechanical and electrical system improvements, including pump replacements, process control upgrades, and installation of new aeration equipment to increase capacity and treatment efficiency. (with former employer)

Baptist Hill High School Hollywood, South Carolina. Replacement of outdated HVAC systems including new rooftop units, ductwork, and electrical infrastructure upgrades completed within a restricted summer schedule to minimize disruption. (with former employer)

Berkeley County Pump Station Replacement, Berkeley County, South Carolina. Demolition and replacement of multiple aging sanitary pump stations across the county, involving submersible pump installation, wet well improvements including replacement of well linings, SCADA integration, and bypass pumping during construction. (with former employer)

Lower Dorchester Wastewater Treatment Plant, North Charleston, South Carolina. Expansion of treatment capacity through addition of aeration basins, clarifiers, and tertiary filtration systems, along with site regrading and process piping modifications to support increased flow rates. (with former employer)

Public Service Building, Town of Moncks Corner, South Carolina. A replacement municipal facility for public works operations incorporating new construction and renovation, featuring pre-engineered metal building system, administrative space, and utility service infrastructure. (with former employer)

Fire Department Station #2, Town of Moncks Corner, South Carolina. A new ground-up facility to serve the growing Foxbank Plantation community and support the town's expanding emergency response capabilities. This project marked the start of a successful partnership with the town and involved comprehensive construction services from site preparation through final finishes. The scope of work included site grading, underground utility installation, cast-in-place concrete foundations with slab-on-grade, and construction of the fire station structure using concrete masonry units and light gauge metal stud framing. The building envelope featured a combination of brick masonry veneer and fiber cement siding, complemented by a durable standing seam metal roof system. Exterior improvements included concrete sidewalks, curbs, gutters, and both asphalt and concrete paving for driveways and parking areas. Sitework also incorporated storm drainage piping, water utility distribution, sanitary sewer connections, and complete landscaping and sodding. The fire station's interior design accommodates the operational needs of its crew. It features a dining and day room, a full kitchen, multiple sleeping quarters, office space, full restroom and shower facilities, an exercise room, dedicated gear and equipment storage areas, and large apparatus bays for housing EMS and fire rescue vehicles. (with former employer)

Miracle League Field, Town of Moncks Corner, South Carolina. The town partnered with the Miracle League to bring this field to the Regional Recreation Complex so that all citizens, including over 30,000 people in Berkeley County with disabilities—4,000 of whom are children—can play ball. Served as the senior project for the construction of the field included a wide range of supporting site features and infrastructure, delivering a vibrant community space that is safe, inclusive, and fully accessible for all residents. Key structural components included the field itself, which had specialty rubber athletic surfacing, structural concrete, reinforced concrete, and asphaltic concrete paving. Concrete sidewalks and paved walkways were constructed throughout the site to provide smooth, ADA-compliant access. Specialty fencing, including chain link fencing, backstops, and dugouts, was installed around the field to enhance safety and function.

The project also included the construction of multiple support structures such as communication and electrical buildings, a hurricane-rated pavilion with standing seam metal roofing, and other wood-framed facilities finished with cement siding. Hollow metal doors, frames, hardware, and overhead coiling doors were installed as part of the building envelope, while interior and exterior painting completed the finish work. (with former employer)

William Jennings Bryan Dorn Veterans Affairs Medical Center, Campus Steam System Replacement, Columbia, South Carolina. Demolition and replacement of existing underground steam system components including piping, valves, control manifolds, and steam generating equipment. (with former employer)

APPENDIX B – REQUIRED FORMS

We have completed the required forms, and they are included in this section.

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE: April 25, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: Weston & Sampson Engineers, Inc.

SIGNATURE: Kipling R. Gearhart

PRINTED NAME: Kipling Gearhart, PE

TITLE: Regional Manager

DATE: April 25, 2025

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

Name	Role(s) on Project	Name	Role(s) on Project
Meghan Moody, PE	Principal in Charge	Janet Moonan, PE	Green Infrastructure Design/LID
Kim Morganello	Team Lead Green Infrastructure Design/LID Sea Level Rise and Flood Mitigation Adaptation Resilience Planning	Katie Finegan, PE	Green Infrastructure Design/LID Sea Level Rise and Flood Mitigation Adaptation Shoreline Management
Lucas Hernandez	Project Manager Stormwater Planning & Design, Drainage Studies, Modeling Sea Level Rise and Flood Mitigation Adaptation Resilience Planning GIS	Jeff Thompson	Wetlands Survey Wetlands Delineation and Mitigation Environmental Permitting
Walter Fletcher, PE	Civil Engineering	John Frey, RLA	Sea Level Rise and Flood Mitigation Adaptation
Terry Macaluso, PE	Civil Engineering	Jeannie Constantine	Environmental Compliance Monitoring
Christopher Pyman, PE	Civil Engineering Stormwater Master Planning	Erin Mehard, AICP	Cultural Resources Sustainability
Joellen Rogers, AIA, LEED AP	Architecture	Robin Seidel, AIA	Resilience Planning
Brent Rewis, PE	Transportation Planning	Andy Moody	Construction Management Reviews
Cristobal Betancourt, RLA, AICP	Landscape Architecture	Jay Poston	Cost Estimating
Jeannie Lewis	Permit Preparation Environmental Permitting Water Quality Assessment MS4 Permitting	Emmett Smith, EIT	Erosion and Sediment Control
Kayla Pehl	Permit Preparation	Paige Lux, PE	Erosion and Sediment Control
Sam Moffett, AICP	Grant Application Support	Louise Knepele, EIT	Green Infrastructure Design/LID
Bella Purdy Tisel, AICP	Grant Application Support Resilience Planning	Kip Gearhart, PE	Quality Assurance/Quality Control
Andrew Walker, PH, CFM	Stormwater Planning & Design, Drainage Studies, Modeling Stormwater Master Planning	Robert Horner, PE	Quality Assurance/Quality Control
Earl Bingham, PE, GISP	Stormwater Planning & Design, Drainage Studies, Modeling	Andy Eades, PLS, PSM	Topographic/Boundary Surveying
David Black, PE	Stormwater Planning & Design, Drainage Studies, Modeling	Kevin Humble, LSIT	Topographic/Boundary Surveying
Blake Duke, EIT	Stormwater Planning & Design, Drainage Studies, Modeling Stormwater Master Planning	Robert Judy	Water Quality Assessment

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** City of Elizabeth City, North Carolina

Contract Title "Agreement for Engineering Services"

Contract Period: From March 11, 2024 To On-going; there is no specified end date

Geographic Area Served City of Elizabeth City, North Carolina

Scope of Work: Master services agreement provding civil, enironental and infrastructure engineering across a range of municpal priorities.

Contracting Office: 410 Pritchard Street, Elizabeth City, NC 27909

Contact Name: R. J. Lassiter, NCLGC

Title: Public Works Project Manager | City of Elizabeth City

Address: 410 Pritchard Street

City Elizabeth City State: NC

Telephone: 252-621-7365

Email: rlassiter@elizabethcitync.gov

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** Berkeley County Government

Contract Title "Third Party Technical Plans Review IDC"

Contract Period: From February 27, 2024 To On-going; there is no specified end date

Geographic Area Served Greater Berkeley County, South Carolina

Scope of Work: Third party review of developmet proposals to ensure compliance with local, state, and federal regulations encompassing a varity of engineering and planning services

Contracting Office:

Contact Name: Alison Simmons, AICP

Title: Planning and Zoning Director | Berkeley County Government

Address: 1003 Highway 52

City Moncks Corner State: SC

Telephone: 843-719-4164

Email: alison.simmons@berkeleycountysc.gov

3. **COMPANY NAME:** Mount Pleasant Waterworks

Contract Title "Asset Class Engineer for Pump Station and Force Main - FY 2021"

Contract Period: From September 2021 To On-going; there is no specified end date

Geographic Area Served Town of Mount Pleasant

Scope of Work: To date, Weston & Sampson has provided services on 15 task orders under this contract. Work has included investigations and studies, and design and construction administration services.

Contracting Office: Mount Pleasant Waterworks

Contact Name: Bryan Brooks

Title: Capital Program Department Head

Address: 1619 Rifle Range Road

City Mount Pleasant State: SC

Telephone: 843-971-7507

Email: bbrooks@mpwonline.com

4. **COMPANY NAME:** Town of Sullivan's Island

Contract Title Resilience and Sea Level Adaptation Plan

Contract Period: From September 2021 To On-going; design and permitting complete; construction begins May 2025

Geographic Area Served Town of Sullivan's Island

Scope of Work: Deveopment of a sea level adaptation and resilience plan that alighns with the town's comprehensive plan, stormwater master pan, and other regional and state-wide planning efforts.

Contracting Office: Building and Zoning

Contact Name: Rebecca Fanning

Title: Director of Resilience and Natural Resource Management

Address: 2056 Middle Street

City Sullivan's Island State: SC

Telephone: 843-883-5746

Email: rfanning@sullivansisland.sc.gov

5. **COMPANY NAME:** City of Folly Beach

Contract Title SCRIA Stormwater Infrastructure Improvements

Contract Period: From January 2024 To Ongoing; construction begins May 2025

Geographic Area Served City of Folly Beach

Scope of Work: Design, permitting, and construction administration services for stormwater improvements in Folly Beach.

Contracting Office: Buliding, Public Works & Facilities

Contact Name: Eric Lutz

Title: Director of Public Works

Address: 21 Center Street

City Folly Beach State: SC

Telephone: 843-708-9982

Email: elutz@follybeach.gov

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☐ Yes ☒ No

If yes, please provide the license number: _____

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☒ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?___Yes_X_No

If so, are you certified?____Yes____No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: Charleston

STATE OF: South Carolina

I, Kipling Gearhart (print name), being duly sworn, state that:

I am the Vice President & Regional Manager (title) of Weston & Sampson Engineers, Inc. (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

PRINT NAME: Amelia B. Smith

NOTARY PUBLIC FOR THE STATE OF South Carolina

My Commission Expires: 6/17/29

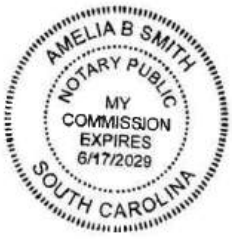


Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: Weston & Sampson Engineers, Inc.

Contact Person: Kim Morganello

Date Submitted: April 25, 2025

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Hourly Rates by Position/Classification		
Classification/Position Title	Name(s) of Key Staff	Hourly Rate ($)
Principal, Regional Manager and Regional Director	Meghan Moody, PE Kip Gearhart, PE Bob Horner, PE Terry Macaluso, PE Jeff Thompson Sam Moffett, AICP	$280.00
Senior Team Leader	Robin Seidel, AIA Brent Rewis, PE	$245.00
Team Leader	Kim Morganello Walt Fletcher, PE Andy Walker, PH, CFM Janet Moonan, PE	$235.00
Senior Project Manager|Senior Technical Specialist	David Black, PE Jeannie Lewis Jeannie Constantine	$200.00
Project Manager	Lucas Hernandez	$180.00
Senior Civil Designer	Joellen Rodgers, AIA John Frey, RLA Cristoal Betancourt, RLA, AICP	$170.00
Project Engineer	Chris Pyman, PE Katie Finegan, PE Paige Lux, PE Earl Bingham, PE, GISP	$155.00
Project Planner	Erin Mehard, AICP Bella Purdy Tisel, AICP	$155.00
Designer	Blake Duke, EIT Emmett Smith, EIT	$155.00
CAD Technician	Louise Koepele, EIT	$145.00
GIS Specialist|Environmental Scientist	Kayla Pehl	$135.00
Administrative Assistant	Berta Sinclair	$115.00

SECTION 2: EQUIPMENT RATES (If Applicable) Not Applicable

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$
Survey Equipment (GPS)	Day	$
Field Testing Equipment	Day	$
Traffic Counting Equipment	Week	$
Other (specify)		$

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Reimbursable Expenses		
Type of Expense	Billing Rate	Unit
Printing Costs	$2.70	Page (24" x 26")
Printing costs	$1.00	Page (8-1/2" x 11"
Gas	$.70	Mile

$

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: 10 % (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

Not applicable

SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

Kipling R. Gearhart, PE

Signature of Authorized Representative

Kipling R. Gearhart

Title

Regional Manager

COMPANY INFORMATION

NAME OF COMPANY: Weston & Sampson Engineers, Inc.

By: Kipling R. Gearhart
Signature

Kipling R. Gearhart, PE
Print Name

Title: Regional Manager (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 3955 Faber Place Drive, Suite 200

City: North Charleston State: SC Zip: 29405

Telephone Number: 843-881-9804 Business Fax Number: 978-977-0100

Email Address: gearhartk@wseinc.com

Is your firm a X Corporation, _____ Sole Proprietorship, or _____ Partnership?

If incorporated, please list state of incorporation: Massachusetts

FEIN or SSN: 04-2601194

Weston & Sampson℠

westonandsampson.com

3955 Faber Place Drive, Suite 200, North Charleston, SC 29405

RFQ

ON-CALL ENGINEERING SERVICES

Town of Kiawah Island | April 25, 2025

WOOLPERT

April 25, 2025

Petra Reynolds, Town Clerk
Town of Kiawah Island
4475 Betsy Kerrison Pkwy.
Kiawah Island, SC 29455

RE: Town of Kiawah Island On-Call Engineering Services RFQ

Dear Ms. Reynolds:

Woolpert, Inc. (Woolpert) is pleased to submit our proposal in response to your Request for Qualifications for On-Call Engineering Services. In partnership with Taylor Engineering (Taylor), Duncan & Duncan Wetland and Endangered Species (DD WEST), and Locations, LLC, we are excited to offer our expertise in delivering innovative, effective, and sustainable solutions to meet the Town's on-call needs. **Our collaboration brings together local, regional, and national industry leaders with a proven track record and a deep commitment to providing exceptional on-call services to coastal communities.** We recognize the critical role that contracts like this play in supporting the Town and the broader community—including residents and businesses. Our team appreciates the opportunity to collaborate with the Town of Kiawah Island to support long-term resilience and prosperity.

For over 110 years, Woolpert has delivered dynamic consulting and design services to clients who require architectural, engineering, and geospatial (AEG) assistance, technology integration, or a combination of these. Our clients benefit from Woolpert's diverse professional expertise over a wide range of services in design, geospatial, and infrastructure management. **Woolpert staff have provided on-call engineering services across South Carolina and the coast for over three decades, and we are currently providing services to maintain the Kiawah River real-time tide gauge station for the Town of Kiawah Island.** The monitoring station provides real-time data, with a public-facing dashboard accessible to local citizens and stakeholders.

As a multi-discipline AEG company with a passionate focus on customer service and success, Woolpert provides a broad range of services to our clients across the country, the Southeast, and South Carolina, including coastal South Carolina. For this proposal, we have put together an experienced team that can successfully provide professional on-call engineering services, including general civil engineering, stormwater management services, environmental and resiliency engineering, survey services, and additional services, as needed.

Based on our history of providing on-call services to over 12 coastal South Carolina communities and our vast experience with all facets of public works projects, Woolpert has the expertise to provide as-needed assistance as well as the commitment to provide on-call services in a professional and timely manner. Woolpert has over 50 staff members located in South Carolina dedicated to serving our South Carolina clients. When you combine our in-state resources, our expertise, and our experience working with over 50 communities and organizations across the state, including many coastal communities, Woolpert is uniquely qualified to provide the on-call services requested by the Town.

Why Woolpert?

By selecting Woolpert, the Town of Kiawah Island gains a **highly specialized, deeply experienced, and locally invested partner** with the technical expertise, innovative mindset, and commitment to excellence necessary for the success of its coastal on-call projects.

Thank you for considering Woolpert, Inc. for this important opportunity. We look forward to the potential of working together to advance the Town's water resources and coastal infrastructure. If you have any questions or require additional information, please contact Crystal at 843.972.4605 or via email at crystal.muller@woolpert.com.

Sincerely,
Woolpert, Inc.

J.P. Johns, PE
Vice President

Crystal Muller, PE, CFM
Project Manager

Woolpert, Inc.
4900 O'Hear Avenue, Suite 202
North Charleston, SC 29405

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Forms.....

Exhibit A:

Submittal Form, including Non Collusion Oath, Documentation of Insurance Coverage, Organizational Information, Personnel List, and References

Exhibit B:

Fee Schedule

Appendix: Resumes ..... RES 1–17

1. Firm Profile and Experience

Section 1

Woolpert, Inc. (Woolpert) is a professional services consulting firm helping our public sector clients achieve their goals through innovative designs born of creative solutions.

Woolpert is a corporation consisting of employee shareholders, with a board of directors responsible for establishing the direction and strategy of the company. The board, with support of Woolpert's senior leadership, directs the following functions: operations, finances, technical development, sales and marketing, human resources, and business planning. Our corporate team includes Scott Cattran, Executive Chairman; Neil Churman, President and CEO; Salman Rashid, Chief Financial Officer and Secretary; Laura Woolford, Chief HR Officer; Aaron Golden, Chief Growth Officer; and Carl Lucas, Chief Information and Technology Officer.

Over a century ago in 1911, Charlton Putnam founded Woolpert as an engineering and surveying firm in Dayton, Ohio. Today, Woolpert is an international architecture, engineering, geospatial, and strategic consulting firm with over 2,700 employees in over 75 offices on five continents. Our multi-office, multi-disciplinary capability distinguishes us from other firms. We are committed to the vision of being the premier architecture, engineering, geospatial (AEG), and strategic consulting firm, and we have local, regional, national, and international experience gained from our involvement on thousands of projects. **We define a successful project as delivering a high-quality, innovative design that exceeds our client's needs and expectations while maintaining schedules and budgets.**

Woolpert is organized by sectors/markets and disciplines led by market directors, practice leaders, and discipline leaders. The team providing services for this project is in Woolpert's Infrastructure Sector, which includes our Water and Energy Utilities Market, Transportation Market, and Aviation Market.

Woolpert has been providing South Carolina communities with civil and stormwater-related services for more than 30 years. Our clients benefit from Woolpert's professional expertise in a wide range of services in design, geospatial, and information technology management. Specific services that Woolpert provides include engineering design, architecture, design-build, transportation design, aviation design, energy solutions, sustainable design, planning, surveying, photogrammetry and mapping, remote sensing, information management, enterprise asset and maintenance management systems, GIS, permitting, watershed management, water/wastewater design and analysis, and regulatory compliance.

Our long-standing presence across South Carolina working with more than 50 communities, and on-call experience with more than 12 coastal communities, gives Woolpert a unique perspective on the many challenges facing the Town of Kiawah Island. Woolpert has provided design services for these clients, with considerable experience providing resilient and sustainable solutions in the challenging and ever dynamic coastal region. Our repeat work and desire for long-term clients across the state that continue to request our assistance for their wide-ranging civil and stormwater needs illustrate our past performance. **With three offices (Charleston, Columbia, and Greenville) and over 50 staff members in South Carolina and 25 more just over the border in Charlotte, North Carolina,** Woolpert is fully prepared to provide the Town with the requested on-call services in the RFQ using reliable local coastal experience complemented with regional and national expertise.

Woolpert is a Recognized Leader in Stormwater Design and Construction Administration Projects

- **Ranked 47 in the *Engineering News-Record (ENR)* Top 500 Design Firms list in 2024.**
- **Ranked 17 in the *ENR* Top 25 Design Firms - Sanitary and Storm Sewers list in 2024.**
- **Ranked 21 in the *Trenchless Technology* Top 50 Engineering Firms list in 2024.**

On-Call Experience

Woolpert is the "engineer of choice" for many of our long-term clients, acting as their on-call consultant. Under these contracts, our projects have encompassed a wide scope of services that closely match the requested services in the Town of Kiawah Island On-Call Engineering Services RFQ. Woolpert is currently providing the following on-call services for the coastal South Carolina communities listed below.

On-Call South Carolina Coastal Clients	General MS4 Compliance	Annual Reporting	SWMP (Stormwater Mgmt. Plan)	Regulatory Consultation	Stormwater Utility/Funding	MS4 Plan Review	Wet/Dry Weather Sampling	TMDL Monitoring/Plan/Guidance	Water Quality Management	General Civil Engineering	Stormwater Management	Environmental and Resiliency	Surveying	H&H/Watershed Studies	Transportation/Roadway
Charleston County NPDES and Stormwater Services	√	√	√	√	√	√	√	√	√	√	√	√	√	√	
Charleston County Engineering Services for Public Works									√	√			√		
City of Charleston Church Creek Watershed Master Plan	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
Town of Mount Pleasant Stormwater and NPDES Compliance	√	√	√	√	√		√	√	√	√	√	√	√	√	√
Berkley County Plan Review and Plan Review	√	√	√	√	√	√		√		√	√				
Dorchester County Stormwater	√	√	√	√	√	√		√	√	√	√	√	√	√	
Beaufort County Stormwater Program (Lady's Island and St. Helena Island)	√	√	√	√	√	√	√	√	√	√	√	√	√	√	
Town of Hilton Head Island Civil and Watershed Management				√					√	√	√	√	√	√	
Georgetown County Stormwater Program and NPDES Compliance	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
City of North Myrtle Beach Stormwater and NPDES Compliance	√	√		√				√	√		√				
City of Myrtle Beach Stormwater	√	√		√				√	√	√	√			√	

We have organized our team to provide the Town with in-depth local knowledge and experience in each of the services required, supported by specialized skills that are necessary to meet the specific needs of on-call services. Examples of our specialized experience in the type of work anticipated under this contract are provided throughout this proposal.

Our staff proposed to lead the on-call services are local professionals with strong local, statewide, and regional reputations as experts in their respective fields and were chosen based on their success with on-call services, expertise in their respective areas of practice, and availability to provide the services outlined in the Request for Qualifications (RFQ).

Relationships Matter. Success is built around relationships and teamwork and lies heavily in strong partnerships with teaming partners and Town staff. **Through working with the Town on the Kiawah River monitoring station,** we understand the purpose of the data and are committed to continuing the level of service you have come to expect from Woolpert. We also have staff with family and friends who live on Kiawah Island, so we have a personal incentive for success of all projects.

Cost Effectiveness and Responsiveness Matters. For on-call services, the Town requires a team that stands ready to provide services on time and on budget. Our location allows us to mobilize resources swiftly for any on-call project, demonstrating our responsiveness. Our geospatial technology, from conventional survey equipment to terrestrial scanners, drones, mobile lidar, photogrammetric mapping, and bathymetric survey, provides the Town with cost-effective solutions.

Quality Matters. True project success hinges on the quality of work, resources, and deliverables. Using a quality control process that has been in place for years and continues to evolve, Woolpert strives for quality outcomes in every phase of a project. We pride ourselves on improving quality processes, through reviews of in-process work and aiming for delivery excellence. Our attention to quality means that you receive the deliverables that meet your requirements and expectations.

Project Management and QA/QC

At Woolpert, we believe that collaboration with our clients is fundamental to the success of any on-call project. We customize our approach to each on-call project to meet the specific needs of our clients. While every on-call project is unique, we adhere to a standard process for planning, managing, and completing them. Our project managers undergo annual role-specific training provided by our senior leadership. This training emphasizes client service, budget management, project planning and scope development, issue resolution, and team management.

Woolpert's greatest strength is our project management and large staff of technical personnel—highly trained professionals who work efficiently as a team on all aspects of a project. **Crystal Muller, PE, located in our Charleston office, will be your Project Manager and main point of contact for this project. Crystal has managed multiple coastal on-call projects for the past 10 years, including Charleston County and the City of Charleston, and she understands the unique demands of coastal on-call services.** Our team demonstrates, on local, regional, and national levels, the highest degree of expertise available for an on-call contract of this size and scope. Many of the project team members selected for this contract are local and are available and committed to meeting and exceeding the Town's quality, schedule, and budget requirements. Additionally, the selected project team members have well-established relationships with each other and have worked together on many past and current on-call projects.

Collaboration goes beyond just working together; it's about creating a cohesive partnership with our clients. Our clients are integrated into the process from start to finish. This means open communication, regular updates, and a shared commitment to the project's success. Our team works closely with clients to understand their vision, address their concerns, and adapt to their feedback, fostering a truly collaborative environment. By doing so, the outcome not only meets but exceeds our clients' expectations. Our staff looks to become an extension of the Town's staff and augment your expertise. We look for opportunities to share knowledge and provide training to Town staff with an overall goal of success for both the Town of Kiawah Island and Woolpert.

Project Fundamentals Process

REQUEST RECEIVED

- Understanding of project scope, services, and schedule.
- Resource planning with appropriate teaming partners and staff.
- Development of scope document, estimated staff hours, and delivery schedule.

NOTICE TO PROCEED/PLAN

- Project planning, including communication with team and client, tasks, goals, budgets, and expectations.
- Kick-off meeting.
- Discussion of risk management and mitigation strategies.

IMPLEMENTATION

- Progress tracking of all project tasks (field and office).
- Review of project milestones in weekly status meeting.
- Documentation of budget, schedule, and quality progress.

QA/QC & DELIVERY

- Ongoing data processing to confirm completeness and accuracy.
- Identification of any quality issues to implement processes for correction.
- Thorough quality checks ahead of final deliverable submission.

PROJECT CLOSE-OUT

- Formal delivery and acceptance of deliverables.
- Confirmation of all charges to project and preparation of final invoice.
- Team debrief session to review successes and lessons learned.
- Close-out meeting.

Quality Assurance and Quality Control

High-quality project execution is fundamental to our on-call services approach. Our Quality Assurance and Quality Control (QA/QC) program is designed to maintain the highest levels of accuracy, compliance, and operational efficiency throughout each specific project life cycle. By implementing a rigorous QA/QC framework, we proactively mitigate risks, enhance project outcomes, and uphold the Town's standards for excellence. Our QA/QC framework integrates systematic monitoring, document control, compliance verification, and stakeholder coordination to align all deliverables with the Town's expectations. Key components of our QA/QC approach include:

Design Phase QA/QC. At each design milestone, comprehensive document reviews will be conducted to confirm technical accuracy, completeness, and adherence to project requirements. Our team will incorporate multi-tiered review cycles, leveraging senior engineers and subject matter experts to validate design integrity and efficiency.

Compliance Audits and Regulatory Adherence. Continuous compliance monitoring will be implemented to verify adherence to the Town's standards, industry best practices, and all applicable federal, state, and local regulations. Our QA/QC team will conduct scheduled audits, cross-referencing project deliverables with contractual and regulatory obligations for full compliance.

Independent Peer Reviews. We will facilitate internal peer reviews with professionals not associated with the specific project, providing objective evaluations of critical project elements. These internal reviews will enhance project robustness, verify compliance with design standards, and identify opportunities for optimization before implementation.

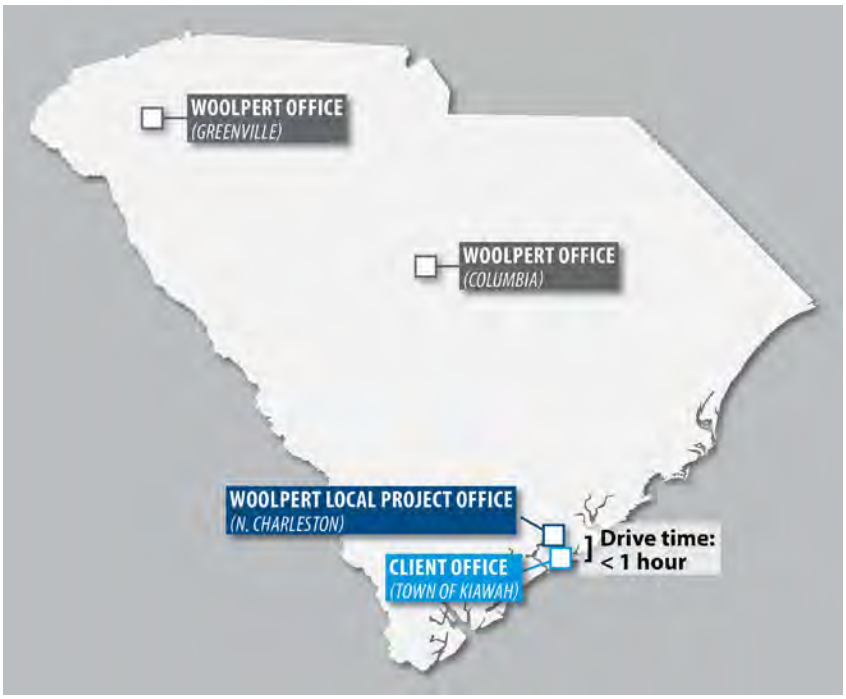
Regular QA/QC meetings will provide ongoing oversight, address quality concerns, and implement corrective actions as needed. Our QA/QC leadership will coordinate with the Town and stakeholders to proactively resolve challenges and uphold accountability. To drive continuous improvement, we will track key performance indicators (KPIs), such as document revisions and response times, using data analytics to refine and optimize QA/QC processes over time.

Proximity to Kiawah Island and Office Locations

The Woolpert team presented in this RFQ has relevant experience, professional expertise, technical support, and quality review personnel to complete virtually any on-call assignment from the Town of Kiawah Island. **This project will be managed by Project Manager Crystal Muller, PE, out of our Charleston office.** The work for this project will be performed primarily out of our Charleston office, and Woolpert has additional resources located in Columbia and Greenville, South Carolina, and Charlotte, North Carolina, that can be utilized as needed to meet the on-call needs of the Town.

Charleston Office

4900 O'Hear Ave., Suite 202
North Charleston, SC 29405
Crystal Muller, PE | 843.972.4605



2. Professional Staff Qualifications

Section 2

Since 1911, Woolpert has served our clients—whether local, state, or federal government or in the private sector—who require architecture and engineering assistance, technology integration, or a combination of both. Woolpert has more than 110 years of engineering experience with 75+ offices and more than 2,700 employees worldwide. Woolpert also has been providing South Carolina communities with public works related services for more than 30 years, including NPDES MS4 permit compliance, hydrologic and hydraulic (H&H) analysis, stormwater master planning, flood mitigation planning, surface water quality monitoring, stormwater utility funding, asset management, and infrastructure planning and design. In fact, **Woolpert staff selected for this project have been helping Charleston County and the City of Charleston with these program needs for over 20 years. With over 50 staff members in South Carolina and 25 more just over the border in Charlotte, North Carolina, Woolpert is fully prepared to provide the Town with on-call services using local experience and national expertise.**

Woolpert's greatest strength is our project management and large stable of technical personnel—highly trained professionals who work efficiently as a team on all aspects of a project. **Crystal Muller, PE, located in our Charleston office, will be your Project Manager and main point of contact for this project. Crystal has managed multiple coastal on-call projects for the past 10 years, and she understands the unique demands of on-call services.** Our team demonstrates, on the local, regional, and national levels, the highest degree of expertise available for a contract of this size and scope. Most of the project team members selected for this contract are located in the Carolinas and are available and committed to meeting and exceeding the County's quality, schedule, and budget requirements. Our "One Woolpert" approach to resource sharing gives the County access to our entire company of industry-leading professionals.

Woolpert has assembled a team of highly qualified engineering professionals, including Coastal Engineers and Envision Sustainability Professionals (ENV SP), with many having over 20 years of experience in infrastructure design, NPDES MS4 compliance, plan review, and management of TMDLs and impaired water, including partners Taylor, DD WEST, and Locations, to provide the services defined in the RFQ. Our project team members have worked together to assist clients with state, federal, and local permit compliance, as well as third-party plan reviews, TMDL and impaired waters compliance, and water quality management planning. We have the staff and experience to continue to assist the Town of Kiawah with their on-call program. A summary of roles is shown in the **organizational chart on the following page.** Further experience of our personnel can be found in the **Appendix: Resumes** section of this submittal.

Subcontractors

TAYLOR ENGINEERING, INC.

Taylor Engineering's experience and performance providing coastal engineering services throughout the Southeast and coastal areas for over 40 years are unsurpassed. Taylor is an industry-leading coastal, marine, and water resources engineering firm specializing in coastal engineering. Of Taylor's 70+ staff, 45 are engineers, scientists, and geologists; **30 are coastal, ocean, or marine engineers;** and 5 are marine biologists, aquatic ecologists, or environmental scientists. In addition, Taylor's coastal, structural, and environmental engineers and geologists specialize in disciplines related to engineering in coastal environments—marine structures, dredging, and H&H modeling.

Duncan & Duncan Wetland & Endangered Species Training

DD WEST was started by Lori and Jake Duncan in 2002. **They are certified as an SCDOT DBE and a Minority and MWBE in Charleston, SC.** Both Lori and Jake are former federal environmental regulatory biologists with over 50 years combined experience in the environmental regulatory field. Lori worked at the USFWS for 12 years and Jake at the U.S. Army Corps of Engineers for 11 years. DD WEST offers a variety of environmental services, including wetland and stream delineations, critical area designations, wetland permitting, wetland and stream restoration, wetland mitigation design, botanical surveys, endangered species surveys, and Endangered Species Act interagency consultations (Section 7). They also teach environmental training courses.

LOCATIONS SURVEYORS • PLANNERS

Locations, LLC prides themselves on using knowledge, experience, and technology combined to provide the best service for you. Focusing on the Lowcountry of South Carolina, they provide quality boundary and land surveying for residential and commercial customers. Their goal is to provide the exact service you desire while meeting your objectives. Locations LLC is local, family owned, reliable, and waiting to serve the community to the best of their ability!

Organizational Chart

Our team consists of a group of highly qualified engineers, coastal engineers, Certified Floodplain Managers, Envision Sustainability Professionals, architects, and survey and field professionals with the unique and highly specialized qualifications required to assist the Town with the on-call services requested. The proposed team's relevant strengths are shown later in the **Appendix: Resumes** section.

PRINCIPAL IN CHARGE
J.P. Johns PE

PROJECT DIRECTOR
James Riddle PE

PROJECT MANAGER
Crystal Muller PE, CFM

QA/QC
Hal Clarkson PE, IAM, CFM

CIVIL ENGINEERING SERVICES

Kate Liu PE
Vlad Tishchenko
Mark Tomczyk PE, LEED GA
Paul Smith PE
Seiji Nyamadi EIT
Zach Smoot PE
Jay Boltz PE
Tom Less PE, SE, ENV SP
Paige Sechrist PE, ENV SP
Jon Wiley PE
Sam Bobko PE, PTOE
Andrew Pack PLA

STORMWATER MANAGEMENT SERVICES

Crystal Muller PE, CFM
Michael Long
Zach Smoot PE
Steve Godfrey PE, CFM
Jody Igou PE
Arash Niroomandi PHD, PE, CFM, ENV SP
Danny Maas PE
Laura Burns PE, IAM
Lauren Roof PE
BiBi Rivera-González CEPSCI
Jacob Burkey PE
Joseph Wilder PE (T)
Tayyab Mehmood (T)
Elton Smith PE (T)
Christopher Ellis (T)
Chris Moss PE, CFM (T)

ENVIRONMENTAL AND RESILIENCY

Jim Schlaman PE, ENV SP
Kaitlin Mahoney PE
Molly Davis PE, MBA
Michael Long
Daniel Ramos PE, WEDG
Jake Duncan (DD)
Jonathan Brumfield PE (T)
Jonathan Armbruster PE (T)
Duncan Greer PE (T)
Christopher Bender PE (T)
Michael Kabling PHD, PE, CFM (T)
Ashley Lein EI, CFM (T)
Patrick Lawson (T)

SURVEYING

Michael Zarlengo PLS
Joel Doughty CEPSCI
Brad Futrelle CEPSCI, CSPR
Victoria Jenkins
Laura Burns PE, IAM
R.J. Kozich
Ryan Peterson PLS, GISP, (L)

Notes:
DD = DD West
T = Taylor
L = Locations, LLC

Staff Availability and Capacity

Availability and Workload Management

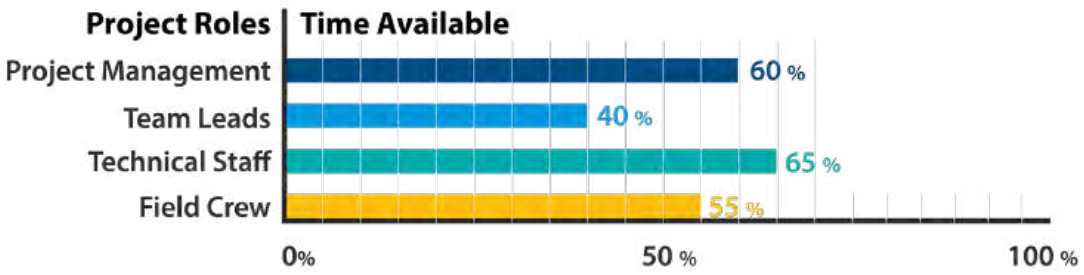
Woolpert understands that staff availability is important and essential to a successful on-call contract with the Town. **As a result of our successful on-call contracts with multiple coastal South Carolina communities, Woolpert has implemented a staff resource planning system so that we have skilled staff available to meet the needs of our clients.** An important component of our process is our Technical Team Leaders from across the company, who meet every Monday morning to discuss resource needs and staff balancing so that we are providing prompt and quality service to our clients and making sure our staff are staying busy but not overworked. **Woolpert is dedicated to maintaining a culture and structure that maximizes the flexibility and availability of resources for this contract.** Woolpert will work closely with the Town to establish a detailed scope of work and schedule for each on-call project. As projects are awarded, the project is immediately put into our internal management system and staff resources are scheduled. We then closely monitor all aspects of project performance, with particular emphasis on quality, budget, and schedule performance. Regular project meetings and project milestones will be established at the beginning of each project with the Town. These things combined give Woolpert not only the ability to successfully manage on-call projects but also the capability to meet accelerated timelines and budget restraints.

Woolpert's plan for staff availability for this on-call contract is based on the following attributes:

- **Accessibility.** Our staff have made the Town of Kiawah Island a high-priority, valued client, and they will be available to Town staff to discuss task approaches, project deadlines and status, and performance of the team.
- **Usability.** Personnel are not included in our submission merely to "check" an evaluation criterion. Woolpert carefully selected staff that bring the highest qualifications and capabilities you deserve in conjunction with their availability to be utilized on Town of Kiawah Island tasks and projects.
- **Reachability.** Your needs are of the utmost concern to our team. Whether in person, on the phone, virtually, or by email, we will be available to connect with your staff and work together for solutions that meet project expectations.

Team Workload

One aspect of our resource planning system is to track 3-month, 6-month, and 12-month resource capacity. Over the next 12 months, the key proposed team members presented in the RFQ have availability for this project. In addition to our core team, Woolpert has in-house support services that work with our team daily to provide extra capacity when needed. Our bench strength is strong with 75+ offices and more than 2,700 employees worldwide. While we are a full-service firm, we also know that there are great resources in our trusted subconsultants/subcontractors that will be utilized as needed for various project tasks when their specialty is part of the scope and it makes more sense for them to perform certain tasks. We are committed to providing the necessary staff and resources to successfully complete any on-call project for the Town. We forecast staff utilization based on the actual backlog of current contracts in advance, and we are certain our team is available to perform this important on-call work.



3. Technical Capabilities

Section 3

The Woolpert team has the resources, expertise, and capabilities to assist the Town of Kiawah Island with on-call civil, stormwater, environmental, and coastal engineering projects of all types, including studies, design, planning, and analysis of stormwater and coastal related projects; topographic and hydrographic surveying; transportation design; environmental services; geotechnical classification; testing and analysis; structural engineering; landscape design; and preparation of construction contract documents.

Woolpert is an established leader in the design of water, sanitary, storm, and transportation systems for municipalities, public utilities, and state governments. Woolpert professionals are recognized industry leaders frequently sharing our projects, findings, and research at local, state, regional, national, and international conferences and seminars. We offer experience and understanding of systems, processes, and methods using advanced technologies and international support. Woolpert's application of both established and innovative approaches enables us to provide the best solution for every project.

Our team will be led by Woolpert's Project Manager, Crystal Muller, PE, and local engineers and surveyors supported by our regional and national experts to provide the Town with well-thought-out and designed projects. Equally important to providing expertise and quality deliverables is recognizing when partners can enhance our ability to meet the Town's needs. Our team includes Taylor Engineering, DD WEST, and Locations, LLC—all well-respected firms providing expertise to supplement Woolpert's existing skill set. Taylor will assist with providing coastal and resiliency engineering services with their highly specialized coastal engineers and scientists. DD WEST will assist with providing specialized environmental services, including wetland and stream delineations, critical area designations, wetland permitting, wetland and stream restoration, wetland mitigation design, botanical surveys, and endangered species surveys. Locations will assist with providing boundary and land surveys, specializing in coastal and low-lying areas.

Woolpert has worked in and around Kiawah Island for over 20 years and has assisted our coastal clients with their stormwater programs, floodplain management, and drainage improvement projects from initial evaluations through construction. As a firm dedicated to assisting coastal municipal clients in South Carolina, our design services focus on helping municipalities meet the needs of their residents and communities by implementing drainage system improvements through new design and retrofits rather than focusing on private development services. **This dedication sets Woolpert apart as a coastal design firm focused on the needs of municipalities over private developers.** The RFQ provided a concise yet comprehensive list of potential services needs in the Town, and the following sections provide a summary of Woolpert's ability to competently assist with the components of each service identified in the RFQ. While this section provides a glimpse into the vast services offered by Woolpert, we are confident that we can meet engineering needs that may arise within the Town due to decades of experience dedicated to helping our clients effectively and efficiently manage their programs.

General Civil Engineering Services

Our designers are experienced in the preparation of construction plans and specifications, as well as contract bid documents; management of the bid process; and construction management for new pipeline installation, pipeline rehabilitation, stream restoration and channel stabilization, pump stations, facilities, and roadways. We are well versed in alternative delivery methods for completing infrastructure improvements.

Infrastructure Planning

Woolpert provides services related to the collection and analysis of water infrastructure inventory, with a focus on water, sanitary sewer, and stormwater systems. Woolpert's water and sewer services include comprehensive water and sewer system inventory, inspection, assessment, flow monitoring, modeling, and design services. Data collection provides a baseline in making sound engineering judgments for corrective action to either repair, rehabilitate, or replace aging or under-performing systems. One of our specialties is designing large diameter pipes for gravity or pressure mains for sanitary or potable water. Another of our unique capabilities is force main (FM) condition assessment and evaluation. With our full-service SSES capability, including CCTV, cleaning trucks, and off-road easement and trunk line cleaning, we are completely equipped to provide rehabilitation recommendations and prioritize them based on criticality (i.e., consequence and likelihood of failure).

For the City of Columbia, Woolpert inspected approximately 200,000 linear feet of sanitary sewer, including over 420 manholes from 2022 to 2024.

Through our extensive experience with similar projects, we have collectively gained a thorough understanding of potential challenges and reliable solutions, increased efficiencies, and flexible methods and procedures. Our sewer projects have ranged in size from small to very large, from highly urbanized areas to coastal regions, and from new to very old systems. **We've seen it all.**

Infrastructure Design

Design projects require the diligence and dedication to quality deliverables that Woolpert consistently provides. This quality provides the critical building blocks to developing sound design plans, specifications and cost estimates for stormwater infrastructure, water lines, sewer lines, pump stations, and public works facilities. Infrastructure construction projects can generally be classified as one of two types: new construction or modifications to repair, replace, or improve existing systems. Many municipal infrastructure projects are the second type—repairing existing systems or improving systems to reduce flooding and increase the system's level of service.

These types of projects, particularly in coastal areas, present unique challenges related to existing utilities; active neighborhoods; environmentally sensitive areas; private, Town, County, and SCDOT roadways; and concerned residents, requiring a higher level of preparation, care, and communication than is typically required for new construction projects. Woolpert is nearing completion of the design of culvert capacity enhancements under Highway 17 for Georgetown County, encountering virtually all of these challenges. Whether the solution is neighborhood-wide system improvements, a large culvert crossing, constructed wetland, a pump station, roadway improvements, Green Infrastructure (GI), or a combination of these, Woolpert has the capabilities and capacity to develop 30%, 60%, and 100% plan sets that are easy to read and implement during construction, develop detailed specifications, and assist with the bid process.

Specifications and Cost Estimate

Project specifications can seem tedious and superfluous, but they are critical so that the contractor is provided with detailed information to meet the expectations for each project. Overlooking the importance of complete, detailed, and specific technical specifications can be a fatal flaw in a design project—these documents mean that any specific processes or product standards are clearly and thoroughly provided to the contractor along with the construction plans. Likewise, a detailed cost estimate to prepare a bid tab means that all project components are captured to reduce change orders during construction, and helps communities budget and plan for the improvements.

Bidding Assistance

Following the development of a complete set of design plans and specifications, and with permits in hand, a project is ready to go out to bid and then into construction. Working with Town staff, procurement, contractors, and subcontractors, Woolpert can smoothly carry any project through bidding and construction, understanding how to navigate and manage the struggles inherent to any construction project. **Woolpert is currently providing these services for various stream restoration and culvert improvement design projects for Greenville County and Spartanburg County, respectively.** Using local experience and nationwide expertise, Woolpert can help prepare bid documents, answer questions during the bidding period, and prepare bid addenda. On an as-needed basis, Woolpert can host or participate in a pre-bid meeting, either virtually or in-person, to discuss the project with potential bidders in a clear, concise manner and answer questions thoroughly and professionally to improve the quality of the bids received for any project. **With experts across water, sewer, architecture, transportation, and stormwater, an appropriate Woolpert staff member can provide answers to any potential questions via a quick phone call or email.**

Asset Management and CIP

Many coastal communities struggle with ways to merge old and aging infrastructure with new development and are faced with a potentially overwhelming task of collecting, maintaining, evaluating, and prioritizing their assets. Woolpert has assisted communities in developing stormwater asset management programs; services include the development of appropriate policies (e.g., Level of Service, Extents of Service), implementation strategies, individual asset management plans, and standard operating procedures. Our asset management services are led by professionals certified by the Institute of Asset Management, including Hal Clarkson, PE, CFM, IAM.

Identifying Critical Stormwater Assets. A key principle of asset management is understanding an asset's "criticality," which is a combination of the asset's likelihood and consequence of failure. Those assets with the highest criticality are assigned a higher priority for repair or replacement than those with a low criticality. The Woolpert team has experience developing creative solutions that meet maintenance objectives, save money, and create goodwill within the impacted community.

Project Prioritization. CIPs must be prioritized in a logical, defensible manner. Prioritization of the repair and replacement of assets is based on several ranking criteria, which typically include existing conditions, anticipated future needs, related problems (e.g., flooding, traffic), and other parameters. This prioritization is used to identify the most critical assets in need of replacement and can be incorporated into a CIP to help target spending and quantify external funding needs.

Funding Options, Development and Evaluation

Infrastructure and drainage study projects are intrinsically expensive, so identifying funding opportunities is critical. Through our membership in multiple professional societies, our staff remains apprised of funding sources through local, State, and federal organizations, as well as some non-profit groups for smaller, focused projects. During these uncertain times faced by many organizations, Woolpert can help the Town navigate the current funding opportunities and focus on those that are more secure in their longevity. **Woolpert helped the Town of Hilton Head Island obtain EPA 319 grant funding and is currently awaiting word from the Rural Infrastructure Authority on recent funding for grant applications developed for Greenwood County and the City of Spartanburg. Woolpert also helped the Town of Mount Pleasant apply for, obtain, and execute funding through the SCDES SRF program to fund the $9 million Snee Farm Drainage Improvements Project.**

Woolpert Grant Experience

- SC Infrastructure Investment Program (SCIIP)
- South Carolina Office of Resilience (SCOR)
- FEMA Hazard Mitigation Grant Program (HMGP)
- Community Development Block Grant (CDBG)
- 319 Water Quality
- State Revolving Fund (SRF)

Grant Funding Assistance

Woolpert has assisted over a dozen communities in obtaining in excess of $50 million in 319(h) grants, state loans, CDBG, SCOR, Rural Infrastructure Authority (RIA), and other funding.

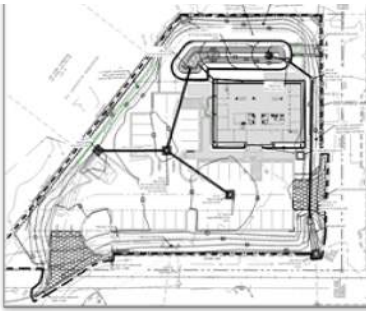
At times, creative financing options are an appropriate solution. For instance, Woolpert assisted the City of Columbia in developing an application for a Green Infrastructure bond. The application was successful, and Columbia became one of the first recipients of this low-interest bond.

Prepare Grant Applications. Grants are funds that are awarded wholly or with a match for a specific project or plan. If a project is eligible for grant funding, Woolpert can prepare the grant application, confirming that each requirement and form is entirely completed and submitted. Grant funds are highly sought after and typically have a lot of competition, so identification of a potentially applicable grant early in the concept design process improves the chance of developing a project or plan in line with the grant's goals and requirements. **On behalf of Greenville County, Woolpert recently prepared successful grant applications for stormwater improvement projects that were fully funded for $11.5 million.**

Grant Management. Managing a grant-funded project adds an extra layer of complexity and responsibility beyond most projects. Woolpert is well versed in understanding and interpreting the needs of various grant programs. Through our experience, we know that having a meeting with the grant administrator through the funding agency is critical to setting expectations on both sides and establishing deliverables and lines of communication often expected by funding agencies but not explicitly stated in available grant documents. Woolpert can help the Town navigate these programs, which is critical to maintaining funding.

Plan Review

Facing an increase in development pressures, as well as public scrutiny on permitted developments, particularly in the coastal counties, many communities have engaged Woolpert to assist with plan review services ranging from providing on-call services to assisting with complex submittals or those with political implications. **Woolpert currently provides plan review services to Charleston County, the City of Charleston, Georgetown County, Berkeley County, Dorchester County, the Town of Summerville, Berkeley County, Beaufort County, the Town of Bluffton, Richland County, and Anderson County.** Woolpert is the primary plan reviewer for Georgetown County and Beaufort County, both of which recently went through staff changes and are experiencing a gap in staffing.



In other communities, such as the City of Charleston, Charleston County, Town of Summerville, and Dorchester County, Woolpert assists on an as-needed basis, typically with reviews that face difficult environmental or political challenges. **Beyond general plan review skills, Woolpert is familiar with challenges more prevalent in coastal communities, such as tailwater, drainage, high water tables, and widespread wetlands.** We currently have over 10 on-staff plan reviewers, with that number continuing to grow through our internal plan reviewer training. Of course, there is no substitute for experience—a senior staff member performs QA/QC for all reviews prior to delivery to a client. In the past year, **Woolpert has performed over 300 plan reviews for MS4s across South Carolina. This requires a keen understanding of local ordinances and state/federal permit requirements that should be applied in the engineering community.**

Transportation Planning

Transportation infrastructure links the nation together. Woolpert's transportation design, planning and geospatial teams have the skills and experience to complete the most challenging projects, including roadway, highway, culvert, and bridge design. Our strength lies in our ability to work across different areas of expertise within Woolpert, developing plans that combine the typical transportation roadway projects with attention to vehicular, pedestrian, and cyclist safety, and opportunities for green infrastructure, such as curb cuts and bioretention areas. **Woolpert's road, bridge, and stormwater designers have been collaborating on a dozen different culvert replacements in Spartanburg County, some of which required elevating the road profile and widening lanes/shoulders.**

Woolpert understands that Kiawah is a very active community with walking and cycling trails to connect residents and visitors with the vast natural beauty of the island. Our staff have led and supported numerous trail projects that vary from straight, level rail-to-trail conversions to soft surface hiking trails through campgrounds. In natural, recreational, and conservation settings, we know how to balance the multiple priorities of every project, such as redevelopment objectives and environmental observation and conservation. By combining our skills in transportation, planning, and landscape architecture, Woolpert works with its parks and recreation clients to create sustainable networks of bicycle and pedestrian facilities, greenways, and multi-use trails.

Landscape Architecture and Site Planning

Planning is the first step in creating distinct and memorable places people can enjoy, whether at home, work, or play. Our diverse practices of planning, landscape architecture, urban design, natural resources, and visualization technology include dedicated and experienced professionals who help lead innovative land planning and design approaches that result in highly successful, implementable projects.

Woolpert has pioneered the use of planning to present choices on future land use, transportation, and stormwater projects. Our experience gives us a thorough understanding of the synergy between a community's neighborhoods and growth corridors. Therefore, we make planning an integral part of everything we do. Our depth of experience lets us offer what others cannot—proven solutions tailored to meet the specific needs of park districts, neighborhoods, communities, and regions.

Familiarity with Local, State, and Federal Requirements Related to Permitting

Woolpert is highly familiar with permitting land disturbances. We will consider potential permitting requirements of each on-call project and contact agencies if appropriate to solicit additional information regarding possible permitting hurdles. This will include, but is not limited to, permits from SCDES, OCRM, SCDNR, SCDOT, railroad owners, and USACE. There may be a need for permitting through other departments within Charleston County and/or FEMA, if the projects are included within current effective FEMA mapping. Woolpert staff have also been tracking the recent changes across different permitting agencies as their permit processes transition from hard copies to digital through various online platforms. Challenges and anticipated time frames for permit approval will be considered during the project prioritization process.

Stormwater Management Services

Woolpert has provided stormwater management and NPDES services throughout South Carolina and other Southeastern states for over three decades, helping numerous municipalities resolve their stormwater challenges. Our stormwater management services encompass a comprehensive approach to both infrastructure planning and environmental compliance, aimed at optimizing performance, mitigating risks, and enhancing resilience. We take a comprehensive watershed-based approach to help local governments manage flooding, drainage, and stormwater quality through water management services, which include NPDES MS4 permit compliance, stormwater program development and management, stormwater master planning, flood mitigation planning, stormwater infrastructure planning and design, BMP and green infrastructure design, stream and channel stabilization/restoration design, surface water monitoring and analysis, watershed master planning, H&H analysis, drainage basin evaluation, stormwater utility funding, asset management, GIS applications, public outreach, and client advocacy/representation. **Woolpert has assembled a local, respected team of professionals with the licenses, education, and experience to meet the varying stormwater needs of the Town of Kiawah Island.**

Coastal Stormwater Management

Through working with coastal communities for over 20 years, our team understands the challenges to provide adequate drainage, minimize flooding, and protect the quality of coastal waterways by effectively managing stormwater while also meeting or exceeding federal, state, and local regulations. Woolpert stands ready to help the Town achieve resiliency while increasing residents' quality of life through sustainable solutions for coastal environments with high water tables, tidal influences, and sensitive ecosystems. Woolpert has been doing this type of work for coastal municipalities for decades. **This is the type of work we live for, and we are excited to accept new challenges on a daily basis. In fact, Woolpert has been assisting the Town of Kiawah Island to maintain its critical tide gauge on Kiawah Island Parkway since 2023.**

Coastal and inland waterfront residents know that tidal flooding is a part of living on the coast. With sea level rise, subsidence, and increasingly intense storms, the risk of impact to coastal property is constantly growing. Woolpert is careful to monitor regional efforts but incorporate localized concerns into our recommended solutions. Further, because our team is involved in

floodplain modeling, CRS programs, water quality for site and watershed scales, and MS4 program compliance, we understand the interdependencies of each project or action on other Town operations and goals. **We are comfortable with everything from designing several new inlets for a roadway to creating watershed master plans that develop prioritized capital improvement plans to improve infrastructure, increase community safety and connectivity, fix capacity issues, and solve water quality challenges simultaneously.**

Stormwater Engineering Design Services

Stormwater Engineering Design requires a unique set of skills and considerations in sensitive, coastal environments. **We integrate advanced H&H modeling to design innovative solutions that address water quantity and quality concerns.** These efforts prioritize regulatory adherence, particularly for sensitive watersheds, while maximizing the functionality of green infrastructure practices like bioretention, constructed wetlands, and infiltration systems. Our designs are tailored to site-specific needs, balancing existing infrastructure constraints and future climate challenges to deliver effective stormwater conveyance, detention, and infiltration strategies.

We use cutting-edge technologies to provide robust stormwater system inventories, real-time water quality and quantity monitoring, and GIS-based infrastructure management. By combining extensive field verification with advanced data integration, we help clients maintain detailed stormwater records, improve asset performance, and enhance regulatory compliance. With custom web dashboards, clients can monitor infrastructure conditions, manage inspection schedules, and track maintenance efforts in real-time.

Additionally, our team is a leader in flood risk management and resilience planning**. We develop comprehensive solutions for flood-prone areas using 1D and 2D H&H models to evaluate system capacity, simulate water surface elevations, and identify cost-effective flood mitigation strategies.** From large-scale stormwater capital improvement projects to natural adaptation measures for coastal resilience, our experience includes vulnerability assessments, emergency flood response systems, and adaptive design solutions that integrate seamlessly with existing infrastructure. These services enable communities to be better equipped to handle both immediate storm events and long-term environmental changes.

Water Quality Monitoring

Woolpert's Water Quality Monitoring Group designs and implements customized monitoring programs that align with community needs and regulatory requirements. With oversight of over 90 rainfall, flow, and water quality stations across the Southeast, Woolpert offers turnkey solutions for continuous monitoring, partnering with YSI for sensor technology and **reviewing more than eight million data points annually.** Woolpert services include both real-time sensor data analysis and wet/dry discrete sampling for parameters like E. coli that cannot be detected with sensors. **This comprehensive data collection enables accurate evaluation of water quality conditions and trends, enhancing community understanding of surface water health.**

For over a decade, Woolpert has combined continuous monitoring and discrete sampling data to identify pollution sources and guide decision-making in compliance with MS4 permit programs. Recognizing the limitations of existing federal and state data, Woolpert delivers high-resolution field insights to support targeted, cost-effective water quality improvements. **Woolpert's expertise is especially valuable in coastal regions facing bacteria-related TMDL challenges by utilizing various technologies, including Microbial Source Tracking (MST) to pinpoint bacteria sources—human, pet, or wildlife**—which has helped communities like Charleston County and the Town of Mount Pleasant prioritize outreach and remediation efforts efficiently, maintaining regulatory compliance while reducing unnecessary spending.

Woolpert takes pride in our company's dedication to staying on the cutting edge of new technologies that may benefit our clients. One such technology is a group of products by the company Fluidion, which collects, incubates, and calculates the concentration of bacteria for multiple samples in the field. This ability drastically increases the ability to measure bacteria levels in surface waters, which could previously only be measured by manually collecting grab samples and bringing them to a lab, an effort that was limited by staff availability, lab hours, and site access. Woolpert conducted a short presentation to local Lowcountry municipalities, including Charleston County and the Town of Mount Pleasant, demonstrating these new technologies and discussing their applicability to the needs of areas where bacteria has been identified as the pollutant of concern. **Woolpert worked with Charleston County on a pilot effort to deploy one of Fluidion's products, the Alert V2, in Horlbeck Creek for a two-week period to gather bacteria samples across varying tidal conditions and times of day. This innovative product provided the County with high-frequency bacteria data in surface waters, giving the County a better understanding of the bacteria levels in their waters to help them plan ways to address water quality concerns.**

Green Infrastructure and Low Impact Development

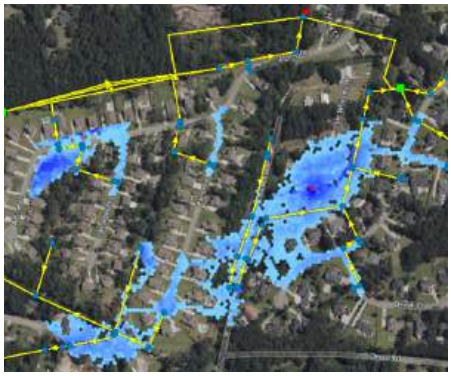
Our team specializes in Green Infrastructure and Low Impact BMP design, with a focus on implementing sustainable and regulatory-compliant solutions that address both water quantity and water quality concerns**. Our approach integrates innovative design with H&H modeling and water quality modeling to optimize stormwater conveyance, detention, and infiltration systems, providing efficient performance across a wide range of storm events. Our Shoeless Joe Jackson Park design project in Greenville, SC, included a bio-retention cell, man-made wetland, and stream restoration.** We are adept at developing custom solutions tailored to site-specific needs, taking into consideration existing infrastructure, land use, and environmental sensitivities. Our expertise includes the full spectrum of BMPs, such as bioretention facilities, rainwater harvesting, constructed wetlands, infiltration systems, vegetative swales, and stormwater detention and retention basins.

Stormwater Drainage System Inventory and Management

Woolpert offers comprehensive Stormwater Drainage System Inventory and Management services, covering BMPs, outfalls, ditches, and other conveyance systems. Our practiced field staff understand the importance of accurate and thorough data collection as a stepping stone to subsequent evaluation, prioritization, and design. **We utilize advanced GIS capabilities to map, document, and assess the condition of stormwater infrastructure. Our process includes field verification and data integration, maintaining accurate records for long-term planning and compliance.**

To enhance accessibility and transparency, we develop custom dashboards that provide clients with real-time access to infrastructure data. These dashboards allow users to view, query, and update system information; track inspection schedules; and monitor maintenance activities. By maintaining detailed infrastructure records and implementing streamlined data management systems, we help clients proactively manage their stormwater assets, improve performance, and meet regulatory requirements.

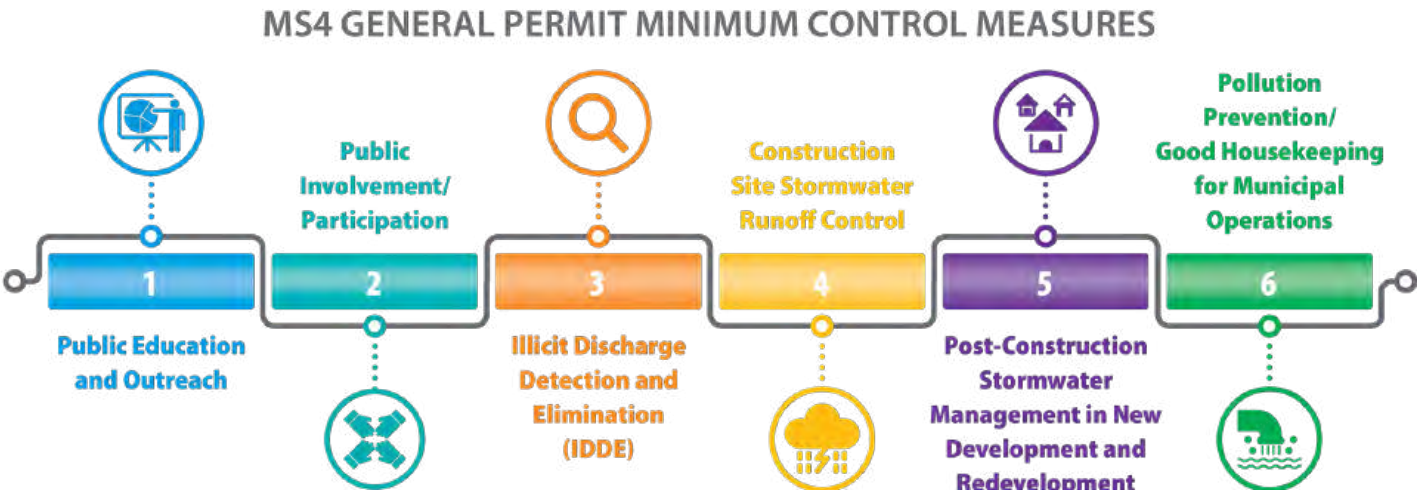
H&H Modeling



With over 30 years of experience, our team possesses extensive expertise in utilizing a variety of cutting-edge H&H models available in the market. Whether for the design of storm drainage systems or the evaluation of flood risk for planning purposes, we perform comprehensive analyses using both 1D and 2D approaches, tailored to the specific objectives of each project. It is important to understand each available model platform and to select the appropriate software based upon the project's constraints, such as topography, tailwater, flat or steep terrain, the presence of pipes or open channel systems, culverts/bridges, GIS integration, and post-project mapping needs. Supported by multiple local staff members, **our modeling team can prepare a hydrology study for a single road culvert or perform an H&H analysis of an entire community to identify problem areas and develop alternative analyses.** Our staff are skilled at evaluating appropriate alternatives for flood mitigation projects that include, but are not limited to, CIP solutions such as culvert/channel capacity upgrades, regional detention, and policy considerations such as volume control, compensatory floodplain storage, building codes, and zoning/development density requirements.

By leveraging artificial intelligence (AI) and developing expansive Python libraries, we provide H&H models that are faster, more accurate, and reliable within project budget constraints. In addition, our capabilities include real-time simulation of water elevations at critical corridors, providing communities with timely information about potential flood hazards. This enables proactive decision-making and enhances flood risk management.

Tidal influences are an important consideration for Kiawah Island to determine existing causes of flooding as well as anticipate future conditions. With over 20 years of experience collecting and analyzing real-time field data, Woolpert has the ability and expertise to install equipment that will measure and transmit depth and velocity measurements, which could be important to the calibration of an H&H model; Woolpert performed such an analysis during the evaluation of tide gates for the Snee Farm Neighborhood Drainage Improvements Project. This data was critical to accurately calibrating the H&H model for localized site conditions rather than relying on regional tidal data.

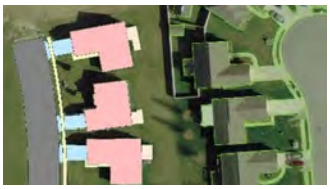


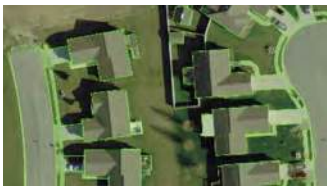
MS4 Permit Compliance

Woolpert's experience with MS4 permit compliance can be measured in relation to the number of South Carolina clients we have provided these services to and the duration of those relationships. **We have provided MS4 Compliance Services to communities across South Carolina, including all four medium/large permitted MS4s, and 24 Phase II communities.** In fact, Woolpert has been working with Charleston County since 2002 and assisting with their NPDES MS4 permit compliance since the County was identified by the SCDES as a small MS4 community in 2007. Our assistance has been related to the six Minimum Control Measures (MCMs) and development of the required SWMP and associated documents when the permit was first released.

Woolpert has unmatched experience negotiating on behalf of South Carolina communities with DES regarding MS4 stormwater permit requirements that are reasonable and within the authority granted by federal law. These negotiations require a deep understanding of state and federal stormwater regulations and rules. Woolpert has been an active participant in MS4 stakeholder groups developed through the SCASM to negotiate equitable permit requirements for MS4s across the state. Woolpert has assisted municipalities with negotiations and NPDES MS4 permitting with DES and EPA for 25 years.

Stormwater Utility Development and User Fee Revisions





Many MS4 stormwater programs are funded by a stormwater utility fee imposed on all properties within a community; these funds are also used for capital improvement projects and environmental management as funds allow. **Woolpert has assisted a number of communities, including Charleston County, the City of Charleston, Dorchester County, Horry County, Greenville County, Anderson County, City of Columbia and City of North Augusta, SC; Fayetteville, NC; Toledo and Wilmington, OH; and Houston, TX, with developing or increasing their stormwater utility fees.** Generally, efforts begin with a "needs assessment," including an evaluation of various funding sources (e.g., grants, enterprise funds, fees). Credit and appeals policies, business manuals, and ordinances have been implemented and updated as necessary to implement stormwater utilities.

Environmental and Resiliency Engineering Services

Woolpert has added Taylor Engineering to our team to assist in providing Environmental and Resiliency Engineering Services. The Woolpert Taylor team has worked together on multiple successful projects. Woolpert has added DD WEST, a local Minority and MWBE within Charleston, SC, to perform environmental assessments and impact studies, and wetland delineation and mitigation.

Environmental Permitting

Our environmental service team supports all of our service groups, analyzing the potential environmental impacts of all our on-call projects. Our team takes great care to integrate projects with the natural environment. Our technical experience with environmental regulations includes federal, state, and local environmental permit acquisition; environmental assessments and impact studies (NEPA); habitat characterization and mapping; mitigation design; permit compliance and long-term monitoring; endangered/threatened species, wetland, watershed, natural resource studies, and other natural resource management plans; wetlands, uplands, and coastal ecosystem restoration; submerged resource surveys; living shorelines; ecological, salinity, and water quality modeling; water and sediment quality evaluation; management plans; and field data collection and analysis.

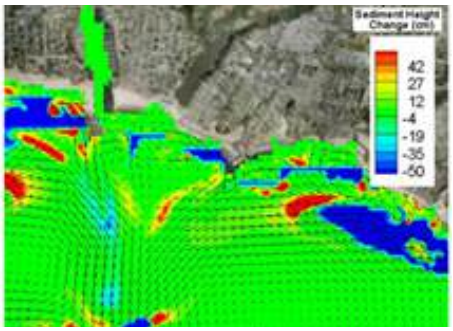
Our knowledge of the regulatory process and technical experience with wetlands, endangered/threatened species, submerged habitat, and mitigation has proven valuable during the regulatory review process. Our team's expertise includes preparation of the various documents required for permitting decisions— Environmental Assessment (EA), Environmental Impact Statement (EIS), Essential Fish Habitat (EFH) assessment, Biological Assessment (BA), and Endangered Species Act (ESA) assessment. **We believe that permitting success begins with a thorough understanding of the regulatory processes and challenges, development of a project design that considers environmental issues, open communication with regulatory agencies, and preparation of complete permit applications.** Timely permit acquisition then depends on regular coordination with the agencies to facilitate their review and assessment of the proposed project. Most of the project examples presented elsewhere in this overview include permitting components and illustrate our team's ability to navigate successfully through the complex maze of regulatory issues.

Wetland Delineation and Geotechnical Evaluation

A critical component to any design is to fully understand the existing environment, going beyond visual observations of field data collection and survey data. This becomes increasingly important in coastal areas where there are additional concerns related to groundwater, critical areas, and more prevalent wetlands and surface waters. Our team member DD WEST will assist in performing comprehensive and competent wetland delineations to support any environmental assessments and permit applications. Obtaining a professionally delineated and accurately surveyed wetland boundary is critical to the permitting process if a wetlands permit will be needed from the USACE. **The USACE released a Public Notice on April 22, 2022, stating that they would begin prioritizing delineation requests associated with Department of the Army (DA) permit applications and anticipated delays for requests for in-house delineations not associated with a DA permit.** This will necessitate the use of well-respected firm DD WEST so that the USACE can confidently accept the delineation in place of their own delineation, thus avoiding any associated permitting delays.

Likewise, Woolpert will employ a qualified geotechnical engineer to evaluate in situ soil conditions, seasonal high water table (SHWT), and infiltration rates as needed by the Town or as dictated by specific project needs. The use of local, specialized subconsultants provides the Town with experts familiar with the unique physiographic features of the coastal areas of Kiawah.

Coastal Engineering Design Services



Coastal Engineering Design Services at the Woolpert Taylor team, are delivered by a group of experts, including coastal and marine engineers, geologists, environmental scientists, and other specialized professionals, each with deep technical expertise and a shared commitment to addressing complex coastal challenges. **Our team is not only driven by a passion for innovation but also by a strong focus on providing solutions that are technically robust, environmentally sustainable, and economically viable. These solutions are designed to deliver long-term benefits for clients, safeguard coastal ecosystems and infrastructure, and enhance community resilience in the face of changing environmental conditions.**

The Woolpert Taylor team leverages an expanded network of resources, cutting-edge technologies, and cross-disciplinary collaboration. With this extensive capability, we can approach coastal engineering projects from multiple perspectives, incorporating advanced data analytics, geospatial insights, and sophisticated modeling tools to develop integrated solutions that address both the immediate and long-term needs of coastal areas.

Our coastal engineering design services include the design and optimization of coastal structures such as breakwaters, revetments, seawalls, and jetties, all of which are essential for protecting shorelines from erosion, wave action, and storm surges. Our structural engineering team works so these designs are not only durable and cost-effective but also environmentally sensitive, incorporating materials and techniques that minimize ecological impacts while maximizing performance.

At the forefront of our approach is the integration of natural and nature-based solutions, such as the restoration of coastal habitats and the implementation of living shorelines. These solutions leverage natural processes, including the stabilization properties of native vegetation and the ability of wetlands to absorb wave energy, to provide long-term shoreline protection while enhancing biodiversity and eco-system services. Our team excels in designing and implementing these sustainable solutions, which not only protect the coastline but also improve water quality, enhance fish and wildlife habitats, and sequester carbon.

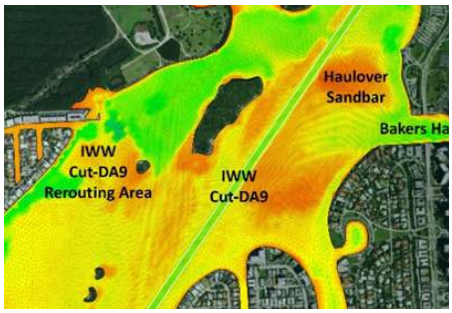
With the combined technical expertise of Taylor and the extensive capabilities of Woolpert, each coastal engineering project is meticulously planned, executed, and monitored to provide the highest level of service and outcomes. We will work closely with the Town so that projects align with environmental regulations and community goals. **Our collaborative approach, combined with state-of-the-art technologies and innovative engineering practices, enables us to deliver sustainable, resilient, and cost-effective solutions that protect and enhance coastal and waterfront communities for years to come.**

Coastal Modeling

As discussed under Stormwater Management Services, the Woolpert team offers unparalleled experience in water quantity and quality modeling. Combined with support from Taylor, we provide extensive experience in every aspect of coastal process analysis and the application of numerical modeling systems and computing hardware to further understand complex coastal processes. **Specializing in the analysis of coastal hydraulics, wave dynamics, sediment transport, and coastal processes, we provide innovative coastal and inlet management solutions.** Our modelers have the expertise and experience to set up, calibrate, validate, and execute integrated models efficiently and to do so within our client's scheduling and budgeting constraints, routinely providing defensible, high-value services in return for our client's investments.

Tidal Flood Protection

Our Tidal Flood Protection experience spans from planning to design, offering comprehensive solutions to mitigate coastal flooding and tidal surges. This includes the design and integration of berms, levees, and floodwalls, which form essential components of resilient flood defense systems specifically in urban areas with limited space. Our expertise extends to stormwater pumping stations, critical for managing water behind flood protection infrastructure during flood events. We perform detailed H&H interior drainage and pumping capacity analyses to confirm these pumps stations can handle both stormwater runoff and tidal levels, integrating redundancy and automation for real-time control based on tidal and weather conditions.



We specialize in designing tide gates to manage tidal backflow into low-lying drainage networks, using both self-regulating and automated systems to maintain stormwater discharge efficiency. Automated gates use integrated sensors to enhance performance by synchronizing with tidal and precipitation forecasts. Our approach incorporates H&H modeling, stakeholder engagement, and risk assessments to tailor solutions. We account for future impacts such as sea level rise and increased storm frequency to deliver long-term, adaptable infrastructure that protects communities and critical assets from tidal flooding.

Shoreline Protection and Beach Nourishment

Shore protections are designed with the dual goal of safeguarding vulnerable coastal communities and infrastructure while also promoting ecological integrity. **These measures include the design of environmentally sensitive alternatives, such as bioengineering solutions, to reduce the impact of traditional hard structures, in turn supporting coastal biodiversity and enhancing the resilience of ecosystems.** We also incorporate green infrastructure solutions, such as vegetative berms and living shorelines, which provide natural buffers against storm surge and sea-level rise, as well as enhancing habitats for wildlife. Our coastal team is a leader in beach and dune nourishment design and monitoring, utilizing comprehensive geological assessments, sediment analysis, and H&H modeling to develop tailored sediment placement strategies. These strategies are designed to restore eroded beaches and dunes, enhance coastal resilience, and support the regeneration of critical coastal ecosystems, such as sand dunes and tidal wetlands. Our team provides ongoing monitoring and adaptive management plans for the longevity and effectiveness of nourishment efforts, continually optimizing designs based on real-time data. Our team has designed and permitted over 20 federal and non-federal beach nourishment projects.

Coastal Erosion Studies

Coastal Erosion Studies investigate coastal processes, shoreline changes, sediment budgets, littoral drift, storm impact risk to upland structures, and shorefront encroachment to quantify beach health on a reach-by-reach basis. These studies involve a desktop analysis of physical processes such as wind, wave dynamics, and shoreline changes and then use publicly available data sources, including National Oceanic and Atmospheric Administration (NOAA) Tides and Currents, the National Data Buoy Center, and the Virginia Institute of Marine Science among others. These tools provide preliminary insights into potential solutions for coastal issues, such as historical erosion trends and valuable data on the wave energy environment. This information is key to selecting appropriate shoreline protection interventions, such as beach nourishment, breakwaters, or nature-based solutions. The subsequent step typically involves validating these findings through the application of numerical models, ranging from simpler, efficient models (e.g., empirical or 1D linear models) to more sophisticated and comprehensive models, such as DHI MIKE, Deltares' Delft3D, and SWAN.

Coastal Geology/Sediment Evaluation

Taylor operates an American Association of State Highway and Transportation Officials (AASHTO)-accredited and USACE-validated Coastal and Marine Geosciences Laboratory (Coastal-Geo Lab). The lab specializes in the analysis of sediment samples and cores collected from beaches, navigation channels, and dredged material management areas to support projects such as borrow area design, dredge project planning, dredged material management area offloading, and coastal nourishment. The Coastal-Geo Lab allows our team to oversee collection, classification, sampling, sieve analysis, data manipulation and interpretation, and reporting to

support project specific needs. Our team develops and manages geophysical and geotechnical data collection and analysis programs involving sub- bottom seismic surveys, vibracore collection and analyses, bathymetric surveys, and cultural resource surveys.

Seawall and Bulkhead Design

Coastal models feed into innovative structural design approaches to overcome engineering challenges and environmental constraints inherent to the waterfront environment. Our team has developed waterfront projects for numerous public sector clients. **Our waterfront and marine structures engineering design experience includes seawalls, bulkheads, jetties, beach access structures, shoreline protection systems, pile-supported structures, boardwalks, mooring systems, fenders, underwater concrete, port and transportation terminals, earthen berms, retaining walls, and drainage control structures,** in addition to construction and demolition processes. Our designs for hard structures, such as bulkheads, park bridges, and walkovers, often include the use of sustainable materials, such as recycled vinyl sheet pile, recycled vinyl lumber (structural grade plastic lumber), or other composite materials. Our engineering staff have design-bid-build, design-build, and construction-phase and inspection experience, and they have a strong and successful reputation for developing leading-edge designs and clear design documents.

Dredging and Watercourse Navigational Planning and Design

Dredging is an activity that has been largely shied away from in the Carolinas, except for the large-scale efforts to maintain the navigation of major waterways. **As ongoing maintenance needs are exacerbated with more severe storms, dredging is becoming a more prevalent need in our area.** The Woolpert/Taylor team can show support and competence in the following areas of dredging-related expertise:

- Navigation channel dredging.
- Beneficial use of dredged material and regional sediment management.
- Dewatering and management of organic (muck) sediments.
- Sediment sampling and analyses.
- Dredging planning, design, and cost estimating.
- Construction management, inspections, and certifications.
- Stabilization of underwater disposal area.
- Dredging planning, permitting, design, and cost estimating.
- Design of confined disposal areas.
- Feasibility studies on the recreational reuse of disposal areas.
- Risk assessment.

Our team's experience with dredging-related activities spans almost 40 years. For example, since 1986, Taylor has worked with the Florida Inland Navigation District (FIND) and the USACE to prepare and implement long-term dredged material management plans for each county along the Atlantic Intracoastal Waterway. We have also worked with these agencies to design, permit, and provide construction administration for navigation channel maintenance dredging and channel deepening.

Resiliency Planning and Design

Resilience planning services include coastal vulnerability assessments, sea level rise adaptation strategies, selection of natural and nature-based solutions, and grant application support. Our team is well-acquainted with the "Living with Water" mindset and can help clients define what a more resilient community looks like, by adapting vulnerable infrastructure and providing quicker recovery from flood events. Whether the floods are created by storm surge, extreme high tides, heavy rains, or a combination of these factors, our team will research the vulnerabilities and design a structure or system that works with existing infrastructure to provide an integrated solution. **Our current efforts to maintain the Town's real-time tide gauge on the Kiawah Island Parkway are an integral component of local resiliency planning.**

Our team's resilience projects range from smaller-scale vulnerability assessments for an entire City, such as Venice, Florida, to the statewide Sea Level Impact Projection web tool created for the Florida Department of Environmental Protection. The award-winning Resilient Heritage in the Nation's Oldest City project showcased our ability to manage a multi-disciplinary project team and seek inputs from a variety of local stakeholders for St. Augustine, Florida. A key component of every coastal resilience project is a robust and diverse steering committee to better understand the community's needs.

Environmental Compliance Monitoring

Woolpert is an industry-leading provider of real-time surface water quality/ quantity monitoring, as has been discussed in previous sections. Beyond meeting the requirements of the NPDES MS4 permit(s), Woolpert has also assisted various entities with focused water quantity monitoring needs ranging from flood litigation to karst sinkhole assessment, flood model calibration, water supply for fracking, and emergency management flood warnings. Woolpert's niche resume for innovative and often real-time monitoring services continues to actively grow.

Surveying and GIS Services

Woolpert is one of the largest surveying firms in the country, combining technology and expertise to provide our clients with high-quality and cost-effective surveying and mapping services. Often, for smaller-scale projects, we find it more cost-effective and efficient to work with a smaller local firm such as teaming partner Locations, LLC, who can provide experienced, accurate work products on a smaller scale with a short turn-around time, a critical need for many municipal clients. Woolpert's expertise in all types of surveying provides the resources to adequately prepare for and QA/QC work done by others so that the deliverable is of a quality expected by the Town.

Often, alternative methods can provide very efficient collection of topographical data through unmanned aircraft systems (UAS)/drones, which creates a "point cloud" of thousands of points and very accurate representation of the landscape. This approach works well in less developed areas with minimal infrastructure and homes, or in sensitive areas where traditional "on-foot" survey methods may damage the environment. **Woolpert owns and operates an entire fleet of UAS systems and can collect detailed topographic data at a lower cost and in less time than traditional methods.** With a certified drone pilot in South Carolina, this alternative approach to data collection is readily available to the Town.

Survey Types

- Topographic
- Rights-of-Way
- Property/Easements/Plats
- Construction/As-Builts
- Trees/Wetlands
- Investigative
- Elevation Certificates
- 3D Laser Scanning
- Maintenance of Traffic (MOT)

GIS Management and Analysis

The use of GIS is not only a daily staple in our toolbox, but it is also a major part of our corporate business. **We are a Gold Program Partner with Esri and boast approximately 30 certified GIS professionals companywide.** However, our local team does not need to look far for GIS assistance, as we also have trained GIS staff specializing in stormwater infrastructure-focused GIS applications. The use of GIS is inherent to virtually any field data collection project and is used daily to import and integrate field data into watershed models, to illustrate alternative solutions and to depict both existing flooding and potential flood relief after the implementation of design improvements. Our GIS professionals work with our clients so that any data collection efforts align with current datasets and so that deliverables can be seamlessly integrated into existing databases.

GIS Web Mapping Application Support

Woolpert can develop customized, interactive dashboards that depict the results of the final stormwater analysis. This will allow access by anyone with the website address and could be managed/updated as projects are implemented over time to keep track of the Town's progress on a particular project. **Woolpert developed a similar dashboard for the City of Columbia to manage their CIP needs: City of Columbia Capital Improvement Projects.**

Bathymetric Surveying

Our in-house team has long history of collecting maritime data using vessel-based sonar systems, manned aircraft, unmanned aircraft, and satellite systems. We work across the globe, launching our in-house fleet of aircraft, boats, sensors, and survey platforms. Our agile team of hydrographers, surveyors, and GIS professionals use state-of-the-art technologies to create seamless topographic products in the coastal zone and inland riverine environments. From chart data inputs and classified point clouds to digital elevation models and identified feature classes, these geospatial products support applications such as coastal and riverine engineering, critical infrastructure design and assessing, habitat modeling and assessing, and regional sediment management.

In summary, these technical capabilities across all four categories of services in the RFQ provide an insight into the expertise, technologies, and experience that the Woolpert team can bring to the Town to assist with almost any community or public works project. Our hope is that our passion for this work shines even brighter than our experience, highlighting our team's desire and drive to not only provide our clients with the critical services they need to do their jobs but to also work together to build a more resilient, connected, and sustainable community for the residents and visitors that cherish Kiawah Island.

4. Project Experiences and References

Section 4

The Woolpert team assigned to this project has served over 100 local governments in over 15 different states and three different EPA Regions, assisting them with their infrastructure, stormwater program, watershed studies, NPDES, TMDL, surface water quality, and resiliency needs. The services applicable to this RFQ are summarized on the following pages through a select handful of project descriptions that provide a snapshot of Woolpert's related project experience. Through this experience, we have worked with local municipalities, state and federal regulatory agencies, statewide stakeholders such as the SCDOT, special interest groups, and the general public. **Given the vast number of services listed in the RFQ and the needs of the Town, the following table below provides a concise look at our experience across the state and related projects in other states.**

Our 3–5 References are provided in the Form section of our Proposal. We also include References on our project sheets.

Client	General Civil Engineering	Stormwater Management	Environmental and Resiliency	Surveying/Field Data Collection	Hydrologic/Hydraulic Analysis	Surface Water Monitoring	MS4 Program	Wetland/Sensitive Area Delineation	GIS Services	Design Plans and Specifications	Permitting	Public Involvement	Grants and Loans
Charleston County, SC	√	√	√	√	√	√	√	√	√		√	√	
Town of Hilton Head Island, SC	√	√	√	√	√	√			√			√	√
Beaufort County, SC	√	√	√	√	√	√	√	√	√	√	√	√	
Georgetown County, SC	√	√	√	√	√	√	√	√	√	√	√	√	√
Spartanburg County, SC	√	√	√	√	√	√	√		√	√	√	√	√
City of Charleston, SC	√	√	√	√	√	√			√	√	√	√	√
Town of Kiawah Island, SC						√							
Ohio DOT (ODOT), OH	√	√		√	√			√	√	√	√	√	√
South Carolina DOT, SC	√	√		√	√	√	√		√	√	√	√	
City of North Myrtle Beach, SC	√	√		√		√	√		√		√	√	
Town of Mount Pleasant, SC	√	√	√	√	√	√	√	√	√	√	√	√	√
Greenville County, SC	√	√	√	√	√	√	√	√	√	√	√	√	√
Palm Beach County, FL (Taylor)	√	√	√	√	√	√		√	√		√	√	
Sarasota County, FL (Taylor)	√	√	√	√	√				√			√	√
City of North Charleston, SC	√	√	√	√	√				√			√	√
Berkeley County, SC	√	√		√	√		√		√			√	
Dorchester County, SC	√	√		√	√				√	√	√	√	
Horry County, SC	√	√	√	√	√	√			√		√	√	√

"Greenville County has worked with representatives of Woolpert to provide stormwater services for over 20 years. The Woolpert team is very knowledgeable in these subject areas, producing innovative solutions and quality deliverables. I would highly recommend Woolpert to provide these services for other communities."

Judy Wortkoetter, PE, Public Works Director, Greenville County, South Carolina

On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance

Charleston County, SC

Woolpert has been working with Charleston County since 2002 providing on-call stormwater services and assisting with NPDES MS4 permit compliance. **Services under these contracts have included regulatory support, water quality monitoring and sampling, watershed studies, utility rate assessments, disaster recovery, floodplain management and plan review assistance.**

CLIENT
Charleston County, SC

REFERENCE
Brett Champion
843.202.7639
BChampion@CharlestonCounty.org

DATES
2002–Present

KEY PERSONNEL
Crystal Muller (Projet Manager), James Riddle, Hal Clarkson, J.P. Johns, Jacob Burkey, Molly Brown, Jody Igou, Michael Long, Lauren Roof , Bibi Rivera-González

Countywide Drainage Master Plan and H&H Model

Woolpert created a Watershed Master Plan for Charleston County to meet the requirements of CRS Activity 450, SWMP Management. Woolpert developed a Countywide 2D H&H model to provide a higher level of detail on the sources and causes of flooding and to assist the County in making recommendations for policy changes related to the identified flooding source and flooding extents. **The model incorporated riverine flooding, storm surge, tidal influence, and potential sea level rise.** Watershed Master Plans must be evaluated at least every five years and updated as necessary, which Woolpert has done for the County on three occasions.

Water Quality Monitoring

There are effective TMDLs for bacteria for the Wando River, Shem Creek and James Island Creek; Woolpert provides wet and dry weather grab sampling, data corrections, documentation, and annual reporting responsibilities to comply with these TMDLs.

Johns and Wadmalaw Islands Drainage Evaluation

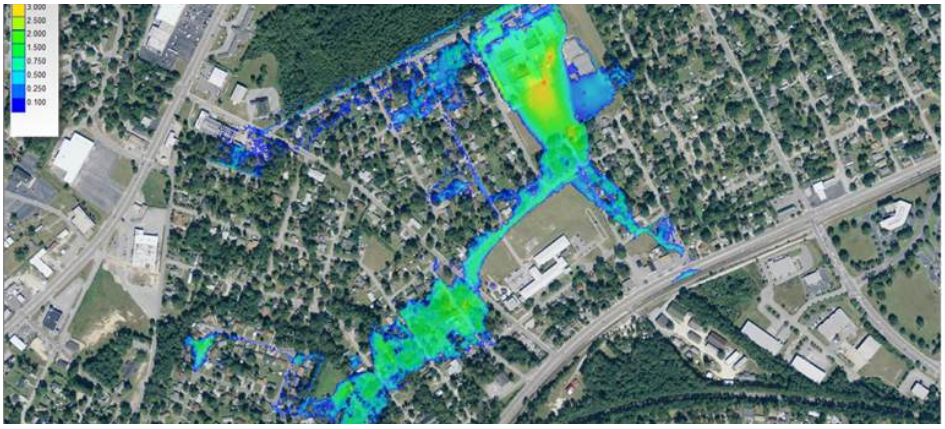
With a large staff in South Carolina dedicated to stormwater, Woolpert is adept at offering a quick turnaround on projects to meet client needs. Charleston County found themselves needing an evaluation of the drainage system on Johns and Wadmalaw Islands, a low-lying part of the County with drainage systems comprised mostly of open ditches and culverts. Within one week of the initial discussions, Woolpert provided the County with GIS shapefiles of the delineated drainage basins for the islands.

Utility Fee Rate Study and Management

Woolpert performed a utility rate study to develop a budget for the County and helped the County present to the Council on the importance of an increased stormwater utility has continued to help the County implement this fee. .

Plan Reviews

Woolpert staff often assist the County with plan reviews, particularly for developments that are more complex or may have political implications. This provides the County with a third-party impartial review of the plans, and Woolpert staff are able to work with our local and regional experts so that the reviews are done fairly and in full compliance of local, state, and federal regulations.



Coastal Storm Risk Analysis and Resiliency Plan

Town of Hilton Head Island, SC

Under an On-Call Civil and Watershed Management Services contact, Woolpert is assisting the Town of Hilton Head Island in performing a coastal storm risk analysis and implementing a comprehensive resiliency plan for this coastal island. **To date, the inventory and modeling effort consists of six areas of the island totaling 14,100 acres (22 square miles). Over 8,500 structures have been located and attributed during this project, including pipes, submerged pipes, ditches, catch basins, ponds, lagoons, outlet control structures, and flood control structures.** This includes the development of 1D and 2D H&H models for the following watersheds: Hilton Head Plantation (3,812 acres); Port Royal Plantation (2,725 acres); Point Comfort (242 acres); Palmetto Dunes (1,610 acres); Indigo Run and Shelter Cove (2,000 acres); Palmetto Hall Plantation, Mitchelville/Fish Haul Road, and the surrounding hospital/school area (1,113 acres); Gum Tree, Lower Jarvis, and the Jonesville areas (1,130 acres); and North Forest Beach, Shipyard, and Wexford (1,770 acres).

Professional services for the project include:

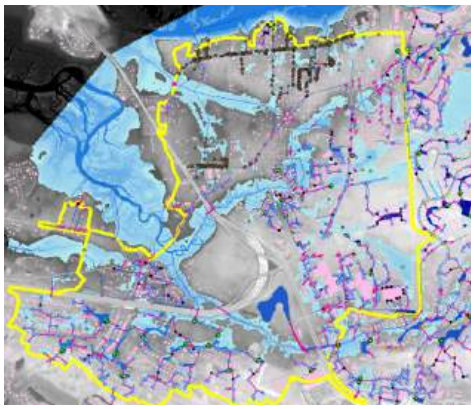
- Complete stormwater system inventory and mapping.
- Condition assessment of existing storm drainage systems.
- Developing 1D and 2D H&H models to assess risk for flooding.
- Determining existing drainage system's LOS.
- Preparing flood inundation maps.
- Identifying impacts of tides and sea level rise.
- Identifying problem areas.
- Developing alternatives analysis.
- Developing Integrated Design, Evaluation, and Assessment of Loading (IDEAL) surface water quality models to assess degradation of water quality.
- Assessing the biological and aquatic habitat of the primary water bodies.
- Preparing resiliency plans for each study area.

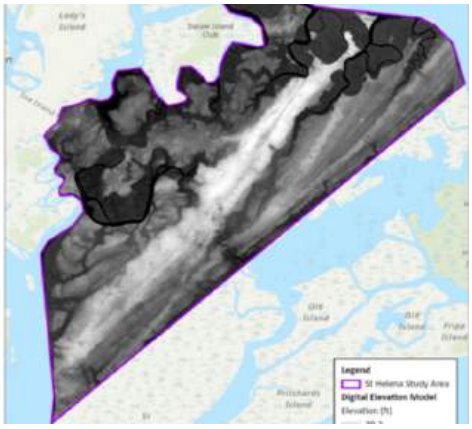
CLIENT
Town of Hilton Head Island, SC

REFERENCE
Jeffrey Netzinger, PE
843.341.4775
jeffn@hiltonheadislandsc.gov

DATES
2012–Present

KEY PERSONNEL
Crystal Muller (Project Manager), J.P. Johns, Jacob Burkey, Joel Doughty, Brad Futrelle, Kate Liu, Steve Godfrey, Victoria Jenkins, Hal Clarkson, Jody Igou, Michael Long, Zach Smoot, Vlad Tishchenko





On-Call Stormwater Program Assistance

Beaufort County, SC

Woolpert has been working with Beaufort County since 2020, assisting with a variety of stormwater-related projects to help maintain NPDES permit compliance and alleviate inland and coastal flooding. **Services have included regulatory compliance, watershed studies, grant funding assistance, and design services.**

CLIENT
Beaufort County, SC

REFERENCE
Taylor Brewer
843.694.4963
Taylor.Brewer@bcgov.net

DATES
2020–Present

KEY PERSONNEL
Crystal Muller (Project Manager), Hal Clarkson, James Riddle, J.P. Johns, Bibi Rivera-González, Molly Brown, Lauren Roof, Michael Long, Seiji Nyamadi, Joel Doughty, Brad Futrelle, Steve Godfrey, Kate Liu

St. Helena Watershed Study and Resiliency Plan

St. Helena Island is located directly inland of Fripp Island, Hunting Island, and Pritchards Island, and residents have expressed concern over increased flooding in recent years. This area of approximately 75 square miles is largely rural and agricultural and will also be subject to direct sea level rise impacts in the future. **Woolpert developed a planning level, 2D HEC-RAS model of the St. Helena Island area to examine existing areas of flooding as well as future areas of flooding associated with anticipated future development and sea level rise.** Woolpert prepared a summary report with the findings and resilience recommendations to alleviate future problems. Videos of the flooding simulation were delivered to the County to provide visuals to County Council.

Lady's Island Watershed Study and Resiliency Plan

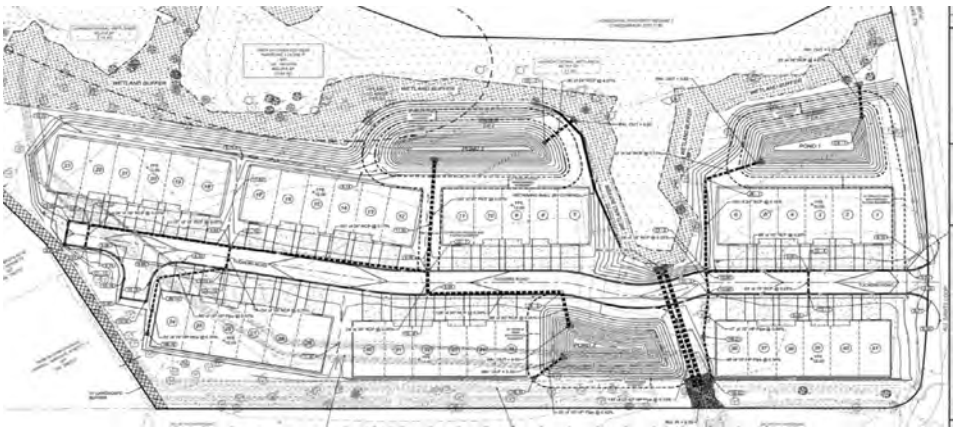
Lady's Island is an island within Beaufort County, South Carolina, with approximately eight square miles of developed area, primarily residential developments with one large golf course. Several areas on the island experience flooding during storm events; **Woolpert conducted a drainage study to determine the causes of flooding and investigate potential projects to alleviate flooding.** Phase 1 of this project was to verify and update the existing stormwater inventory through a field inventory of the drainage system and associated survey. Phase 2 of this project was to develop a 1D/2D SWMM model, perform a LOS analysis, develop and evaluate alternatives, and prepare a final Lady's Island Drainage Study Report. This assessment identified specific stormwater infrastructure maintenance and repair needs/recommendations, conceptual design alternatives to alleviate flooding, and cost estimates for each potential project.

Rivers End Neighborhood Drainage Improvements

Woolpert conducted a GIS inventory and condition assessment of the stormwater infrastructure and drainage network within the Rivers End neighborhood. The County's existing stormwater GIS data covered this area, but the sizes and condition of the pipes were unknown and residents had expressed concerns about sinkholes and system failures. **Woolpert performed an initial inventory and a simultaneous condition assessment of the drainage network** with a haloptic pole camera to obtain a preliminary assessment of portions of the system that may require maintenance or additional assessments with an in-pipe CCTV. We are currently developing construction plans to repair some portions of the stormwater system and replace several pipes with bioswales.

Additional Projects

Woolpert has assisted the County with: existing pond retrofit for Old Jericho Pond, embankment evaluation at Graves Road Pond, Assessment and Concept Design for Arthur Horne Park for water quality improvements, localized drainage study for street and home flooding on Hilton Head Island, plan reviews, water quality monitoring, overall program evaluation and internal audit, stormwater utility fee evaluation and restructuring, development community training on regulations.



On-Call Stormwater Program and NPDES Compliance Support

Georgetown County, SC

Woolpert has been working with Georgetown County for nearly 20 years and helped them develop an overall Stormwater Master Plan (SWMP) to address the requirements of the County's Stormwater Management Ordinance, Stormwater Permitting and Procedures Manual, and the NPDES Small MS4 Permit. Service include the development of the ordinance, design manual, system inventory, IDDE documents, IDDE prioritization, and TMDL monitoring requirements, as well as Annual Reports for submittal to SCDES. Woolpert conducted a series of seven public education meetings to collect input for consideration in the ordinance development.

Plan Reviews

Woolpert has been providing County plan review assistance since 2016 and has been performing all plan reviews since 2019 by reviewing the C-SWPPP, stormwater report, construction plans, NOI, County application, and any applicable permits (wetlands, SCDOT, etc.) for compliance with state, local, and OCRM requirements.

Design Manual Update

Performing plan reviews provides Woolpert with insight into the design requirement needs specific to Georgetown County. Woolpert has been assisting the County with updating its Stormwater Design Manual so that new and redevelopments are protecting the character and environment unique to Georgetown County.

Murrells Inlet TMDL Compliance

Woolpert developed a TMDL Monitoring Plan for compliance with regulatory requirements. **Woolpert installed and maintained a pressure transducer and rain gauge along Hammock Avenue that measures the water depth and rainfall, which can be converted into pollutant loadings to monitor bacteria levels entering surface waters.**

Highway 17 Drainage Improvements

Georgetown County received a SC Infrastructure Investment Program (SCIIP) grant from the SC Infrastructure Authority (SCIA) to perform drainage improvements along Highway 17 near Litchfield Plantation. A drainage study was conducted in 2020 to identify solutions to flooding in the area. The preliminary study and the grant application proposed three new outfalls and several upstream improvements for the area. **Woolpert was selected to finalize the concept plan, develop construction plans and specifications, assist with permitting, perform bidding assistance, and perform construction administration. This work also includes the management of all documents and requirements related to the SCIIP funding.** This project is currently underway.

CLIENT
Georgetown County, SC

REFERENCE
Rodney Butler
843.545.3265
rbutler@gtcounty.org

DATES
2021–2006; 2011–Present

KEY PERSONNEL
Crystal Muller, J.P. Johns, Jody Igou, Paul Smith, Joel Doughty, Brad Futrelle, Lauren Roof, Mark Tomczyk, Victoria Jenkins, Bibi Rivera-Gonzalez, Vlad Tishchenko, Kate Liu, James Riddle, Molly Davis, Jody Igou, Michael Long, Jake Duncan (DD WEST)

"Woolpert's team has provided knowledgeable solutions to a number of stormwater challenges, completing the tasks with professionalism and dedication to quality work products. In addition, the Woolpert staff have truly become an extension of the Georgetown County staff in that they have always made themselves available for my questions and calls, stay late with me after hours to complete pressing tasks and projects, and have even been the support team for the County in litigation situations."

Tracy D. Jones, Stormwater Division Manager, Georgetown County

On-Call Engineering Services

Spartanburg County, SC

Like any communities across South Carolina, Spartanburg County is experiencing problems with failing stormwater infrastructure. Due to the short life cycle associated with corrugated metal pipe (CMP), the County is systematically replacing all CMP culverts located across the county that are underneath County-owned roadways. In the fall of 2022, the County requested assistance from Woolpert to perform a H&H analysis of 13 culvert crossings. Woolpert was then asked to compile the results of this analysis and preliminary construction costs into a comprehensive grant application for potential American Rescue Plan Act funding through the RIA SCIIP. In March 2023, the County received nearly $7.5 million for these respective projects.

Woolpert was selected for on-call engineering design services and has been providing subsequent culvert design services in batches based upon the proposed type/size of replacements. For each culvert design, the County has requested construction drawings, bid takeoffs/quantities, and unit cost estimates. Woolpert completed the design for implementation of the first four culvert replacement projects, which included three crossings with 6-foot-wide box culverts of varying heights. The design included structural analysis for the headwalls/endwalls for each of the box culverts.

One of the 13 culverts (Hatchett Road) included in the grant application failed during a large storm event. The County was forced to temporarily close the road and **Woolpert provided design services for a new 12-foot-by-10-foot box culvert. In order to avoid potential overtopping indicated by the hydraulic analysis, the Woolpert design included raising the elevation of the roadway. Woolpert's roadway, structural, and bridge design engineers assisted in the design.** The Hatchett Road and other culverts were bid in 2024.

Woolpert is currently designing one open bottom arch culvert and three proposed box culverts under other County roadways. Due to the potential for future road widening, these crossings will incorporate wider lanes/shoulders and/or extended culvert lengths. One of these roadways will also be raised due to size of the replacement culvert.

CLIENT
Spartanburg County, SC

REFERENCE
Tim Sherbert, Stormwater Manager
843.595.5340
tsherbert@spartanburgcounty.org

DATES
2022–Present

KEY PERSONNEL
J.P. Johns, James Riddle, Steve Godfrey, Paul Smith, Kate Liu, Zach Smoot, Tom Less, Seiji Nyamadi, Lauren Roof, Paige Sechrist, Vlad Tishchenko

On-Call Church Creek Watershed Master Plan Services

City of Charleston, SC

Church Creek is a 5,000-acre watershed in the southern portion of the City that experiences substantial flooding during rainfall events. **This project includes developing an H&H watershed model to analyze the existing flooding and develop a master plan to control flooding within the tidally influenced coastal Church Creek watershed.** Woolpert has continued to assist the City with plan review and model review so that stormwater management requirements are being met for new proposed developments, updating the overall model with as-built stormwater system changes, maintaining a rainfall and stage monitoring station within the watershed, and performing other stormwater management tasks as needed.

CLIENT
City of Charleston, SC

REFERENCE
Steven Kirk, PE
843.579.7682
kirks@charleston_sc.gov

DATES
2000–Present

PROJECT MANAGER
Crystal Muller (Project Manager), James Riddle, Hal Clarkson, Steve Godfrey, Jody Igou, J.P. Johns, Paul Smith

H&H Modeling and Stormwater Master Plan

Woolpert used ICPR software to model various storm events under differing tidal conditions. Model results were used to determine both the extent and depth of flooding. Woolpert developed and analyzed alternatives to address future flooding and created a master plan for development in the watershed. Engineering services include:

- Floodplain Mapping.
- Benefit/cost (B/C) Analysis.
- Letter of Map Revision (LOMR).
- Alternatives Analysis.
- Survey.
- As-built surveys.
- Policy modifications for stormwater detention.
- Design and construction of culverts, ponds, and drainage ditches

Rain and Stage Gauge Installation

Woolpert specified and installed a permanent rainfall gauge in the Bees Ferry Road area. In conjunction with the rain gauge installation, pressure transducers were installed to track time and stage data in real time in two locations. Woolpert worked with the City and the National Weather Service (NWS) to add the Church Creek pressure transducer to the NWS system of stream gauges. These Nile Radars are same models that were installed at the Kiawah River monitoring station.

Plan Review

Woolpert currently reviews all site development plans within the Church Creek basin for adherence to the specific stormwater requirements for the basin. This includes both discharge rate and volume requirements for all storm events, appropriate boundary conditions, and general good modeling practices. In addition, boundary conditions from the ICPR model are provided to the design engineer for every development within the basin.

"The Woolpert team has been integral to effort by the City to alleviate existing flooding in the challenging Church Creek watershed by investigating problem areas, analyzing the conditions, determining potential solutions, vetting those potential solutions and developing a course of action. I would highly recommend Woolpert to provide these services for other communities."

Steven A. Kirk, PE, Stormwater Project Manager, City of Charleston, SC

Tidal Station Monitoring

Town of Kiawah Island, SC

In September 2019, Woolpert and Xylem visited locations with the Town of Kiawah Island staff to determine where tide gauges could be installed. In 2020, Xylem-YSI installed a tidal gauge station on the Kiawah River (Kiawah Island Parkway) to support the Town of Kiawah Island's emergency management and long-term sea level rise evaluation. The station provides real-time data, hosted through Eagle.io, with a public-facing dashboard accessible to local citizens and stakeholders.

Following equipment and data visualization issues, the Town requested specialized technical support from Woolpert for the continuity and reliability of the data collection. Woolpert's local presence, knowledge of data collection, data visualization, and experienced technical troubleshooting of sensor networks have helped to support the station's ongoing maintenance and data management since 2023.

Technical services included:

- Troubleshooting to identify equipment-related issues.
- Programming/alarm adjustments in the datalogger.
- Replacement of equipment.
- Adding historical data (during recent equipment downtime) back to records in Eagle.io.
- Communication troubleshooting.
- Revisions to the Eagle.io dashboard.
- Coordination with NOAA for scraping of the tide stage data.
- Ingestion of other data sources into the Eagle.io dashboard.
- Recommendations regarding weather station equipment.
- Installation of weather stations, if needed.

CLIENT
Town of Kiawah Island, SC

REFERENCE
Brian Gottshalk
843.768.5111
bgottshalk@kiawahisland.org

DATES
2023–Present

KEY PERSONNEL
Michael Long, James Riddle, Bibi Rivera-Gonzalez

Roadway Safety Studies and Design

Statewide, OH

CLIENT
Ohio Department of Transportation (ODOT)

REFERENCE
Jeremy Thompson
614.466.7045
Jeremy.Thompson@dot.ohio.gov

DATES
2020–2024

KEY PERSONNEL
Sam Bobko, Jon Wiley, Tom Less, Paige Sechrist, Jay Boltz

ODOT's Office of Safety selected Woolpert for a Safety Design Task Order Contract to design a variety of safety improvements throughout the state. These projects leveraged a range of disciplines, including engineering, traffic, field survey, and geospatial services. Individual tasks involved implementing a variety of safety improvements at specific locations identified through crash data and approved safety studies. Many of these locations are on the list of top 150 crash locations. Scope of services included: program verification, feasibility studies, schematic design, design development, construction documentation preparation, and bid and award support.

2020 design tasks include:

- District 7: Wrong-way driver detection system.
- District 8: Sidewalk design.
- District 8: Mini roundabout.
- District 5: Feasibility study of a potential roundabout design on SR-204 at a high crash location, currently in final design.
- District 12: Wrong way detection and warning system.
- District 9: Distracted driving warning signs.
- District 9: Roadway realignment for sight distance improvements.
- District 9: Sight distance improvements.
- Districts 5 and 6: Wrong-way driver detection system.
- District 6: Feasibility study to recommend ways to improve sight distance at this rural intersection in District 5 to mitigate a significant number of right-angle, injury crashes from motorists failing to yield.
- District 9: Skid resistance improvements.
- District 10: Roundabout design.
- District 11: Street lighting.

2024 design tasks include:

- District 2: Safety, traffic, and feasibility study for a roundabout at SR-420 and Libbey Road, followed by the detailed design of a 2x1 roundabout.
- District 9: Feasibility study to evaluate safety and access on U.S. 23 just north of the village of Waverly, with an aim to reduce serious injury and fatal crashes.
- District 3: Safety and feasibility study for a compact roundabout at SR-162 and SR-3, including detailed geometric layout (102-foot inscribed circle diameter) and cost estimate.
- District 8: Detailed design to reconfigure an interchange in Cincinnati to reduce wrong-way driving incidents.

The scope of services includes program verification, schematic design, design development, construction documentation preparation, and bid and award support.

SCDOT MS4 Compliance and Statewide Design Guidance

Statewide, SC

Woolpert has been providing stormwater management services to SCDOT for over 25 years. Woolpert has provided the following benefits to SCDOT:

- We are the only consultant to work with SCDOT on the development of their stormwater management program, design standards, and standard drawings to maintain compliance with SCDOT's NPDES MS4 Permit.
- Recognizing that all SCDOT-owned facilities were wrongfully being covered under the Industrial General Permit, Woolpert successfully terminated permit coverage through SCDHEC and saved SCDOT money by eliminating the costs associated with unnecessary sampling and maintaining records over multiple years.
- Woolpert created the TMDL compliance plan that instructs SCDOT on how to address Waste Load Allocations that are issued to them across the state, helping SCDOT save tens of millions of dollars on implementation to remain in compliance with their NPDES MS4 Permit.

SWMP. Over the past 18 years, Woolpert has been assisting SCDOT with developing a comprehensive SWMP designed to address water quality issues and meet NPDES permit requirements.

Encroachment Permit Revisions. SCDOT utilizes an Encroachment Permit Program, which requires applicants who wish to discharge stormwater into the right of way to obtain a permit. Woolpert helped revise the encroachment permit application and review process to address potential water quality issues and to provide an additional compliance mechanism for potential sources of illicit discharges.

CLIENT
SCDOT

DATES
1999–Present

KEY PERSONNEL
J.P. Johns, Molly Brown, Jacob Burkey, Hal Clarkson, Joel Doughty, Brad Futrelle, Steve Godfrey, Jody Igou, Michael Long, Kaitlin Mahoney, Crystal Muller, Lauren Roof, Zach Smoot, Vlad Tishchenko

On-Call NPDES MS4 Permit Compliance Assistance and Facility Inspections

North Myrtle Beach, SC

Under the NPDES MS4 permit, the City is required to implement, manage, and oversee all provisions of its SWMP to control, to the maximum extent practical, the discharge of pollutants from its municipal storm sewer system associated with stormwater runoff, and illicit discharges, including spills and illegal dumping. Additionally, the permit requires the City to develop a comprehensive assessment of all municipally owned or operated facilities for their potential to discharge pollutants to stormwater. **Woolpert has been providing professional engineering services to assist the City with the continuing development and implementation of the City's SWMP, including the facility assessment requirement.**

Woolpert performed field assessments for the City's "high priority" facilities. Good housekeeping SWPPP and SOPs were prepared for the high-priority municipal facilities. The SWPPP for each high-priority facility was developed to meet the requirements of the NPDES MS4 General Permit for Good Housekeeping. The following deliverables were provided by Woolpert:

- SWMP (Stormwater Management Plan).
- Enforcement Response Plans.
- Dry weather screening protocols.
- Procedures for IDDE tracking and conducting investigations into the source of all identified illicit discharges.
- Stormwater Monitoring Plan letter.
- SWPPPs for high-priority facilities.
- Standard Operating Procedures for fluid transfer and spill response.
- Annual Reports.
- Stormwater Ordinance.
- Design Manual.

CLIENT
City of North Myrtle Beach, SC

DATES
2014–Present

KEY PERSONNEL
J.P. Johns, Jacob Burkey, Jody Igou

On-Call Stormwater Services

Mount Pleasant, SC

Woolpert has been working with the Town of Mount Pleasant since 2008 and assisting with their NPDES MS4 permit compliance since the Town was identified by SCDES as a small MS4 community. **Services under these contracts have included regulatory support, watershed studies, water quality monitoring and sampling, design standards and SOP development, data management, and reporting.** Services related to TMDL, and impaired waters compliance are described below.

- **Water Quality Monitoring and Reporting.** Woolpert currently operates and maintains two continuous water quality monitoring stations. In addition to the continuous stations, Woolpert collects both wet weather and dry weather grab samples for evaluation at an SCDHEC-certified laboratory, Trident Labs. Woolpert has also developed a Microbial Source Tracking (MST) protocol for the Town to help identify the sources of bacteria.
- **GIS Services.** Woolpert consolidated multiple geospatial stormwater databases and data sources into a single geospatial database compliant with the format and standards required by the Town's Cityworks CMMS SWMP development.
- **SWMP Development.**
- **Regulatory Guidance.** With Woolpert's expertise and knowledge of state and local regulations, the Town often solicits feedback from Woolpert regarding new permits or other regulatory documents.
- **Public Education and Outreach.**
- **Design Standards.** Woolpert updated the Town's existing Ordinance and stormwater design standards for NPDES permit compliance.

CLIENT
Town of Mount Pleasant, SC

DATES
2008–Present

KEY PERSONNEL
Crystal Muller, James Riddle, J.P. Johns, Jody Igou, Steve Godfrey, Lauren Roof, Jacob Burkey, Joel Doughty, Bibi Rivera-González, Molly Brown

Shoeless Joe Jackson Park Green Infrastructure BMP Enhancements

Greenville County, SC

Shoeless Joe Jackson Park is a historic park in an urban, underserved community. **This park was the focus of a unique BMP retrofit project that implemented a variety BMPs and other features to manage stormwater flowing from the surrounding area and to improve the park for residents.** The project also demonstrated to local engineers and contractors tangible examples of effective alternatives to traditional "grey" infrastructure. Working closely with the County Parks and Stormwater Department, this project was designed and planned to provide water quality benefits, minimize impact to residents, maximize stormwater treatment, and minimize any additional maintenance requirements. The result was a success. In total, seven different green sustainable water quality BMPs were utilized, there is now less turfgrass to maintain and more eco-friendly vegetation, and it is a more enjoyable park experience. The BMPs installed included:

- Regenerative stormwater conveyance.
- Two types of pervious pavers—block paver and modular precast porous concrete.
- Stormwater wetland.
- Enhanced bioswale.
- Bioretention cell.
- Stream stabilization and enhancement.

This project demonstrates how functional Water Quality BMPs can be seamlessly integrated into the landscape or, in this case, can improve it, thereby increasing the functionality of the park. Additionally, more than half of all nitrogen, phosphorous, sediment, and bacteria flowing to and through this park are expected to be reduced as a result of the treatment train of BMPs implemented. Woolpert provided site evaluations, water quality modeling, H&H modeling, conceptual plans, permitting, full design plans, specifications, bidding assistance, and construction administration.

CLIENT
Greenville County, SC

DATES
2022–2023

KEY PERSONNEL
Crystal Muller, James Riddle, J.P. Johns, Paul Smith, Zach Smoot, Joel Doughty

Jupiter Inlet Outstanding Natural Area Living Shoreline

***Palm Beach County, FL* (Taylor)**

This project aimed to develop a living shoreline project to stabilize a 535-linear foot section of shoreline along the south side of the Jupiter Inlet Lighthouse Outstanding Natural Area property. Local currents combined with storm and boat-induced boat wakes have eroded the park's shoreline affecting the native vegetation in this high energy environment. Taylor coordinated with regulatory agencies, created a design and bid package, and provided support throughout the bidding and construction process.

Taylor conducted a submerged natural resource survey to map and characterize existing seagrass in the vicinity of the project site. The project included topographic and bathymetric surveys to support preliminary design. Following the surveys, the project team developed a preliminary **living shoreline design, which included wave attenuation structures, shoreline grading, and native vegetation planting in addition to a timber observation dock for recreation.** A 2D model was created to assess the local hydrodynamics at the project site and confirm no adverse effects. Taylor coordinated with the FDEP and the USACE throughout the permit application process, and final project permits were authorized in 2019 and 2020.

Upon permit approval, Taylor prepared final design drawings, technical specifications, and an opinion of probable cost for construction. The team assisted throughout project advertisement and bidding. Prior to construction the team conducted a pre-construction submerged aquatic vegetation survey, which led to design changes to avoid all impacts. Taylor provided construction administration services to manage the project through completion. Aspects of the project design include a timber observation pier with open-grated mesh decking, shore parallel breakwaters, foundation bedding, and installation of vegetation along the shoreline.

CLIENT
Juniper Inlet District (JID)

DATES
2018–2022

KEY PERSONNEL
Jonathan Armbruster, Jonathan Brumfield

KEY PROJECT ELEMENTS
Breakwaters; Living Shoreline Design; Coastal Erosion Control; Coastal Processes Analysis; Environmental Restoration; Coastal Modeling; Submerged Aquatic Vegetation Surveys

Vulnerability Assessment and Resilience Plan

***Sarasota County, FL* (Taylor)**

Sarasota County was awarded grant funding through the FDEP Resilient Florida Grant Program to develop a Countywide Vulnerability Assessment (VA) and an Adaptation Plan (AP) to enhance community resilience against current and future flood risks. The VA identified critical County assets—including infrastructure, emergency services, and natural and cultural resources—at risk from sea level rise, tidal flooding, storm surge, and rainfall-induced flooding under existing and projected conditions. These results informed the AP, which outlines targeted strategies to mitigate flood risks and enhance resilience for the most at-risk assets. Developed collaboratively with County staff, community members, and technical experts, the AP prioritizes adaptation strategies based on exposure and sensitivity analyses, adaptive capacity assessments, and departmental needs.

A key component is a systematic project prioritization framework, which evaluates over 200 potential adaptation projects for feasibility, cost-effectiveness, and multi-benefit opportunities, to align with state and federal grant funding eligibility.

The County also commissioned a Community Level Analysis to refine adaptation strategies with a focus on socially vulnerable communities. This analysis integrates social, economic, and environmental vulnerabilities with urban planning, stormwater management, and nature-based solutions to guide future infrastructure investments. Locations for green infrastructure and stormwater system improvements are being identified to enhance flood resilience and support long-term adaptation goals.

Public engagement remains a key component, with community workshops and stakeholder meetings keeping alignment with local priorities. Final project outcomes are presented via a GIS Story Map, providing an interactive tool for residents, decision-makers, and funding agencies to explore vulnerability data and adaptation strategies.

CLIENT
Sarasota County, FL

DATES
Ongoing

KEY PERSONNEL
Christopher J. Bender, Ashley Lein

KEY PROJECT ELEMENTS
Sea Level Rise Projections; Critical Infrastructure Sensitivity Analysis; Coastal Process Analyses; Adaptation Strategies; Public Workshops/Webinars; Vegetation Surveys

5. Environmental Stewardship Experience

Section 5

Sustainable Design and Environmental Stewardship

Woolpert has multiple staff assigned to this project that are Envision Sustainability Professionals (ENV SP), who implement the Envision Framework. The Envision Framework is globally recognized as a highly credible approach to sustainable, resilient, and equitable infrastructure. The framework is supported by the ENV SP designation—an increasingly important credential for any professional involved in civil infrastructure.

ENVISION®

The Envision Sustainable Infrastructure Framework is a comprehensive tool developed to help infrastructure professionals plan, design, and deliver more sustainable infrastructure projects of all types and sizes. The Envision framework is a decision-making tool that allows infrastructure owners, engineers, designers, architects, planners, contractors, and other stakeholders to evaluate projects across a broad range of sustainability indicators, or "credits," that address environmental, social, and economic dimensions of sustainability to encourage systemic change. At its core, Envision is about supporting higher performance through better choices in infrastructure development.

Flexibility is a defining feature of the Envision framework—a versatile system of criteria and performance objectives to aid decision-makers and help project teams identify sustainable, resilient, and equitable paths forward. Envision not only asks are we doing the project right but also are we doing the right project. It is sensitive to resource constraints, diversity of mandates, schedules, budget cycles, and funding sources that may exist. Envision is used during the planning, design, and construction stages of infrastructure development, while taking into account the project's operations, maintenance, and end-of-life phases.

Coastal Stormwater Management

Woolpert has been providing services to coastal South Carolina communities for over 20 years and, as a result, we are very familiar with the unique challenges coastal communities face, including barrier islands. We have provided services to the Town of Kiawah Island, the Town of Hilton Head Island, and Beaufort County on Lady's Island and St. Helena Island.

Our team understands the challenges of coastal projects to provide adequate drainage, minimize flooding, and protect the quality of coastal waterways by effectively managing stormwater while also meeting or exceeding federal, state, and local regulations. Woolpert understands coastal goals to implement resilient strategies:

1. **Slow/Store:** Implement solutions that manage stormwater through natural and engineered storage.
2. **Defend:** Strengthen barriers and defenses against rising water.
3. **Adapt:** Modify land use and urban design to accommodate future climate conditions.
4. **Buffer:** Utilize natural infrastructure like wetlands and green spaces to absorb excess water.

From our experience, Woolpert stands ready to help the Town implement these strategies to achieve resiliency while increasing residents' quality of life through sustainable solutions to mitigate the effects for coastal environments with high water tables, tidal influences, and sensitive ecosystems. Woolpert has been doing this type of work for coastal municipalities for decades. **This is the type of work we live for, and we are excited to accept new challenges on a daily basis.**

Coastal residents know that tidal flooding is a part of living on the coast. With sea level rise, subsidence, and increasingly intense storms, the risk of impact to coastal property is constantly growing. While a comprehensive solution is being developed, our team will incorporate localized concerns into our final solutions. Because our team is involved in floodplain modeling, CRS programs, water quality for site and watershed scales, and MS4 program compliance, we understand the interdependencies of each project or action on other areas of the Town's operations and goals. We are comfortable with everything from designing several new inlets for a roadway to creating watershed master plans to improve infrastructure, fix capacity issues, and solve water quality challenges simultaneously.

Sustainable Design

Woolpert has been involved in many retrofit projects to advance older, failing infrastructure to more sustainable green solutions. One recent example is the Shoeless Joe Jackson Park Green Infrastructure BMP Enhancements project. Shoeless Joe Jackson Park is a historic park in an urban, under-served community. **This park was the focus of a unique BMP retrofit project that implemented a variety BMPs and other features to manage stormwater flowing from the surrounding area and to improve water quality and the park**

for residents. The project demonstrated tangible examples of effective alternatives to traditional "grey" infrastructure. This project was designed and planned to provide water quality benefits, minimize impact to residents, maximize stormwater treatment, and minimize any additional maintenance requirements. The result was a success. In total, seven different green sustainable water quality BMPs were utilized, there is now less turfgrass to maintain and more eco-friendly vegetation, and it is a more enjoyable park experience. The BMPs installed included:

- Regenerative stormwater conveyance.
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- Bioretention cell.
- Stream stabilization and enhancement.

This project demonstrates how functional water quality BMPs can be seamlessly integrated into the landscape or, in this case, can improve it, thereby increasing the functionality of the park. **Additionally, more than half of all nitrogen, phosphorous, sediment, and bacteria flowing to and through this park are reduced as a result of the treatment train of BMPs implemented.** Woolpert provided site evaluations, water quality modeling, H&H modeling, conceptual plans, permitting, full design plans, specifications, bidding assistance, and construction administration.

Another example is the Martin Luther King Jr. Park "Offline" Detention project in Columbia, which addressed flooding and provided water quality improvements. The project incorporated an elevated trail over the offline detention area, providing a recreational opportunity for the surrounding low income community in a park that was previously unusable. **This project won the 2021 SCAPWA Project of the Year.**

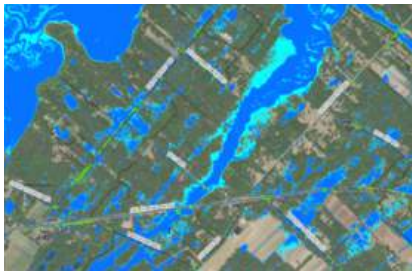
Coastal Resilience Planning and Implementation

Within resilience planning, services include coastal vulnerability assessments, sea level rise adaptation strategies, selection of natural and nature-based solutions, and grant application support. Our team is well-acquainted with Coastal Resilience Planning and Implementation and can help the Town define what a more resilient community looks like, by adapting vulnerable infrastructure and providing quicker recovery from flood events. **Whether the floods are created by storm surge, extreme high tides, heavy rains, or a combination of these factors, our team will research the vulnerabilities and design a structure or system that works with existing infrastructure to provide an integrated solution.**

Our team's resilience projects range from smaller-scale vulnerability assessments for an entire City, such as Venice, Florida, to the Florida statewide Sea Level Impact Projection web tool created for the Florida Department of Environmental Protection. The award-winning Resilient Heritage in the Nation's Oldest City project showcased our ability to manage a multi-disciplinary project team and seek inputs from a variety of local stakeholders for St. Augustine, Florida. A key component of every coastal resilience project is a robust and diverse steering committee to better understand the community's needs. The following projects highlight our team's experience with coastal resiliency planning and implementation.

Town of Hilton Head Island, SC | Coastal Storm Risk Analysis and Resiliency Plan: Woolpert is assisting the Town of Hilton Head Island in performing a coastal storm risk analysis and implementing a comprehensive resiliency plan, including a complete stormwater system inventory, H&H modeling, and alternative analysis of this coastal island. To date, the inventory and modeling effort consists of six areas of the island totaling 14,100 acres (22 square miles). Over 8,500 structures have been located and attributed during this project, including pipes, submerged pipes, ditches, catch basins, ponds, lagoons, outlet control structures, and flood control structures. Services provided include:

- Inventory, mapping, and condition assessment of existing storm drainage systems.
- Developing 1D and 2D H&H models to assess risk for flooding.
- Determining existing drainage system's LOS.
- Preparing flood inundation maps.
- Identifying impacts of tides and sea level rise.
- Identifying problem areas.
- Developing alternatives analysis.
- Developing IDEAL surface water quality models to assess degradation of water quality.
- Assessing the biological and aquatic habitat of the primary water bodies.
- Preparing resiliency plans for each study area.



Beaufort County, SC | St. Helena Watershed Study and Resiliency Plan: St. Helena Island is located directly inland of Fripp Island, Hunting Island, and Pritchards Island, and residents have expressed concern over increased flooding in recent years. This area of approximately 75 square miles is largely rural and agricultural and will also be subject to direct sea level rise impacts in the future. **Woolpert developed a planning-level, 2D HEC-RAS model of the St. Helena Island area to examine existing areas of flooding as well as future areas of flooding associated with anticipated future development and sea level rise.** Woolpert prepared a summary report with the findings and resiliency recommendations to alleviate future problems.

Beaufort County, SC | Lady's Island Watershed Study and Resiliency Plan: Lady's Island is an island with approximately 8 square miles of developed area, primarily residential developments with one large golf course. Several areas on the island experience flooding during storm events; **Woolpert conducted a drainage study to determine the causes of flooding and investigate potential projects to alleviate flooding.** Phase 1 of this project was to verify and update the existing stormwater inventory through a field inventory of the drainage system and associated survey. Phase 2 of this project was to develop a 1D/2D SWMM model, perform an LOS analysis, develop and evaluate alternatives, and prepare a final Lady's Island Drainage and Resiliency Report. This assessment identified specific stormwater infrastructure maintenance and repair needs/recommendations, conceptual design alternatives to alleviate flooding, and cost estimates for each potential project.

Georgetown County, SC | Highway 17 Drainage Improvements: Georgetown County received a SCIIP grant administered by the SCIA to perform drainage improvement projects along Highway 17 near Litchfield Plantation. A drainage study and report were conducted in 2020 to identify solutions to the flooding concerns in the area. The preliminary study and the grant application proposed three new coastal outfalls and several upstream improvements for the area. **Woolpert was secured by the County to finalize the concept plan, develop construction plans and specifications, assist with all permitting including OCRM permitting for new coastal outfalls, perform bidding assistance, and perform construction administration.** This work also includes the management of all documents and requirements related to the SCIIP funding.

Franklin County, FL | FDEP Cat Point Living Shoreline *This project was conducted by Taylor*. Funded through the Natural Resources Damage Assessment, the Cat Point Living Shoreline Project stabilizes ~1,500-ft of eroding shoreline and enhances saltmarsh habitat in Apalachicola Bay. Taylor provided comprehensive coastal engineering and environmental services for the project. Specific tasks included initial site visits, kick-off meetings, pre-application meetings, boundary/topographic/bathymetric surveys, natural resource investigations, engineering design, tidal exchange analysis, regulatory permitting, and construction-phase services. **The Cat Point Living Shoreline project won the ASBPA Best Restored Shores Award for 2023.**

Charlotte County, FL | Punta Gorda Climate Adaptation Plan Update: *This project was conducted by Taylor.* Taylor conducted a vulnerability assessment to address public infrastructure within City limits, with an emphasis on coastal flooding impacts to critical facilities and historic properties. The purpose of a vulnerability assessment is to allow communities to identify and prioritize structural and social assets that are likely to be impacted by future coastal flooding and sea level rise. This analysis used a GIS-based bathtub model assessment of the City's public infrastructure with respect to sea level rise projections and tropical storm surge stillwater elevations (SWEL). Publicly owned building finished floor elevations were compared to future sea level rise thresholds and storm surge inundation depths. To further refine the focus areas, public workshops were held to engage stakeholders and obtain feedback on perceived vulnerabilities and priority critical assets.

Living shorelines have been implemented since the City's inception with the preservation of greenspace. Among the adaptation strategies identified, living shorelines are a key strategy for shoreline management. The City contracted Taylor to develop a living shoreline technical guidance document for future planning, design and permitting of living shoreline opportunities.

6. Project Approach to On-Call Engineering

Section 6

Woolpert has successfully provided coastal South Carolina clients with on-call services for the past 25 years. Through this experience we have created a standard process and internal team structure that allows us to serve each client while maintaining staff to be available to meet each client's specific needs.

On-Call Project Performance. We recognize the importance of local leadership and continuity for on-call services, and Crystal Muller, PE, from our Charleston office will serve as the Project Manager for all Task Orders for consistent communication and expectations. Crystal will be the primary point of contact, coordinating with the project team and technical staff for timely and accurate project delivery.

Project Staffing. Woolpert understands that staff availability is important and essential to a successful on-call contract with the Town. **As a result of our successful on-call contracts with multiple coastal South Carolina communities, Woolpert has implemented a staff resource planning system so that we have skilled staff available to meet the needs of our clients.** Depending on the specific service required, J.P. Johns, PE, the designated Principal in Charge, will assist Crystal in acquiring the necessary resources and will bear ultimate responsibility for the Town's satisfaction with project delivery. J.P. will maintain continuous communication with the team to monitor progress and will conduct regular check-ins with the Town to review team performance.

Project Execution. Woolpert will schedule a contract kickoff meeting with the Town to prepare for successful delivery of on-call services and review the Town's administrative requirements. Our team will work closely with the Town to understand your vision and address your concerns, fostering a truly collaborative environment. By doing so, the outcome not only meets but exceeds our your expectations. Our staff looks to become an extension of the Town's staff and augment your expertise. We look for opportunities to share knowledge and provide training to Town staff with an overall goal of success for both the Town of Kiawah Island and Woolpert. Topics of discussion will include critical success factors, communication and reporting protocols, and any upcoming priority projects Town staff may wish to discuss with Woolpert for staff planning purposes. **Woolpert knows the key to success for on-call services is communication and responsiveness. In addition to our regular project-based communications, we will have a regularly occurring status update meeting with the Town to keep priorities aligned and projects on schedule.**

Project Scoping. On-call project scoping typically begins with a request from the Town and a conversation between the Town's Project Manager and Woolpert's Project Manager. As needed, Woolpert will engage other appropriate senior technical staff to assist in scope preparation. The initial conversation will include a discussion of project background, goals, and schedule requirements. This conversation may also include identification of community stakeholders and special considerations, such as maintenance of traffic, seasonal or event-driven traffic patterns, authorities having jurisdiction, and permitting and protection of environmentally sensitive features or culturally significant features that may exist within the project boundaries. Relevant prior studies or other helpful background documents are also typically identified at this stage.

Notice to Proceed and Planning. For each new on-call project assignment, upon request, Woolpert's Project Manager will prepare a Task Order proposal communicating Woolpert's understanding of the project background, drivers, and required outcomes and will propose a scope of work, schedule, and budget for the Town's review and approval. The Town's issuance of an approved Task Order will serve as Woolpert's authorization and Notice to Proceed with performance of the scope of work. Performance of each new Task Order assignment will begin with the development of a Project Plan. The level of detail and complexity of an individual Project Plan will depend on the relative complexity, value, and risk profile of the associated Task Order. In general, the Project Plan will include:

- A copy of the fully executed Task Order.
- Roles and Responsibilities Component.
- Contacts and Communication Protocol.
- QA/QC Plan.
- Work Breakdown Structure.
- Schedule Management Plan.
- Summary of Invoicing and Financial Tracking Requirements.

For more complex projects, the Project Plan may also include a Resources and Staffing Plan, a Stakeholder Engagement Plan, a Risk Management Plan, and/or a Change Management Plan. The Project Plan will be developed by the Project Manager in cooperation with senior technical personnel as appropriate and will be subject to review and approval by the Project Director with oversight responsibility for the project.

Project Implementation. Woolpert's Project Manager and any appropriate key staff will conduct a Kickoff Meeting with the Town's Project Manager and key staff. The Kickoff Meeting will include a review of scope, schedule, and budget, as well as project phases, dependencies and sequencing, and identification of project risks and any known external considerations, such as other projects that may have the potential to hinder completion of the project. The Work Breakdown Structure and the Schedule Management Plan developed during project initiation will be utilized to allocate resources and effectively monitor and track project execution. For more complex projects, a RACI (Responsible, Accountable, Consult, Inform) matrix can be developed during the Kickoff Meeting to include Woolpert team Key Personnel and key Town staff, organized by major tasks. The RACI matrix will be incorporated into the Project Plan. The RACI matrix will be a living document that is subject to refinement as needed during project performance.

Quality Assurance and Control (QA/QC). Woolpert's Quality Management Program (QMP) is based on the International Organization for Standardization model ISO 9001:2015. ISO standards are used to certify the quality systems and processes of an organization. Woolpert has over a decade of experience working with ISO, and a portion of our company is certified.

By modeling our QMP after the requirements of ISO, we demonstrate a consistency of products and services that will meet the Town's expectations and applicable governmental statutes and regulations. Additionally, every document submitted to the Town will first be considered a draft. We always account for continuous feedback on our deliverables so that they meet expectations. Before our deliverables are submitted, they go through a formal quality control checklist and grammar review.

Woolpert believes that quality is measured by our clients and is achieved when a service meets mutually agreed-upon requirements. We are committed to providing quality services and products to the Town. This commitment is more than quality control steps added to a process—it is a philosophy that is practiced by our Project Managers and production personnel.

Project Delivery. For product delivery, our Quality Assurance Plan (QAP) covers four important areas of quality assurance:

- Assigning team responsibilities with individual accountability.
- Formal internal review procedures for compliance with scopes, standards, and codes.
- Internal tracking and weekly coordination to prevent delays and errors.
- Periodic overview of products, internal processes, team performance, and client feedback for continued optimum performance and client satisfaction.

Woolpert PMs develop and maintain project plans—key components of Woolpert's quality control plan. PMs' most crucial duties are to develop and maintain those plans. Proper planning helps PMs to divide their projects into manageable phases and tasks that can be accomplished over short periods of time. Most project plans contain work breakdown structures, fee budgets, schedules, and project team organizations. All team members receive copies of the plans and amendments and review the plans with their PM. Because the plan is essentially a map for the project, PMs monitor, evaluate, and amend their plans throughout the project. Monitoring a project's progress against its plan keeps both the project team and the client up to date. Frequent and consistent monitoring also reveals scheduling, staffing, and budgeting problems that may arise unexpectedly.

Quality assurance can only be provided with constant quality control throughout the project. As the layers of data are brought into the framework of the project, they are checked for compatibility with all other plan elements and the overall compatibility with applicable agency and industry requirements. Another key component of quality control is maintaining constant communication with our clients. By keeping the client informed of progress and the content of design deliverables, delays and conflicts can be mitigated. With this plan in mind, our QA/QC process includes meetings, progress updates, risk questionnaires, and a teamwork approach with all involved in the process. Quality control will be exercised throughout the life of the contract.

Project Closeout. A Woolpert project closeout does not end when the construction is completed or once a final report has been submitted. We will execute project closeout procedures and hold a project closeout meeting with the Town to discuss what went well and what didn't to develop a list of lessons learned that is beneficial to both us and the Town. **Dependability and responsiveness are two of the top reasons our clients continue to return to Woolpert for professional services.**

We will take the feedback from that meeting and document it to share with other team members and for reference on future projects. This is the result of the typical Plan-Do-Check-Act cycle, but it only has value if followed through to the end and documented properly to be shared. Where there are things that went well, we will make sure to implement them on other projects or strive to do even better the next time. Where there are things that didn't go well, we will identify why and how to fix them for any future projects. Lastly, Woolpert will routinely send client satisfaction surveys to our clients to solicit feedback on how the team is performing overall.

Unique Challenges of Coastal Barrier Island Environment

Woolpert has been providing services to coastal South Carolina communities for over 20 years, and as a result we are very familiar with the unique challenges coastal communities face, including barrier islands. We have provided services to the Town of Kiawah Island; services for Charleston County on James Island, Johns Island, and Wadmalaw Island; services for the Town of Hilton Head Island; and services for Beaufort County on Lady's Island and St. Helena Island.

Coastal Environment

Our team understands the challenges of coastal projects to provide adequate drainage, minimize flooding, and protect the quality of coastal waterways by effectively managing stormwater while also meeting or exceeding federal, state, and local regulations. Woolpert understands coastal goals to implement resilient strategies:

1. **Slow/Store:** Implement solutions that manage stormwater through natural and engineered storage.
2. **Defend:** Strengthen barriers and defenses against rising water.
3. **Adapt:** Modify land use and urban design to accommodate future climate conditions.
4. **Buffer:** Utilize natural infrastructure like wetlands and green spaces to absorb excess water.

From our experience, Woolpert stands ready to help the Town implement these strategies to achieve resiliency while increasing residents' quality of life through sustainable solutions to mitigate the effects for coastal environments with high water tables, tidal influences, and sensitive ecosystems. Woolpert has been doing this type of work for coastal municipalities for decades. **This is the type of work we live for, and we are excited to accept new challenges on a daily basis.**

Coastal residents know that tidal flooding is a part of living on the coast. With sea level rise, subsidence, and increasingly intense storms, the risk of impact to coastal property is constantly growing. While a comprehensive solution is being developed, our team will incorporate localized concerns into our final solutions. Further, because our team is involved in floodplain modeling, CRS programs, water quality for site and watershed scales, and MS4 program compliance, we understand the interdependencies of each project or action on other areas of the Town's operations and goals. We are comfortable with everything from designing several new inlets for a roadway to creating watershed master plans to improve infrastructure, fix capacity issues, and solve water quality challenges simultaneously.

Barrier Island Environment

From our team's experience working on barrier islands, we are aware of the challenges faced. Each coastal solution is rooted in understanding the barrier islands' coastal processes and their effects on the coastal, inlet, and estuary system. The initial step in developing a coastal solution involves an analysis of physical processes, such as wind, wave dynamics, and shoreline changes. The following is a list of challenges typically faced on a barrier island:

Tidal Flood Protection. Our team provides tidal flood protection planning and design, offering comprehensive solutions to mitigate coastal flooding and tidal surges.

Stormwater Pumping Stations. Our team's experience extends to stormwater pumping stations, critical for managing water behind flood protection infrastructure during flood events. We perform detailed H&H interior drainage and pumping capacity analyses so that these pump stations can handle both stormwater runoff and tidal levels, integrating redundancy and automation for real-time control based on tidal and weather conditions.

Tidal Flood Gates. Our team specializes in designing tide gates to manage tidal backflow into low-lying drainage networks, using both self-regulating and automated systems to maintain stormwater discharge efficiency. Automated gates use integrated sensors to enhance performance by synchronizing with tidal and precipitation forecasts.

Coastal Erosion. Our team has prepared multiple coastal erosion control feasibility studies. All studies investigated coastal processes, shoreline changes, sediment budgets, littoral drift, storm impact risk to upland structures, and shorefront encroachment to quantify beach health on a reach-by-reach basis.

Coastal Regulatory Agencies and Management of the Permitting Process Experience

Working on the coast and on barrier islands presents a unique set of permitting challenges. Woolpert has extensive permitting experience because of our work dealing with local regulatory agencies and permitting numerous design projects. Woolpert is uniquely qualified for this contract because we have already established lines of communication and close working relationships with the various regulatory agencies and have a clear understanding of their requirements and procedures. This bridge that we can provide between the Town and regulatory agencies leads to a smooth and successful project. In addition, this close contact will develop staff familiarity and, most importantly, "buy-in" with the design prior to the time of the formal submittals. Major consideration will be given to early and continuous contact with the regulatory agencies to provide studies and support information that will be required for the final design and for obtaining permits.

Community Outreach and Engagement

From our experience in working in coastal communities we have learned that community outreach, engagement, and communication is very important for a successful project. **Woolpert's approach to a successful project emphasizes proactive community engagement, recognizing that those who live and work in the project areas have valuable firsthand knowledge that can help inform and refine project solutions.** By fostering open communication with residents, stakeholders, and community groups, the project efforts are both effective and broadly supported. Public meetings serve as a key mechanism for achieving multiple objectives simultaneously.

First, they provide an opportunity to educate the public about the benefits of the project, highlighting how land use, infrastructure, and individual behaviors impact flooding and water quality. By increasing public awareness, these sessions encourage responsible practices that align with broader project goals.

Second, public engagement builds trust and fosters buy-in for proposed projects. Clearly communicating the project's purpose, scope, and expected benefits lays the groundwork for securing any necessary permits, rights-of-way, or easements. When property owners understand how improvements will alleviate flooding, enhance water quality, or protect infrastructure, they are more likely to cooperate, allowing the project to advance smoothly without unnecessary delays.

Third, public outreach efforts serve as an invaluable tool for gathering local insight on problem areas, historical flooding patterns, and site-specific conditions that may not be fully captured through data and modeling alone. Community input can help shape project priorities, fostering solutions that address the most pressing issues and are designed with local needs in mind.

Woolpert will work with the Town to determine the most effective outreach strategy for each project, whether through traditional in-person public meetings, virtual forums, open houses, or targeted engagement efforts in specific neighborhoods. When an in-person meeting is held, Woolpert can act as an extension of Town staff, delivering informative presentations, answering questions, and facilitating discussions in a one-on-one setting. This personalized approach encourages residents to share their concerns and insights, helping to refine project designs in ways that best serve the community.

Why Woolpert?

Knowledge

- We understand your on-call needs as we have provided on-call engineering services to over 12 coastal South Carolina clients, including Charleston County and the City of Charleston, providing depth of expertise, efficiency, and high-quality performance.
- We have proficiency employing advanced quantity and quality monitoring and state-of-the-art modeling, including cutting-edge AI modeling applications.
- Our team specializes in coastal and water resource engineering, including civil, coastal, ocean, marine, and environmental engineers; coastal PhDs; certified floodplain managers; marine biologists, aquatic ecologists, and environmental scientists; structural and transportation engineers; and coastal surveyors, including bathymetric survey.

Location

- Our Charleston office and project team is located less than an hour's drive from the Town of Kiawah Island.
- We call Charleston County our home, have family and friends that live on Kiawah Island, and want to maintain/enhance the quality of life for Charleston County citizens and our families.

Unique Understanding

- Woolpert has been providing South Carolina communities with civil and stormwater-related services for more than 30 years to more than 50 communities, including experience with more than 12 coastal communities, and as a result we understand all applicable regulations and permitting requirements.
- We understand the unique challenges facing South Carolina barrier islands as we have worked on Kiawah Island, Wadmalaw Island, Johns Island, James Island, Hilton Head Island, Lady's Island, and Saint Helana Island.

Responsiveness

- Our local, on-call staff can quickly mobilize for any project need.
- Our Project Manager in Charleston is able to respond to time-sensitive issues.

Latest Technology

- We have consistent awareness of new technology and innovative ideas to enhance the Town's needs.
- We can integrate advanced remote sensing and machine learning applications to improve data assessment.
- Our proficient modelers leverage the latest 2D, rain-on-grid software to improve model results.

Efficient and Effective Solutions

- Ranked 47 on the *Engineering News-Record* Top 500 Design Firms list in 2024.
- Ranked 17 on the *Engineering News-Record* Top 25 Design Firms - Sanitary and Storm Sewers list in 2024.
- Ranked 21 on the *Trenchless Technologies* Top 50 Engineering Firms list in 2024.

SECTION D	SUBMITTAL FORM (Offeror to complete all blanks)	Page One

DATE: April 25, 2025

BY SUBMITTING THIS STATEMENT OF QUALIFICATIONS, THE UNDERSIGNED RESPONDENT REPRESENTS:

1. The Respondent has carefully examined the requirements and Scope of Services outlined in the Request for Qualifications;
2. The Respondent is familiar with all the conditions surrounding the performance of the Services and has a clear understanding of the services required;
3. If selected, the Respondent will provide all professional personnel, technical expertise, equipment, materials, and services necessary to perform the Services in accordance with the Contract Documents and highest professional standards;
4. The Respondent understands the Town reserves the right to reject any or all submissions that do not meet the RFQ requirements, or all submissions in the event the Project is canceled, postponed, or if it is in the best interest of the Town;
5. If selected, the Respondent will enter into negotiations and execute a Master Service Agreement as specified in the Request for Qualifications;
6. The Respondent is legally authorized to do business in South Carolina and is properly licensed to perform all aspects of the Services required in the RFQ, or will become so licensed prior to execution of the Contract;
7. The Respondent is current on all taxes, fees, and licenses owed to the Town and the State of South Carolina, as applicable;
8. The Respondent maintains professional liability insurance in the amounts specified in the RFQ, or is able to obtain such insurance prior to execution of the Contract;
9. The Respondent is financially solvent and has sufficient financial resources to perform the Contract;
10. All information provided in this submission is truthful, accurate, and complete, and contains no false or misleading statements;
11. The Respondent discloses any actual or potential conflicts of interest that could arise in the performance of Services for the Town; and
12. The individual signing this document is authorized to bind the Respondent to the representations made herein legally.

COMPANY NAME: Woolpert, Inc.

SIGNATURE: J.P. Johns

PRINTED NAME: J.P. Johns, PE

TITLE: Vice President

DATE: 04/25/2025

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

This project will be led by:

Project Director - James Riddle, PE

Project Manager - Crystal Muller, PE, CFM

Principal in Charge - J.P. Johns, PE

QA/QC - Hal Clarkson, PE, IAM, CFM

Environmental and Resiliency - Michael Long

Our management team will be supported by highly qualified engineering, architecture, survey, and field professionals. Our full organizational chart is provided in Section 2, and Resumes are provided in our Appendix.

II. EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

1. **COMPANY NAME:** Woolpert, Inc.

Contract Title On-Call Engineering Services

Contract Period: From 2022 To Present

Geographic Area Served Spartanburg County

Scope of Work: Please see Section 4 of our Proposal for full project descriptions and scope of work.

Contracting Office: Spartanburg County

Contact Name: Tim Sherbert

Title: Stormwater Manager

Address: 9039 Fairforest Road

City Spartanburg State: South Carolina

Telephone: 864.595.5340

Email: tsherbert@spartanburgcounty.org

II. EXPERIENCE *(Continued)*:

2. **COMPANY NAME:** Woolpert, Inc.

Contract Title Coastal Storm Risk Analysis and Resiliency Plan

Contract Period: From 2012 To Present

Geographic Area Served Hilton Head Island

Scope of Work: Please see Section 4 of our Proposal for full project descriptions and scope of work.

Contracting Office: Town of Hilton Head Island

Contact Name: Jeffrey Netzinger, PE

Title: Engineering & Projects Director

Address: One Town Center Court

City Hilton Head Island State: South Carolina

Telephone: 843.341.4775

Email: jeffn@hiltonheadislandsc.gov

3. **COMPANY NAME:** Woolpert, Inc.

Contract Title On-Call Stormwater Program Assistance

Contract Period: From 2022 To Present

Geographic Area Served Beaufort County

Scope of Work: Please see Section 4 of our Proposal for full project descriptions and scope of work.

Contracting Office: Beaufort County

Contact Name: Taylor Brewer

Title: Stormwater Program Manager

Address: 120 Shanklin Road

City Beaufort County State: South Carolina

Telephone: 843.694.4963

Email: Taylor.Brewer@bcgov.net

II. EXPERIENCE *(Continued)*:

4. **COMPANY NAME:** Woolpert, Inc.

Contract Title On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance

Contract Period: From 2002 To Present

Geographic Area Served Charleston County

Scope of Work: Please see Section 4 of our Proposal for full project descriptions and scope of work.

Contracting Office: Charleston County

Contact Name: Brett Champion

Title: Stormwater Program Manager

Address: 4045 Bridge View Dr Ste A301

City North Charleston State: South Carolina

Telephone: 843.202.7639

Email: BChampion@CharlestonCounty.org

5. **COMPANY NAME:** Woolpert, Inc.

Contract Title On-Call Stormwater Program and NPDES Compliance Support

Contract Period: From 2016 To Present

Geographic Area Served Georgetown County

Scope of Work: Please see Section 4 of our Proposal for full project descriptions and scope of work.

Contracting Office: Georgetown County

Contact Name: Rodney Butler

Title: MS4/Watershed Specialist

Address: 129 Screven Street

City Georgetown State: South Carolina

Telephone: 843.545.3265

Email: rbutler@gtcounty.org

BUSINESS LICENSE:

Respondents are not required to possess a valid Town of Kiawah Island Business License to submit a Statement of Qualifications. However, any firm selected to provide on-call engineering services must obtain a valid Business License prior to commencing any work within the corporate limits of the Town of Kiawah Island.

Does your firm currently possess a valid Town of Kiawah Island Business License?

☐ Yes ☑ No

If yes, please provide the license number: _____

If no, please acknowledge that your firm will obtain a business license upon contract award and prior to performing any services for the Town by checking the box below:

☑ Our firm will obtain a Town of Kiawah Island Business License upon contract award.

For questions regarding business license requirements or application procedures, please contact the Town's Business License Department at (843) 768-9166 or visit the Town's website at www.kiawahisland.org.

INSURANCE:

Each firm selected for on-call engineering services, at its own expense, shall procure and maintain insurance coverage throughout the entire term of the contract and any subsequent renewals. The required insurance coverage is outlined below:

GENERAL LIABILITY: $1,000,000 combined single limit per occurrence for bodily injury, property damage, and personal injury with a $2,000,000 general aggregate limit.

AUTOMOBILE LIABILITY: $1,000,000 combined single limit per accident for bodily injury and property damage.

WORKERS' COMPENSATION: Statutory limits are required by South Carolina state law and employer's liability limits of $100,000 per accident.

Each firm shall provide an acceptable Insurance Certificate(s) and Endorsement(s) to the Town no later than the execution of any contract resulting from this RFQ. The Town reserves the right to receive any additional documentation or information verifying insurance coverage as the Town deems necessary. The Town may contact the firms insurance agent(s) or carrier(s) directly concerning any insurance issues.

The Town of Kiawah Island must be advised immediately of any changes in required coverage(s).

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence or willful misconduct of the Town, each selected firm hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of the performance or default of any resulting contract as follows:

The firm expressly agrees that to the extent there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction, or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees, agents, subconsultants, or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss, or expense (whether in connection with bodily injury, death, property damage, or loss) that is suffered by the Town and its employees or any member of the public, the firm shall indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of the resulting contract.

Such costs shall include defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the firm's employees and any person directly or indirectly employed by the firm (including without limitation any employee of any subconsultant), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice of a claim, the firm shall promptly defend any aforementioned action.

For professional services contracts, this indemnification is limited to the extent the damages are caused by the negligent acts, errors, or omissions of the firm, its employees, or subconsultants in the performance of professional services under this contract.

This obligation shall survive the suspension or termination of the contract. The limits of insurance coverage required in this agreement shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business?___Yes_✓_No

If so, are you certified?____Yes____No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: Charleston

STATE OF: South Carolina

I, J.P. Johns (print name), being duly sworn, state that:

I am the Vice President (title) of Woolpert, Inc. (firm name), the Respondent that has submitted the attached Statement of Qualifications;

I am fully informed respecting the preparation and contents of the attached Statement of Qualifications and of all pertinent circumstances respecting such Statement;

Neither the Respondent nor its agents, representatives, owners, employees, or parties in interest, including this affiant, has in any way:

1. Colluded, conspired, connived, or agreed, directly or indirectly, with any other firm, potential firm, or person to submit a collusive or sham Statement of Qualifications in connection with the Contract for which the attached Statement of Qualifications has been submitted; or to refrain from submitting a Statement of Qualifications in connection with such Contract; or
2. In any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any firm, potential firm, or person to fix the price or prices in the attached Statement of Qualifications or of any other firm, or to fix any overhead, profit, or cost elements of the Statement of Qualifications price or the price of any other firm; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Kiawah Island or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Statement of Qualifications are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

PRINT NAME: Shelley Richardson

NOTARY PUBLIC FOR THE STATE OF South Carolina

My Commission Expires: 03/24/2031

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
04/11/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services Northeast, Inc.
New York NY Office
One Liberty Plaza
165 Broadway, Suite 3201
New York NY 10006 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (866) 283-7122 **FAX (A/C. No.):** (800) 363-0105
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Underwriters at Lloyds	32727
INSURER B:	The Charter Oak Fire Insurance Company	25615
INSURER C:	The Phoenix Insurance Company	25623
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
Woolpert, Inc.
4454 Idea Center Boulevard, Suite 100
Dayton OH 45430 USA

COVERAGES **CERTIFICATE NUMBER:** 570112096320 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE / X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / X PRO-JECT / X LOC OTHER:			P6300R561380COF25	03/01/2025	03/01/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $1,000,000 $15,000 $1,000,000 $2,000,000 $2,000,000
C	**AUTOMOBILE LIABILITY** X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			810-2W206561-25-43-G	03/01/2025	03/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$1,000,000
	UMBRELLA LIAB / OCCUR **EXCESS LIAB** / CLAIMS-MADE DED / RETENTION						EACH OCCURRENCE AGGREGATE	
C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		UB4W7689952543E	03/01/2025	03/01/2026	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	$1,000,000 $1,000,000 $1,000,000
A	E&O - Professional Liability - Primary			PSDEF2501124 Clms Md - Prof/Pollution	03/01/2025	03/01/2026	Per Claim/Aggregate Deductible	$5,000,000 $750,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Deadline for Questions: April 10, 2025, Final Addendum Issued (if necessary): April 14, 2025, Qualification Submission Deadline: April 25, 2025, Interviews (if necessary): May 9, 2025, Anticipated Award Notification: Week of May 11, 2025, Contract Start Date: Week of May 18, 2025, RFQ Release Date: March 26, 2025, Pre-Submission Conference (Optional): April 3, 2025. Town of Kiawah Island is included as Additional Insured in accordance with the policy provisions of the General Liability and Automobile Liability policies.

CERTIFICATE HOLDER

Town of Kiawah Island
4475 Betsy Kerrison Pkwy.
Kiawah Island SC 29455 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Northeast, Inc.

Holder Identifier :

Certificate No : 570112096320

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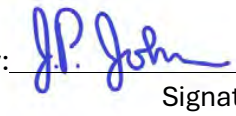
COMPANY INFORMATION

NAME OF COMPANY: Woolpert, Inc.

By:  J.P. Johns, PE

Signature Print Name

Title: Vice President (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 4900 O'Hear Avenue, Suite 202

City: North Charleston State: South Carolina Zip: 29405

Telephone Number: 843.216.0401 Business Fax Number: 937.461.0743

Email Address: jp.johns@woolpert.com

Is your firm a ✓ Corporation, _____ Sole Proprietorship, or _____ Partnership?

If incorporated, please list state of incorporation: Ohio

FEIN or SSN: 20-1391406

MAYOR:
Bradley D. Belt

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III

TOWN OF Kiawah Island ESTABLISHED 1988

MAYOR PRO TEMPORE:
Russell A. Berner

COUNCIL MEMBERS:
E. Luke Farrell
Madeleine Kaye
Lance Spencer

On-Call Engineering Services RFQ

Addendum 1

17 April 2025

1. Does the Town foresee any projects under this contract involving partnering with the Kiawah Island Community Association?
   While the jurisdiction typically remains separate between the Town of Kiawah Island and the Kiawah Island Community Association, there is a possibility that some future projects will require coordination between the two entities.

2. The due date is listed as next Thursday, which is the 24th, not the 25th. Am I correct in that the deadline is Thursday the 24th?
   The submission deadline is Friday April 25th by 2pm

3. The RFQ says 4 hard copies plus an electronic on a thumb drive – the website says email the submission to Patrea. Which do you prefer?
   Please submit the hard copies with thumb drive version as well as an email submission to Petra Reynolds. She will need copies emailed to her from all firms so that she can keep record for the Town archive

We acknowledge we have received this addendum.

Exhibit B - FEE SCHEDULE

Town of Kiawah Island - On-Call Engineering Services

Firm Name: Woolpert, Inc.

Contact Person: J.P. Johns, PE

Date Submitted: 04/25/2025

SECTION 1: HOURLY RATES BY POSITION/CLASSIFICATION

Please provide your firm's hourly billing rates for all personnel classifications that may be utilized for services under this contract. Add additional rows as necessary.

Classification/Position Title	Name(s) of Key Staff	Hourly Rate($)
Principal/Senior Manager	J.P. Johns, Jim Schlaman	$285
Project Manager	Crystal Muller, Jacob Burkey	$225
Senior Engineer	Paul Smith, Tom Less, Daniel Ramos, Jon Wiley	$215
Project Engineer	Kate Liu, Zach Smoot, Paige Sechrist, Molly Brown	$195
Senior Designer	Jody Igou, Danny Maas, Jay Boltz, Sam Bobko	$185
Designer	Kaitlin Mahoney, Lauren Roof	$165
CAD Technician	Vlad Tishchenko	$115
GIS Specialist	Laura Burns, Victoria Jenkins	$140
Environmental Scientist	Michael Long	$150
Surveyor (PLS)	Michael Zarlengo	$215
Administrative Support	Kristi Pekar	$85
Senior Project Director	Mark Tomczyk	$275
Project Director	James Riddle	$265
Senior Subject Matter Expert	Steve Godfrey, Arash Niroomandi	$250
Subject Matter Expert	Hal Clarkson	$235
Senior Landscape Architect	Andrew Pack	$220
Technical Team Leader	Joel Doughty	$135
Junior Engineer (EIT)	Seiji Nyamadi	$125
Senior Field Technician	Brad Futrelle	$110
Field Technician	Bibi Rivera-González	$95
Bathymetric Surveyor	R.J. Kozich	$135

SECTION 2: EQUIPMENT RATES (If Applicable)

Please provide rates for specialized equipment that may be used on Town projects. Add additional rows as necessary.

Equipment Description	Unit (Hour/Day/Week)	Rate ($)
Survey Equipment (Total Station)	Day	$60
Survey Equipment (GPS)	Day	$55
Field Testing Equipment	Day	$25
Traffic Counting Equipment	Week	$400
Other (Field Truck)	Day	$130
UAS System	Day	$200
Sontek Flow Tracker	Day	$150
Pole Cam	Day	$38
Rain Gauge	Week	$25
Flow Monitor	Day	$7
Fluidion Bacterial Analyzer	Week	$1,000
Velocity Meter	Day	$20
Argo Amphibius Vehicle	Day	$80

SECTION 3: REIMBURSABLE EXPENSES

Please indicate your firm's billing rates for standard reimbursable expenses.

Type of Expense	Billing Rate	Unit
Mileage	$IRS Standard Rate	Per mile
Photocopies/Prints	$0.10	Per page
Large Format Printing	$2.00	Per sheet

SECTION 4: SUBCONSULTANT MARKUP

Please indicate the percentage markup that will be applied to sub-consultant services.

Sub-consultant Services Markup: ___0___% (not to exceed 10%)

SECTION 5: VOLUME DISCOUNTS (OPTIONAL)

If your firm offers any volume discounts based on annual billings or other metrics, please describe them below:

Not applicable.

SECTION 6: ADDITIONAL INFORMATION

Please provide any additional information regarding your fee structure that may be relevant to the Town's consideration:

Not applicable.

CERTIFICATION

I certify that the rates provided in this Fee Schedule are true and correct and will remain fixed for the initial term of the contract as specified in the RFQ.

Signature of Authorized Representative

Title

J.P. Johns, PE, Vice President

Resumes

Project Director

James Riddle, PE | Professional Engineer: SC 23162, NC

Education: MS, Earth and Environmental Resources Management, University of South Carolina; BS, Civil Engineering, Clemson University | **Years of Experience:** 24

James is a vice president and program director for Woolpert and has extensive experience in water resources with an emphasis in watershed modeling, NPDES municipal compliance, stormwater monitoring, and floodplain mapping. He has managed or directed projects for dozens of municipal and county governments over the course of his career across the Southeast, and he has grown Woolpert's continuous monitoring station program and continues to stay on the cutting edge of new technologies related to water quality monitoring.

Experience Highlights:

- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **On-Call Stormwater Services** | Mount Pleasant, SC
- **Shoeless Joe Jackson Park Green Infrastructure BMP Enhancements** | Greenville County, SC
- **On-Call Engineering Services** | Spartanburg County, SC
- **Tidal Station Monitoring** | Town of Kiawah Island, SC
- **On-Call Church Creek Watershed Master Plan Services** | City of Charleston, SC

What I Bring to the Town of Kiawah:

- Has more than 20 years of experience with coastal zone flooding issues.
- Developed community-wide surface water quality monitoring networks for multiple coastal clients.
- Has worked for SC coastal communities for over 20 years to solve flooding and water quality concerns

Project Manager

Crystal Muller, PE, CFM | Professional Engineer: SC 33575, NC, VA

Education: MS, Biological and Agricultural Engineering, North Carolina State University; BS, Biological Systems Engineering, Virginia Polytechnic Institute and State University | **Years of Experience:** 16

Crystal is an experienced project manager within Woolpert's Water Resource department. Her responsibilities include watershed assessment and planning, H&H and water quality modeling, stream restoration, best management practices (BMP) design, and data management for Woolpert's public agency clients. She has experience with ArcGIS, HEC-RAS, PC-SWMM, WIP Tools, and various water quality modeling programs. She has been involved in developing watershed implementation plans, flood studies, modeling reports, environmental assessments, and scoping documents. Crystal's passion is helping communities find cost-effective and innovative solutions to flooding problems.

Experience Highlights:

- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **Snee Farm Drainage Improvements** | Mt. Pleasant, SC

What I Bring to the Town of Kiawah:

- Coastal knowledge with a focus on coastal clients and communities and an understanding of the unique challenges of these areas.
- Passion for drainage improvement projects and striving to improve them.
- Has worked with Charleston County for over 10 years and understands coastal requirements expectations.

Principal in Charge

J.P. Johns, PE | Professional Engineer: SC 22001, NC, FL, GA, VA

Education: MS, Biosystems Engineering; BS, Agricultural Engineering, Natural Resources Emphasis, Clemson University | **Years of Experience:** 26

J.P. is the water market director at Woolpert with experience in H&H, water quality, and sedimentology modeling. His experience includes NPDES stormwater program implementation, H&H analysis of urban waterways, floodplain management, watershed master planning, and stream restoration. J.P. is currently an adjunct professor at Clemson University, the president of the Southeast Chapter of International Erosion Control Association, and a member of the Southeast Stormwater Association.

Experience Highlights:

- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **On-Call Stormwater Services** | Mount Pleasant, SC
- **Shoeless Joe Jackson Park Green Infrastructure BMP Enhancements** | Greenville County, SC
- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC

What I Bring to the Town of Kiawah:

- Expertise in wet infrastructure management in South Carolina and the Southeast.
- Expertise in stormwater program development and funding.
- Expertise in erosion prevention and sediment control.

QA/QC

Hal Clarkson, PE, CFM, IAM | Professional Engineer: SC 12271, MD

Education: BS, Civil Engineering, University of South Carolina | **Years of Experience:** 40

Hal's involvement in stormwater management includes experience with program development, implementation, and funding. He has assisted numerous communities across the Southeast region with stormwater infrastructure management and utility development. He is currently an active member of the APWA, the Southeast Stormwater Association, the National Association of Flood and Stormwater Management Agencies, and several other professional organizations. He has served on the board of directors of several of these organizations and is a regular presenter at conferences, webinars, and workshops.

Experience Highlights:

- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **Stormwater Modeling and BMP Implementation** | Hilton Head Island, SC

What I Bring to the Town of Kiawah:

- Extensive knowledge about floodplains and their impacts on local communities with 40+ years solving stormwater problems.
- Experience with developing wet infrastructure management programs (IAM).

Environmental and Resiliency

Michael Long

Education: MS, Biology, University of South Carolina; BS; Biology, Presbyterian College | **Years of Experience:** 19

Michael has extensive expertise in surface water sampling techniques, including continuous monitoring station selection and maintenance, and alternative discrete sampling methods. He has over a decade of experience with Campbell Scientific and Xylem products, managing studies on aquatic macroinvertebrate communities and integrated stresses. Michael has worked on projects related to the South Carolina NPDES permits for stormwater discharge from industrial activities and municipal separate storm sewer systems. He has been involved in toxicity studies, biodiversity assessments, natural stream design, and statistical analyses.

Experience Highlights:

- **Tidal Station Monitoring** | Town of Kiawah Island, SC
- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC

What I Bring to the Town of Kiawah:

- Ongoing technical expertise for the operation/ maintenance of the Kiawah River real-time tide gauge station.
- Deep understanding of biological/ecological science yet practical experience with cutting edge technology to evaluate these conditions.

Civil Engineering Services

Kate Liu, PE | Professional Engineer: NC

Education: MS, Civil Engineering, University of North Carolina at Charlotte; BS, Agricultural Machinery Engineering, National Chung-Hsing University, Taiwan | **Years of Experience:** 17

Kate is a civil engineer and water design team leader with experience in site development, H&H modeling, stormwater management, and water design. She has provided consulting services to the public and private sectors and worked on projects ranging from large-scale watershed planning analyses to detailed drainage design. She is well-versed in design and construction principles and can provide solutions to problems while maintaining project quality and budget. Prior to joining Woolpert, Kate worked in site development, designing stormwater drainage systems, wastewater collection systems, water distribution systems, and road improvements and conducting floodplain analyses in North and South Carolina. She has extensive experience using AutoCAD Civil 3D, XP-SWMM, PC-SWMM, HEC-RAS, HEC-HMS, HydroCAD, and ArcGIS.

Experience Highlights:

- **On-Call Engineering Services** | Spartanburg County, SC
- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC

Civil Engineering Services

Vlad Tishchenko

Years of Experience: 20

Vlad is an experienced CADD technician/drafter and surveyor who has worked on a variety of Woolpert's water and wastewater projects. He is responsible for drawing set up and producing construction documents and record drawings, and he is well-versed in many versions of AutoCAD Civil 3D. Vlad brings experience and efficiency to his projects.

Experience Highlights:

- **SCDOT MS4 Compliance and Statewide Design Guidance** | Statewide, SC
- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **Culvert Design Projects** | Spartanburg County, SC

Civil Engineering Services

Mark Tomczyk, PE, LEED GA | Professional Engineer: AL, FL, GA, MS, PA

Education: MS, Environmental Engineering, Penn State University; BS, Civil Engineering, Penn State University | **Years of Experience:** 35

Mark's vast engineering experience encompasses all aspects of civil/environmental engineering, including stormwater and resiliency, erosion and sediment pollution control, and stormwater quantity and quality modeling, for federal, state, and local government clients. His typical project roles include client interface, engineer of record, and project manager for study, planning, design, and implementation. Mark is an active member of the Florida Stormwater Association and sits on the Education Committee.

Experience Highlights:

- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **CMOM Program** | Miami-Dade County, FL
- **Professional Engineering Services for SSES** | City of Hampton, VA

Civil Engineering Services

Paul Smith, PE | Professional Engineer: NC, GA

Education: BTech, Mechanical Engineering, Buffalo State | **Years of Experience:** 26

Paul has been responsible for numerous neighborhood improvement, capital improvement, and utility projects throughout the Carolinas. He brings a diverse design and construction administration background to the project team, and his experience includes several large water conveyance/transmission projects. Additionally, Paul's background includes several years of site development work, which involved the design of on-site water quality and quantity BMPs.

Experience Highlights:

- **On-Call Engineering Services** | Spartanburg County, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **Shoeless Joe Jackson Park Green Infrastructure BMP Enhancements** | Greenville County, SC

Civil Engineering Services

Seiji Nyamadi, EIT

Education: MCE, North Carolina State University; BS, Civil Engineering, Central University, Ghana | **Years of Experience:** 4

Seiji is a water resources engineer in training with expertise developing drainage design, stormwater management plans, erosion and sediment controls, and wastewater construction and rehabilitation plans; evaluating pre- and post-developed hydrology of a project site to determine the best strategies for stormwater management (including determining allowable discharges, conveyance systems, and treatment requirements for the project's interconnected stormwater systems); and analyzing and determining the sizing and rehabilitation needs of sanitary sewer systems, including gravity mains, pump stations, and force mains.

Experience Highlights:

- **On-Call Engineering Services** | Spartanburg County, SC
- **Stormwater Master Plan** | City of Beavercreek, OH
- **SCIIP Grant Design** | Greenville County, SC

Civil Engineering Services

Zach Smoot, PE | Professional Engineer: SC 32303

Education: MS and BS, Biosystems Engineering, Natural Resources, Clemson University | **Years of Experience:** 16

Zach is adept in the monitoring and design of surface water systems. He has overseen stream flow measurement and quantification at more than 50 locations for MS4 and watershed monitoring projects and has supported many of Woolpert's ongoing stormwater and watershed management projects. Zach has implemented various statistical analysis techniques for assessing surface water data that has made reviews of this data more efficient and reliable. He is proficient with GIS, water quality and quantity monitoring, modeling, and other related systems, and he is knowledgeable in the design and construction of green infrastructure, stormwater BMPs, and stream improvement projects.

Experience Highlights:

- **SCDOT MS4 Compliance and Statewide Design Guidance** | Statewide, SC
- **On-Call Engineering Services** | Spartanburg County, SC
- **Shoeless Joe Jackson Park Green Infrastructure BMP Enhancements** | Greenville County, SC

Civil Engineering Services

Jay Boltz, PE | Professional Engineer: SC 37575, FL, IL, IN, KY, NC, OH

Education: BS, Civil Engineering (Sustainability), University of Cincinnati | **Years of Experience:** 15

Jay oversees all technical staff for roadway, bridge, traffic, and transportation inspection projects. With extensive experience in roadway and site design, grading, signage, striping, maintenance of traffic (MOT) design, bike and pedestrian facility design, pavement design, and utility design and coordination, he specializes in ADA compliance, military transportation planning, and urban streetscape design. Jay frequently collaborates with state departments of transportation, municipalities, private development clients, the federal government, and the U.S. military, bringing a wealth of knowledge from working in multiple states and jurisdictions.

Experience Highlights:

- **Columbus General Engineering 2022** | Columbus, OH
- **Wheatland Avenue Improvements** | Columbus, OH
- **Luther E. Warren Peace Path Extension** | Wilmington, OH

Civil Engineering Services

Tom Less, PE, SE, ENV SP | Professional Engineer: SC 35023, AZ, FL, IN, KY, MD, NC, OH, TX, WA

Education: MS, Civil Engineering, The Ohio State University; BS, Civil Engineering, The Ohio State University | **Years of Experience:** 16

Tom is a bridge and structural engineer with extensive experience in inspecting, analyzing, and designing bridges and structural elements, performing hydraulic analyses, and preparing design and construction drawings. Tom manages structural portions of projects and serves as the lead bridge designer for the firm. He oversees less experienced staff and has led assessments and rehabilitation studies for various structures, including historic bridges and pedestrian suspension bridges. Tom specializes in complex geometric design and finite element modeling, handling intricate bridge elements and high seismic design. Additionally, he completes and reviews hydraulic analyses for both small stream crossings and larger multi-crossing systems.

Experience Highlights:

- **On-Call Engineering Services** | Spartanburg County, SC
- **On-Call Stormwater Services** | Mount Pleasant, SC
- **Hueston Woods Low Water Crossing** | Preble County, OH

Civil Engineering Services

Paige Sechrist, PE, ENV SP | Professional Engineer: OH, PA, TX

Education: BS, Civil Engineering, Ohio Northern University | **Years of Experience:** 14

Paige has worked on a variety of civil engineering projects, providing hydraulic analysis and leading the design and analysis of complex structures such as curved steel girders, pedestrian suspension bridges, and prestressed beams. She is also involved in the inspection and rehabilitation of bridges and the design of various retaining walls and culverts. Clients appreciate her attention to detail and thoroughness in designs.

Experience Highlights:

- **Culvert Design Projects** | Spartanburg County, SC
- **Roadway Safety Studies and Design** | Statewide, OH
- **General Engineering Services Contract** | Washington County, OH

Civil Engineering Services

Jon Wiley, PE | Professional Engineer: KY, OH

Education: BS, Civil and Environmental Engineering, University of Cincinnati | **Years of Experience:** 38

Jon is a transportation engineer recognized as a leader in planning and corridor improvement projects. He specializes in solutions tailored to meet the needs and goals of the traveling public within individual communities. Jon has led projects in traffic engineering, transportation planning, and bicycle/pedestrian facilities, managing transportation studies, corridor design components, environmental process requirements, and preliminary engineering for state departments of transportation. His experience includes multimodal design projects ranging from large roadway corridors and city-wide bike plans to campuses and downtown urban streetscapes. Jon excels at project development, geometric design, and translating complex solutions into simple terms for clients.

Experience Highlights:

- **Roadway Safety Studies and Design** | Statewide, OH
- **Pedestrian Safety Improvements** | Cincinnati, OH
- **WAR-48-7.01 Widening and Intersection Safety Improvements** | Warren County, OH

Civil Engineering Services

Sam Bobko, PE, PTOE | Professional Engineer: OH

Education: BS, Civil Engineering, The Ohio State University | **Years of Experience:** 21

Sam 's expertise includes traffic analysis, roadway safety, and design projects, and he has prepared over 150 traffic engineering studies and designed more than 100 traffic signals. Sam is proficient in traffic software such as Synchro, Highway Capacity Software (HCS), and TransModeler, and leverages his experience to create efficient, long-term solutions for clients. He prioritizes early coordination and communication with project stakeholders to garner community support and facilitate smooth implementation. Sam frequently works with municipalities, public agencies, and state departments of transportation.

Experience Highlights:

- **Roadway Safety Studies and Design** | Statewide, OH
- **Bicycle and Pedestrian Task Order Contract** | Statewide, OH
- **Preliminary Engineering and Environmental Evaluation Task Order Contract** | Statewide, OH

Civil Engineering Services

Andrew Pack, PLA | Registered Landscape Architect: NC

Education: BS, Landscape Architecture, West Virginia University | **Years of Experience:** 36

Andrew brings senior planning and design expertise while acting as a trusted liaison with clients. He excels at leading multi-discipline teams and planning sessions that integrate the needs of clients, communities, and regulatory bodies. His strategic approach enhances project outcomes and improves resource efficiency, saving both time and costs. Andrew's experience includes planning and designing over 250 parks, leisure facilities, and athletic venues, contributing innovative designs that enhance functionality, accessibility, and sustainability. His commitment to excellence and ability to navigate complex issues are vital to achieving client satisfaction and success.

Experience Highlights:

- **MLK Jr. Park "Off-Line" Detention** | City of Columbia, SC
- **Landscape Architect Services** | The Citadel | Charleston, SC
- **Snee Farm Drainage Improvements** | Mt. Pleasant, SC

Stormwater Management Services

Steve Godfrey, PE, CFM | Professional Engineer: SC 19415, FL, GA, NC, OH, TN, WV

Education: MCE and BS, Civil Engineering, North Carolina State University | Years of Experience: 30

Steve is a modeling leader with experience solving stormwater problems for municipalities and state agencies across the country. He specializes in the use of H&H modeling for developing SWMPs and developing design alternatives that improve flood management. He has developed H&H models for more than 50 watersheds and has been responsible for the field reconnaissance, model parameter development, H&H model set up, and calibration of these models. Steve is proficient in H&H calculations and has used many of the popular computer models on the market today, including HEC-1, HEC-2, HEC-RAS (1D/2D), HEC-HMS, EPA-SWMM, XP-SWMM (1D/2D), PC-SWMM (1D/2D), ICPR (1D/2D), InfoSWMM, InfoWorks ICM (1D/2D), SRH2D, StormCAD, HydroCAD, and MikeUrban (1D/2D).

Experience Highlights:

- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **On-Call Engineering Services** | Spartanburg County, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC

Stormwater Management Services

Jody Igou, PE, CFM | Professional Engineer: SC 28646

Education: BS, Civil Engineering, Clemson University | Years of Experience: 18

Jody has experience in stormwater modeling, monitoring, design, and compliance. She is responsible for field collection, GIS integration, and modeling and analysis of watershed quality and quantity data. She assists numerous clients in identifying and resolving watershed impairments and flooding issues and preparing stormwater reports, management plans, permitting guides, and design manuals to protect local water bodies. She collects and analyzes data and has extensive experience working alongside clients' staff to meet project requirements. Her project experience includes watershed analysis; grading, drainage, and stormwater design; stormwater structure inventories; H&H modeling; floodplain management; and regulatory compliance.

Experience Highlights:

- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **On-Call Church Creek Watershed Master Plan Services** | City of Charleston, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC

Stormwater Management Services

Arash Niroomandi, PhD, PE, CFM, ENV SP | Professional Engineer: VA

Education: PhD, Coastal Engineering, Old Dominion University; MS, Water Resources Engineering, Sharif University of Technology; BS, Civil Engineering, Azad University | Years of Experience: 8

Arash is a senior H&H modeler who specializes in coastal and H&H engineering services. By combining cutting-edge research with hands-on engineering, he tackles complex coastal and water resource engineering challenges. Arash's focus is on delivering resilient and cost-effective solutions for a diverse range of clients, including public and private entities, municipalities, state and federal agencies, and private developers. Arash leverages AI and coding to automate processes, facilitate complex modeling, and achieve cost-effective results. He develops comprehensive stormwater management plans, performs intricate modeling, and delivers solutions that meet both water quantity and quality standards. Utilizing advanced engineering tools in coastal, riverine, and urban environments, Arash is dedicated to shaping safer and more resilient communities.

Experience Highlights:

- **Big Bethel Blueway Resilience Infrastructure** | City of Hampton, VA
- **Watershed Master Plan** | City of North Charleston, SC
- **Coastal Storm Risk Management (CSRM) Interior Drainage Analysis** | Norfolk, VA

Stormwater Management Services

Danny Maas, PE | Professional Engineer: VA; NASSCO PACP/MACP/LACP

Education: BS, Civil Engineering (Environmental Minor), Old Dominion University | **Years of Experience:** 22

Danny is a seasoned project manager with a history of delivering high-quality, innovative, and sustainable solutions in coastal communities. His unwavering focus on client satisfaction enables every project to be executed with precision, meeting and often exceeding client expectations. With a strong background in stakeholder engagement, strategic planning, and problem-solving, Danny is dedicated to driving successful project outcomes that protect and enhance our coastal environments. His project management focus is on communication, responsiveness, and accommodating ever-changing client needs.

Experience Highlights:

- **Menchville Marina Dock and Shoreline Improvements** | Newport News, VA
- **Consent Order (CO) Services Annual Contract** | City of Hampton, VA
- **Ash Avenue Drainage Study** | Virginia Beach, VA

Stormwater Management Services

Laura Burns, PE, IAM, MBA | Professional Engineer: VA

Education: MBA, Old Dominion University; BS, Civil Engineering, Old Dominion University; BBA, Computer Information Systems, James Madison University | **Years of Experience:** 12

Laura is an expert systems analyst in Woolpert's Information Technology and Management Consulting practice who offers a dedicated focus on Cityworks AMS implementation, as well as report writing. She provides Cityworks configuration, implementation, and on-site support to Woolpert clients. Laura has experience with Crystal Reports development, Microsoft SQL Server, and Oracle. She has been an integral part of the project teams that deliver enterprise asset management consulting to municipal clients throughout the Southeast region. Laura is a Certified e-Builder Enterprise Silver Partner team member.

Experience Highlights:

- **Cityworks PLL Support and Workflows** | Greenville, SC
- **MS4 NPDES Permit Compliance Services 2021 Permit, Year 1** | Greenville, SC
- **MWSC Cityworks Implementation** | Lexington, SC

Stormwater Management Services

Lauren Roof, PE | Professional Engineer: SC 42798

Education: BS, Environmental Engineering, Oregon State University | **Years of Experience:** 4

Lauren is an engineer in the Water Resource group located in Woolpert's Charleston, SC, office. She has been involved extensively in projects related to NPDES MS4 program compliance and water quality monitoring, modeling, and assessment. She is experienced in field data collection, data management and analysis, data visualization, report preparation, and municipal-owned facility inspections. She has experience with a variety of software tools, including Aquatic Informatics Applications, WISKI, ArcGIS, HEC-HMS, HEC-RAS, XP-SWMM, StormCAD, MATLAB, and Microsoft Office applications.

Experience Highlights:

- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC

Stormwater Management Services

Bibi Rivera-González, CEPSCI

Education: BS, Environmental Engineering, Clemson University | **Years of Experience:** 2

Bibi is a dedicated Water Resource engineer in training who specializes in water quality data management and water quality monitoring in the field for multiple projects in the Low Country. With a background in environmental engineering, Bibi leverages her extensive knowledge and passion for water quality, honed through Clemson University's water research programs, to address the unique challenges of coastal environments. Her hands-on experience includes devising on-the-fly solutions to unforeseen issues in the field, as well as testing new equipment and providing valuable insights to her team. Having grown up by the ocean, Bibi's deep connection to the environment fuels her commitment to her work, where she adeptly balances fieldwork with office responsibilities. Fluent in Spanish, she effectively communicates with a diverse range of clients. Bibi is proficient in AutoCAD, Excel, ArcGIS, Grafana, WISKI, and Aquarius Data Management.

Experience Highlights:

- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC

Stormwater Management Services

Jacob Burkey, PE | Professional Engineer: SC 34663, FL

Education: MS, Biosystems Engineering, Clemson University; BS, Biosystems Engineering (Ecological and Environmental), Clemson University | **Years of Experience:** 13

Jacob is an engineer with extensive engineering design experience that involves ecological and environmental concerns. During his education at Clemson University, he worked as a Research Assistant on various water quality and stormwater best management practices (BMP) projects. Jacob uses a variety of data collection/management and modeling programs, such as AutoCAD, ArcGIS, IDEAL, Campbell Scientific LoggerNet, Teledyne ISCO, YSI EcoWatch, Sontek, SDI-12, and Microsoft Office software. He is proficient with analysis of water quality elements and assessment of the content and impact of environmental contaminants/pollutants. He combines hands-on field experience with expertise in laboratory testing procedures and academic biosystems research.

Experience Highlights:

- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **On-Call NPDES and Stormwater Services and Floodplain Management Program Assistance** | Charleston County, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC

Stormwater Management Services

Joseph Wilder, PE (Taylor) | Professional Engineer: FL

Education: MS, Civil and Environmental Engineering, South Dakota School of Mines and Technology; BS, Environmental Engineering, Florida Gulf Coast University | **Years of Experience:** 5

Joseph brings specialized expertise in H&H modeling through his mastery of integrated groundwater/surface water modeling platforms. He leads stormwater and BMP assessments and tidal flood protection studies across coastal watersheds. His work in resilience planning emphasizes sea level rise adaptation, while his experience in water quality testing and environmental permitting supports comprehensive infrastructure solutions. Joseph delivers sophisticated modeling and analysis for critical water resource decisions.

Experience Highlights:

- **SFWMD C7, C8, and C9 Watershed Flood Protection Level of Service Adaptation Planning and Mitigation** | Miami-Dade and Broward Counties, FL
- **Future Needs Assessment Modeling** | Broward County, FL
- **SFWMD Flood Protection Level of Service for Nine Watersheds** | Broward County, FL

Stormwater Management Services

Tayyab Mehmood (Taylor)

Education: MS, Civil Engineering, Specializing in Water Resources Engineering, Texas A&M University; BS, Civil Engineering, NED University of Engineering and Technology | **Years of Experience:** 7

Tayyab primarily focuses on hydrologic and hydraulic modeling of water resource systems. His work involves developing integrated models for environmental restoration and flood control projects, data collection/processing, analysis, and review of the data to support project objectives and technical report writing. Tayyab is also a subject matter expert on the Compass MT-2 Team with AECOM. Tayyab is experienced with MIKE-SHE, MIKE-11/MIKE-HYDRO, ICPR4, ArcMap, MODFLOW (GMS and Visual), HEC-RAS, HEC-HMS, and HYDRUS, and he has limited experience with MATLAB.

Experience Highlights:

- **SWFWMD Long-Term Water Budget Model for the Ridge Lakes** | Highlands County, FL
- **Future Needs Assessment Modeling** | Broward County, FL
- **Rookery Bay National Estuarine Research Reserve (RBNERR) H&H Modeling and Analysis** | Collier County, FL

Stormwater Management Services

Elton Smith, PE (Taylor) | Professional Engineer: FL

Education: BS, Mechanical Engineering, University of South Florida | **Years of Experience:** 19

Elton is experienced in a range of civil engineering subdisciplines with a focus on water resources design and construction administration. He works on a variety of projects including transportation design, stormwater design, stormwater modeling, permitting, planning, and general construction management. Elton provides experienced project management throughout the life of the project from planning to design, permitting, and construction.

Experience Highlights:

- **Park Design, Permitting, and Construction Administration** | Silver Springs, FL
- **SFWMD TCNS 214 Storage and Treatment Alternatives Analysis** | Okeechobee County, FL
- **SFWMD C8 and C9 Phase 2 Mitigation Planning** | Miami Dade and Broward Counties, FL

Stormwater Management Services

Christopher Ellis (Taylor)

Education: BS, Environmental Science, Virginia Polytechnic Institute and State University | **Years of Experience:** 25

Christoper provides environmental expertise including wetland delineation and habitat characterization, wetland mitigation design and monitoring, ecosystem restoration, state and federal permitting, threatened and endangered species consultation support, National Environmental Policy Act (NEPA) documentation, submerged resource surveys, water and sediment sampling and data evaluation, and phase I and II environmental site assessments.

Experience Highlights:

- **Panama City Port Authority East Terminal Berth Extension** | Panama City, FL
- **Florida Inland Navigation District (FIND) Dredged Material Management Area MSA 617C Design and Permitting** | Palm Beach County, FL
- **Pedestrian Bridge NEPA Documentation Assistance** | St. Lucie County, FL

Stormwater Management Services

Chris Moss, PE, CFM (Taylor) | Professional Engineer: SC 25487, FL, TX

Education: MS, Biosystems and Agricultural Engineering | **Years of Experience:** 25

Chris leads a multidisciplinary team specializing in water resource design, stormwater management, and floodplain analysis. He has a proven track record in delivering innovative solutions for stormwater improvement projects, master planning, and floodplain management. His leadership includes overseeing flood insurance studies for FEMA, managing FEMA Disaster Response Data Analytics Cell task orders, and providing compliance support for municipal floodplain development permitting and FEMA's Community Rating System (CRS) recertification. Chris's experience directly aligns with hydrologic and hydraulic modeling, mitigation planning, regional drainage design, permitting, and resilient infrastructure development.

Experience Highlights:

- **Future Needs Assessment Modeling** | Broward County, FL
- **Rubin Park of Commerce Letter of Map Revision** | Ocala, FL
- **SWFWMD Chassahowitzka River Watershed Management Plan** | Citrus County, FL

Environmental and Resiliency

Jim Schlaman, PE, ENV SP | Professional Engineer: KS

Education: MS, Civil Engineering, University of Kansas; BS, Biological Systems Engineering, University of Nebraska-Lincoln | **Years of Experience:** 24

Jim is committed to building resilience and sustainability solutions to water scarcity challenges, such as those that have been intensified by population growth, groundwater depletion, degradation of watersheds and ecosystems by nutrient pollution and contaminants, deterioration of aging infrastructure, and other factors. Jim's expertise includes green infrastructure, wet weather, combined sewer overflow (CSO), sanitary sewer overflow (SSO), hydrology, hydraulics, computer modeling, water quality, affordability analysis, consent order negotiations, integrated water resource planning, long-term control plans (LTCP), total maximum daily loads (TMDLs), water rights, industrial water, water scarcity, flood management, watershed management, asset management, alternative funding services, alternative water supply, climate change, and One Water initiatives.

Experience Highlights:

- **Water Stewardship/Replenishment Program** | Chicago, IL
- **Climate Action Plan** | Kansas City, MO
- **Water Master Plan** | San Diego, CA

Environmental and Resiliency

Kaitlin Mahoney, PE, CFM | Professional Engineer: SC 38767

Education: MS, Sustainable Engineering, Villanova University; BS Biological Engineering, Penn State University | **Years of Experience:** 8

Kaitlin is a stormwater engineer with experience in stream monitoring and sampling, data corrections and analysis for sewer monitoring, rainfall monitoring, and hydraulic modeling. While pursuing her degree in Biological Engineering at Penn State, she studied stormwater design, watershed modeling, and soil and water engineering, and she possesses knowledge in stormwater management, including experience with HEC-RAS and PC-SWMM. Kaitlin brings critical thinking and strong collaboration skills to all projects. She also has experience with ArcGIS/Pro, DSS-WISE, GeoHEC-RAS, ADS PRISM, and ISCO Flowlink.

Experience Highlights:

- **MS4 NPDES Permit Compliance Services** | Greenville County, SC
- **On-Call Stormwater Services** | Dorchester County, SC
- **SCDOT Statewide Design Guidance** | Statewide, SC

Environmental and Resiliency

Molly Brown, PE, MBA | Professional Engineer: SC 20641; NASSCO PACP/MACP/LACP

Education: BS, Biosystems Engineering (Ecological Emphasis, Sustainability Minor), Clemson University | **Years of Experience:** 5

Molly has been involved in a number of projects for municipalities related to asset management for both stormwater and wastewater systems, water quality and quantity monitoring, and NPDES MS4 program compliance. She has also participated in regulatory compliance evaluations, technical and annual report preparation, surface water and stormwater sampling, and project and phase management tasks.

Experience Highlights:

- **On-Call Church Creek Watershed Master Plan Services** | City of Charleston, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **SCDOT MS4 Compliance and Statewide Design Guidance** | Statewide, SC

Environmental and Resiliency

Daniel Ramos, PE, WEDG | Professional Engineer: CA, FL, MA, NC, NY, TX, Puerto Rico

Education: MS, Structural Engineering, Technical University of Madrid; BAE, California Polytechnic State University | **Years of Experience:** 17

Daniel is a principal of Woolpert and the director of port and marine engineering. He has expanded BA's practice in New York and Europe and serves as a technical lead in the field. As a waterfront structural engineer, he has been responsible for all phases of analysis and design from concept development to the delivery of detailed construction documents. With more than 14 years of professional experience, his past designs encompass a broad range of marine structures, including piers, wharves, ferry terminals, marinas, marine oil terminals, flood barrier structures, diversion structures, bulkheads, and dolphin structures.

Experience Highlights:

- **Port Everglades Terminal 4 for Disney Cruise Lines** | Fort Lauderdale, FL
- **PortMiami Terminal V** | Miami, FL
- **Citywide Retaining Walls and Seawalls Rehabilitation** | Manhattan, NY

Environmental and Resiliency

Jake Duncan (DD WEST)

Education: BS, Biology, Valdosta State College | **Years of Experience:** 42

Jake is the co-owner of D&D WEST in Charleston, South Carolina. He is an experienced wetlands, vegetation, and soils instructor; consulting botanist; and wildlife biologist, responsible for instructing wetland training courses and conducting wetland delineations, habitat inventories, and botanical surveys across the U.S. Jake designs and implements wetland creation and restoration plans, and wildlife management plans, and he is recognized as a court expert in wetland delineation, vegetation identification, and hydric soils.

Experience Highlights:

- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **On-Call Stormwater Services** | Mount Pleasant, SC
- **Highway 701 Widening** | Horry County, SC

Environmental and Resiliency

Jonathan Brumfield, PE (Taylor) | Professional Engineer: FL, MS

Education: MS, Civil Engineering, University of North Florida; BS, Civil Engineering, University of North Florida | **Years of Experience:** 8

Jonathan manages and provides structural engineering support for various waterfront engineering projects for private, local, state, and federal clients across all coasts of the U.S. As a practicing marine structures engineer with a background in heavy civil marine construction, Jonathan understands the balance between resilient engineering solutions and constructability. He leads project development and multidisciplinary teams to realize complex waterfront projects from conceptual feasibility through regulatory permitting, final engineering design, and construction administration for projects typically exceeding $1 million in construction costs. Jonathan's expertise in the marine environment is demonstrated by successful projects often incorporating coastal protection and stabilization, dredging, living shorelines, bulkheads, mooring and marina facilities, boat ramps, fishing piers, and related waterfront and coastal structures.

Experience Highlights:

- **Jupiter Inlet Outstanding Natural Area Living Shoreline** | Palm Beach County, FL
- **Twin Rivers Park Living Shoreline** | Martin County, FL
- **Mayport Dock Redevelopment – Phase 2** | Duval County, FL

Environmental and Resiliency

Jonathan Armbruster, PE (Taylor) | Professional Engineer: AL, FL, NY

Education: MS, Environmental Hydrologic and Hydraulic Engineering, University of Illinois; BE, Civil Engineering, The Cooper Union | **Years of Experience:** 25

Jonathan oversees efforts across a spectrum of activities from feasibility analysis through final design and construction-phase services for a range of projects including marine and waterfront facilities, marine structures, dredging projects, dredged material management facilities, hydraulic control structures, pile foundation structures, erosion control measures, and shore protection installations.

Experience Highlights:

- Twin Rivers Park Living Shoreline | Martin County, FL
- Moorings Park at Grande Lake Building E Bulkhead Design | Collier County, FL
- JAXPORT Shoreline Protection at Dames Point Terminal | Jacksonville, FL

Environmental and Resiliency

Duncan Greer (Taylor)

Education: MS, Coastal Engineering, University of Florida; BS Civil Engineering, Florida State University | **Years of Experience:** 12

Duncan leads all aspects of design and permitting, including analyses of coastal processes, structure design, alternatives analyses, numerical modeling of waves and wave transformation, sediment transport, and related storm impacts. His expertise in the water environment is demonstrated by serving as project manager, lead design engineer, and Engineer of Record on successful projects serving public and private clients, often incorporating coastal protection and stabilization, beach restoration, dredging, living shorelines, bulkheads, mooring and marina facilities, boat ramps, fishing piers, and related waterfront and coastal structures.

Experience Highlights:

- Okaloosa County Western Destin Beach Restoration | Destin, FL
- Martin County Indian Riverside Park Living Shoreline | Martin County, FL
- Walton County Coastal and Environmental Engineering Continuing Services | Walton County, FL

Environmental and Resiliency

Chris Bender, PhD, PE (Taylor) | Professional Engineer: FL, MS

Education: PhD, Coastal Engineering, University of Florida; MS, Coastal Engineering, University of Florida; BS, Ocean Engineering, University of Rhode Island | **Years of Experience:** 20

Over the course of his career, Chris has taken a leading role in the simulation and evaluation of hurricane surge, wave mechanics and loading, littoral processes, shoreline protection, and sediment transport. His coastal engineering experience includes use of the following assessment tools: STWAVE, SWAN, SWAN+ADCIRC, REF/DIF-1, MIKE21, SMS, ACES, Beach-fx, GENESIS, and SBEACH, as well as numerous desktop assessment techniques. He has successfully applied these models to many Atlantic and Gulf Coast locations from New England to Texas and the Great Lakes. Chris serves on the American Society of Civil Engineers (ASCE) Coastal Engineering Research Council (CERC) and has taught coastal engineering courses at the University of North Florida as a part-time faculty member.

Experience Highlights:

- FEMA Risk MAP Regional Production and Mapping Program Support | Nationwide, U.S.
- FEMA Coastal Flood Risk Analysis | New York and New Jersey
- Marsh Landing Stormwater Analysis | Jacksonville, FL

Environmental and Resiliency

Michael Kabiling, PhD, PE, CFM (Taylor) | Professional Engineer: **SC #29908**, FL, GA, WA

Education: PhD, Hydraulic and Coastal Engineering, Yokohama National University; ME, Water Resources Engineering, Asian Institute of Technology; BS, Civil Engineering, University of the Philippines | **Years of Experience:** 32

Michael is an expert in water resources, hydraulic and coastal engineering, numerical modeling, and climate change resiliency. He leads the numerical modeling practice area at Taylor. Michael has worked on a variety of projects, applying 1D, 2D, and 3D models for hydrodynamics, advection-dispersion, waves, sediment transport, and morphology, including flood models. He's been involved in over 40 hydraulics and scour studies in Florida, South Carolina, Louisiana, and Texas, and more than 80 numerical modeling projects covering hydrology, waves, riverine and coastal floods, dam breaks, water quality, contaminant transport, sediment transport, morphology, and sea level rise.

Experience Highlights:

- **Old Pond Road Bridge Replacement** | Charleston, SC
- **FEMA Risk MAP Regional Production and Mapping Program Support** | Nationwide, U.S.
- **Louisiana Watershed Initiative Modeling Review** | Various Counties, LA

Environmental and Resiliency

Ashley Lein, EI, CFM (Taylor)

Education: BS, Civil Engineering, University of North Florida | **Years of Experience:** 5

Ashley is a certified floodplain manager and coastal engineer specializing in floodplain management, resilience planning, and vulnerability assessments. She has expertise in mitigation planning, permitting compliance, flood protection level of service evaluations, and regional drainage design. Ashley's work focuses on identifying and addressing deficiencies in stormwater and flood control infrastructure, leveraging innovative and sustainable water management techniques, developing adaptation strategies, and supporting community engagement efforts.

Experience Highlights:

- **Vulnerability Assessment and Resilience Plan** | Sarasota County, FL
- **SFWMD C7 Watershed Flood Protection Level of Service Adaptation Planning and Mitigation** | Miami-Dade County, FL
- **Vulnerability Assessment** | Walton County, FL

Environmental and Resiliency

Patrick Lawson, GISP, CFM (Taylor)

Education: BA, Geography, Cartography/Physical Geography, University of Florida | **Years of Experience:** 21

Patrick is a certified GIS professional and floodplain manager with extensive experience providing GIS services for environmental evaluation and large-scale GIS data development projects. He is well-versed and experienced with GIS data collection, analysis, and mapping. Since 2019, Patrick has used this experience to create automated techniques that identify inundation depths and flood risk for critical assets, neighborhoods, and other features for all of Taylor Engineering's resilience projects. These automated techniques provide efficiency and help to eliminate errors when calculating inundation depths for thousands of assets from a dozen or more flood scenarios.

Experience Highlights:

- **Vulnerability Assessment** | Walton County, FL
- **Department of Environmental Protection Statewide Vulnerability Assessment** | Statewide, FL
- **Resilience Plan Update** | Venice, FL

Surveying

Michael Zarlengo, PLS | Professional Land Surveyor: SC 39083, AL, CA, CO, DC, GA, KY, MO, NJ, NV, NY, TX

Education: BS, Geomatics, The Ohio State University | **Years of Experience:** 22

Michael is a licensed professional surveyor with experience conducting multiple types of projects. His practical skills include photogrammetric and geodetic surveys, GIS data collection and analysis, airborne GPS applications, topographic surveys, geodetic leveling, and H&H and boundary surveys. He coordinates with field survey crews, clients, and engineers to perform project assignments and assists in developing the skills of other survey personnel. Michael has assisted in projects involving land development, drainage, buildings, roads, and pipelines. He is responsible for improvement of project quality control and quality assurance measures.

Experience Highlights:

- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **SCDOT MS4 Compliance and Statewide Design Guidance** | Statewide, SC
- **Stormwater Inventory and Assessment** | Gwinnett County, GA

Surveying

Joel Doughty, CEPSCI

Education: BS, Environmental Geography, University of Wisconsin-Whitewater | **Years of Experience:** 25

Joel is a seasoned field technician experienced in supporting stormwater management programs for numerous municipalities throughout the Southeast region. He has supported NPDES permitting compliance and stormwater management systems through field operations that include stormwater data collection, illicit sampling, and tracking of known facilities. He is skilled in performing outfall inventory assessments, data review, dry weather sampling, and data downloads.

Experience Highlights:

- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC

Surveying

Brad Futrelle, CEPSCI, CSPR

Education: BS, Civil Engineering Technology, University of North Carolina | **Years of Experience:** 19

Brad is an engineer designer and field technician with extensive experience managing inventory and condition assessments within Woolpert's Infrastructure Management practice. His responsibilities include mapping out storm drainage systems, collecting water samples, assisting with the inventory and condition assessment of stormwater and wastewater systems, and conducting flow monitoring and outfall screening. Brad's experience allows him to complete projects at an efficient rate while maintaining a high level of accuracy and proficiency to clients.

Experience Highlights:

- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **SCDOT MS4 Compliance and Statewide Design Guidance** | Statewide, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC

Surveying

Victoria Jenkins

Education: BS, Geography with GIS Concentration (African American Studies Minor), University of South Carolina | **Years of Experience:** 5

Victoria is a GIS technician in Woolpert's Columbia office, where she provides maps to aid in visual assessments, analyzes and edits data, assists in the management of geodatabases, and performs QA/QC on geodatabase deliverables. She applies geographic analysis to situations in order to evaluate the information provided and render a product that will assist management and stakeholders in making well-informed decisions. Victoria is driven to aid community improvement by providing proper visual representation of the data collected and analyzed to address any issues in the water quality of the watershed and to help communities maintain healthy stormwater infrastructure for years to come.

Experience Highlights:

- **Coastal Storm Risk Analysis and Resiliency Plan** | Town of Hilton Head Island, SC
- **On-Call Stormwater Program and NPDES Compliance Support** | Georgetown County, SC
- **On-Call Stormwater Program Assistance** | Beaufort County, SC

Surveying

R.J. Kozich

Education: BS, Geology/Earth Science, College of Charleston | **Years of Experience:** 7

R.J. is responsible for maintaining proper protocols; holding daily safety toolbox talks; determining SV cast frequency, swath sector, vessel speed/direction, and weather thresholds; and verifying proper data transfer protocols are met. His skills include mobilization and operation of ultibeam sonar, side-scan sonar, sub-bottom sonar, and several laser scanning systems. R.J. is well-versed in many different hydrographic software programs, including Hypack, QPS Qinsy, QPS Qimera, PosPAC MMS, and AutoCAD drafting software. He mobilizes high-precision RTK GPS and multibeam sonar on survey vessels to collect ultra high-resolution multibeam data and backscatter imagery.

Experience Highlights:

- **Highway 22 over Waccamaw River Bathymetric Survey** | Horry County, SC
- **On-Call Photogrammetry, Survey, and SUE Services** | Statewide, VA
- **Gowanus Canal Dredge Survey** | Brooklyn, NY

Surveying

Ryan Peterson, PLS, GISP (Locations, LLC)

Education: BS, Geography/Geographic Information Systems, University of South Carolina | **Years of Experience:** 20

Ryan is the owner and founder of Locations Land Surveying and Planning, LLC. His surveying services focus on the Lowcountry and the State of South Carolina for both public and private clients. His past experience working for municipalities gives Ryan an important perspective on the needs of municipal clients. He is well-versed in collecting survey data in difficult terrain and marsh conditions common to coastal areas.

Experience Highlights:

- **On-Call Stormwater Program Assistance** | Beaufort County, SC
- **On-Call Stormwater Program Assistance** | Charleston County, SC

WOOLPERT

TAB 8

TOWN COUNCIL

Agenda Item

Request for Town Council Action

TO: **Mayor and Council Members**

FROM: **Brian Gottshalk, Public Works Director**

SUBJECT: **Purchase of Town Vehicle for Wildlife Department**

DATE: **3 June 2025**

GENERAL INFORMATION:

The Town of Kiawah Island provides town vehicles for employees whose job responsibilities require them to perform field work on a regular basis. The Wildlife Department is seeking to replace an existing wildlife vehicle due to the typical town fleet cycle and the existing condition of the truck.

ANALYSIS:

During a routine maintenance service of the 2022 Wildlife Toyota Tacoma, town staff were informed that there was an issue with the vehicle's transmission. This repair would be costly, and the mechanic recommended cycling this vehicle out for a new truck.

Town staff publicly posted an RFP to solicit quotes for a new Toyota Tacoma. Town staff received two bids for a new Tacoma:

American Vet Works, Inc: $56,389.00
Finley Logistics, LLC: $62,992.00

American Vet Works, although cheaper, has a lead time of between 3 and 6 months for delivery, as they are a dealer located in New York.

ACTION REQUESTED:

Town Staff requests that the Town Council approve the quote from Finley Logistics in the amount of $62,992.

BUDGET & FINANCIAL DATA:

The current budget has $35,000 for a Town vehicle. Town staff has gotten an offer of $27,000 for the existing 2022 Tacoma from a local dealer. This means that the net cost to purchase the Tacoma from Finley Logistics would be $992.00. This would come from the General Fund.

TOWN OF KIAWAH ISLAND

NOTICE TO BIDDERS

The **Town of Kiawah Island** (hereinafter also referred to as "Owner") is now accepting bids for a 2025 Toyota Tacoma as outlined in Section II.

INSTRUCTIONS TO BIDDERS

Bids should be sent via email with the subject "2025 Truck Bid" to Petra Reynolds, Town Clerk at preynolds@kiawahisland.org.

Bids will be received until: **May 29, 2025 @ 2:00 pm**

Bids must include a written statement that "the bid is firm and will not be withdrawn for a period of sixty (60) days". **Purchase of vehicle will be made as a cash sale after June 5, 2025.**

Each bidder may submit suggested changes in the specifications. These proposed changes must be submitted separately in writing, must include the cost, and must include a listing of specifications for the proposed changes.

The bid offer acknowledges the right of the Town ("Owner") to accept or reject any or all bids and to waive any informality in any bid received. It declares that the bid is in all respects fair and without collusion or fraud, and that no member of the staff or officer of the Town of Kiawah Island, or any person employed by the district, is directly or indirectly interested in the bid, or in any portion of the profits that might result from the bid.

The Owner reserves the right to reject any bid if an investigation of the bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract.

Any questions or explanations regarding the vehicle specifications should be directed to: Brian Gottshalk at bgotthsalk@kiawahisland.org, 843-768-9166.

SECTION I:

Bids must include and delineate all installations, equipment, and services.

SECTION II: SYSTEM REQUIREMENTS

2025 Toyota Tacoma, 4x4, Double Cab, Long Bed (6 ft), Automatic

Trim: TRD Off Road

Color: Exterior: Black Interior: Boulder/Black Fabric w/Smoke Silver

Accessories: All Weather Floor Mats, 17" All Terrain Tire Upgrade.

Options: 2 Keys with FOBs, 2" dealer-installed lift, Undercoating, Rust proofing

SUBMITTING ORGANIZATION/COMPANY:

Person Submitting Proposal (Contact Person): Ryan Saari, CFO

Company Name: Finley Logistics, LLC

Address: 600 Robert Daniel Dr, Unit 1322

City, State, Zip: Daniel Island, SC 29492

Phone Number: 412-302-9223 FAX Number: N/A

E-mail Address: Sara@finleylogistics.com

BID ACCEPTANCE:

Subject to the terms and conditions herein, and any others by reference to additional contracts, invoices, or other documentation, we accept the bids for the services described:

Town Representative: _____

Title: _____

Date: _____

Finley Logistics, LLC

600 Robert Daniel Drive, Unit 1322, Daniel Island, SC 29492 • sara@finleylogistics.com • 412-302-9223

May 22, 2025

Re: 2025 Truck Bid

To Whom It May Concern,

Finley Logistics, LLC is pleased to present our bid totaling $62,992.00.

We look forward to hearing from you, and thank you for your consideration.

Qty.	Unit	Description	Unit Cost
1	Each	2025 Toyota Tacoma Per Specifications	$62,992.00
		Total Price:	$62,992.00

Sincerely,

Ryan Saari, CFO

TOWN OF KIAWAH ISLAND

NOTICE TO BIDDERS

The **Town of Kiawah Island** (hereinafter also referred to as "Owner") is now accepting bids for a 2025 Toyota Tacoma as outlined in Section II.

INSTRUCTIONS TO BIDDERS

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Bids will be received until: **May 29, 2025 @ 2:00 pm**

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The bid offer acknowledges the right of the Town ("Owner") to accept or reject any or all bids and to waive any informality in any bid received. It declares that the bid is in all respects fair and without collusion or fraud, and that no member of the staff or officer of the Town of Kiawah Island, or any person employed by the district, is directly or indirectly interested in the bid, or in any portion of the profits that might result from the bid.

The Owner reserves the right to reject any bid if an investigation of the bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract.

Any questions or explanations regarding the vehicle specifications should be directed to: Brian Gottshalk at bgotthsalk@kiawahisland.org, 843-768-9166.

SECTION I:

Bids must include and delineate all installations, equipment, and services.

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2025 Toyota Tacoma, 4x4, Double Cab, Long Bed (6 ft), Automatic

Trim: TRD Off Road

Color: Exterior: Black Interior: Boulder/Black Fabric w/Smoke Silver

Accessories: All Weather Floor Mats, 17" All Terrain Tire Upgrade.

Options: 2 Keys with FOBs, 2" dealer-installed lift, Undercoating, Rust proofing

SUBMITTING ORGANIZATION/COMPANY:

Person Submitting Proposal (Contact Person): _____

Company Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ FAX Number: _____

E-mail Address: _____

BID ACCEPTANCE:

Subject to the terms and conditions herein, and any others by reference to additional contracts, invoices, or other documentation, we accept the bids for the services described:

Town Representative: _____

Title: _____

Date: _____

TAB 9

TOWN COUNCIL

Agenda Item

Memorandum

TO: **Chair and Members of Ways and Means Committee**

FROM: **Dorota Szubert, Finance Director**

SUBJECT: **Recommendation for Internal Controls Assessment**

DATE: **June 3, 2025**

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Background:

As required by South Carolina law, the Town undergoes an annual financial audit to ensure the accuracy and transparency of its financial statements. In addition to this statutory requirement, the Town is taking a proactive step to further strengthen financial integrity, promote transparency and enhance public trust in its operations by initiating an internal controls assessment.

On May 5, 2025, the Audit Committee recommended that the Town engage Mauldin & Jenkins Government Advisory Group to conduct the assessment of the Town's finance function, with the focus on internal controls and compliance. The objectives of the assessment are:

1. Evaluate the effectiveness of the Town's current internal controls.
2. Identify any gaps or risks in financial process.
3. Assess governance practices related to financial oversight,
4. Review compliance with applicable laws, regulations and internal policies.
5. Provide meaningful observations and recommendations based on best practices and the Town's objectives.

Action Requested:

Town staff is requesting that the Ways & Means Committee recommend to Town Council the approval of the proposal from Mauldin & Jenkins for the internal controls assessment.

Budget & Financial Data:
If approved, this engagement will be funded from the General Fund, with the placeholder of $40,000 included in the FY2026 budget.

Mauldin & Jenkins
200 Galleria Parkway SE
Suite 1700
Atlanta, GA 30339

MAULDIN & JENKINS
CPAs & ADVISORS

May 30, 2025

Mayor Bradley Belt
Town of Kiawah Island
4475 Betsy Kerrison Pkwy
Kiawah Island, SC

Dear Mayor Belt:

Thank you for the opportunity to serve the Town of Kiawah Island (the "Town"). The purpose of this engagement letter is to document the options for Mauldin & Jenkins ("M&J") to consult with and assist you in conducting an Operational and Performance Assessment ("Assessment") of the Town's Finance Department, focusing on internal controls, ethics, efficiency, and operations that are aligned with the Town's values and priorities. We also understand that the Town may desire to include the Human Resources function in scope, as well as an assessment of the Town's legal/regulatory/governance environment which is separately priced out in this engagement letter.

This engagement letter describes M&J's services to assess the operations and performance for the Finance Department, which will include reviewing the current environment, comparing to leading practices, considering governance and controls enhancements, testing for consistent implementation and documentation of current controls, developing models and enhancements for a desired future state, identifying gaps between current and future states, and creating realistic and implementation recommendations for the Finance Department to reach its desired future state.

We commend the Town for undertaking this initiative, as it will help mitigate risks and enhance the efficiency and effectiveness of the Finance Department and enhance alignment of future operations with current objectives.

A. Engagement Objectives, Scope, and Approach

Scope/Objectives

The goal of this engagement will be to assist the Town in optimizing finance operations and service delivery models for efficiency and effectiveness, best leverage current systems and resources, reduce risk and maintain compliance, increase transparency and accountability, and ensure that internal controls, compliance measures, and the use of leading practices are in place and consistently implemented.

Assessment scope and objectives include the following related to the Finance Department:

- Understand and document a high-level picture of the current environment
    - Governance
    - Operating environment
    - Controls/Control gaps (if applicable)
    - Financial activities and management
    - Organizational structures
    - Key workflow and business processes
- Identify "what is working well", "what needs improvement", and "areas for potential risk or concern"
- Compare operations to leading practices
- Identify areas that are performing well to replicate throughout the Town
- Identify areas for improvement
- Develop meaningful recommendations to improve/enhance department operations
- Develop a Strategic Roadmap for implementation of recommendations

Approach and Deliverables

Our approach will consist of the following four phases, resulting in a comprehensive report:

Phase 1 – Initiation and Planning

M&J will conduct a kick-off meeting with the Town project sponsor and other relevant stakeholders. The purpose of the kick-off meeting will be to introduce the M&J Team; discuss roles and responsibilities; and project objectives, scope, timing, communication protocols, and potential risks. The meeting will allow for discussion at a more granular level to help ensure M&J and Town are aligned on key project attributes.

We will also discuss access to people and information needed during the Assessment and methods for requesting and obtaining interviews and data. We will bring an initial information request to the kick-off meeting based on our understanding of the Town's needs and our knowledge of conducting similar assessments.

We will work with the Town project sponsor to create an initial interview request list. Once the Assessment has begun and knowledge learned, additional information and interview request lists will be developed and submitted to the Town.

Outputs: Initial Information and Interview Requests

Phase 2 – Information Gathering

The Information Gathering Phase will consist of obtaining information from two primary sources: information requested and received from the Town, and from information obtained during interviews.

We will create a tracking matrix to identify what information has been received and the completeness of the received information compared to what was requested. We will also create a tracking matrix for the interviews requested and timeliness of being able to conduct the meetings and obtain necessary data. We will include the information and interview tracking matrices in our bi-weekly status reports to the Town to ensure visibility into any delays or obstacles.

We will also leverage our internal catalog and conduct research of leading operational and governance practices to help develop future state models.

Outputs: Additional Information and Interview Requests, and Tracking Matrices

Phase 3 – Fieldwork and Data Analysis

There will be significant amounts of data and information leveraged in our approach that will guide our findings, analysis, and recommendations. We will perform our initial fieldwork primarily by:

a. <u>Reviewing requested information and data</u>

   We will request and review relevant information such as:

   - Organization charts
   - Job descriptions including roles, responsibilities, and competencies
   - Town rules, codes, or other regulatory guidance
   - Policies and procedures
   - Technology/systems inventory
   - Workflow diagrams or mapping
   - Fiscal and budgetary data/reports
   - Performance or output data
   - Strategic plans and/or prior similar assessments
   - Handbooks, guides, or other operating support documentation

b. <u>Conducting interviews</u>

   M&J will conduct multiple interviews with relevant Town management and staff. We will use the interviews to gain an understanding of staff roles and responsibilities, organization and reporting, operating functions, and compliance. We will also meet with Town leadership, including the Mayor and the Audit Committee, to understand their concerns and their vision for an effective and leading Town operating environment.

c. Performing field/workflow/system observations
Part of our fieldwork will include performing direct observations of business processes and workflow. We want to understand first-hand how processes and workflow actually operate – not just how they are supposed to operate.

d. Testing
Once we have an understanding of the current state and the designed internal controls, we will conduct testing of certain high-risk or high-impact controls, to verify that the controls are consistently applied, and that adequate documentation exists to support the application of the controls.

e. Comparable Government Comparisons
Based on our understanding of the Town's priorities and strategic vision, we will leverage our understanding of comparable local governments to help the Town understand leading practices that may assist the Town in achieving its desired future state. As applicable, we can also share lessons learned from other governments facing similar challenges and opportunities.

Phase 4 – Validation and Reporting

We will begin this phase while fieldwork is still being conducted. The purpose of this phase is to:

- Begin to share preliminary observations with the appropriate stakeholders through meetings/workshops
- Receive feedback on the preliminary observations
- Based on feedback received, perform additional fieldwork or data analysis as applicable
- Prepare draft report
- Communicate draft report to the Town project sponsor and appropriate stakeholders
- Obtain written feedback from draft report
- Prepare final report
- Present final report to appropriate stakeholders

Outputs: Draft Report, Final Report, Final Report Presentation

Timing

We estimate a project duration of approximately 14-18 weeks to complete the Assessment.

We will deliver a draft report at approximately 12-16 weeks after project commencement and allow time for Town review/commentary and any appropriate adjustments to be made before issuing a final report at approximately 14-18 weeks after project commencement.

B. Engagement Team

David Roberts will serve as the engagement partner and will be responsible for overseeing the engagement and the delivery of all services to you. David Roberts has more than 25 years of experience as a consultant and trusted advisor, with extensive experience assessing local government functions and direct operations across the country leading to enhanced operations, customer service, transparency, and accountability. Kate Russell, who served as a former state agency CFO, and has led numerous operational and performance assessments for local governments, and other professionals from our Government Practice will also serve the Town in delivering services against our scope of work.

C. Engagement Assumptions, Client Acknowledgements, Responsibilities and Representations

Our Services, Fees and work schedule are based upon the following assumptions, acknowledgements, representations, and understandings with you:

- The services described in this engagement letter constitute an advisory engagement conducted under American Institute of Certified Public Accountants standards for consulting services
- Our work will be to assist and advise you with this project. As stated below and for clarity, we will not, nor does Town desire us to, perform any management functions, make management decisions, or otherwise perform in a capacity equivalent to that of an employee or officer of Town
- Town will determine the extent of services it wishes Mauldin & Jenkins to provide and will undertake the responsibilities set forth in this engagement letter
- Town will designate an employee or employees within its senior management who will make or obtain all management decisions with respect to this engagement on a timely basis
- Town will ensure that we have access to key people, facilities and data, and that all levels of your employees and contractors/relevant third parties will cooperate fully and timely with us. The success of this engagement is dependent upon full openness, communications, cooperation and timely direction
- Town agrees that all assumptions set forth in this engagement letter are accurate and agrees to provide us with such further information we may need and which we can rely on to be accurate and complete. We will be entitled to rely on all of your decisions and approvals made independently, and we will not be obligated to evaluate, advise on, confirm or reject such decisions and approvals
- Town will evaluate the adequacy and results of services and will let us know immediately of any problems or issues you perceive in our personnel, services or deliverables
- Mauldin & Jenkins will provide recommendations as applicable. Town is responsible for evaluating such recommendations and implementing the recommendations as deemed appropriate by Town
- Town will review the draft report in a timely manner
- Untimely review, or access to people or information could have an impact on the project schedule

- In no event shall Mauldin & Jenkins (or its personnel) be liable to Town – whether a claim be in tort, contract or otherwise—for any consequential, indirect, lost profit or similar damages relating to the services provided under this engagement letter, except to the extent finally determined to have resulted from the negligence or fraudulent behavior of Mauldin & Jenkins relating to such service

The fulfillment and confirmation of these responsibilities, acknowledgements and representations are critical to the success of this engagement. The successful delivery of our services, and the fees charged, are also dependent on your timely and effective completion of your responsibilities, the accuracy and completeness of the assumptions, and timely decisions and approvals by your management. You will be responsible for any delays, additional costs or other liabilities caused by or associated with any deficiencies in the assumptions or in carrying out your responsibilities.

D. Additional Understandings Arising from the Performance of Attest Services by Mauldin & Jenkins

Mauldin & Jenkins currently performs the financial audit in accordance with auditing standards generally accepted in the United States of America ("GAAS") and the standards applicable to financial audits contained in *Government Auditing Standards* ("GAS") issued by the Comptroller General of the United States. Those standards require that the auditor maintain independence so that opinions, findings, conclusions, judgments, and recommendations will be impartial and viewed as impartial by reasonable and informed third parties. Before we agree to provide a nonaudit service to an existing GAAS/GAS audit client or an entity for which we may be asked to provide future audit services under GAAS/GAS standards, we determine whether providing such a service would create a significant threat to our independence for GAAS/GAS audit purposes, either by itself or in aggregate with other nonaudit services provided. A critical component of our determination is consideration of management's ability to effectively oversee the nonaudit service to be performed. Town has agreed to designate an individual who possesses suitable skill, knowledge, or experience and that the individual understands the Services to be performed sufficiently to oversee them.

Accordingly, the management of Town agrees to the following:

1. Town has designated a senior member of management, who possesses suitable skill, knowledge, and experience to oversee the services.

2. Town will assume all management responsibilities for subject matter and scope of the Services.

3. Town will evaluate the adequacy and results of the services performed.

4. Town accepts responsibility for the results and ultimate use of the services.

GAS further requires we establish an understanding with the management, and those charged with governance, of the Town of the objectives of the nonaudit service, the services to be performed, the entity's acceptance of its responsibilities, the auditor's responsibilities, and any limitations of the nonaudit service. We believe this engagement letter documents that understanding.

Town acknowledges it will not utilize Mauldin & Jenkins, LLC to store documents, data, or records on its behalf in accordance with the "Hosting Services" (see ET section 1.295.143) interpretation of the AICPA Code of Professional Conduct. The Town is solely responsible for maintaining its own data and records.

E. Fees

M&J will provide the services described in this engagement letter based on a fixed-fee cost of $35,000. If the Town desires to include the human resources functions within the scope of work described in this engagement letter, an additional fee of $20,000 will be required. If the Town desires to include the legal/regulatory/governance environment within the scope of work described in this engagement letter, an additional fee of $15,000 will be required. If any of the two additional services listed above are included in the scope of work for the work to be performed simultaneously with the Finance Department Assessment, M&J can offer a 10% discount on the additional added services.

Additional requested M&J assistance either during or after the Assessment will require additional scoping conversations with additional related fees. We will invoice the Town monthly for services performed, with payment expected within 30 days. A service charge of 1.5% per month (18% annually) will be added onto any balances not paid within 30 days.

The above fees are based on anticipated cooperation from your personnel (including complete and timely receipt of requested information and the scheduling and conduct of requested interviews) and the assumption that unexpected circumstances (including scope changes) will not be encountered during the project. If significant additional time is necessary, or if additional scope elements are requested, we will discuss it with the designated client project sponsor and arrive at a new fee estimate before we incur the additional costs.

****

The attached Terms and Conditions apply to this engagement and are an integral part of our agreement. Please indicate your agreement to these arrangements by signing and returning a copy of this engagement letter with the completed acknowledgement section.

We appreciate the opportunity to be of service to you and look forward to working with you on this engagement.

Sincerely,

David Roberts, Mauldin & Jenkins
Government Advisory Lead Partner

F. Acknowledgement and Acceptance

We have read and agree to this engagement letter, the attached and incorporated Terms and Conditions. The Town and its signatory below represents that said signatory is its duly authorized representative and has the requisite power and authority to bind the Town to the undertakings and obligations contained herein.

Acknowledged and accepted:

Town of Kiawah Island

By: _____

Name: _____

Title: _____

Mauldin & Jenkins (M&J) Standard Government Advisory Terms and Conditions

1. Client Acceptance of Services.

At the conclusion of each phase of the Services, M&J will review with Client the intended scope of work and Deliverables to confirm compliance with the defined project expectations. If Client reasonably believes the Deliverables do not conform to project expectations, Client will notify M&J of such nonconformity in writing within ten (10) business days of receiving the Deliverables. M&J will then have a reasonable period of time to correct the nonconformity, as mutually agreed to by the Parties based upon severity and complexity of the necessary correction. If Client uses the Deliverables before acceptance or fails to notify M&J of the nonconformance within the above-referenced ten-day (10-day) period, the Deliverables will be considered accepted.

2. Disputes and Remedies.

2.1. If Client objects to any portion of an invoice, Client will provide written notice of its objection to M&J within ten (10) days of the date it receives the applicable invoice, including a detailed description of the basis for Client's contention that any invoiced amounts are incorrect and any applicable supporting documentation. Client will be responsible for payment of the portion of the invoice that is not in dispute within thirty (30) days of the date it received the applicable invoice. If Client and M&J cannot resolve the disputed amounts within ten (10) days thereafter, the dispute shall be escalated to the senior management of each respective Party, who shall engage in good faith efforts, to promptly resolve such dispute. If it is determined by the Parties that Client owes all or part of any amount subject to dispute, Client shall remit such amount to M&J within five (5) days of such determination. M&J reserves the right to charge interest on any undisputed amount invoiced that is not paid within thirty (30) days of the invoice date.

2.2. In the event that Client fails to pay any undisputed invoiced amounts within sixty (60) days of their due date, upon written notice to Client, M&J shall have the right to suspend its Services until such time as Client pays such undisputed amounts invoiced in full. M&J will not be liable for any resulting loss, damage or expense connected with such suspension.

2.3. The foregoing does not limit M&J from pursuing any other rights available at law or in equity and is in addition to, not in lieu of, M&J's termination rights under Section 5.

3. Use and Ownership.

3.1. **Deliverables**. "Deliverables" shall mean those custom-developed documents, data, reports, analyses, recommendations, work product (if any), and other materials authored or prepared by M&J specifically for Client pursuant to the Scope of Work and identified therein. For avoidance of doubt, Deliverables do not include M&J Information (as defined in Section 3.3) or M&J's administrative communications, records, files and working papers relating to the Services that remain the sole and exclusive property of M&J. In the event that a Scope of Work for outsourced services provides that Client acquires ownership of working papers, M&J will be entitled to retain copies of all such working papers subject to the confidentiality obligations herein. Notwithstanding anything stated to the contrary in this Agreement, as between M&J and Client, any information, data or material provided by Client to M&J in connection with M&J's Services hereunder shall remain, and is, the sole and exclusive property of Client.

3.2. **License of Deliverables and M&J Information**. Subject to the limitations set forth herein, upon final payment for the Services in connection with this Engagement Letter, Client shall have a perpetual, nontransferable royalty-free, worldwide license, without the right to grant sublicenses (except that Client may grant sublicenses to its Participating Affiliates consistent with the license restrictions and limitations set forth herein), to use, copy and modify the Deliverables delivered by M&J

thereunder, including the M&J Information incorporated therein or provided therewith (i) solely for the purpose of using such materials in Client's internal business and (ii) in accordance with any limitations and restrictions set forth in Client's licenses with third parties.

3.3. **M&J Information**. Notwithstanding any other provisions set forth herein, M&J reserves all rights in and to all proprietary works of authorship created, developed or purchased by M&J (or by any third party under contract to M&J) that either (i) have not been created specifically for Client or (ii) have general applicability to M&J's business. M&J Information includes works created before and during the term of this Agreement. M&J Information includes (without limitation) methodologies, templates and documentation, as well as copyrights, trademarks, service marks, ideas, concepts, know-how, techniques, knowledge or data, and any derivatives thereof (collectively, "M&J Information"). Except as set forth in the Scope of Work or otherwise permitted in this Agreement, Client may not reuse, resell or disclose M&J Information to any third parties. Further, Client is expressly prohibited from disaggregating M&J Information from the Deliverables.

3.4. **Sole Benefit and Use**. Client acknowledges and agrees that any advice, information or work product provided to Client by M&J in connection with this Engagement Letter is for the sole benefit and use of Client and may not be relied upon or used by any third party; provided, however, that Client may share any advice, information or work product provided to it by M&J with Client's regulators, auditors and advisors in the ordinary course of business as necessary.

4. Indemnification and Limitation of Liability

4.1. **Client's Indemnification of M&J**. Client will indemnify M&J (and its personnel) and tender a defense to M&J (and its personnel) for all costs, fees, expenses, damages and liabilities (including reasonable attorneys' fees and costs) associated with (i) a claim made by any claimant that is not a party to this Agreement and which arises from or relates to any Services, Deliverables or other work product from M&J that Client uses or discloses to others in a manner other than that expressly permitted by this Agreement OR (ii) a knowing misrepresentation by Client management.

5. Term and Termination

5.1. **Term**. This Agreement will commence on the Effective Date and will continue until it is terminated by one or both of the Parties in accordance with this Section 5.

5.2. **Material Breach**. Either Party may terminate this Agreement for a material breach that remains uncured for thirty (30) days after the breaching Party receives written notice of such breach from the non-breaching Party. The failure of Client to make full payment of any and all undisputed amounts invoiced in a timely manner constitutes a material breach of this Agreement. M&J will not be liable to Client for any resulting loss, damage or expense connected with a termination for Client's material breach under this provision.

5.3. **Termination without Cause**. Unless otherwise set forth in the Scope of Work, either Party may terminate this Agreement for any reason upon fifteen (15) days prior written notice to the other Party. If the Scope of Work contains a longer notice period for termination without cause than that set forth herein, then the notice period in such Scope of Work will govern; provided, however, that if Client terminates pursuant to this Section 5.3, it must pay all outstanding fees and expenses for Services actually performed and Client Deliverables or portions thereof delivered (in each case, even if such Services or Client Deliverables are incomplete) as of the effective date of termination. If the Engagement Letter contains

payment terms on any basis other than fees and expenses paid on time and materials basis, then such payment terms shall govern.

5.4. Effect of Termination. Upon the effective date of a termination of this Agreement (i) each Party shall promptly return to the other all Confidential Information of the other Party in its possession; (ii) M&J shall submit to Client an itemized final invoice for any fees, reimbursable expenses, and any related taxes not previously invoiced under this Agreement; (iii) within thirty (30) days after receipt of M&J's final invoice, Client shall pay all undisputed amounts due M&J pursuant to such invoice and all other outstanding invoices; (iv) M&J shall have no further responsibility for any incomplete or in-process Client Deliverable as of the date of termination; and (v) to the extent both Parties mutually agree at such time, M&J will provide Client with up to thirty (30) days of termination transition services. The scope, cost, and timing of such termination transition services will be mutually agreed upon by the Parties at such time.

5.5. Survival. The following Sections will survive the termination of this Agreement as applicable: 3 (Use and Ownership), 4 (Indemnification and Limitation of Liability), 5.4 (Effect of Termination), together with accrued payment obligations.

6. General Provisions

6.1. Governing Law. This Agreement will be governed and construed in accordance with the laws of the state of Georgia, without regard to the conflicts of laws or principles thereof.

6.2. Time to Bring Claims. No claim or action by either Party, regardless of whether the claim is in contract, in tort, at law or in equity, arising out of or relating to any matter under this Agreement, may be brought by either Party more than twenty-four (24) months after the Party first knows or has reason to know that the claim or cause of action has accrued, but in no event more than thirty-six (36) months following the completion of the Services. This Section 6.2 may shorten, but in no event will it extend, any period of limitation on actions otherwise provided by applicable Law.

6.3. Legal Action Requiring Disclosure. In the event M&J is requested or authorized by Client or is required by regulation, Law, subpoena or other legal process to produce its documents or its personnel as witnesses with respect to its Services for Client, Client will, so long as M&J is not a Party to the proceeding in which the information is sought, reimburse M&J for its professional time and expenses, including the reasonable fees and expenses of counsel, incurred in responding to such requests.

6.4. Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the Parties and supersedes all prior agreements and understandings, whether written or oral, relating to the subject matter of this Agreement. This Agreement may be amended or modified only by a written instrument executed by both Parties.

TAB 10

TOWN COUNCIL

Agenda Item

Request for Town Council Action

TO: **Mayor and Council Members**

FROM: **Brian Gottshalk, Public Works Director**

SUBJECT: **Request to Recommend Emergency Debris Management Contractors**

DATE: **3 June 2025**

BACKGROUND:

Given the ongoing threat of natural disasters, it's crucial for the Town to be prepared at all times. This readiness is supported by third-party contractors skilled in debris management and recovery services. The Town has partnered with Philips and Jordan for over 15 years to aid in recovery efforts in the event of a significant disaster impacting the island. Beyond disaster recovery, Philips and Jordan also contributes to preparedness and recovery training, ensuring we remain updated on the latest Public Assistance guidelines from FEMA.

ANALYSIS:

In June 2022, staff once again recommended Phillips and Jordan for Debris Management Services through an RFP process. The current contract spans three years and includes the option for two one-year extensions. Phillips and Jordan wishes to execute the second one-year extension for Debris Management Services, as outlined in the contract's scope of work. This extension will support us through the upcoming hurricane season and ensure compliance with FEMA regulations for emergency debris cleanup in the town.

ACTION REQUESTED:

Town staff requests that the Town Council approve this contract extension for debris management and emergency recovery services to Phillips and Jordan for one year.

BUDGET & FINANCIAL DATA:.

This contract is a standby contract. No transactions will occur until the Town issues a Notice to Proceed and the contractor has mobilized its equipment and personnel.

AMENDMENT #1 TO

STANDBY AGREEMENT FOR EMERGENCY DEBRIS REMOVAL

This Amendment #1 (hereinafter "Amendment") is made on the date of execution indicated below between the **Town of Kiawah Island** ("Town") and **Phillips and Jordan, Inc.** ("Contractor"), for the benefit of Town (collectively the "Parties").

WHEREAS, on or about June 7, 2022, Contractor and Town entered into an agreement with four (4) associated Exhibits (A and B) (collectively the "Agreement"), for the purpose of providing, inter alia, debris removal and related services; and

WHEREAS, the current term of the Agreement is two years, which expires on June 6, 2025; as set forth in the Agreement, the term may be renewed for up to two (2) additional one (1) year periods at the option of Town; and

WHEREAS, the Town has complied with the terms of the Agreement concerning Contractor and its notice to Contractor that it wishes to renew the Agreement term for one (1) additional year; and

NOW, THEREFORE, in consideration of the mutual promises made in the Agreement, herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. The Agreement is amended to reflect that, pursuant to Section 2, "Term," the Agreement term is extended for one (1) additional year ("Term Extension 1"). Therefore, the Agreement term shall not end on June 6, 2025, but instead will continue uninterrupted upon expiration of the initial term and extend continuously through June 6, 2026. Nothing in this Amendment alters or changes the Town's right to exercise or not exercise any additional extension option available under section 2.

2. All other provisions of the agreement entered into on June 7, 2022, shall remain in full force and effect unless modified herein in this Amendment.

Signature page follows

DRAFT

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on this 6th day of June 2025.

WITNESSES for the Town

_____

_____

TOWN OF KIAWAH ISLAND

_____

By: Bradley D. Belt

Its: Mayor

WITNESSES FOR CONTRACTOR

_____

_____

PHILLIPS AND JORDAN, INC.

_____

By:

Its:

DRAFT

Outlook

Fw: Phillips & Jordan - Emergency Debris Removal Contract Extension

From Brian Gottshalk <bgottshalk@kiawahisland.org>
Date Wed 5/28/2025 9:32 AM
To Petra Reynolds <preynolds@kiawahisland.org>

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Tel: (843)768-9166
Fax: (843)768-4764
Dir: (843)768-5111

From: Sydney Kendrick <skendrick@pandjenv.com>
Sent: Thursday, May 1, 2025 10:01 AM
To: Brian Gottshalk <bgottshalk@kiawahisland.org>
Cc: Disaster Services <disasterservices@pandjenv.com>
Subject: RE: Phillips & Jordan - Emergency Debris Removal Contract Extension

Hi Brian,

Just checking in to see if the extension made it on the April agenda?

Thank you!

Sydney Kendrick
Business Manager

Mobile: +1 325-998-1023
www.pandjenv.com

PHILLIPS & JORDAN
ENVIRONMENTAL

The Phillips family of companies

DISCLAIMER:

The information transmitted, including attachments, is intended only for the person(s) or entity to which it is addressed and may contain

confidential and/or privileged material. Any review, retransmission, dissemination, or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

From: Brian Gottshalk <bgottshalk@kiawahisland.org>
Sent: Tuesday, March 11, 2025 11:17 AM
To: Sydney Kendrick <skendrick@pandjenv.com>
Subject: Re: Phillips & Jordan - Emergency Debris Removal Contract Extension

Caution: External Sender. Be cautious when opening attachments or clicking links.

Hi Sydney,

Thank you for sharing this. I would like to share this with the Town Administrator and get this on the Town Council agenda potentially for next month. I will let you know if we have any questions for you.

Regards,

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Tel: (843)768-9166
Fax: (843)768-4764
Dir: (843)768-5111

From: Sydney Kendrick <skendrick@pandjenv.com>
Sent: Tuesday, March 11, 2025 11:39 AM
To: Brian Gottshalk <bgottshalk@kiawahisland.org>
Subject: Phillips & Jordan - Emergency Debris Removal Contract Extension

Good morning,

As we approach the expiration date of our Emergency Debris Removal contract on 6/7/25, I wanted to initiate a conversation regarding its renewal through 6/7/26. P&J values the partnership we've built over time and sincerely hope to continue our collaboration. Assuming you would like to take advantage of the renewal, please send over the agreement for execution or let me know if you prefer that we draft up an agreement.

I appreciate your attention to this matter and look forward to hearing from you. Let me know if you have any questions!

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STATE OF SOUTH CAROLINA) **Emergency Debris Removal**

COUNTY OF CHARLESTON) **AGREEMENT**

THIS AGREEMENT entered into this 7th day of June 2022 between the **Town of Kiawah Island,** South Carolina, a body politic and corporate under the laws of the State of South Carolina (hereinafter "Town") and **Phillips and Jordan, Incorporated,** a North Carolina Corporation, the address of which is 10142 Parkside Drive, Suite 500, Knoxville, TN 37922 (hereinafter "Contractor").

WITNESS ETH:

WHEREAS, the Town desires to enter into a standby Agreement for debris removal in the event of a natural disaster, and

WHEREAS, the Town desires to retain a Contractor to remove aforesaid debris, and

WHEREAS, Contractor has represented to the Town that its staff is qualified to provide the work required in this Agreement in a professional, timely manner, and

WHEREAS, the Town has relied upon the above representations by Contractor,

NOW, THEREFORE, in consideration of these promises and of the mutual covenants herein set forth, it is agreed by and between the Parties hereto as follows:

SECTION ONE: Contract Documents

The Parties agree that the contract documents shall include the following, which are incorporated herein by reference:

Exhibit A: Contractor's Proposal

Exhibit B: Fee Schedule

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SECTION TWO: **Term**

Town hereby contracts with the Contractor for this Standby Agreement to provide those debris removal and hauling services specified herein upon the terms and conditions hereinafter stated for the period of three (3) years starting on the date first written above. This Agreement may be renewed for two additional one (1) year periods, for a total contract period not to exceed seven (5) years. Any request for a price increase must be made at least sixty (60) days prior to the anniversary date of the contract, or sooner if so requested by the Town. The annual review would include considerations for fuel costs, and changes in the FEMA or State guidelines. All price increases will be based on the CPI for the Southeastern Region for the month of July. Any request will be evaluated prior to exercising the option to extend. The Town will be the sole judge as to whether any price increase will be approved.

Attention is called to the fact that the work set forth in this Agreement, if required, will be urgently needed by the Town and that time is of the essence due to the involvement of FEMA and other factors.

SECTION THREE: **Scope of Services**

Contractor shall provide debris clean-up, loading and hauling services from the Town of Kiawah Island as described in this Agreement and in the attached exhibits in a professional and timely manner. Other services may be added to this contract if mutually agreed upon by the Town and Contractor.

SECTION FOUR: **Notice to Proceed**

The successful Offeror shall not commence any work under this contract until be has received a formal written Notice to Proceed from the Town.

The Contractor shall commence performance within twenty-four (24) hours from the Notice to Proceed. Contractor is not to proceed without coordinating project with the Town Administrator or his authorized representative. Failure to comply with this requirement shall give the Town the right, but not the obligation, to carry out the Work, or any portion thereof with its own forces, or with the forces of another vendor, and the Contractor shall be fully responsible and liable for the additional costs of the Town or another vendor performing such work.

The Contractor will not be issued a Notice to Proceed unless an actual emergency occurs and their services are required. If a natural disaster occurs requiring activation of the contract, the Contractor will be notified of the situation and be given an estimated amount

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of debris for removal, and a time frame for completion of the contract.

Completion time will be equitably negotiated by both parties pursuant to applicable State and Federal law.

SECTION FIVE: Compliance by Contractor

Contractor shall comply with all applicable Federal, State and local laws, ordinances, and rules and regulations including but not limited to any laws, ordinances or regulations relating to FEMA, South Carolina Department of Transportation throughout the duration of this Agreement. The Contractor shall be responsible for compliance with any such law, ordinance, rule or regulation, and shall hold the Town harmless and indemnify same in the event of non- compliance.

The Contractor specifically agrees to conduct its business in accordance with all FEMA rules and regulations. The Contractor shall comply with FEMA's rules and regulation(s) requiring the Contractor to give first priority to utilizing resources in the Disaster Area, including but not limited to, procuring supplies and equipment, awarding subcontracts, and employing workmen.

The Contractor specifically warrants and represents that it is not on any FEMA list of debarred contractors.

The, Contractor agrees to abide by the requirements under Federal Executive Order Number 11246, as amended, including specifically, the provisions of the equal opportunity clause.

SECTION SIX: Contractor's Warranties and Representations

Contractor warrants and represents that it will use best efforts to provide above described services in a professional, efficient manner and that its employees are well qualified to provide the services required in this Agreement.

SECTION SEVEN: <u>Liquidated Damages</u>

Contractor agrees that if the work, or any part thereof is not completed within the time agreed upon in this solicitation or any extension thereof: the contractor shall be liable to the Town of Kiawah Island in the amount of $1,000.00 per day for each and every calendar day the completion of the work is delayed beyond the time provided in this solicitation, as fixed and agreed liquidated damages and not as a penalty; and the Town of Kiawah Island shall have the right to deduct from and retain out of monies which may be

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then due or which may become due and payable to the contractor, the amount of such liquidated damages; and if the amount so retained by the Town of Kiawah Island is insufficient to pay in full such liquidated damages, the contractor shall pay to the Town of Kiawah Island the amount necessary to effect payment in full of such liquidated damages.

SECTION EIGHT: Bid Performance and Payment Bonds

1) The successful Offeror shall provide a Bid Bond or alternate security, in the amount of Five Hundred Thousand Dollars ($500,000). Either cash, money order, certified check, an irrevocable letter of credit or submission of a Bid Bond completed and signed by all required parties and submitted on the Town's Bid Bond is required. This Bid Bond will remain in effect for a period of five (5) years from the effective date of the contract.

2. Performance and Payment Bonds must be provided, in a form satisfactory to the Town (see attached Town of Kiawah Island Bonds), in the following amounts within three (3) days of the issuance of a Notice to Proceed:

Payment Bond: based upon the "best available information" estimate of the volume of debris. The Payment Bond shall be solely for the protection of the persons furnishing materials or performing labor for which a contractor or subcontractor is liable.

Performance Bond: based upon the "best available information" estimate of the volume of debris.

The Contractor shall submit a request for payment for the premium cost of these initial Performance and Payment Bond penal sum amounts, with the first Contractor invoice submitted for work performed and accepted by the Town.

3. In order that the Town make payment only for the actual, final premium cost of the penal sums of the performance and Payment Bonds, the Contractor shall submit a final invoice for payment for services performed. The final invoice will indicate the original contract amount and the final contract amount with the Performance and Payment Bonds premium cost associated with the difference. This could result in an additional charge or in a refund depending upon the final contract amount. The Town shall pay the Contractor or the Contractor shall refund the Town the difference between the actual premium associated with the final penal sum amount of the Performance and Payment Bonds and the premium associated with the initial Performance and Payment Bonds paid with the first invoice.

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4. At the completion of all work under the Notice to Proceed, the Performance and Payment Bonds shall be released.

5. The aforesaid Bonds must be issued by a corporate surety registered and authorized to do business in South Carolina and must be counter-signed by a licensed, authorized South Carolina agent.

6. Attorneys-in-fact who sign Bid, Payment and Performance Bonds must file with each bond a certified and effective, dated copy of their power of attorney.

7. The Contractor may submit Payment Bond and Performance Bond by facsimile transmittal; however, the original documents must be received within three (3) business days after the issuance of the Notice to Proceed.

SECTION NINE: Compensation and Payment Terms

Contractor agrees that no compensation shall be paid by the Town unless a natural disaster occurs requiring the activation of this Contract through the issuance of a Notice to Proceed.

Town agrees to pay Contractor for the performance of the Work described in this Agreement, including all items necessary to accomplish and complete the Work, in accordance with all terms and conditions which is attached hereto and previously incorporated by reference in Exhibits A-C.

Contractor shall submit itemized monthly invoices for work in progress and equipment delivered on site to the address below. All such invoices will be paid promptly, less ten percent (10%) retainage by the Town unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. Contractor shall provide complete cooperation doing any such investigation.

Invoices shall be submitted to the following address:

Town of Kiawah Island
Attn: Treasurer
4475 Betsy Kerrison
Parkway Kiawah Island,
SC 29455

Contractor shall be paid a final payment upon completion of the Work which shall be paid upon final acceptance by the Town's authorized representative.

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SECTION TEN: Retention of Records

The Contractor agrees to maintain for three (3) years from the date of final FEMA reimbursement, or until all other pending matters are closed under this Agreement, whichever is later, all books, documents, papers, and records pertinent to this Agreement. The Town shall notify the Contractor of the final FEMA reimbursement. The Contractor agrees to provide to the Town of Kiawah Island, any Federal grantor agency, the Comptroller General of the United States, any State grantor agency, any assignee, or any of their duly authorized representatives access to such books, documents, papers, and records for the purpose of examining, auditing, and copying them. The Contractor further agrees to include these provisions in any subcontracts issued by him in connection with this Agreement.

SECTION ELEVEN: State and Local Taxes

Except as otherwise provided, contract prices shall include all applicable state and local taxes;

If applicable, two percent (2%) income tax withholding shall be withheld from each and every payment pursuant to Sections 12-8-540 and 12-8-550 of the *South Carolina Code of Laws* (1976, as amended) for certain out-of-state contractors, and such sums will be remitted to the South Carolina Department of Revenue and Taxation (the "SCDRT"). When and if Town receives an executed SCDRT form 1-312, Nonresident Taxpayer Registration Affidavit

Income Tax Withholding, such withholding shall cease.

Contractor shall calculate that portion of the contract which is subject to the seven percent (7%) South Carolina sales and/or use tax, which amount shall be itemized and shown on all invoices, and shall be paid to the SCDRT by Contractor. If Contractor is a non-South Carolina Company, the Town will withhold said amount from all invoices and remit payment to the SCDRT, unless Contractor furnishes Town with a valid South Carolina Use Tax Registration Certificate Number.

Contractor shall indemnify and hold harmless the Town for any loss, cost, or expense incurred by, levied upon or billed to the Town as a result of Contractor's failure to pay any tax of any type due in connection with this Agreement.

SECTION TWELVE: Independent Contractor

Contractor is an independent contractor and shall not be deemed the agent or employee of the Town of Kiawah Island for any purpose whatsoever. Contractor shall not hold himself

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out as an employee of the Town of Kiawah Island, and shall have no power or authority to bind or obligate the Town of Kiawah Island in any manner, except the Town of Kiawah Island shall make payment to Contractor for services and expenses as herein provided. Contractor shall obtain and maintain all licenses and permits required by law for performance of this Agreement by him or his employees, agents, and servants. Contractor shall be liable for and pay all taxes required by local, State or Federal governments, including but not limited to Social Security, workmen's compensation, Employment Security, and any other taxes and licenses or insurance premiums required by Jaw. No employee benefits of any kind shall be paid by the Town of Kiawah Island to or for the benefit of Contractor or his employees, agents, or servants by reason of this Agreement.

SECTION THIRTEEN: Indemnification

Except for expenses or liabilities arising from the negligence of the Town, the Contractor hereby expressly agrees to indemnify and hold the Town harmless against any and all expenses and liabilities arising out of the performance or default of this Contract *as* follows:

The Contractor expressly agrees to the extent that there is a causal relationship between its negligent, reckless or intentionally wrongful action or inaction, or the negligent, reckless or intentionally wrongful action or inaction of any of its employees or any person, firm, or corporation directly or indirectly employed by the Contractor, and any damage, liability, injury, loss or expense (whether in connection with bodily injury or death or property damage or loss) that is suffered by the Town and its employees or by any member of the public, to indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, Lawsuits, losses, damages, costs, and expenses arising out of the performance or default of this Contract. Such costs are to include defense, settlement and reasonable attorneys' fees incurred by the Town and its employees. This promise to indemnify shall include bodily injuries or death occurring to Contractor's employees and any person directly or indirectly employed by Contractor (including without limitation any employee of any subcontractor), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice, Contractor shall promptly defend any aforementioned action. This obligation shall survive the suspension or termination of this Agreement. The limits of insurance coverage required herein shall not serve to limit this indemnity obligation. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

SECTION FOURTEEN: <u>Insurance Requirements</u>

Contractor shall at all times during the term of this Agreement carry insurance as required

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in Exhibit A which is attached hereto and previously incorporated by reference. The Town shall not issue a Notice to Proceed until Contractor has submitted acceptable insurance certificate(s) and endorsement(s), which must be submitted within five (5) business days after issuance of the Notice of Award, and which reflect that the required coverages are in place and that all premiums have been paid. Refusal or failure to submit such certificate(s) or endorsement(s) shall constitute grounds for the Town to revoke its notice of award and award the contract to another contractor. The Town may contact the Contractor's insurer(s) or insurer(s)' agent(s) directly at anytime regarding Contractor's coverages, coverage amounts, or other such relevant and reasonable issues related to this Agreement.

SECTION FIFTEEN: Assignments or Subcontracts

The Contractor shall not assign in whole or in part this Agreement without the prior written consent of the Town of Kiawah Island. The Contractor shall not assign any money due or to become due to it under said contract without the prior written consent of the Owner.

No subcontracts shall be allowed without the prior written approval of the Town. The Contractor shall not contract with a proposed person or entity to whom the Town has made reasonable and timely objections. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable and timely objection.

Contractor shall remove or cause to have removed from the project any employee or employees who are considered unsatisfactory by the Town.

Contractor assumes the responsibility for assuring that his working forces are compatible with Town employees and Contractor is responsible for making himself aware of those forces. Contractor will furnish a competent representative who is to be kept available to represent the Contractor for the purpose of receiving notices, orders and instruction.

SECTION SIXTEEN: Other Contracts

Contractor understands that related clean-up work will be undertaken by Town Staff and the Kiawah Island Community Association. Contractor shall fully cooperate with such other contractors and Town of Kiawah Island employees and carefully fit his own work to such additional work as may be directed by the Town Administrator or his designated representative. Contractor shall not commit or permit any act which will interfere with the performance of work by any other contractor or by Town of Kiawah Island employees.

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SECTION SEVENTEEN: Contractor's Responsibilities

Contractor shall be responsible for any and all damages that occur during the performance of this contract. Contractor shall take proper safety and health precautions to protect work, workers, public and property of others.

Contractor is responsible for all services performed by a subcontractor. Responsibilities include compliance with regulations promulgated by South Carolina's General and Mechanical Contracting Act as enforced by the South Carolina Licensing Board for Contractors.

Contractor shall be responsible for all work performed until completion and acceptance of the entire project.

Contractor shall be responsible for strict compliance with the Town Tree Ordinance, if applicable.

SECTION EIGHTEEN: Work Week Schedule

The Contractor's work week shall be seven days per week from dawn to dusk.

SECTION NINETEEN: Inspection and Acceptance

All work shall be subject to inspection by the Town of Kiawah Island, The Town's Debris Monitoring Firm, and FEMA representatives at all reasonable times and places prior to acceptance. Any such inspection is for the sole benefit of the Town of Kiawah Island and shall not relieve contractor of the responsibility of complying with the contract requirements. No inspection by the Town shall be construed as constituting or implying acceptance. Inspection shall not relieve contractor of the responsibility for damage or loss prior to acceptance, nor in any way affect the conthluing rights of the Town of Kiawah Island after acceptance of the completed work.

Contractor shall, without charge, correct any work found by the Town of Kiawah Island not to conform to the solicitation requirements, unless the Town of Kiawah Island consents to accept such work with an appropriate adjustment in contract price.

SECTION TWENTY: Suspension of Work

The Town Administrator may order suspension of the Work in whole or in part for such

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time as he deems necessary because of the failure of the Contractor to comply with any of the requirements of this Agreement, and the Agreement's completion date shall not be extended on account of any such suspension of Work.

When the Town Administrator orders any suspension of the Work under the subparagraph above, the Contractor shall not be entitled to any payment for Work with respect to the period during which such Work is suspended and shall not be entitled to any costs or damages resulting from such suspension.

SECTION TWENTY-ONE: Termination

A. For Convenience

The Town Administrator, by advance written notice, may terminate this Agreement when it is in the best interests of the Town of Kiawah Island. If this Agreement is so terminated, the Contractor shall be compensated for all necessary and reasonable direct costs of performing the work actually accomplished. The Contractor will not be compensated for any other costs in connection with a termination for convenience. Contractor will not be entitled to recover any damages in connection with a termination for convenience.

B. For Default

If the Contractor refuses or fails to perform the work or any separable part thereof in a timely or workmanlike manner in accordance with the Contract Documents, or otherwise fails, in the sole opinion of the Town Administrator of the Town, to comply with any of the terms and conditions of the Contract Documents deemed, in the sole opinion of the Town Administrator, to be material such refusal or failure shall be deemed a default under this Contract. In the event of a default under this section, the Town shall have the right to terminate forthwith this contract by written notice to the Contractor. In the event of such default, the advance notice period for termination is waived and the Contractor shall not be entitled to any costs or damages resulting from a termination under this section.

Whether or not the Contractor's right to proceed with the Work is terminated, it and its sureties shall be liable for any damage to the Town of Kiawah Island resulting nom Contractor's default. Any wrongful termination for default shall be deemed by the parties a termination for convenience.

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C. Termination for Non-Appropriation of Funds

The Town Administrator or Town Treasurer, by written advance notice, may terminate this Contract in whole or in part in the event that sufficient appropriation of funds from any source (whether a Federal, State, Town or other source) are not made or sufficient funds are otherwise unavailable, in either case, to pay the charges under this Contract. If this Contract is so terminated, the Contractor shall be compensated for all necessary and reasonable direct costs of performing the Work actually provided to the date of such termination. The Contractor will not be compensated for any other costs in connection with a termination for non-appropriation. Contractor will not be entitled to recover any damages m connection with a termination for non-appropriation, including, but not limited to, lost profits.

D. Rights Cumulative

The rights and remedies of the Town provided in this section are in addition to any other rights and remedies provided by law or under this Contract.

SECTION TWENTY-TWO: Gratuities and Kickbacks

A Gratuities.

It shall be unethical for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement of a contract or subcontract, or to any solicitation or proposal therefore.

B. Kickbacks.

It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor, or to hire any subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

C. *Note: Violation of this clause may result in contract termination.*

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SECTION TWENTY-THREE: Modification

The Town has the right to modify this Agreement, within the general limits of the scope of work, when said modification is in the best interest of the Town, provided however, Contractor is given written notice of any such modification and Town is responsible for paying Contractor for any additional expenses incurred by Contractor which relate to said modification. Subject to the above, Contractor is obligated to perform the revised contract when so directed by the Purchasing Agent. Agreement fees or prices will be equitably adjusted where an issued change order so demands.

No claim by the Contractor for an adjustment hereunder shall be allowed if asserted after final payment under this Agreement.

SECTION TWENTY-FOUR: Conditions Affecting the Work

By signing this contract, Contractor affirmatively states that it has taken steps reasonably necessary to ascertain the nature and location of the work, and the general and local conditions which can affect the work or the cost thereof: Any failure by Contractor to have done so will not relieve him from responsibility for successfully performing the work without additional expense to the Town of Kiawah Island. The Town of Kiawah Island assumes no responsibility for any understanding or representations concerning conditions made by any of its officers or agents prior to the execution of this contract, unless such understandings or representations by the Town of Kiawah Island are expressly stated in this contract.

SECTION TWENTY-FIVE: Town's Designated Representatives

In the event that any questions or problems arise in the course of performing this Contract, Contractor shall immediately contact one or more of the following Town representatives:

Mayor	(843) 768-9166
Town Administrator	(843) 768-9166
Town Treasurer	(843) 768-9166

SECTION TWENTY-SIX: Default of Contract

Failure to satisfactorily perform the services required by this Agreement will be grounds for the Town to declare the Contractor in default and terminate this Contract, provided however, Contractor has been provided twenty-four (24) hours to cure any default. However, Contractor shall not be provided a twenty-four (24) hour remedy period after the thirtieth (30~ day following the issuance of the Notice to Proceed.

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SECTION TWENTY-SEVEN: Controlling Law

The laws of South Carolina shall govern this Agreement. All litigation arising under said Agreement shall be litigated only in a nonjury hearing in the Circuit Court within the Ninth Judicial Circuit of Charleston County, Charleston, South Carolina. Upon approval of the Circuit Court, any such action shall be referred to the Master-m-Equity for Charleston County. The prevailing party shall be entitled to recover attorneys fees and the costs of said litigation.

SECTION TWENTY-EIGHT: Order of Precedence

In the event of an inconsistency in this Agreement, the inconsistency shall be resolved in the following order:

A. This Agreement
B. Exhibits A - B

SECTION TWENTY-NINE: Notices

Whenever any provision of this contract requires the giving of written notice, it shall be deemed to have been validly given if delivered by person or by registered mail to the following: Town of Kiawah Island, Attention: Town Administrator 4475 Betsy Kerrison Parkway, Kiawah Island, SC 29455

SECTION THIRTY: MANDATORY GUIDELINES

All services performed by the Contractor shall follow the latest guidelines from FEMA regarding Public Assistance to ensure maximum reimbursement to The Town.

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SECTION THIRTY-ONE

ENTIRE CONTRACT

This Agreement constitutes the entire understanding and agreement between parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement under their several seals the day and year first written above.

WITNESSES FOR CONTRACTOR:

DocuSigned by:
Adrienne Dunagan
BDC58EA253F843A...

DocuSigned by:
Josh Leach
25871SBA22F540F...

PHILLIPS AND JORDAN, INC

DocuSigned by:
Morgan Pierce
2E2CED33513C4D1...

By: Morgan Pierce

Its: President, Power

WITNESSES FOR THE TOWN:

TOWN OF KIAWAH ISLAND

By: John D. LaBriola

Its: Mayor

PROPOSAL FOR DEBRIS MANAGEMENT AND EMERGENCY RESPONSE AND RECOVERY SERVICES

Town of Kiawah Island

10142 Parkside Drive
Suite 500
Knoxville, TN 37922
pandj.com

Contact:
Tommy Webster
disasterservices@pandj.com
865.688.8342

Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

DUE: April 18, 2022 @ 2:00 PM EST

ELECTRONIC

Town of Kiawah Island
Attn: Petra Reynolds, Town Clerk
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

RE: Proposal for Debris Management and Emergency Response Management and Recovery Services
Solicitation for Debris Management Services 2022

To Whom it May Concern:

Phillips & Jordan (P&J) thanks you for the opportunity to present our proposal for Debris Management and Emergency Response Management and Recovery Services in response to Request for Proposals (RFP) for Debris Management Services 2022 issued by the Town of Kiawah Island. P&J offers more than three decades of experience as a disaster debris management contractor, and we can provide the management team, equipment, personnel, and other necessary resources to respond rapidly and efficiently to a future disaster in the Town of Kiawah Island.

Critical expectations of the disaster debris management contractor selected by the Town of Kiawah Island should include demonstrated capabilities to immediately mobilize manpower and equipment, to coordinate and control all resources deployed to the impacted area, to implement robust quality control and safety programs, and the financial strength to support the necessary project operations. As demonstrated in this proposal, P&J offers these capabilities as validated through our successful past performance record responding to a wide variety of natural and man-made disaster events.

Our disaster recovery work will include the generation and collection of Federal Emergency Management Agency (FEMA) project documentation to validate the eligibility of work performed and ensure maximum reimbursement. The financial reimbursement that the Town of Kiawah Island will ultimately receive from FEMA through its Public Assistance (PA) Grant Program for disaster debris cost will be dependent on three major factors: (1) compliance with the U.S. Office of Budget and Management's Super Circular or the Code of Federal Regulations, Title 2, Chapter 200 (2CFR 200 [2016]); (2) eligibility of work performed; and (3) the documentation to support incurred cost. P&J's proven methodology and approach to execution of a disaster debris management project is based on these same three factors and incorporates mechanisms that ensure the highest priority is given to compliance with all applicable local, state, and federal regulations.

To ensure compliance with 2CFR 200, P&J provides the required bid, payment, and performance bonds along with rates that can support FEMA's reasonable cost criteria. As a project's scope and cost expand, we provide the increased bonding capacity necessary to reduce the financial risk to the Town of Kiawah Island. Our aggregate line of $1 billion bonding capacity is testament to our ability to implement our Core Values and Priorities (Integrity, Safety, Quality, and Production) and demonstrates that we have the resources and experience to execute our contractual commitments regardless of the magnitude and/or profitability of the project.

Unlike other debris removal contractors, P&J has the capability to document and track our work with a proprietary Automated Debris Management System (ADMS). P&J assisted our partner firm, TAC Insight, with the development of FASTweigh ADMS™, which has been used to support several major debris management missions including the U.S. Army Corps of Engineers' (USACE) responses to the 2011 tornado super-outbreak in

10142 Parkside Drive, Suite 500
Knoxville, TN 37922
office 865.688.8342
fax 865.688.8369
pandj.com

Alabama and the E-5 tornado that devastated Joplin, Missouri and is currently being used on P&J's Hazardous Tree Removal project for Pacific Gas and Electric in Northern California. FASTweigh ADMS™ is one of only two systems currently approved by the USACE. This debris management documentation tool can provide a second critical source of accurate grant-supporting documents.

P&J's capacity and capability to perform disaster debris management services includes a disaster core response group that offers more than 160 years of combined debris removal experience; extensive experience performing federally compliant disaster debris management; a solid equipment plan featuring a fleet of over 750 individual pieces of company-owned equipment; and standing master service agreements with experienced disaster subcontractors who are ready to mobilize immediately. **P&J is committed to providing Debris Management and Emergency Response Management and Recovery Services to the Town of Kiawah Island in a professional and timely manner.**

The authorized representatives for P&J regarding communications related to this proposal are as follows:

Primary	Alternate
Tommy Webster	**Morgan Pierce**
Disaster Services Client Manager	President, Power
10142 Parkside Dr. Ste. 500	10142 Parkside Dr. Ste. 500
Knoxville, TN 37922	Knoxville, TN 37922
Phone (828) 644-3222	Phone 919.740.3250
Fax (865) 392-3090	Fax (865) 392-3090
twebster@pandj.com	mpierce@pandj.com

P&J would welcome the opportunity to discuss our proposal in further detail and demonstrate why we are the best choice for the Town of Kiawah Island. We look forward to continuing as a part of your disaster response and recovery team.

Sincerely,

Morgan Pierce
President, Power
Phillips & Jordan, Inc.

Phillips & Jordan
10142 Parkside Drive, Suite 500
Knoxville, TN 37922
office 865.688.8342
fax 865.688.8369
pandj.com

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I. ADMINISTRATIVE SUBMITTAL

A. Drug Free Workplace Certification (Attachment A)

B. Proposal Signature Form (Attachment C)

C. Non-Collusion Oath (Attachment D)

ATTACHMENT A

Town of Kiawah Island
Drug-free Workplace Certification
(Contractor/Vendor Other Than Individuals)

This certification is required by the Drug-free Workplace Act, Section 44-107-10 et seq South Carolina Code of Laws (1976, as amended). The regulations require certification by Contractors/Vendors prior to award, that they will maintain a drug-free workplace as defined below. The certification set out below is a material representation of fact upon which reliance will be placed when determining the award of a contract. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of contract, or suspension or debarment from the right to submit bids for proposals for Town of Kiawah Island projects.

For purposes of this Certification, "Drug-free Workplace" is defined as set forth in Section 44-107019 (1), South Carolina Code of Laws (1976, as amended). The aforesaid Section defines workplace to include any site where work is performed to carry out the Contractor's/ Vendor's duties under the contract. Contractor's/Vendor's employees shall be prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in accordance with the requirements of the Drug-free Workplace Act.

By signing this document, the Contractor/Vendor hereby certifies that it will provide a drug-free workplace by:

1) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Contractor's/Vendor's workplace and specifying the actions that will be taken against employees for violation of the prohibition;

2) Establishing a drug-free awareness program to inform employees about:

   (a) The dangers of drug abuse in the workplace;

   (b) The Contractor's/Vendor's policy of maintaining a drug-free workplace;

   (c) Any available drug counseling, rehabilitation, and employee assistance programs; and

   (d) The penalties that may be imposed upon employees for drug violations;

3) Making it a requirement that each employee to be engaged in the performance of the contract be given a copy of the statement required by paragraph (1) above;

4) Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the contract, the employee will:

   (a) Abide by the terms of the statement, and

(b) Notify the employer of any criminal drug statue conviction for a violation occurring in the workplace no later than five (5) days after the conviction;

5) Notifying the using agency within ten (10) days after receiving notice under subparagraph (4) (b), from an employee or otherwise receiving actual notice of the conviction;

6) Taking one of the following actions, within thirty (30) days of receiving notice under subparagraph (4) (b) with respect to any employee who is convicted:

(a) Taking appropriate personnel action against the employee, up to and including termination; and

(b) Requiring the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5), and (6) above.

Name and Address of Business:

Phillips and Jordan, Inc.

10142 Parkside Drive, Suite 500

Knoxville, TN 37922

WITNESSETH:

Samantha Thurman

Signature of Authorized Agent

Print Name and Title:

Date: April 12, 2022

Morgan Pierce

President, Power

Attachment C

Proposal Signature Form

In Compliance with Request for Proposals, the undersigned hereby proposes to provide all services, materials, equipment, and labor, except as otherwise noted, for Debris Management and Emergency Response Management and Recovery Services.

NAME OF COMPANY: Phillips and Jordan, Inc.

By: _____ Morgan Pierce
Signature Print Name

Title: President, Power (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 10142 Parkside Drive, Suite 500

City: Knoxville State: TN Zip: 37922

Telephone Number: 865-688-8342 Business Fax Number: 865-688-8369

Is your firm a X Corporation, _____ Sole Proprietorship, or _____ Partnership?

If incorporated, please list state of incorporation: North Carolina

FEIN or SSN: 56-0694573

Attachment D

NON-COLLUSION OATH

COUNTY OF: Knox

STATE OF: Tennessee

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared Morgan Pierce and made oath that the Offeror herein, his agents, servants, and/or employees, to the best of his knowledge and belief, have not in any way colluded with anyone for and on behalf of the Offeror, or themselves, to obtain information that would give the Offeror an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Offeror, or themselves, to gain any favoritism in the award of the contract herein.

SWORN TO BEFORE ME THIS 12 DAY OF April, 2022

Authorized Signature for Offeror

Please print Offeror's name and address:

Phillips and Jordan, Inc.

10142 Parkside Drive, Suite 500

Knoxville, TN 37922

Samantha Kriews

Print Name: Samantha Kriews

NOTARY PUBLIC FOR THE STATE OF Tennessee

My Commission Expires: 11/23/2025

SAMANTHA KRIEWS
STATE OF TENNESSEE NOTARY PUBLIC
KNOX COUNTY

II. INFORMATION TO BE SUBMITTED

A. BACKGROUND & SIZE OF FIRM

Phillips & Jordan, Inc. (P&J), a Phillips Infrastructure Holdings, Inc. company, is a certified woman-owned, heavy civil and infrastructure contractor established in 1952. We build, maintain, and modernize resilient critical infrastructure, applying our decades of industry experience to the construction challenges of today. This work spans across three primary markets, Heavy Civil Construction (Power Generation, Water Resources, Mining, and Industrial & Commercial), Power (ROW Services, Foundations, Vegetation Management, and Pipeline Services), and Disaster Response, and our Core Values and Priorities--Integrity, Safety, Quality, and Production--guide our daily business practices. P&J is a People First company, and we hold safety above all other initiatives. We believe in a holistic approach to protecting our team, the environment, and our communities, and we carry this commitment with us as we strive to lead infrastructure development through innovation and flawless execution.

Our first major disaster recovery response was Hurricane Hugo in 1989, and in the following three decades we have worked with federal, state, and local governments and agencies, as well as private sector clients across the United States on a variety of disaster jobs. P&J has answered the call after virtually every federally declared disaster over the past three (3) decades, including hurricanes, tornadoes, floods, wildfires, rockslides, and ice storms. We have also supported recovery efforts following man-made disasters including acts of terrorism and environmental disasters.

Working with P&J means benefiting from our elite workforce, from management to craft, as well as our national reach. Our regional offices are strategically located across the country, and we have two full-service equipment shops to maintain our fleet of 750 heavy and specialized pieces of equipment, as well as national accounts with major equipment vendors to deploy and service equipment wherever the project is. We have built a reputation for taking on some of the most challenging and difficult projects and successfully completing them on, or even ahead of, schedule. We believe that excellent communication, cutting-edge technology, and a skilled workforce yield a quality project, while still placing the highest level of importance on safety for our employees and clients. Our long-standing relationship with key disaster response subcontractors ensures that we have the resources needed to respond to and successfully complete any emergency response mission in a timely and professional manner. Our crews can work in a wide range of terrains, from mountains to wetlands, and are very experienced in performing work within environmentally sensitive areas.

P&J is capable of meeting all the requirements of the RFP including all financial commitments. Working with P&J provides the following benefits to the Town of Kiawah Island:

People First Safety Approach: Our safety culture embraces individual accountability at all levels, starting with leadership and extending out to our people and our subcontract employees. It is our duty to prioritize concern for the public and the environment as well as compassion for the communities we are contracted to serve. Our program approach is based on our core values and implemented by personal accountability to our series of policies, procedures, and processes developed from best practices and lessons learned while executing hundreds of projects for government sectors, public utilities, and the commercial sector. As we strive to have an elite safety program, we pride ourselves on exceeding regulatory requirements and having a questioning attitude as we look for ways to continuously improve our program.

National Reach: P&J is a national contractor, registered to do business in all 50 states, that has performed its services in more than 40 states during the past decade on projects related to dam, levee, and reservoir construction; industrial and commercial development; power generation and delivery infrastructure; pipeline construction; landfill construction; and disaster debris management. Headquartered in Knoxville, Tennessee, P&J maintains regional offices in California, Florida, South Carolina, and Colorado.

Elite Workforce: At P&J our greatest resource is our employees, from our operational managers and supervisors with years of experience who keep our crews safe and productive, our crafts who perform the work, to our corporate service teams that manage our fleet, financial and administration, information, and technology systems. We are proud to have many second and third-generation employees that have chosen to build their careers with P&J. We currently employ approximately 1,000 individuals and sufficient bench strength to provide multiple layers of redundancy to a project workforce.

Extensive Fleet: Through our sister company, National Fleet Services (NFS), P&J has access to an extensive fleet of more than 750 heavy and specialized pieces of equipment. This equipment has the latest grade control technology allowing us to move material faster, smarter, and with more accuracy. NFS has two equipment service centers, one in Tennessee and one in Florida, that are manned by a workforce of highly skilled mechanics and service technicians that maintain our equipment, whether in the field or in our shops, which enables our organization to control both costs and availability. P&J also maintains national accounts with major equipment vendors which provides us with the ability to acquire and rent equipment when required efficiently and cost-effectively.

Financial Strength: P&J possesses "best-in-class" financial ratios with respect to liquidity and leverage. We maintain our equity at approximately $150M, our interest-bearing debt to equity ratio is approximately 35%, and we have in excess of $90M in working capital. P&J brings an existing working capital line of credit is $20M with JPMorgan Chase Bank. P&J's surety (Liberty Mutual Surety) currently has in place an aggregate bonding capacity line in excess of $1.75B, with an individual contract line exceeding $500M.

Ethical Conduct Always: We strive to maintain the highest ethical standards and comply with all applicable laws, rules, and regulations. It is our policy that adherence to the utmost ethical standards ensures our continued success, as well as earns and maintains the confidence of our clients and the community in which we work. In order to ensure that P&J operates pursuant to this policy, we have established and enforce a strict Code of Ethical Conduct.

1. P&J – KEY BENEFITS

As you review this proposal and the others submitted in response to the Town of Kiawah Island's Request for Proposal (RFP), you will find several similarities regarding the capabilities and experience offered by P&J and other established disaster debris contractors. These similarities include:

- Demonstrated disaster debris management past performance
- Highly qualified management teams
- A substantial cadre of supporting subcontractors
- Well-developed operational plans
- Robust equipment resources
- Commitment to maximize local and small/disadvantaged business participation
- Experience with preparation of documentation required for successful federal reimbursement

Along with providing the above to the Town of Kiawah Island, we offer several differentiators that separate us from other disaster debris management contractors.

MINIMIZES RISK

Established Contractor with Extensive Resources: As a heavy civil and infrastructure contractor diversified across the power, water, pipeline, and industrial/commercial markets, P&J can leverage our vast resources to support disaster response and recovery missions of any scale. And as mentioned above, our significant work within the area ensures that the Town of Kiawah Island will have the necessary equipment and personnel to rapidly mobilize as a result of a disaster event. We can reach into our deep pool of expertise and resources (financial, manpower, and equipment) to provide the necessary commodities, guidance, and assistance when our clients need it most following a disaster, and to help them prepare in advance.

STRENGTH

Full-Time Key Personnel: Because we operate 52 weeks of the year, we can retain our more than 1,000 management, operations, and administrative personnel on a wide variety of construction projects at sites located throughout the Southeastern U.S. All the critical personnel identified in this proposal are on the job site performing various construction management and operational functions in support of current projects, some of which present in high hazard conditions. If a disaster impacts the Town of Kiawah Island, P&J has the capability to re-assign personnel with disaster experience to support the response effort without affecting ongoing project work.

For example, during Hurricane Irma's massive impact on the state of Florida in 2017, Heath Stone was managing closeout of a water resources project, and Eric Hedrick was leading a hazardous tree removal project in California. Immediately following the impact of Hurricane Irma, and the receipt of notice to proceed (NTP) from several pre-positioned contracts in Florida, both individuals were deployed to Florida to manage hurricane-related debris removal efforts.

STRENGTH

Long-Standing Subcontractor Relationships: All the pre-positioned subcontractors identified in this proposal have supported major disaster debris management missions conducted by P&J. In addition to disaster-related projects, many of these subcontractors provide support for P&J construction projects and/or Kiawah Island on a year-round basis. The ongoing relationship between P&J and its key pre-positioned subcontractors provides the Town of Kiawah Island with an experienced project team that has established lines of communication, a full understanding of each team member's core capabilities and operations approach, as well as the necessary financial, workforce, and equipment resources to address a disaster event of any size. P&J has agreements with All Green Landscape and Gary Otter Construction for Debris Management services. Both of these companies have extensive experience with the geography of Kiawah Island and have a long-standing history with the Town of Kiawah Island.

ALL GREEN LANDSCAPE

GARY OTTER CONSTRUCTION

EXCEPTIONAL APPROACH

Automated Debris Management System (ADMS): P&J is the only disaster debris removal contractor in the country to deploy a comprehensive ADMS on a disaster debris management mission. This system was deployed by P&J to augment our recovery response to the 2011 tornado super-outbreak in the State of Alabama during which 350

handheld devices were used to record and track 153,000 individual debris load tickets. Utilization of the ADMS simplified the effort required to audit field load data and thus substantially reduced the complexities and costs associated with post-event audits conducted by debris monitoring firms and/or the Federal Emergency Management Agency (FEMA). P&J's in-depth knowledge and experience regarding deployment and utilization of our partner firm's ADMS can translate into cost savings for the Town of Kiawah Island if it elects to use this tool during a future disaster response. Training can be provided to force account labor authorized by the Town to perform monitoring services.

WHY P&J?

U.S. Army Corps of Engineers (USACE) Advance Contracting Initiative (ACI): The ACI was created in 1999 to provide the USACE with pre-positioned prime contractors needed to fulfill its mandate to support FEMA during federal disaster declarations. P&J has been selected to support multiple regions under the ACI contracts awarded since 1999. We were the first ACI contractor to be activated by the USACE to perform debris management and other support for recovery operations at the World Trade Center in 2001. P&J was subsequently activated to support three additional disaster events (Hurricane Ivan [2004], Hurricane Katrina [2005], and the State of Alabama tornado super-outbreak [2011]) – the most ACI activations of any disaster debris management contractor in the U.S. In recognition for our outstanding support provided during the World Trade Center recovery mission, P&J was named the 2002 Civil Works Contractor of the Year by the USACE – the only disaster debris management contractor ever to receive this award.

MINIMIZES RISK

Demonstrated Achievement of Local and Small/Disadvantaged Business Participation: All contractors within the disaster debris management community provide commitments to maximize location participation during debris removal and reduction operations. P&J not only makes this commitment but backs it with results. During the 2011 disaster response to the tornado super-outbreak that impacted numerous areas throughout the Southeast U.S., more than 80% of P&J's first-tier subcontractors were local contractors. Additionally, P&J also met or exceeded participation goals with 97% for small businesses (goal was 73.7%), 11% for woman-owned small businesses (goal was 11%), and 13% for Historically Underutilized Business Zone (HUBZone) businesses (goal was 3.2%) during recovery efforts associated with Hurricane Katrina. These two examples demonstrate P&J's commitment and ability to achieve maximum local and socio-economic contracting participation goals during a disaster debris management mission for the Town of Kiawah Island.

MINIMIZES RISK

Reasonable Subcontractor Compensation: The fee proposal developed by P&J for the Town of Kiawah Island probably contains higher unit prices than those proposed by our competitors. The higher rates charged by P&J does not reflect an undue desire to maximize our profit, but rather to ensure we can pay our subcontractor's reasonable compensation for their support. When subcontractors receive fair compensation, they are motivated to provide the best personnel and equipment possible and to ensure their work activities are conducted safely. P&J also pays subcontractors promptly, typically weekly, to ensure the highest commitment to the project. By selecting a disaster debris management contractor based solely on the lowest price, the Town may encounter project delays because of subcontractor availability/turnover which could place maximum federal reimbursement at risk and result in unfavorable criticism by the community.

WHY P&J?

Proven Track Record of Success and Innovation: Over the past three decades, P&J has managed more than 250 debris management missions for local, state, regional, and federal governments and agencies in 22 states across the nation. Our extensive history providing debris management services for some of the largest and most complex disaster response missions is a testament to offering innovative solutions to unique challenges, to maintaining efficient documentation ensuring

our clients receive the maximum reimbursement from available funding sources, and our commitment to helping the communities execute an effective and efficient response.

B. CHANGES IN MODE OF CONDUCTING BUSINESS

In 2018, Phillips Infrastructure Holdings, Inc. (PIH) was formed as a holding company for a family of companies that deliver unparalleled expertise and vast resources to infrastructure projects around the country. Controlled and operated by Avis A. Phillips, PIH is headquartered in Knoxville, Tennessee, and is the parent company to four wholly-owned subsidiaries: Phillips & Jordan, Inc., RowCon, LLC, National Fleet Services, LLC, and P&J Environmental Services, LLC.

PIH is certified as a Women's Business Enterprise (WBE) through the Women's Business Enterprise National Council (WBENC), the nation's largest third-party certifier of businesses owned and operated by women in the U.S.

Officers and Board of Directors:

- Avis A. Phillips is the sole voting shareholder and Chairman of the Board
  - 57 years of experience
- William T. "Teddy" Phillips, Jr. – CEO
  - 29 years of experience
- Patrick McMullen – President
  - 30 years of experience
- James F. Rose – Secretary and Treasurer
  - 30+ years of experience
- Ben R. Turner – Director
  - 30+ years of experience
- Connie H. Nichols – Director
  - 45+ years of experience
- Lesa P. Whitson – Director
  - 29 years of experience
- Lamar Shuler, Jr.
  - 25+ years of experience

Phillips & Jordan, Incorporated is a large and highly diversified construction firm and as such P&J is periodically named as a party to a lawsuit or participates in dispute resolution. P&J is engaged in claims, disputes, and litigation of the types and in amounts consistent with the size of the company and the services provided in the ordinary course of business. Most actions are dismissed without contribution from P&J or result in no finding of liability of our firm. In the past three years, P&J has not accumulated any charges, violations, fines, or convictions related to the services requested in this RFP.

C. KEY PERSONNEL

The P&J management structure is designed to provide superior and seamless support to the Town of Kiawah Island and is based on a simple integrated organization with clear lines of authority, communication, responsibility, and accountability designed to minimize administrative costs and maximize responsiveness. P&J's

management structure is also designed to facilitate quick decisions and rapid responses to changing City requirements, and to assure the highest quality of service possible.

The project management team is led by a project manager who has the necessary control and autonomy to coordinate resources and align contract activities for the successful completion of all assigned tasks. The project manager provides management staff supervision and work control for all activities assigned under the contract. This approach assures that our project manager is fully accountable for all assigned work, has a direct interface with team personnel to facilitate information exchange, and has the authority to allocate resources based on the requirements and complexity of the assignment. The autonomy granted to the project manager is beneficial to the Town in that all team communications and work assignments are managed through a single point of accountability.

Upon activation of the contract by the Town, P&J's President, in coordination with P&J's senior management, selects a project manager who is deployed to the disaster location. The assigned project manager along with the mission manager and operations manager, if applicable, subsequently selects other disaster qualified P&J management and support personnel necessary to support the various field elements of the specific disaster debris management mission. Below is our recommended personnel in the event there is an activation in the Town of Kiawah Island.

Detailed resumes for Key Personnel can be found in Section C.3 followed by P&J's Corporate Resolution, identifying principals of the firm.

1. OPERATIONS PERSONNEL

Morgan Pierce – Mission Executive: Mr. Pierce offers 18 years of disaster experience and has participated in the following types of Emergency Response Missions: Hurricanes, Flooding, Tornadoes, Wildfires, and Winter Storms. Specific activations include the following significant projects: (2021) Virginia Winter Ice Storm -(2017) Hurricane Irma – (2015) Calaveras County California Butte Wildfire – (2011) Alabama Spring Tornado Outbreak – (2005) Hurricanes Katrina, Rita, and Wilma – (2004) Hurricanes Charley, Frances, and Jeanne.

Eric Hedrick – Mission / Operations Manager: Mr. Hedrick offers 19 years of disaster experience and has participated in the following types of Emergency Response Missions: Emergency Response Missions that include Hurricanes, Flooding, Tornadoes, Wildfires, Winter Storm Events, and Man-made disasters. Specific activations include the following significant projects: (2021) Virginia Winter Ice Storm - (2017) Hurricanes Irma and Harvey- (2016) Harris County Texas Flood, Multiple Louisiana Parish Flood – (2015) Calaveras County California Butte Wildfire, Multiple County South Carolina Flood – (2014) Williamsburg/Florence County South Carolina Ice Storm – (2013) Multiple County Colorado Flood – (2011) Alabama Spring Tornado Outbreak – (2005) Hurricanes Katrina, Rita, and Dennis – (2004) Hurricane Ivan – (2001) 9/11 World Trade Center Forensic Recovery Mission.

Tommy Webster – Client Manager: Mr. Webster offers 19 years of disaster experience and has participated in the following types of Emergency Response Missions: Flooding, Tornadoes, Wildfires, Winter Storm Events, and Man-made disasters (BP Oil Spill, High-hazard Dam Breach). Specific activations include the following significant projects: (2021) Virginia Winter Ice Storm - (2019) California Tree Debris Management Program – (2017) Hurricanes Irma and Harvey – (2016) Harris County Texas Flood, Hurricane Matthew, Multiple Louisiana Parish Floods – (2015) Hurricane Joaquin, Calaveras County California Butte Wildfire, Multiple County South Carolina Floods – (2014) City of Burlington North Carolina Ice Storm, Williamsburg/Florence County South

Carolina Ice Storm – (2013) Multiple County Colorado Flood – (2012) Hurricane Sandy – (2010) Deepwater Horizon Oil Spill – (2008) Hurricane Ike – (2003) San Diego County California Wildfire, San Bernardino California Wildfire, Hurricane Isabel – (2002) Multiple County North Carolina Ice Storm.

Matthew Mooneyham – Client Manager: Mr. Mooneyham offers 15 years of disaster experience and has participated in the following types of Emergency Response Missions: Hurricanes, Flooding, Tornadoes, Wildfires, and Winter Storm Events, Man-made disasters. Specific activations include the following significant projects: (2021) Hurricane Ida - (2020-2021) Hurricane Zeta – (2020-2021) Hurricane Sally – (2020-2021) Hurricane Laura – (2018-2020) Hurricane Michael [Bay County, FL] – (2018) Hurricane Florence – (2018) Hurricane Maria – (2017) Hurricane Irma [Polk and Highland Counties, FL] – (2014) Escambia County Severe Flooding and Ice Storm – (2010) Deepwater Horizon Oil Spill – (2008) Hurricane Gustav – (2004) Hurricane Ivan

Dustin Haunhorst - Field Safety Manager: Mr. Haunhorst offers 18 years of disaster experience and has participated in the following types of Emergency Response Missions: Hurricanes, Flooding, Tornadoes, Wildfires, and Winter Storm Events. Specific activations include the following significant projects: (2021) Virginia Winter Ice Storm - (2017) Hurricane Irma – (2016) Harris County Texas Flood – (2015) Calaveras County California Butte Wildfire – (2012) Hurricane Sandy, West Liberty Kentucky Tornado – (2011) Alabama Spring Tornado Outbreak, City of Joplin Missouri Tornado, Hurricane Irene, City of Minot North Dakota Flood – (2008) Hurricane Ike – (2007) Cherokee County Oklahoma Ice Storm – (2006) City of Buffalo New York Ice Storm – (2005) Hurricanes Katrina, Wilma, and Dennis – (2004) Hurricane Ivan.

Heath Stone – Operations / Project Manager: Mr. Stone offers 8 years of disaster experience and has participated in the following types of Emergency Response Missions: Hurricanes, Flooding, Tornadoes, Wildfires, and Winter Storm Events. Specific activations include the following significant projects: (2021) Virginia Winter Ice Storm - (2017) Hurricane Irma [Hillsborough County, Town of Belleair, Kenneth City, and Pinellas Park – (2014) Williamsburg/Florence County South Carolina Ice Storm.

2. CORPORATE RESOURCE PERSONNEL

In addition to the core response group discussed in the previous section, P&J corporate resource personnel that would also support execution of a disaster debris management mission for the City of Palm Bay are listed below.

Steve Thompson - Corporate Environmental, Safety & Health Manager: Mr. Thompson has been employed by P&J since 1990 and offers 22 years of disaster experience. He is responsible for the overall management of P&J's health and safety program, develops and administers policies and procedures regarding employee safety, investigates project accidents and develops preventative measures, and monitors safety programs implemented by subcontractors. Mr. Thompson served as the primary safety manager for the World Trade Center Staten Island Landfill Forensic Recovery Mission, and for recovery efforts associated with Hurricanes Katrina (2005), Gustav & Ike (2008), Irene (2011), and the tornadoes that occurred in Alabama and Joplin, Missouri (2011). To varying degrees, he has supported every disaster contract activation that P&J has managed over the past 22 years.

Mike Teem – Quality Control Manager: Mr. Teem has more than 23 years of disaster experience and has participated in the following disaster events: (2011) Alabama Spring Tornado Outbreak -- (2005) Hurricanes Katrina & Rita -- (2003) Southern California Bark Beetle Infestation Hazardous Tree Removal & Disposal -- (2003) Missouri Tornado Debris Management -- (2003) Hurricane Isabel Debris Management -- (2002) North

Carolina Severe Ice Storm Debris Management -- (2002) Hurricane Lili Debris Management -- (1999) Hurricane Floyd Collection, Incineration, & Disposal of Animal Remains.

3. RESUMES

Please find resumes for P&J's core response group in this section. Please note, selection of the specific key personnel that would support a disaster debris management mission for the Town of Kiawah Island is not realistic at this time given the fact that the timing and magnitude of a future disaster is not known. However, for a typical response scenario the team would primarily consist of individuals selected from P&J's core response group. The core response group includes the following individuals, and detailed resumes are presented in on the following pages.

- **Morgan Pierce** – Mission Executive
- **Tommy Webster** – Client Manager, Disaster Response
- **Eric Hedrick** – Operations Manager
- **Heath Stone** – Project Manager
- **Matt Mooneyham** – Client Manager, Disaster Response
- **Steve Thompson** – Environmental, Safety & Health Manager
- **Mike Teem** – Quality Control Manager
- **Dustin Haunhorst** – Field Safety Manager

Morgan Pierce
Sr. Vice President | Mission / Operations Manager
Home Office: Knoxville, Tennessee

DISASTER EXPERIENCE

Years of Relevant Experience: 19 Years at P&J: 18

Mr. Pierce has been employed by P&J since 2004 and offers 19 years of disaster response and debris management experience. In addition to his duties as a Senior Vice President of P&J, Mr. Pierce coordinates disaster response activities and serves in a leadership role for disaster debris management missions. His responsibilities in the role of Missions Executive have included executive level management of debris collection and reduction operations; interfacing with stakeholder representatives in support of operational goals; and acting as liaison between P&J and federal, state, and local government officials. Mr. Pierce has supported disaster debris management missions related to hurricanes, tornados, and animal carcass incineration.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2021 | Virginia Winter Ice Storm
VDOT Richmond District, VA
Project Role: Missions Executive

2017 | Hurricane Irma Debris Management
Highlands, Hillsborough, Palm Beach and Volusia Counties; Cities of Coral Springs, Kenneth City, and Pinellas Park; and Town of Belleair, Florida
Project Role: Missions Executive

2015-2019 | Catastrophic Event Memorandum Account (CEMA) Expanded Wood Debris Management Program
Pacific Gas & Electric: 12 Counties in Northern and Central California
Project Role: Missions Executive

2011 | Alabama Tornado Super-Outbreak Debris Management
U.S. Army Corps of Engineers: 24 counties in Northern and Central Alabama; City of Tuscaloosa, Alabama County Public Works; and Monroe County, Mississippi
Project Role: Missions Executive

2005 | Hurricanes Katrina and Rita Debris Management
U.S. Army Corps of Engineers: Sector 1 - Orleans Parish, Louisiana and Sector 4 – Allen, Beauregard, Cameron, Jefferson Davis, Lafayette, St. Landry, and Vermillion Parishes, Louisiana. Alabama Department of Conservation: Baldwin and Mobile Counties and Cities of Dauphin Island, Gulf Shores, Orange Beach, and Perdido Bay, Alabama. City of Gulfport, Mississippi
Project Role: Missions Executive

Continued: Morgan Pierce

2004 | Hurricane Charley Debris Management

U.S. Army Corps of Engineers: Counties of Arcadia, Charlotte, DeSoto, Escambia, Hardee, Indian River, Lee, Martin, Okaloosa, Okeechobee, Palm Beach, Santa Rosa, Sarasota, and St. Lucie, Florida. Southwest Florida Water Management District: Hardee County and Cities of Alachua City and Charlie Creek, Florida. Collier County and Cities of Daytona Beach, New Smyrna Beach, Orlando, and Palm Beach, Florida

Project Role: Missions Executive

EDUCATION

Bachelor of Science, North Carolina Central University

TRAINING / CERTIFICATIONS

Certified Erosion Control Installer
CPR / First Aid
OSHA 10-Hour
EHAT – Climbing & Chainsaw Training
Confined Space Entry Competent Person
USACE QA/QC Training

Tommy Webster
Disaster Services Client Manager
Home Office: Knoxville, Tennessee

DISASTER EXPERIENCE

Years of Relevant Experience: 19 Years at P&J: 8

Mr. Webster has been employed by P&J since 2014 and offers over 30 years of construction experience, 19 years of which is related to disaster response and debris management. In 1999, he was the General Contractor in charge of the first Federal Emergency Management Agency (FEMA) Hazard Mitigation Elevation program in the United States. He has also served as project manager for multiple response and recovery projects, including disaster debris management missions, in response to a wide range of events across the nation including ice storms, hurricanes, flood events, wildfires, and environmental incidents.

Mr. Webster has worked in direct coordination with FEMA, local and state governments, public utilities, volunteer organizations, and the Departments of Transportation for North Carolina, Virginia, Florida, Texas, California, South Carolina, and Colorado. These engagements occurred during debris removal missions in order to aid in the overall recovery following disaster events, and to achieve maximum eligible reimbursement for clients. Mr. Webster is well versed in FEMA 325, FEMA Public Assistance Program and Policy Guide (PAPPG) regulations, applicable Code of Federal Regulations (CFR) guidelines, as well as being U.S. Army Corps of Engineers Construction Quality Management (CQM) for Contractors-certified. His responsibilities also include assisting contracted municipalities with the development of disaster preparedness plans, as well as developing and administering response and recovery training for these contracts.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2021 | Virginia Winter Ice Storm
VDOT Richmond District, VA
Project Role: Operations Manager

2018 | Hurricane Florence Debris Management
Craven County, Cities of Boiling Spring Lakes and New Bern, Towns of River Bend and Trent Woods, North Carolina and City of Briarcliff Acres, South Carolina
Project Role: Operations Manager

2017 | Hurricane Irma Debris Management
Highlands, Hillsborough, Palm Beach and Volusia Counties; Cities of Coral Springs, Kenneth City, and Pinellas Park; and Town of Belleair, Florida
Project Role: Operations Manager

2017 | Hurricane Harvey Land and Waterway Debris Management
Harris County Flood Control District, Texas
Project Role: Operations Manager

Continued: Tommy Webster

2016-2017 | Catastrophic Event Memorandum Account (CEMA) Expanded Wood Debris Management Program
Pacific Gas & Electric: 12 Counties in Northern and Central California
Project Role: Area Manager

2016 | Tax Day and Memorial Day Floods Debris Management
Harris County Flood Control District, Texas
Project Role: Project Manager

2016 | Louisiana Historic Flood Debris Management
Louisiana Department of Transportation and Development, District 62: Livingston, Natchitoches, St. Helena, and Tangipahoa Parishes
Project Role: Superintendent

2015 | Hurricane Joaquin Flood, Failed Dams Hazard Abatement
South Carolina Department of Health and Environmental Control
Project Role: Superintendent

2015 | Hurricane Joaquin Flood Debris Management
South Carolina Department of Transportation: Berkeley and Dorchester Counties
Project Role: Superintendent

2014 | North Carolina Ice Storm Debris Management
Orange County; City of Burlington; and Towns of Alamance, Elon, Haw River, Hillsborough, and Mebane, North Carolina
Project Role: Operations Manager

2013 | Colorado Flood Right of Way and Waterway Debris Management
Colorado Department of Transportation: Boulder, Broomfield, Jefferson, Larimer, Logan, Morgan, and Weld Counties
Project Role: Operations Manager

2010 | BP Deepwater Horizon Oil Spill Oil Containment Boom Deployment and Monitoring
Escambia County, Florida
Project Role: Operations Manager

2008 | Hurricane Ike Land and Waterway Debris Monitoring
Chambers and Jefferson Counties, Texas
Project Role: Operations Manager, Client Liaison

2005 | Pre-Event Disaster Preparation
Horry County, South Carolina
Project Role: Project Manager

Continued: Tommy Webster

2003 | California Wildfires Debris and Grant Management
San Bernardino and San Diego Counties, California
Project Role: Area Project Manager, Client Liaison, Grant Manager

2003 | Hurricane Isabel Debris Removal Monitoring
Multiple Counties and Municipalities in Virginia
Project Role: Area Project Manager, Client Liaison

2002 | North Carolina Ice Storm Debris Removal Monitoring
Multiple Counties in North Carolina
Project Role: Area Project Manager, Client Liaison

EDUCATION

High School Diploma

TRAINING / CERTIFICATIONS

North Carolina General Contractor's License
Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI):: FEMA 325 Public Assistance Debris Management Guide; FEMA E0202 Debris Management Planning Certified; FEMA Incident Command System (ICS)-100 Incident Command System Certified; FEMA ICS-200 Initial Action Incident Certified; FEMA IS-800 National Response Framework Certified; FEMA IS-700 National Incident Management System (NIMS)-Certified
U.S. Army Corps of Engineers Construction Quality Management (CQM) for Contractors-Certified
Occupational Safety and Health Administration (OSHA): 40-Hour Hazardous Waste Operations Training and 30-Hour Training
Qualified Technical Tree Safety Supervisor
Electrical Hazard Awareness Training
First Aid and CPR Training

Eric Hedrick
Sr. Vice President | Mission / Operations Manager
Home Office: Zephyrhills, Florida

DISASTER EXPERIENCE

Years of Relevant Experience: 17 Years at P&J: 41

Mr. Hedrick has been employed by P&J since 1981 and offers over 30 years of disaster response and debris management experience. This experience includes segregation, removal, and disposal activities relating to complex debris streams on both the public right of way and private property. Most of Mr. Hedrick's debris management experience has been on U.S. Army Corps of Engineers (USACE) projects pursuant to indefinite delivery/indefinite quantity contract structures following disaster events that created some of the most complex debris streams in U.S. History including the 9/11 Terrorist Attacks and Hurricane Katrina. As operations manager on these projects, Mr. Hedrick had overall accountability for operations, safety, and quality and has demonstrated qualifications to manage complex contract and subcontract structures in high profile settings.

Since 2015, Mr. Hedrick has been P&J's program manager for the Pacific Gas & Electric Company Hazardous Tree Program. The scope of this work has included managing high hazard trees on public and private property and has involved removal and disposal, (primarily through beneficial reuse) of large volumes of debris in Northern and Central California. This work began in 2015 following Butte Fire response and has expanded to include 10 additional wildfire response missions (most recently the 2018 Camp Fire in Paradise, CA) in additional to ongoing wildfire fuels reduction work. Mr. Hedrick has directed these high-profile missions under intense public and regulatory scrutiny and is uniquely qualified to manage the statement of work included in this solicitation.

Mr. Hedrick supported numerous levee projects in the New Orleans vicinity for the USACE that involved rebuilding and upgrading the levee system that was damaged by Hurricane Katrina. He has also supported P&J's land clearing and civil earth moving operations, working with major water resource and environmental departments for the states of Alabama, Florida, Georgia, Louisiana, and Mississippi as well as Federal agencies which has provided him with experience in all aspects of performing environmentally sensitive projects.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2021 | Virginia Winter Ice Storm
VDOT Richmond District, VA
Project Role: Operations Manager

2018 | Accelerated Wildfire Risk Reduction (AWRR) Program
Pacific Gas and Electric: 48 Counties in California
Project Role: Operations Manager

2018 | Multiple Wildfires Debris Management
Pacific Gas and Electric: Camp, Carr, Ferguson, and Mendocino Complex Wildfire Responses
Project Role: Operations Manager

Continued: Eric Hedrick

2017 | Multiple Wildfires Debris Management
Pacific Gas and Electric: Atlas, Detweiler, Nuns, Pocket, Redwood Valley Complex, and Tubbs Wildfire Responses
Project Role: Operations Manager

2016 | Tax Day and Memorial Day Floods Debris Management
Harris County Flood Control District, Texas
Project Role: Project Executive

2016 | Louisiana Historic Flood Debris Management
Louisiana Department of Transportation and Development, District 62: Livingston, Natchitoches, St. Helena, and Tangipahoa Parishes
Project Role: Operations Manager

2015-2019 | Catastrophic Event Memorandum Account (CEMA) Expanded Wood Debris Management Program
Pacific Gas & Electric: 12 Counties in Northern and Central California
Project Role: Operations Manager

2015 | Butte Wildfire Response Debris Management
Pacific Gas and Electric: Calaveras County, California
Project Role: Operations Manager

2015 | Butte Wildfire Response Debris Management
Calaveras County, California
Project Role: Operations Manager

2015 | Hurricane Joaquin Flood Debris Management
South Carolina Department of Transportation: Berkeley and Dorchester Counties
Project Role: Operations Manager

2014 | North Carolina Ice Storm Debris Management
Orange County; City of Burlington; and Towns of Alamance, Elon, Haw River, Hillsborough, and Mebane, North Carolina
Project Role: Operations Manager

2013 | Colorado Flood Land and Waterway Debris Management
Colorado Department of Transportation: Boulder, Broomfield, Jefferson, Larimer, Logan, Morgan, and Weld Counties
Project Role: Operations Manager

2011 | Alabama Tornado Super-Outbreak Debris Management
U.S. Army Corps of Engineers: 24 counties in Northern and Central Alabama; City of Tuscaloosa, Alabama County Public Works; and Monroe County, Mississippi
Project Role: Operations Manager

Continued: Eric Hedrick

2005 | Hurricanes Katrina and Rita Debris Management and Levee Repairs
U.S. Army Corps of Engineers: Sector 1 - Orleans Parish, Louisiana and Sector 4 – Allen, Beauregard, Cameron, Jefferson Davis, Lafayette, St. Landry, and Vermillion Parishes, Louisiana. Alabama Department of Conservation: Baldwin and Mobile Counties and Cities of Dauphin Island, Gulf Shores, Orange Beach, and Perdido Bay, Alabama. City of Gulfport, Mississippi

Project Role: Operations Manager

2004 | Hurricane Ivan Debris Management
U.S. Army Corps of Engineers: Clark, Butler, Escambia, Mobile, Monroe, and Washington, Counties; Cities of Flomaton, Greenville, Mobile, and Opp; and Towns of Atmore, Dauphin Island; East Brewton, and Fort Deposit, Alabama. Alabama Department of Conservation: Baldwin County, Alabama. West Florida Electric COOP: City of Bonifay and several counties in Florida. Escambia County and Cities of Gulf Breeze and Pensacola, Florida

Project Role: Operations Manager

2001 | World Trade Center Terrorist Attacks Debris Management, Strategic Planning, and Forensic Recovery
U.S. Army Corps of Engineers: New York City and Richmond County, Staten Island, New York

Project Role: Operations Manager

EDUCATION

High School Graduate

TRAINING / CERTIFICATIONS

Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI): FEMA 325: Public Assistance Debris Management Guide
U.S. Army Corps of Engineers (USACE) Construction Quality Management (CQM) Training
USACE Safety Training
Occupational Safety & Health Administration (OSHA) 30-Hour
State of Georgia National Pollutant Discharge Elimination System (NPDES) Qualified
Jacksonville, Florida Electric Authority 10-Hour Safety Certification
Safe Land Training
First Aid and CPR Training

Heath Stone
Operations / Project Manager
Home Office: Knoxville, Tennessee

DISASTER EXPERIENCE

Years of Relevant Experience: 8 **Years at P&J: 9**

Mr. Stone has been employed by P&J since 2013 and offers eight years of disaster response and debris management experience. Mr. Stone plays several roles at P&J including logistics chief, lead event coordinator, and marketing representative. His responsibilities in the role of operations manager have included coordination of mission operations, development of mission-specific plans, identification of debris management sites, preparation of mission progress reports, performance of daily planning meetings, compliance with contract requirements and specifications, and mission liaison to stakeholder representatives. Mr. Stone is Federal Emergency Management Agency (FEMA) Incident Command System (ICS)-compliant.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2021 | Virginia Winter Ice Storm
VDOT Richmond District, VA
Project Role: Project Manager

2017 | Hurricane Irma Debris Management
Hillsborough County, Cities of Kenneth City and Pinellas Park, and Town of Belleair, Florida
Project Role: Project Manager

2014 | South Carolina Ice Storm Debris Management
South Carolina Department of Transportation: Florence and Williamsburg Counties
Project Role: Project Manager

EDUCATION

Bachelor's Degree, Kinesiology, University of Tennessee

TRAINING / CERTIFICATIONS

Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI): ICS-100, Introduction to ICS; ICS-200, ICS for Single Resources and Initial Action Incidents; ICS-700 National Incident Management System (NIMS), An Introduction
First Aid and CPR Training

Steve Thompson
Corporate Environmental, Safety & Health Manager
Home Office: Knoxville, Tennessee

DISASTER EXPERIENCE

Years of Relevant Experience: 22 Years at P&J: 32

Mr. Thompson has been employed by P&J since 1990 and offers 22 years of disaster response and debris management experience. He is responsible for the overall management of P&J's health and safety program, develops and administers policies and procedures regarding employee safety, investigates project accidents and develops preventative measures, and monitors safety programs implemented by subcontractors. Mr. Thompson has served as the lead environmental, safety & health manager or program manager on nearly every significant natural or man-made disaster since 1994. Mr. Thompson has conducted disaster recovery preparedness training for the U.S. Army Corps of Engineers and was an active participant in the EM 385-1-1 Safety and Health Manual revisions related to emergency recovery. He also served as a peer review expert for the National Institute for Occupational Safety and Health Emergency Responders Health Monitoring and Surveillance Project.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2018 | Hurricane Florence Debris Management
Craven County, Cities of Boiling Spring Lakes and New Bern, Towns of River Bend and Trent Woods, North Carolina and City of Briarcliff Acres, South Carolina
Project Role: Environmental Health and Safety Manager

2017 | Hurricane Irma Debris Management
Highlands, Hillsborough, Palm Beach and Volusia Counties; Cities of Coral Springs, Kenneth City, and Pinellas Park; and Town of Belleair, Florida
Project Role: Environmental Health and Safety Manager

2017 | Hurricane Harvey Land and Waterway Debris Management
Harris County Flood Control District, Texas
Project Role: Environmental Health and Safety Manager

2016 | Hurricane Matthew Debris Management
South Carolina Department of Transportation: Williamsburg County. Horry County Solid Waste Authority, South Carolina. Cities of Briarcliffe Acres and North Myrtle Beach, and Belfair Property Owners Association, South Carolina. City of Tybee Island, Georgia
Project Role: Environmental Health and Safety Manager

2016 | Tax Day and Memorial Day Floods Debris Management
Harris County Flood Control District, Texas
Project Role: Environmental Health and Safety Manager

Continued: Steve Thompson

2015 | Butte Wildfire Response Debris Management
Calaveras County, California
Project Role: Environmental Health and Safety Manager

2015 | Hurricane Joaquin Flood Debris Management
South Carolina Department of Transportation: Berkeley and Dorchester Counties
Project Role: Environmental Health and Safety Manager

2014 | South Carolina Ice Storm Debris Management
South Carolina Department of Transportation: Florence and Williamsburg Counties
Project Role: Environmental Health and Safety Manager

2014 | North Carolina Ice Storm Debris Management
Orange County; City of Burlington; and Towns of Alamance, Elon, Haw River, Hillsborough, and Mebane, North Carolina
Project Role: Environmental Health and Safety Manager

2013 | Colorado Flood Land and Waterway Debris Management
Colorado Department of Transportation: Boulder, Broomfield, Jefferson, Larimer, Logan, Morgan, and Weld Counties
Project Role: Environmental Health and Safety Manager

2012 | Hurricane Sandy Debris Management
U.S. Army Corps of Engineers: Fire Island, New York. Suffolk County and Town of Brookhaven, New York
Project Role: Environmental Health and Safety Manager

2011 | Alabama Tornado Super-Outbreak Debris Management
U.S. Army Corps of Engineers: 24 counties in Northern and Central Alabama; City of Tuscaloosa, Alabama County Public Works; and Monroe County, Mississippi
Project Role: Environmental Health and Safety Manager

2011 | Joplin, Missouri Tornado Debris Management
U.S. Army Corps of Engineers: City of Joplin in Jasper and Newton Counties, Missouri
Project Role: Operations Manager

2011 | Hurricane Irene Debris Management
Southeastern Public Service Authority of Virginia: Cities of Chesapeake, Norfolk, Portsmouth, South Hampton, and Virginia Beach, Virginia. Virginia Department of Transportation: Counties of Brunswick, Dinwiddie, and Prince George, Virginia
Project Role: Environmental Health and Safety Manager

2010 | BP Deepwater Horizon Oil Spill Beach Clean-Up and Off-Shore Skimming
Miller Environmental Group, Inc. for BP (British Petroleum) in Florida and Mississippi
Project Role: Environmental Health and Safety Manager

Continued: Steve Thompson

2008 | Hurricane Ike Land and Waterway Debris Monitoring
Texas General Land Office; Harris County, Texas
Project Role: Environmental Health and Safety Manager

2008 | Hurricane Gustav Land and Waterway Debris Monitoring
Point Coupee Parish, Louisiana
Project Role: Environmental Health and Safety Manager

2005 | Hurricanes Katrina and Rita Debris Management and Levee Repairs
U.S. Army Corps of Engineers: Sector 1 - Orleans Parish, Louisiana and Sector 4 – Allen, Beauregard, Cameron, Jefferson Davis, Lafayette, St. Landry, and Vermillion Parishes, Louisiana. Alabama Department of Conservation: Baldwin and Mobile Counties and Cities of Dauphin Island, Gulf Shores, Orange Beach, and Perdido Bay, Alabama. City of Gulfport, Mississippi. Stennis Space Center
Project Role: Environmental Health and Safety Manager

2005 | Hurricanes Katrina and Rita Waterway Debris Management
Prairie Gregg Drainage District: Vermillion Parish, Louisiana
Project Role: Environmental Health and Safety Manager

2004 | Hurricanes Frances and Jeanne Debris Management
Palm Beach County Solid Waste Authority, Florida
Project Role: Environmental Health and Safety Manager

2004 | Hurricane Charley Debris Management
U.S. Army Corps of Engineers. Southwest Florida Water Management District. Cities of Orlando and Daytona Beach, Florida
Project Role: Environmental Health and Safety Manager

2004 | Hurricane Ivan Debris Management
U.S. Army Corps of Engineers: Clark, Butler, Escambia, Mobile, Monroe, and Washington, Counties; Cities of Flomaton, Greenville, Mobile, and Opp; and Towns of Atmore, Dauphin Island; East Brewton, and Fort Deposit, Alabama. Alabama Department of Conservation: Baldwin County, Alabama. West Florida Electric COOP: City of Bonifay and several counties in Florida. Escambia County and Cities of Gulf Breeze and Pensacola, Florida
Project Role: Operations Manager

2003 | Southern California Bark Beetle Infestation Hazardous Tree Removal and Disposal
Southern California Edison Company: Los Angeles, San Bernardino, and Riverside Counties, California
Project Role: Environmental Health and Safety Manager

Continued: Steve Thompson

2000 | Coal Slurry Sludge Spill Clean-Up
Martin County Coal Company: Inez, Kentucky
Project Role: Environmental Health and Safety Manager

1996 | Hurricane Fran Debris Management
U.S. Army Corps of Engineers: Wake County, North Carolina
Project Role: Environmental Health and Safety Manager

EDUCATION

Bachelor of History, University of Tennessee

TRAINING / CERTIFICATIONS

Certified Work Zone Traffic Control Supervisor
Excavation Competent Person Training - Trainer/Instructor
Permit Required Confined Space Training - Trainer/Instructor
Fall Protection Training - Trainer/Instructor
Line Clearance, Tree Trimming, Electrical Hazard Awareness Program Training - Trainer/Instructor
Hazard Communication "Right to Know" Instructor
Lockout/Tagout Training/Instructor
Occupational Safety and Health Administration (OSHA): 40-hour Hazardous Waste Operations and Emergency Response, and 1926 10-hour Construction Safety Training
Site Sense Behavioral Safety
Department of Energy Safety Health and Radiological Protection
First Aid/CPR/Blood Borne Pathogens

Matthew Mooneyham
Disaster Services Client Manager
Home Office: San Antonio, Florida

DISASTER EXPERIENCE

Years of Relevant Experience: 18 **Years at P&J: 1**

Matthew Mooneyham has more than 15 years of experience in disaster relief and debris removal services throughout the southeast and Puerto Rico. His expertise across various facets of local government infrastructure, federal government construction, and state government (FDOT/FDEP), including FEMA contract communications and facilitations. Mooneyham currently acts as the Client Manager for our Power group and our Disaster group. He works to maintain and facilitate current client relationships while expanding the regional client base and seeking opportunities for business development investments. Upon activation, Mooneyham uses his experience to aid on-site management and subcontractor relations as well as conflict resolution.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2021 | Hurricane Ida
Tangipahoa Parish, Louisiana
Project Role: Regional Project Manager for Tetra Tech

2020-2021 | Hurricane Zeta
Multiple locations, Mississippi
Project Role: Regional Project Manager Tetra Tech

2020-2021 | Hurricane Sally
Pensacola, Florida
Project Role: Regional Project Manager for Tetra Tech

2020-2021 | Hurricane Laura
Lake Charles, Louisiana
Project Role: Regional Project Manager for Tetra Tech

2018-2020 | Hurricane Michael
Bay County, Florida
Project Role: Regional Project Manager for Tetra Tech

2018 | Hurricane Florence
New Bern, North Carolina
Project Role: Project Manager for Tetra Tech

2018 | Hurricane Maria
Puerta Rico
Project Role: Project Manager for Tetra Tech

Continued: Matthew Mooneyham

2017 | Hurricane Irma
Polk and Highlands Counties, Florida
Project Role: Project Manager for Tetra Tech

2014 | Severe Flooding and Ice Storm
Escambia County, Florida
Project Role: Project Manager for Escambia County Public Works

2010 | Deepwater Horizon Oil Spill
Pensacola Beach, Florida
Project Role: Director of Development for Santa Rosa Island Authority

2008 | Hurricane Gustav
Pensacola Beach, Florida
Project Role: Director of Development for Santa Rosa Island Authority

2004 | Hurricane Ivan
Pensacola Beach, Florida
Project Role: Director of Development for Santa Rosa Island Authority

EDUCATION

Associates Degree – School, High School Graduate

TRAINING / CERTIFICATIONS

Xactimate Level 1
ICS-100 – Intro to ICS
ICS-200 – ICS for Single Resources and IAI
ICS-700 – Intro to NIMS
ICS-703 – NIMS Resource Management
ICS-706 – Intro to NIMS Mutual Aid
ICS-800 – Intro to National Response Framework

Mike Teem
Quality Control Manager
Home Office: Knoxville, Tennessee

DISASTER EXPERIENCE

Years of Relevant Experience: 23 Years at P&J: 21

Mike Teem offers 12 years of disaster response and debris management experience. As QC Manager, his responsibilities include developing mission specific QC plans and assigning quality control monitors to ensure all work is performed in accordance with contract specifications and task order statements of work, identifying deficiencies for immediate corrective action and assuring the corrective action is implemented properly, and maintaining all mission QC system records and reports. Additionally, Mr. Teem ensures seamless communication between key representatives, subcontractors, and P&J to actively address project issues and recommendations, ensures the competence, development, professionalism and safety of our employees, and he continually monitors and analyzes the team's performance to identify and implement process improvements.

Mr. Teem has served as the QC manager for all debris management task orders issued by USACE within the state of Alabama for the 2011 Tornado Super Outbreak and within Sector 1 (New Orleans) following Hurricane Katrina. He has also supported numerous other disaster response projects including the Southern California Edison Bark Beetle Tree Removal project and tornado, hurricane, and ice storm debris management missions.

NOTE: Mr. Teem was previously employed by P&J. In the event of a large-scale disaster, he can be called upon to assist our disaster response operations team as needed.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2011 | Alabama Tornado Super-Outbreak Debris Management

U.S. Army Corps of Engineers: 24 counties in Northern and Central Alabama; City of Tuscaloosa, Alabama County Public Works; and Monroe County, Mississippi

Project Role: Quality Control Manager

2005 | Hurricanes Katrina and Rita Debris Management

U.S. Army Corps of Engineers: Sector 1 - Orleans Parish, Louisiana and Sector 4 – Allen, Beauregard, Cameron, Jefferson Davis, Lafayette, St. Landry, and Vermillion Parishes, Louisiana. Alabama Department of Conservation: Baldwin and Mobile Counties and Cities of Dauphin Island, Gulf Shores, Orange Beach, and Perdido Bay, Alabama. City of Gulfport, Mississippi

Project Role: Operations Manager

2003 | Southern California Bark Beetle Infestation Hazardous Tree Removal and Disposal

Southern California Edison Company: Los Angeles, San Bernardino, and Riverside Counties, California

Project Role: Quality Control Manager

Continued: Mike Teem

2003 | Missouri Tornado Debris Management
Cities of Carl Junction and Pierce City, Missouri
Project Role: Quality Control Manager

2003 | Hurricane Isabel Debris Removal Monitoring
Southeastern Public Service Authority of Virginia
Project Role: Quality Control Manager

2002 | North Carolina Severe Ice Storm Debris Management
North Carolina Department of Transportation
Project Role: Quality Control Manager

2002 | Hurricane Lili Debris Management
Terrebonne, St. Landry, and St. Mary Parishes, Louisiana
Project Role: Quality Control Manager

1999 | Hurricane Floyd Collection, Incineration, & Disposal of Animal Remains
North Carolina Department of Public Safety
Project Role: Quality Control Manager

TRAINING / CERTIFICATIONS

USACE Construction Quality Management for Contractors
Asbestos Awareness
Respirator Fitness
Fire Rescue
OSHA 30-Hour
OSHA 40-Hour HAZWOPER
First Aid / CPR

Dustin Haunhorst
Site Safety and Health Officer
Home Office: Knoxville, Tennessee

DISASTER EXPERIENCE

Years of Relevant Experience: 14 Years at P&J: 18

Mr. Haunhorst has been employed by P&J since 2004 and offers 14 years of disaster response and debris management experience. Serving as a lead safety manager, Mr. Haunhorst has performed site safety inspections and monitored site operations to ensure compliance with employee safety requirements and environmental regulations for various projects located throughout the Southeast and Mid-Atlantic regions of the United States. Mr. Haunhorst served as the lead safety manager for a large tree removal project in California and was responsible for the daily monitoring of operations including subcontractor safety meetings, incident and injury/illness reporting, and monitoring of damage claims. Mr. Haunhorst also served as the lead safety manager for disaster debris management missions implemented in response to several hurricanes. His responsibilities for these missions included daily safety monitoring of operations and personnel; interface with the U.S. Army Corps of Engineers, Occupational Safety and Health Administration (OSHA), and Federal Emergency Management Agency inspectors; and new employee safety orientation and job specific training.

NOTABLE DISASTER DEBRIS MANAGEMENT MISSIONS

2021 | Virginia Winter Ice Storm
VDOT Richmond District, VA
Project Role: Environmental Health and Safety Director

2017 | Hurricane Irma Debris Management
Highlands, Hillsborough, Palm Beach and Volusia Counties; Cities of Coral Springs, Kenneth City, and Pinellas Park; and Town of Belleair, Florida
Project Role: Environmental Health and Safety Director

2017 | Hurricane Harvey Land and Waterway Debris Management
Harris County Flood Control District, Texas
Project Role: Environmental Health and Safety Director

2016 | Hurricane Matthew Debris Management
South Carolina Department of Transportation: Williamsburg County. Horry County Solid Waste Authority, South Carolina. Cities of Briarcliffe Acres and North Myrtle Beach, and Belfair Property Owners Association, South Carolina. City of Tybee Island, Georgia
Project Role: Environmental Health and Safety Director

Continued: Dustin Haunhorst

2015-2019 | Catastrophic Event Memorandum Account (CEMA) Expanded Wood Debris Management Program

Pacific Gas & Electric: 12 Counties in Northern and Central California

Project Role: Environmental Health and Safety Director

2015 | Butte Wildfire Response Debris Management

Pacific Gas and Electric: Calaveras County, California

Project Role: Environmental Health and Safety Director

4. PRINCIPALS OF THE FIRM

UNANIMOUS WRITTEN CONSENT
OF THE BOARD OF DIRECTORS

January 1, 2022

The undersigned, being all of the members of the Board of Directors (the "Board") of Phillips and Jordan, Incorporated, a North Carolina corporation (the "Corporation"), acting by written consent without a meeting pursuant to Section 55-8-21 of the North Carolina Business Corporation Act, do hereby take the following actions on behalf of the Corporation:

Appointment of Officers

The Board of Directors hereby appoint the following individuals to serve as Officers of the Corporation in the positions set forth beside their respective names below to hold office until his or her successor shall have been duly elected and shall have qualified, or until the death or resignation of any such officer, or until any such officer shall have been removed in the manner provided in the Bylaws of the Corporation:

Avis A. Phillips	Chairman
William T. Phillips, Jr.	Vice Chairman and Chief Executive Officer
J. Patrick McMullen	President
Bryan McIsaac	Chief Financial Officer
Morgan Pierce	President, Power
Gerry Arvidson	President, Heavy Civil
Art Phelps	Senior Vice President
Eric Hedrick	Senior Vice President of Operations
Pat Williams	Vice President of Operations
Robert Ertle	Vice President of Operations
Scotty Orr	Vice President of Operations
Mario Vir	Vice President of Operations
Russell Page Riley	Vice President
Jeremy Best	Vice President
Michael P. Hoke	Vice President
Matthew Wagley	Vice President
David Lyle	Vice President
Jason Garner	Vice President, Controller, Secretary Treasurer
Christina M. Eddings	Assistant Secretary

Officers Authorized to Execute Contracts on Behalf of the Corporation

The Board of Directors hereby directs that the Officers listed below are the Officers authorized by the Corporation to sign, execute and deliver construction proposals, construction contracts and other contracts related to the business of the Corporation, and any and all documents related thereto, on behalf of the Corporation:

Avis A. Phillips	Chairman
William T. Phillips, Jr.	Vice Chairman and Chief Executive Officer
J. Patrick McMullen	President
Morgan Pierce	President, Power
Gerry Arvidson	President, Heavy Civil
Art Phelps	Senior Vice President
Russell Page Riley	Vice President
Jeremy Best	Vice President

The Board hereby directs that an executed copy of this Unanimous Written Consent shall be filed with the minutes of the proceedings of the Board.

This Unanimous Written Consent may be signed in two or more counterparts, each of which shall be deemed an original, and all of which shall be deemed one instrument.

IN WITNESS WHEREOF, the undersigned Directors have duly executed this Unanimous Written Consent as of the date first written above.

Avis A. Phillips

William T. Phillips, Jr.

J. Patrick McMullen

Lesa P. Whitson

C. Lamar Shuler, Jr.

James F. Rose

5. SUBCONTRACTOR LIST

Company Name	Location	Designation	Type of Work
Proposed Subcontractors:			
Gary Otter Construction	Johns Island, SC	SB	Hauling, TDSR Management
All Green Landscape	Charleston, SC	SB	Hauling, TDSR Management
Land Clearing Services	Blythewood, SC	None	Hauling, TDSR Management
State Tree Service	Sumter, SC	None	Hauling, TDSR Management
Carolina Site Logistics	Ridgeville, SC	SBE	Hauling
Parkman Tree Service	Lancaster, SC	SBE	Hauling
Additional Subcontractors:			
Thunder Disaster Services, Inc.	Waynesville, NC	VO, WBE	Hauling
Metrolina Landscape Co, Inc.	Charlotte, NC	None	Hauling
BKW, Inc.	Pensacola, FL	WBE	Hauling
Emerald Coast Site Construction	Panama City, FL	SBE	TDSRS Management
H & R of Belle Glade, LLC	Belle Glade, FL	HZ, MBE, SBA	Hauling
Optimum Services, Inc.	Okeechobee, FL	HZ, SBE, VO	Hauling
Rio-Bak Corporation	Wellington, FL	SBE (Federal)	Hauling
Siboney Contracting Co.	West Palm Beach, FL	MBE	Hauling
Terry Tree Service South, LLC	Rochester, NY	None	Hauling
E3 Environmental	Pensacola, FL	None	Haz-Waste, Environmental
EE&G Disaster Response, LLC	Miami Lakes, FL	None	Environmental
Golder Associates	Atlanta, GA	None	Environmental
Grillot Construction, LLC	Belle Chase, LA	None	Hauling
Terry Bucks Contracting, LLC	Gainesville, GA	None	Hauling

DBE: Disadvantaged Business Enterprise | HZ: HubZone | SBA: Small Business Administration-Certified | SBE: Small Business Enterprise | SDB: Small Disadvantaged Business | MBE: Minority-Owned Business Enterprise | VO: Veteran-Owned Business | WBE: Woman-Owned Business Enterprise

6. SUBCONTRACTOR PLAN

A) SUBCONTRACTOR UTILIZATION

P&J anticipates that approximately 60% of the work performed for the Town of Kiawah Island during a disaster debris management mission would be subcontracted in the event of a contract activation. Subcontractors typically perform or partially support the following requirements on an as-needed basis:

- Collection and transportation of debris
- Reduction and disposal of vegetative debris
- Sorting, decommissioning, packaging, and transportation of household hazardous waste, construction & demolition debris, white goods, electronic waste, small-motorized equipment, or other non-vegetative debris
- Performing traffic control
- Performing structural demolition
- Hazardous tree, limb, and stump removal
- General labor for miscellaneous work

B) SUBCONTRACT PROCUREMENT POLICY

P&J's subcontract procurement policy has always involved efforts beyond simply identifying and offering opportunities to subcontractors including small and disadvantaged business concerns. P&J has historically provided technical, financial, and equipment support to subcontractors who need such assistance to procure and successfully perform subcontracts. As a prime contractor, on every disaster debris management project that we perform, P&J pays our subcontractors on a weekly basis well in advance of payment receipt from our clients. It is P&J's intent to continue this policy and expand our assistance to subcontractors as a prime contractor during future disaster debris management missions. P&J routinely reviews information sources to determine the competence, ability, experience, and capacity of small and disadvantaged business concerns to perform additional, more complex, or higher compensated work. P&J also identifies areas in which it may be able to provide technical or other assistance to small and disadvantaged business concerns which will increase their competency and therefore become eligible for more sophisticated work assignments.

Upon activation of the contract by The Town of Kiawah Island, P&J will initiate agreements with two local subcontractors, Gary Otter Construction and All Green Landscaping to support debris management operations. If needed, we will also include qualified local subcontractors in accordance with the Stafford Act. P&J then issues a master work order to each subcontractor. P&J requires each subcontractor to provide a single point of contact for their subcontract to ensure accountability and clear channels for communication between the companies.

C) SUBCONTRACTOR MANAGEMENT APPROACH

P&J's approach to managing subcontractors is based on the following guiding principles:

- Effective channels of communication are clearly defined and established
- Responsibilities and authorities are clearly defined in the master work order
- Required documentation is clearly defined in the master work order
- Specific services are clearly defined in the master work order
- Any constraints imposed on a subcontractor, including schedule and budget constraints, are clearly defined in the master work order

- Safety, quality, and insurance requirements are clearly defined in the master work order
- Appropriate terms and conditions are clearly defined in the master work order

D) SUBCONTRACTOR PERFORMANCE & MONITORING

To ensure that a disaster debris management mission is executed at the highest level of effectiveness and efficiency, the individual work scopes for all involved subcontractors are integrated into a cohesive mission plan so that each subcontractor understands how their role fits into the overall operational approach.

Subcontractor employees assigned to support activities are directly accountable to the P&J Operations Manager for their overall job performance. The P&J Operations Manager serves as an interface between Town representatives and subcontractor employees in matters related to task assignments, job performance issues, and any other concerns or issues that may arise. The P&J Operations Manager works closely with each subcontractor point of contact to ensure that all necessary support and resources are provided, that all identified issues are resolved, and to conduct performance reviews as needed. Daily monitoring of subcontractor crew activities is conducted by P&J field managers who are responsible for assessing performance and identifying issues that require corrective measures. Each field manager reports observed subcontractor crew performance to the operations manager daily.

E) SUBCONTRACTOR AVAILABILITY & RETENTION

Regarding subcontractor availability, P&J maintains executed enforceable master subcontracts for disaster response services with each of our key pre-positioned subcontractors – rather than just letters of commitment. All the key pre-positioned subcontractors identified in this proposal have supported major disaster debris management missions conducted by P&J in the past. In addition to disaster related projects, many of these subcontractors provide support for P&J construction projects that are conducted on a year-round basis.

Additionally, P&J's subcontractor compensation philosophy ensures that we can pay our subcontractors reasonable compensation in a timely manner for their support. This helps to ensure the highest commitment to the project. The ongoing relationship between P&J and our key pre-positioned subcontractors along with our compensation philosophy ensures that our subcontractors are motivated to assist P&J on disaster response projects, provide the best personnel and equipment possible, ensure that their work activities are conducted in a safe manner and are of the highest quality possible, and remain committed throughout the duration of the project.

F) LOCAL & DISADVANTAGED BUSINESS SUBCONTRACTING

It is the policy of P&J, regardless of the project type, to actively seek and contract with local small and disadvantaged businesses including, but not limited to, Small Business, certified Small Disadvantaged Business, Women-Owned Small Business, Historically Underutilized Business Zone, Veteran-Owned Small Business, and Service-Disabled Veteran-Owned concerns. This policy will be affirmatively enforced with respect to execution of work for The Town of Kiawah Island. P&J's senior managers personally oversee the implementation of existing corporate policies to ensure that small business participation goals are achieved, and periodically consult with operations managers and contract administrators to measure progress toward achieving established goals. P&J has institutionalized a buying practice that encourages identifying and contracting with local small and disadvantaged businesses for both services and supplies. In addition, the company requires all retained large business subcontractors to comply with the small business participation goals established by P&J.

P&J typically utilizes a combination of key prepositioned subcontractors with whom we have executed master service agreements, pre-registered subcontractors who are documented in our internal subcontractor database, and

small and disadvantaged business concerns identified following a disaster event. P&J has a proven track record of meeting the socioeconomic subcontracting goals of our clients and ensuring that our subcontracting efforts are in compliance with all applicable federal regulations. Furthermore, to support our clients' efforts to comply with the procurement requirements as stated in 2 C.F.R. 200.321, P&J actively encourages participation of minority businesses, women's business enterprises and labor surplus area firms as a part of disaster debris management projects whenever possible. P&J solicits certified socio-economically disadvantaged businesses to provide collection and transportation of debris; reduction and disposal of vegetative debris; sorting, decommissioning, packaging, and transportation of household hazardous waste (HHW), construction and demolition (C&D), white goods, electronic waste, or other non-vegetative debris; performing traffic control, demolition activities, hazardous tree removal, or installation of erosion control; and general labor for miscellaneous work. P&J is committed to incorporating the following acts of good faith:

- Assisting interested minority/woman-owned business enterprises (M/WBEs) in obtaining bonding, lines of credit, and insurance
- Providing interested M/WBEs technical assistance or information related to the plans, specifications and requirements for work to be subcontracted or supplied by M/WBEs
- Assisting interested M/WBEs in obtaining necessary equipment, supplies, materials or related assistance or services
- Sub-dividing bid items into economical feasible work units to allow M/WBEs every advantage to quoting the project
- Negotiating in good faith with interested M/WBEs

D. MANNING LEVEL STATEMENT

P&J currently has 1,284 full time employees and does not classify any employees as temporary, seasonal, or part-time. Because we operate 52 weeks of the year, we can retain our more than 1,000 management, operations, and administrative personnel on a wide variety of construction projects at sites located throughout the U.S. All the critical personnel identified in this proposal are on the job site performing various construction management and operational functions in support of current projects, some of which present in high hazard conditions. If a disaster impacts the Town, P&J has the capability to re-assign personnel with disaster experience to support the response effort without affecting ongoing project work.

E. APPROACH TO SCOPE OF SERVICE

P&J is currently a proud member of the Town of Kiawah Island's Emergency Management Team and has a very successful history of communicating with the Town's representatives. Although throughout our present contract term there has not been a need for a contract activation, we have maintained excellent communication over the years through annual exercises, trainings, and preparation for potential event impacts. Throughout this "Approach to Scope of Service" section, we will outline the path for determining our means and methods in responding to any disaster event that may impact the Town of Kiawah Island. P&J's disaster event response is the result of over three decades of successful activation and completion of disaster response missions. More exacting operational detail is described in the "Project/Work Plan" section.

A) POST CONTRACT AWARD – NEXT STEPS

Following the contract award to P&J, members of our senior disaster debris management team will arrange to conduct a post-award teleconference, or in-person site visit with the Town of Kiawah Island representatives. During this meeting, key elements of the Town's disaster response preparedness will be discussed including, but

not limited to, proposed equipment staging areas and Temporary Debris Storage and Reduction Sites (TDSRSs), area landfills authorized to receive debris for final disposal, identification of points of contacts for stakeholders that would participate during a disaster response (public works department, Town of Kiawah Island administration offices, local power companies, etc.), and educational enhancements required by the Town to increase its disaster response preparedness.

P&J also understands the sensitive nature of the private property issues surrounding privately held properties "behind the gate" at Kiawah Island Community Association, Kiawah Island River Estates, etc. We currently hold existing contracts with these entities as well and are prepared to assist the Town in developing the best plan for debris management to present to all entities involved in an emergency recovery mission, in order to not jeopardize the Town of Kiawah Island's eligibility for potential federal reimbursement.

B) PRE-EVENT PLANNING & TRAINING

P&J takes an active role in planning for efficient and cost-effective response and recovery efforts for all our clients. We are prepared to provide up to two representatives to participate in the Town's directed disaster recovery planning, training, or exercises during the year and we offer additional annual training to Town of Kiawah Island's emergency response teams regarding current federal, state, and local guidelines and regulations.

More importantly, we will invest resources to help Town maintain operational response plans and identify potential gaps. We can assist in preparing a State/FEMA-approved Debris Management Plan that will allow Town to obtain additional federal grant funds and ensure a successful recovery for the Town following a disaster. As the designated debris removal contractor for Town of Kiawah Island, P&J will coordinate with Town officials to verify the specific needs of the Town regarding training and planning schedules. Specifically, we will immediately coordinate the following:

- Planning for preliminary TDSRS selections
- Pre-permitting of TDSRS selections if applicable
- Review and update debris collection zone maps
- Review and update of primary road clearance routes
- FEMA regulations and requirements updates
- Client training that may be needed or requested
- Local subcontractor coordination
- Hazardous waste handling – policies, procedures, locations, etc.
- Force account documentation evaluation and recommendations
- Coordination with the Town's debris monitoring firm and other third-party contractors

Our annual training is customized based on the Town's specific needs for information regarding all phases of emergency management. P&J will coordinate with Town emergency management staff regarding criteria, agenda, and scheduling.

Participating in planned pre-event training allows the Town staff and P&J staff the opportunity to interact in a non-event environment and encourages an open and informative exchange of ideas, expectations, and common goals that will assist in planning for a successful recovery effort. It is P&J's belief that these are all necessary tools to prepare the Town's entire emergency management team for response to a future disaster. In addition, P&J has the capability to conduct pre-event outreach and training programs in coordination with Town of Kiawah Island. These are aimed at local subcontractors/vendors/ suppliers and their personnel to strengthen local business participation and to develop a unified team in the event disaster does strike. Previous training of this nature has

been beneficial in improving the coordination of the response and recovery effort, as well as improving the overall efficiency and effectiveness of these efforts.

C) PRE-EVENT COORDINATION

P&J will initiate pre-event communication with Town of Kiawah Island during teleconferences conducted at intervals of 96 hours, 48 hours, and 24 hours prior to the anticipated landfall of a hurricane (the most likely disaster event for which contract activation would be required).

During these teleconferences, the team will review the availability and preparation of TDSRSs for post-event operations, discuss details of P&J's mobilization approach based on the anticipated severity of the storm, and discuss pre-positioning of resources needed for event response. During this time period, we will also activate our pre-positioned subcontractors and vendors that will support the disaster recovery effort. In addition, P&J will assist with other pre-planning efforts including:

- Location Identification for check-in of personnel and equipment
- Refinement of the debris volume estimate based on anticipated storm conditions
- Development of recommended debris segregation guidelines for the general public
- Development of a sectoring plan for the management of debris crews and communication with the general public regarding progress and scheduled passes
- Coordination with the Debris Monitoring Firm retained by Town of Kiawah Island
- Coordination with stakeholders and FEMA

D) POST-EVENT RESPONSE

It is not always necessary to wait to activate the Town's disaster response contracts after an event impact. If the contract is activated prior to an impact, it will ease a considerable amount of confusion that occurs after the initial impact and could save much needed time that could be better used for community issues. There is no cost impact to the Town for activating a contract that a Notice To Proceed is not issued for. It simply gets the documentation pipeline on track and sets preparations in motion. Once the impact from an impending disaster event is either predicted or has already occurred, and the Notice-To-Proceed (NTP) from the Town has been issued, P&J will immediately take the following actions:

- Within twelve (12) hours of NTP by the Town's Debris Manager (or designee), P&J will have a representative on site at the Town's Public Works Operations Center to coordinate the initial cut and toss response operations.
- Coordinate with Town of Kiawah Island regarding the priority of routes and areas to be cleared by cut-and-toss crews
- Finalize all project personnel
- Work with Town representatives to provide damage assessments and actual debris estimates
- Modify sectoring plan to fit actual field conditions and degree of storm damage
- Determine the frequency of project meetings and reporting schedule
- Prepare and implement project-specific safety work plans for all required activities
- Work with Town of Kiawah Island representatives to initiate communication with the general public concerning segregation of debris and other project information
- Mobilize sub-contractor personnel and equipment
- Debris management site identification/permitting/preparation
- Perform TDSRS baseline environmental screening

- Prepare TDSRSs for debris reduction and processing operations
- Initiate public right-of-way debris segregation, collection, removal, and disposal
- Implement final disposal/recycle plan for all storm-related debris
- Commence Project Closeout activities
- After-action meeting/debriefing with the Town of Kiawah Island

E) ABILITY TO MANAGE MULTIPLE CREWS & TASKS

At P&J our greatest resource is our employees, from our operational managers and supervisors with years of experience who keep our crews safe and productive, our crafts who perform the work, to our corporate service teams that manage our fleet, financial and administration, information, and technology systems. We are proud to have many second and third-generation employees that have chosen to build their careers with P&J. P&J currently has in excess of 1,000 employees and sufficient bench strength to provide multiple layers of redundancy to a project workforce.

P&J currently employs an extensive cadre of management and field personnel that have supported disaster debris management missions thus providing our organization with a highly qualified team to support the Village of Wellington during a future disaster event. Our knowledgeable and experienced workforce includes a core response group of individuals that offer demonstrated disaster response experience on multiple missions and have numerous FEMA, USACE, and OSHA certifications.

The team that would be deployed for most typical, isolated, small disaster events would only consist of a project manager, several ASZ managers (typically 1 per 10 crews), and a field safety manager. However, a larger, more complex team with additional specialized expertise would be assembled and deployed for a larger, or even catastrophic disaster event. Selection of the specific key personnel that would support a disaster debris management mission for the Town of Kiawah Island is noted in the org chart in the previous section. Identifying all personnel for the project is not realistic at this time given the fact that the timing and magnitude of a future disaster is not known. However, for a typical response scenario the team would primarily consist of individuals selected from P&J's core response group. Detailed resumes for P&J's core response group are provided in Section C.3.

F. PROJECT/WORK PLAN

1. DEBRIS REMOVAL AND DISPOSAL OPERATIONS

P&J understands that disaster response can be a costly yet necessary expense that can often be unforeseen, appear quickly, and overwhelm the resources of local communities. For this reason, the Town of Kiawah Island wishes to establish a pre-positioned contract with an experienced firm to manage the removal, reduction, and disposal of disaster-generated debris if the Town is affected by a disaster. P&J stands ready to assist the Town in addressing the daunting task of disaster response. Our extensive experience providing similar services throughout South Carolina and across the nation over the past three decades is a testament to our ability to support the Town of Kiawah Island's unique debris management needs. Our proven project approach is scalable to meet the individual needs of our clients who are faced with varying circumstances associated with each disaster type. Furthermore, P&J understands the importance of ensuring compliance with federal, state, and local laws and regulations to maximize and expedite the Town of Kiawah Island's reimbursement from available federal grant sources and minimize the Town's cost for response and recovery services. P&J is an established and experienced debris management firm that offers the Town of Kiawah Island the following key qualifications and capabilities:

- We are committed to assisting the Town of Kiawah Island if the need for debris management services should arise.
- We are knowledgeable of applicable laws and regulations.
- We understand how to manage debris removal in the most efficient and effective manner.
- We have the financial, equipment, and personnel resources to manage a disaster response mission regardless of magnitude.

A) PROFESSIONALISM AND CONDUCT

P&J understands that while working in a disaster area it is extremely important to always conduct yourself in a safe and professional manner. The safety of the Town of Kiawah Island and its residents is of utmost importance to P&J and we have put the following policies and procedures in place to insure a clean, comfortable and safe working environment not only for our employees but the citizens and residents of the Town of Kiawah Island. P&J, our employees and our subcontractors will abide by the following as indicated in the RFP documents:

- All P&J employees and subcontractors will be neat, clean, and well-groomed in appearance
- All P&J employees and subcontractors will conduct themselves in a respectable manner while performing the duties as outlined in this proposal and while on Town property
- P&J will provide, upon activation, a list of names of all P&J and subcontractor employees that will be working in the Town
- All P&J and subcontractor employees are subject to random and periodic drug and alcohol testing
- P&J and subcontractor employees will always wear uniforms while working within the Town of Kiawah Island. These uniforms will be clearly marked with the P&J name and logo
- Employees will always wear appropriate PPE for the duties they are performing. This includes safety vests (SCDOT approved) while working within roadways or rights-of-way
- Vehicles and equipment will be clearly marked with the P&J name and logo
- All crews will be supervised by a qualified foreman. This foreman will be capable of making on-site decisions and will ensure all work performed is in accordance with the specifications contained within the RFP and related contract documents
- At least one member of each crew will be capable of understanding and communicating in English
- All equipment used on the job will be commercial grade and will be maintained in good, safe operating condition

B) PRELIMINARY DAMAGE ASSESSMENT

P&J has found it favorable for both our clients and our project managers to be involved and participate in preparations prior to an event, and in the initial damage assessment (IDA) immediately following an event. P&J has experienced staff that can assist in training the Town of Kiawah Island's staff on how to perform an IDA that will collect and document the information that will later be required to validate the threshold of damages. In Kiawah Island's particular situation, this may even include providing access to the Island in the case of damage to bridge access that would limit the traveling public. We will assist the Town in the decision to utilize barges, and/ or even temporary emergency bridges to allow access until a permanent solution can be achieved.

Proper documentation during the IDA is critical to providing validation during the preliminary damage assessment that will also involve FEMA, SCDOT and the South Carolina Division of Emergency Management. Being aware of the relevant thresholds is helpful to understanding the likelihood of a federal disaster declaration and to knowing when to move forward with debris management task orders. P&J's clear understanding of the

requirements of the declaration process will be valuable to the Town during this process after the impact of any event.

C) MOBILIZATION/DEPLOYMENT

P&J stands ready to mobilize upon receipt of notice to proceed (NTP) from the Town of Kiawah Island. Our Disaster Services Division regularly monitors predictable weather events and prepares to activate response personnel and key subcontractor contracts for our pre-positioned contract clients as soon as a threat is identified.

P&J Mobile Command Trailer

P&J deploys disaster services personnel to affected locations in advance of predictable events and can begin deployment within 12 hours of non-predictable events. P&J employs over 500 full-time management personnel throughout the Southeastern United States. Many of these capable individuals have been cross trained in Emergency Response Deployments and have extensive disaster debris management experience. Upon a contract activation by the Town of Kiawah Island, an appropriate combination and number of P&J employees will deploy to the area within 12 hours of an NTP. P&J's Primary Contact for the Town of Kiawah Island will have already been in communication with the Town of Kiawah Island representatives prior to event impact. That communication will remain in effect throughout the NTP process, as well as the life of the project. Once the NTP is issued, a Project Manager will be assigned to the project and will be available for communication to the Town of Kiawah Island 24/7.

When a threat is identified in advance, P&J's Disaster Services personnel will immediately contact all our pre-positioned contract clients who could potentially be impacted to gain an understanding of each client's specific needs and requirements if an activation is possible. The P&J team will reach out to the Town of Kiawah Island as soon as a potential event's impact is identified to have the Town in the "cone of uncertainty" to initially discuss expected resource needs based on the unique circumstances of the event. These conversations typically happen in intervals starting at 96 hours and in sequentially every 24 hours after. Therefore, P&J will be aware of Town's mobilization requirements and will be planning to meet these requirements well in advance of NTP.

P&J also maintains Master Service Agreements with all our Emergency Response Debris Removal subcontractors. Six of our key Debris Removal Subcontractors are based in the State of South Carolina and represent 95 - 150 immediately available debris hauling vehicles, with more available if necessary. The advantage of these subcontractors being based in SC will significantly shorten the amount of time necessary for mobilization to the Town of Kiawah Island. If the Town anticipates P&J to be assigned emergency clearance operations (push / cut and toss) following a predictable event, our Emergency Roadway Clearance crews and equipment can also be pre-positioned out of harm's way to immediately deploy to the affected area work zones upon the "All Clear" given by the Town of Kiawah Island.

The timeline of any disaster debris management project is determined by the circumstances and magnitude of the event, as well as the unique needs of each individual client following an event. P&J typically aims to complete the debris removal process within 60 days and debris reduction and disposal operations within 90 days. Regardless of the specific project goals, all work must be completed within 180 days to be eligible for reimbursement through the FEMA Public Assistance Grant Program. If additional time is needed, which is rare, P&J can assist with filing for an extension.

D) DEBRIS CLEARANCE FOR ACCESS (EMERGENCY PUSH/CUT AND TOSS)

Opening roadways within the first 70 hours following a disaster is a priority to allow emergency vehicles access to critical facilities. P&J has substantial experience providing crews and equipment to assist local governments with Emergency Debris Road Clearance (Push/Cut-and-Toss) operations to clear debris from roadways. P&J's Operations Manager will coordinate with the Town of Kiawah Island Contract Coordinator and the EOC to identify the "critical routes" and coordinate resource requirements. Emergency roadway clearance operations are typically conducted on primary transportation routes pre-specified by the Town as well as entrances into police stations, hospitals, fire stations, and other critical facilities.

To ensure the road clearance operations can begin as soon as the event passes, P&J will provide sufficient resources, including an appropriate number of emergency roadway clearance crews, according to prior communication and determination by the Town of Kiawah Island. These crews will be mobilized and on-site within 12-hours after receiving the NTP. Road clearance operation services will include cutting and removing vegetative debris and other debris to a point 2' beyond the curb and gutter section or to a point 2' beyond the edge of pavement (i.e., 2' beyond the paved shoulder or edge of turn lane (s) whichever is further) and a vertical clearance of 16' as needed. P&J will make every effort to push debris into areas where no utilities are present. Emergency roadway clearance crews begin clearance operations working 24-hour shifts with rotating personnel until emergency clearance operations are completed.

Each road clearance crew typically consists of: (1) foreman w/ truck and cell phone, (1) equipment operator, (2) laborers equipped with chain saws and rakes, (2) certified flaggers, (1) rubber-tired loader/skid steer, and is supported, if necessary, by several transport trucks. Work activities are supervised by P&J's operations manager, field safety managers, and field crew managers. The number of push crews deployed is dictated by the Town of Kiawah Island based upon the severity of the storm. Emergency roadway clearance crews work together with local government representatives and local/regional power companies to maximize public safety and minimize further damage to utility systems and public infrastructure (i.e., sidewalks, drainage structures, traffic signals, signage, etc.). All personnel will be outfitted with proper personal protective equipment (PPE) and approved traffic control devices.

E) DEBRIS REMOVAL OPERATIONS

Personnel and equipment provided by both P&J and its subcontractors begin arriving in the area near the conclusion of the emergency roadway clearance operation. All operational equipment for the debris collection, debris site management, and reduction is initially directed to equipment inspection areas where it undergoes safety inspection by P&J equipment certification specialists. The inside bed dimensions of debris hauling trucks are accurately measured by the Town's representative, and all safety devices are checked and approved. Each piece of equipment is assigned a unique identification number, and information regarding the equipment (including capacity, description, driver's name, license number, and identification number) is recorded on a FEMA-compliant certification form. The original copy of each form is retained by the Town of Kiawah Island, and copies are provided to a P&J quality control representative, the Town of Kiawah Island and the truck driver. The driver's copy always remains in the truck, and a placard labeled with the truck's identification and measurement information is displayed on both sides of the truck. After completion of the inspection/certification process, equipment is moved to an assigned staging site.

Debris Removal/Hazard Tree crews will typically consist of: (1) foreman w/ truck and cell phone, (2) equipment operators, (2) laborers equipped with chain saws and rakes, (2) certified flaggers, (1) bucket truck, (1) rubber-tired loader/skid steer, and is supported, if necessary, by several transport trucks. Work activities are supervised by P&J's operations manager, field safety managers, and field crew managers. The number of Debris

Removal/Hazard Tree crews deployed is dictated by the Town of Kiawah Island based upon the impact of the event.

Debris Management Site crew will typically consist of: (1) TDSRS Manager w/ truck and cell phone, (3) equipment operators, (2) 1.5-2.5 CY excavators, (1) horizontal grinder (1) 3-5 CY rubber-tired wheel loader, (1) water truck w/fire suppression equipment, (1) mechanic truck. Work activities are supervised by P&J's project manager, operations manager, and field safety managers. The number of Debris Management Site crews deployed is dictated by the number of active TDSRS locations. This crew and equipment configuration is based on a grinding site operation. If burning were to be utilized the method of reduction, we would add air curtain burners or incineration boxes.

Operational personnel report to a resource staging area for processing, assignment of living quarters if required, verification of valid commercial driver's license (if applicable) by the P&J logistics manager, and distribution of required personal protective equipment (PPE) supplies. A job bulletin board is constructed at the staging area and used to post legal notices (Equal Employment Opportunity, sexual harassment, safety and health information, prevailing wages, grievance procedures, etc.), contract information, and the project safety performance record. Operational personnel also participate in an orientation that addresses the scope of work to be performed, site-specific health and safety requirements, P&J ethics and anti-kickback policy training, and emergency contact telephone numbers. After each work crew has completed its mobilization to the project site, the P&J operations manager assigns the work crew to a specific operational area. Once assigned, the work crew will only work in the assigned operational area until released by the operations manager.

At the inception of the project, P&J establishes a centralized staging area in a discrete geographical area. Work crew supervisors report to this staging area for a daily planning meeting. This meeting is conducted by the operations manager and serves as a forum to identify and correct any problems encountered during operational activities. The general format of these meetings is as follows:

- Problems encountered
- Resources needed
- Safety and health issues
- Production concerns
- Establishment and tracking of benchmarks (i.e., loads hauled)
- Subcontractor announcements
- Town of Kiawah Island and other stakeholder issues
- Local issues and complaints
- Coordination issues with vendors including local waste haulers and tree trimming contractors
- Assignments for the day

The primary objective of the daily planning meeting is to produce a coordinated effort among all operational personnel. Information is exchanged between supervisors, priorities established, and problems resolved. These meetings have been conducted by P&J during previous disaster debris management missions and have resulted in extraordinary results and camaraderie among project participants.

(1) DEBRIS COLLECTION AND REMOVAL

Debris collection and removal involves the collection and transport of all eligible storm-related debris from the public right of way. Vegetative debris generally consists of trees, shrubs, limbs, and stumps while C&D debris generally consists of lumber, steel, glass, brick, concrete, asphalt material, pipe, and gypsum wallboard.

P&J will meet all mobilization expectations as dictated by the Town, including mobilization, within 72 hours of NTP with a minimum of 5 -25, 50+-CY removal trucks (dictated by event impact) and an adequate number of TDSRS operations crews to the area for a "first pass" and subsequent passes as directed by the Town of Kiawah Island.

P&J utilizes a "Clean As You Go" policy in all work orders and service agreements with all debris removal crews. This ensures that while crews are making passes collecting specific storm-related debris streams (vegetation, C&D, HHW, etc.) they will clean the roadway/area as they come to debris piles, not skipping any piles of the same debris type they are currently collecting. Subsequent passes will be made with the same "Clean As You Go" philosophy for all debris stream types. The debris removal crews will not move from one designated debris management zone to another without prior approval from the Town of Kiawah Island Contract Coordinator. This helps to track project progress and provide consistent messaging to the Town of Kiawah Island's residents more efficiently.

P&J will look to the Town of Kiawah Island for direction on their goals and priorities, then work to execute. The Town of Kiawah Island Contract Coordinator will provide direction to P&J including identifying critical roads and infrastructure, work eligibility, and other key components that will affect the development of the work plan. We are committed to providing high-quality services to the Town of Kiawah Island and will remain flexible throughout the process to ensure that the disaster debris mission is managed efficiently, that all requirements from FEMA 325/PAPPG & SCDOT are met, and that the needs of the Town of Kiawah Island are addressed throughout the project.

All operations involving trucks will comply with applicable federal, state, and local rules and regulations including tarping requirements. In addition, trucks are not overloaded, and overhanging debris is trimmed at the loading site. Because tracked equipment is prohibited on roadways and all hauling units are mechanically loaded and capable of dumping their loads and handloading is not permitted following FEMA guidelines. By implementing these practices, the opportunity for debris to be dislodged during transportation is minimized.

All trucks and trailers that are utilized in hauling debris will be equipped with a functioning tailgate that will permit the vehicle to be loaded to capacity while also effectively containing all of the material. Any sideboards that are installed will not extend more than 2-feet above the metal sides. All sideboards will remain in place throughout the project operations. If the sideboards do not remain on the vehicle, it will immediately be re-measured and re-marked to reflect the new cubic yardage certification.

Prior to commencement of work, all trucks, trailers and/or equipment will be clearly marked with signage and/or markings. This signage will include the P&J logo and a unique vehicle/equipment identification number. For trucks and trailers that will be utilized to haul debris, the cubic yardage volume will be clearly marked. All signage will be maintained in a readable fashion with a minimum letter size of 3" throughout the duration of the project.

Vegetative debris is typically transported to a designated TDSRS for reduction while C&D debris is typically transported directly to an authorized landfill for disposal. Traffic control devices used for operations comply with the latest Manual of Uniform Traffic Control Devices, and include sufficient signs, cones, and barricades to ensure the safety of vehicular and pedestrian traffic within work zones.

P&J Experience

P&J removed and reduced approximately 52,600 hazardous limbs following a 2014 ice storm that impacted South Carolina, and over 1,200 hazardous trees and 52,300 hazardous limbs during the 2017 Hurricane Irma disaster debris management mission.

(2) HAZARDOUS TREE, LIMB, AND STUMP REMOVAL

This task involves removal of hazardous trees/limbs/stumps identified by the Town of Kiawah Island from the public right of way and other public properties (schools, parks, golf courses, etc.). Hazardous trees are identified and marked in the field by Authority representatives in accordance with FEMA guidelines and are categorized based upon the diameter at breast height (DBH) applicable to a given tree. Only those trees marked by the Town of Kiawah Island's representative are cut by P&J. The Town of Kiawah Island would have to request the removal of trees located on private property or leaning on structures. These specific items are subject to the requirements of FEMA's private property debris removal program (PPDR).

Certified chainsaw and bucket truck operators will perform Hazardous tree/limb removal in the safest manner possible. This work will be accomplished while utilizing all required personal protective equipment and all necessary traffic control devices. Felled trees/limbs are subsequently placed in the public ROW and transported to a designated TDSRS with other storm-related vegetation.

P&J Experience

P&J removed and reduced over 320 hazardous stumps during the 2017 Hurricane Irma disaster debris management mission.

Hazardous stumps located in the public right-of-way and other public properties (schools, parks, etc.) are identified and marked in the field by the Town of Kiawah Island representatives in accordance with FEMA guidelines. Each stump is photographed and located via GPS by a Town representative prior to removal by P&J. All stumps are transported to a designed TDSRS for reduction.

(3) WHITE GOODS

This task involves curbside collection and transport of white goods. White good examples include, but are not limited to, refrigerators, freezers, stoves, air conditioning units, and other large appliances. White goods are collected at the public ROW and transported by the crews to a central debris processing site where they are quantified, processed, refrigerants removed and prepared for final disposal. Eligible items are then transported to an approved recycling facility. Any proceeds from salvage will be reported and returned to the Town of Kiawah Island for project documentation and ultimately FEMA project worksheets.

(4) VEHICLE & VESSEL REMOVAL

This task involves collection and transport of damaged cars/trucks and vessels from the public right-of-way and public lands. If a particular vehicle or vessel is found to show signs of a leak or fluid, removal of gas, oil, and/or other lubricants may be required before removal of the vehicle or vessel. In this case, hazardous fluids are drained into approved containers which are subsequently transported to a central HHW processing site for final disposition.

All vehicles and vessels are transported to storage sites designated by the Town of Kiawah Island. The sites for vehicle and vessel storage will be secured with stormwater pollution prevention measures, site supervision, and

secured fencing. Proper authorities will be notified of every vehicle/vessel for identification to find owner contact information and ensure all applicable Charleston County, SC laws, codes, and ordinances are followed. Following delivery to storage sites, each vehicle/vessel is decommissioned (removal of all fluids, batteries, etc.) and prepared for recycling or refurbishing if practical.

Stranded Vessels
2005 - Hurricane Rita

(5) MARINE DEBRIS REMOVAL

P&J maintains insurance as required by the U.S. Longshoreman & Harbor Workers' Compensation Act to perform waterway debris removal services in marine environments including navigable waterways. The location of marine debris is initially determined through visual observation from land, boats and/or aircraft and using sonar equipment.

Loading and transport of the debris is accomplished by marine debris removal crews, which typically consist of boats, barges, and removal equipment. All marine debris is monitored as it's lifted onto the barge deck and then placed at various off-loading sites on land. Haul trucks rotate to each of the off-loading sites during the duration of marine operations to load accumulated debris and either transport it to a designated TDSRS (vegetative debris) for quantification and reduction or to an authorized landfill (C&D debris) for disposal.

Marine Debris Removal
2011 - Alabama Tornadoes Super-Outbreak

(6) SAND REMOVAL & REPLACEMENT

This task involves removal of sand from public lands or the right-of-way (streets, beaches, and parks); transport of the sand to a central sand processing site; screening of debris from the sand; and finally, replacement of the clean sand on beaches or along waterways as directed by the Town.

Beach Renourishment
2013 – Collier County, FL

After collected sand is screened at the sand processing site, the clean sand is transported to a staging area as close to the original location as possible until final disposal or reuse has been determined by the Town. Four (4) separate crew types (sand removal crews, sand screening crews, debris support crews, and sand replacement crews) work simultaneously to accomplish sand removal and replacement. All debris removed from sand during screening operations is collected by debris support crews and either transported to a designated TDSRS (vegetative debris) for reduction or transported directly to an authorized landfill (C&D debris) for disposal. Sand that is contaminated

with any hazardous waste will be properly segregated and properly handled in accordance with applicable federal, state, and local rules, regulations, and laws

(7) ANIMAL CARCASS REMOVAL

This task involves the removal of livestock, wildlife, and other animals that perished during the disaster event. Animal carcass collection, transportation, and disposal are accomplished in accordance with applicable local, state, and federal laws, standards, and regulations. P&J generally utilizes air curtain refractory incinerators ("box burners") for animal carcass reduction with subsequent landfill disposal of the rendered burn product or direct disposal of carcasses at a landfill approved to accept this specific type of waste. Removal of animal carcasses is accomplished by carcass removal crews. The per-day removal rate for animal carcasses is highly variable and dependent upon the type, condition, and concentration of the dead animals.

(8) AUTHORIZED PRIVATE PROPERTY DEBRIS REMOVAL & DEMOLITION

In certain instances, if requested, FEMA public assistance can be extended to private road and private property debris removal. A perfect example of this is the relationship that the Town has with Kiawah Island Community Association. Right-of-Entry (ROE) access must be granted by the property owner(s) before entering the property. Typically, this documentation, in the form of a ROE packet, is provided by the Town of Kiawah Island to P&J. In over thirty years of disaster response missions P&J has been responsible for the successful debris removal from countless private properties.

Private Property Debris Removal
2005 - Hurricane Katrina

A central feature of the private property debris removal process is documentation of the property condition immediately preceding the work and following completion. P&J utilizes both digital camera and digital video recorders to accommodate these requirements. Imagery is electronically archived and can be retrieved based upon the physical address or date the work was performed.

P&J also anticipates that demolition of structures may be required as part of a disaster debris management mission if authorized by the Town of Kiawah Island. Demolition services for a typical debris response include the following:

- Asbestos survey
- Asbestos Abatement if required (per survey above)
- Structure Decommissioning
- Utility disconnects
- Demolition permitting
- Structural demolition and debris disposal

Asbestos Containing Materials Separation
New Orleans, Louisiana

(9) DAILY OPERATION REPORTS

Daily operation reports are prepared by P&J and submitted to the Town of Kiawah Island as directed in the reporting section of the RFP and in accordance with contract requirements. These daily reports are organized by sector, zone, and TDSRS, and are submitted electronically to the designated Contract Coordinator by the close of business every day for the term of the task order. Daily reports include, but are not limited to, contract name, contract number, daily and cumulative hours for each piece of equipment (if appropriate), daily and cumulative hours for personnel by position (if appropriate), details regarding locations where passes for debris removal were conducted, the quantity (volumes) and types of debris removed, the quantity of debris reduced, safety incidents, private property damage caused during debris removal operations or damage claims made by citizens, and other relevant information regarding P&J's daily conduct of operations.

2. TEMPORARY DEBRIS STORAGE & REDUCTION SITE OPERATIONS

a) TDSRS IDENTIFICATION & SITE PREPARATION

During the implementation of the Emergency Roadway Clearance (Push/Cut-and-Toss) phase of the recovery, it is advantageous to the success of the project to commence preparing the TDSRS site that has been identified by the Town of Kiawah Island. Depending on the size of the event's impact, it may be necessary to activate more than one TDSRS.

P&J has more than 30 years of experience constructing and operating TDSRSs. Establishing multiple TDSRSs that can accept debris early in the mission schedule significantly improve the efficiency of debris removal while reducing costs. At the beginning of each disaster debris management mission, P&J determines or verifies TDSRS locations along with the feasibility, operational limitations, and environmental characteristics of each site. Selection of an appropriate TDSRS considers the following criteria:

Debris Management Site Operations
Palm Beach County, Florida

- Acreage of site
- Presence of wetlands, endangered species, sensitive plants, etc.
- Presence of historical or archeological significant sites
- Presence of adjacent surface water bodies, stormwater conveyance systems, drainage structures, retention ponds, etc.
- Presence of wellfield protection areas
- Human population density in the downwind direction of the prevailing winds (i.e., dust and smoke nuisances)
- Ingress and egress to the property and ability to control traffic
- Sensitivity of area to noise and light nuisances that would be generated from site operations for 24 hours per day, 7 days per week
- Avoid sites near residential communities, hospitals, churches, daycares, etc.
- Proximity to the debris to be collected, nearby sanitary landfills for debris disposal, and recycling options (i.e., mulch and chip disposal, steel, concrete crushing, etc.)

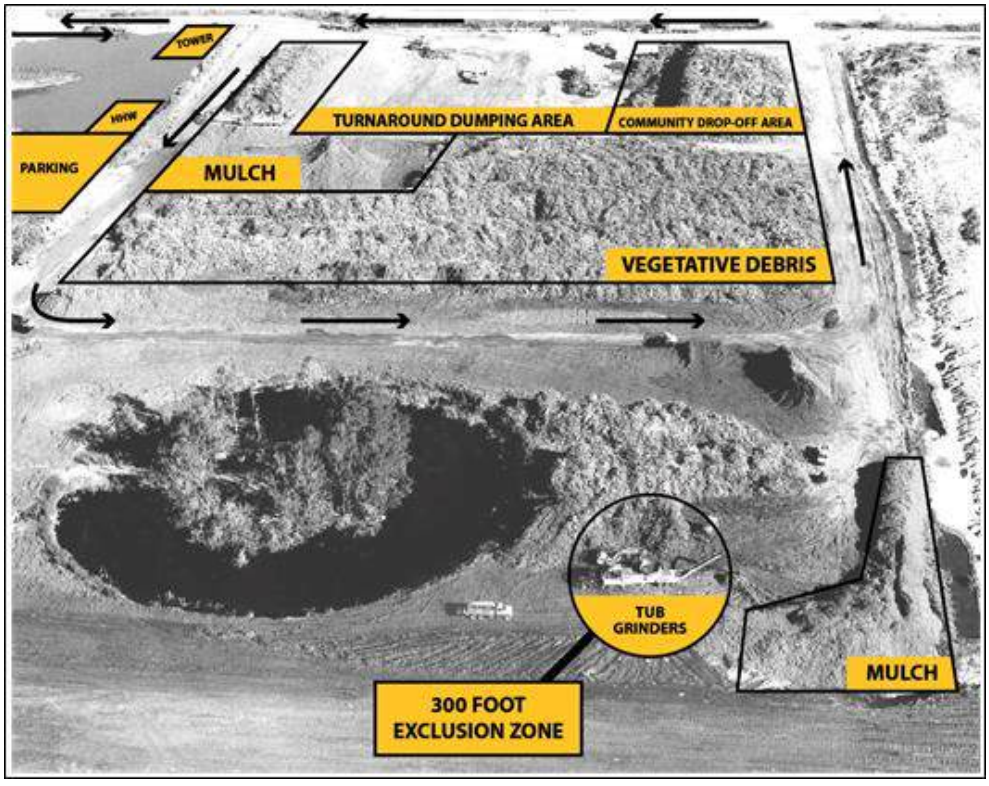
- Public versus private property - use of publicly owned lands is preferable and will avoid costly and time-consuming leases.
- Bridges with weight limits that would preclude debris collection and debris removal trucks from traveling efficiently to and from the site, will be evaluated when selecting an alternative disposal site or recycling center.

The timely preparation and construction of the site will ensure that there is not a lag in operations, once the 70-hour clearance phase is complete and debris removal operations begin.

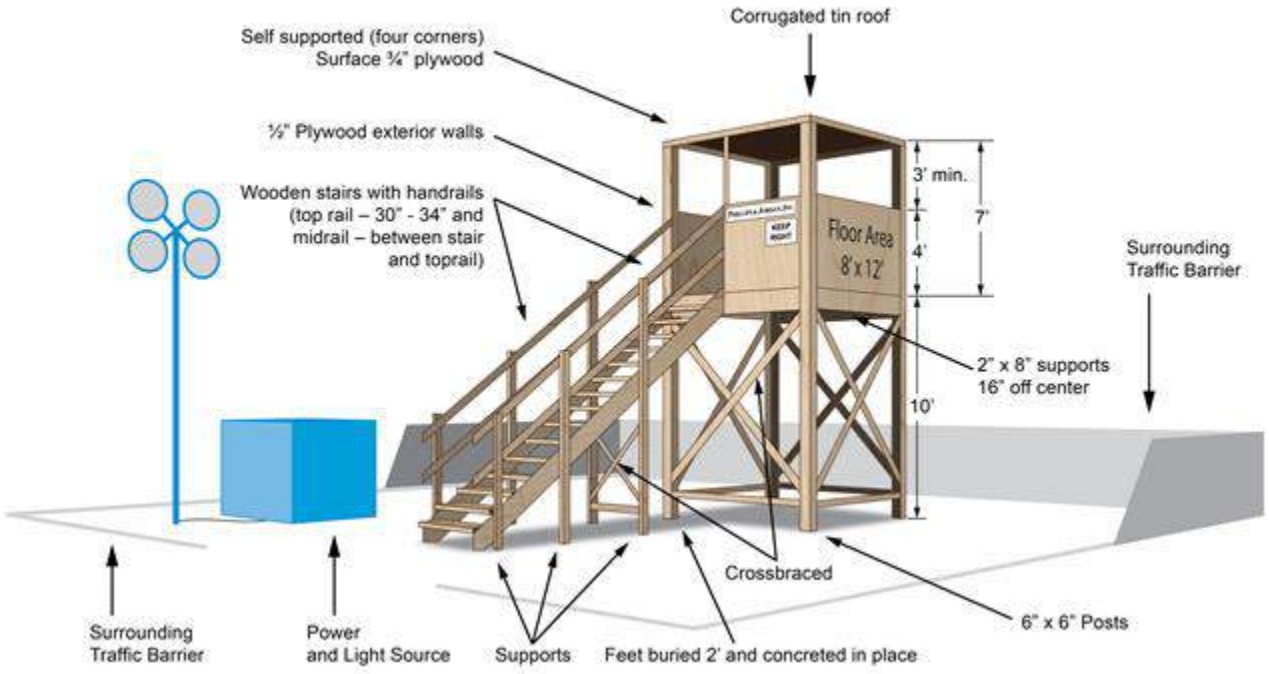
b) SITE CONSTRUCTION

Debris management site construction involves all construction activities necessary to prepare TDSRSs for operations including but not limited to the construction of inspection towers, placement of gravel-covered roadways, and installation of erosion control devices. As directed in the scope of work, the site locations will be provided by the Town and the Contract Coordinator must approve all site improvements before any work begins. In addition, a baseline environmental screening is conducted for each TDSRS prior to the initiation of construction activities. TDSRS construction is accomplished by P&J site construction crews.

The general layout for a TDSRS is illustrated in the graphic that follows:



Inspection Tower Construction - P&J presents below a construction drawing for temporary inspection towers that may be constructed at TDSRSs. These towers meet the requirements as set forth in the scope of work from the Town of Kiawah Island and they are also OSHA compliant.



Hazardous Waste Containment Area Construction – P&J will construct at each debris management site a proper hazardous material containment area. These areas will include signage, safety equipment and all other necessary requirements for proper containment to ensure personal and environmental protection.

c) TEMPORARY DEBRIS STORAGE & REDUCTION SITE OPERATIONS

Following confirmation of the TDSRSs to be utilized for the temporary storage and reduction of debris, P&J will develop a TDSRS Operations Plan for each site. The plan will be drawn to a scale of 1" = 50' and will address the following information and functions:

- Debris Management Site Foreman – Responsible for management of all operations of the site to include traffic control, dumping operations, segregation of debris, grinding and safety. The site foreman will be responsible for monitoring and documenting equipment and labor time.
- Access to the site - site ingress and egress
- Site preparation including clearing, erosion control, and grading
- Traffic control procedures
- Site security and safety
- Segregation of debris/Site layout
- Location of disposal areas, hazardous material containment area, contractor work area and inspection tower, and safety zone clearance areas (100-foot clearance area between stockpiled debris and incineration operations, and 1,000-foot clearance area from structures)
- Location of mechanical chipping/grinding operation
- Location of existing structures or sensitive areas requiring protection
- Environmental mitigation plan including considerations for smoke, dust, noise, traffic, safety buffer zones, storm water runoff, historic preservation, wetlands, and endangered species as appropriate.

As indicated in the scope of work, the Town plans to utilize one type of debris management site. This vegetative debris management site will be devoted to the reduction of clean woody debris by grinding. The haulers will be directed to deliver C&D directly to a Town of Kiawah Island approved final disposal facility.

Construction of a TDSRS can be accomplished within a 2-day period during which inspection towers are constructed, gravel is delivered to the site to establish all-weather roadways, equipment required for debris reduction and management is installed, and site improvements (if required) are completed. However, the availability of locally procured materials required to accomplish site preparation activities will dictate the actual timeframe for completion.

Baseline environmental screening is performed for each TDSRS established for the disaster debris management mission. Screening activities focus on-site areas where debris reduction operations pose the potential for the release of hazardous or petroleum substances.

Baseline environmental screening data is used for comparison with closeout sampling performed following TDSRS restoration. As a rule, there will typically be some constituents of concern existing on a property from its prior use, unless the site selected is pristine, virgin land that has never been developed or used for commercial or agricultural purposes. The goal of the baseline environmental screening is to collect sufficient representative environmental samples to document the environmental quality of a TDSRS prior to the initiation of site operations. The scope of work for a TDSRS baseline environmental screening is developed based on a site-specific Operations Plan prepared by P&J.

Vegetative Debris Reduction via Chipping
2017 - Hurricane Irma

(1) VEGETATIVE DEBRIS REDUCTION

This task involves the reduction of vegetative debris transported to TDSRSs by public right of way and residential debris removal crews. Reduction of the debris is accomplished by Debris Management Site operations crews. In addition, appropriate equipment and the required mechanics are assigned to maintain, and fuel equipment used for operations at all TDSRSs. At TDSRSs where tub/horizontal grinders are installed, each crew can reduce approximately 1,500 cubic yards of vegetative debris per grinder per day.

P&J's philosophy is simple concerning debris reduction, recycling, and disposal; "keep the debris stream that must be placed into a lined landfill to an absolute minimum". P&J utilizes the FEMA PAPPG/325 guiding principles of striving to handle the debris only once, segregation of waste streams at the public right of way and curbside is critical, and do not intentionally place C&D debris in a TDSRS to avoid additional handling.

Balance of vegetative reduction by using a combination of grinding and incineration is also important. In large scale disasters the markets for wood chips are quickly overwhelmed by the volume of woody material available. This market glut often leaves disaster-stricken areas with large amounts of mulch type material with no market for disposal. Large stockpiles of chips and mulch produce an undesirable leachate over time and become a fire hazard due to fermentation. This situation in the past has forced communities to haul chips to a landfill for use as cover, or incinerate the chips, both of which are expensive options.

Beneficial reuse of vegetative debris reduced via the chipping/grinding method includes, but is not limited to, the following: horticultural mulch, manufacture of engineered wood products using chips, wood fuel for co-generation plants and/or industrial boilers, landfill cover, and fertilizer for croplands. Marketable trees transported to TDSRSs can be segregated rather than reduced and beneficially reused to produce dimensional lumber, firewood, and landscape timbers.

(2) CONSTRUCTION & DEMOLITION DEBRIS

In a commingled debris stream that is being managed curbside, which is the typical approach for a disaster debris management mission, it is generally more labor intensive and time consuming to separate recyclable building material from the debris stream. Conversely, at sites where large commercial or industrial structures have been damaged, it may be cost effective to segregate recyclable building material at the location as part of the debris removal activities. In all cases, recycling viability is determined through a cost benefit analysis that assesses costs of performing the recycling versus the costs of landfill disposal, coupled with the time allowed to implement an effective recycling program during the disaster debris management mission.

C&D Loading and HHW Separation
2011 - Joplin, Missouri Tornado

Two basic approaches are employed for recycling of C&D debris. One involves segregating recyclable building material at the curbside for direct transport to locations for recycling. The other involves loading and transport of mixed C&D debris to authorized landfills where it undergoes sorting to segregate recyclable building material. Either of these approaches offers distinct advantages and disadvantages, and both curbside and centralized segregation are considered by P&J when evaluating recycling opportunities during a disaster debris management mission.

Beneficial reuse of C&D debris includes, but is not limited to, the following:

- Metals including aluminum, copper, steel, brass, and tin can be sold to scrap metal recycling companies.
- Bricks, blocks, and concrete can be crushed into aggregate and reused for road construction or as fill material for non-construction applications. In addition, whole bricks and blocks can be sold to masonry recycling companies. During a flood event disaster debris management mission completed by P&J for the Colorado Department of Transportation (CDOT), approximately 5,000 cubic yards or rock and sediment was crushed into aggregate for reuse by the CDOT.
- Scrap lumber can be processed and used for landscaping, wood fuel for co-generation plants and/or industrial boilers, and engineered building products.
- Cardboard can be collected in cardboard-only dumpsters and used by paper recycling companies to produce new paper products.
- Glass can be collected in glass-only dumpsters and used by glass recycling companies to produce new glass products.
- Gypsum drywall can be used to produce new drywall, cement, and for agricultural applications.
- Asphalt shingles can be used to produce asphalt pavement mixes or in cement production.

(3) SPECIALTY DEBRIS PROCESSING

This task involves processing of non-wood items (including white goods, HHW, residual C&D debris, SMEs, and e-waste) transported to a central debris processing site by debris segregation and white goods crews. Processing of these items is accomplished by debris processing site crews.

White Goods Removal
2005 - Hurricane Katrina

Upon receipt of each debris load at a TDSRS, items that were not previously segregated are separated for alternate disposal. HHW is placed into a plastic lined temporary storage area at the TDSRS until it is transported to the central HHW processing site. E-waste is consolidated on wooden pallets and shrink-wrapped for final disposal. SME items are drained of gasoline/oil and placed into roll off dumpsters for final disposal. Liquids drained from SME items are transported to a central HHW processing site for final disposal. White goods are decontaminated, drained of oil and freon, and finally bailed. E-waste and SME items are transported to an authorized landfill for final disposal while white goods are transported to a recycling facility approved by the Town of Kiawah Island.

Vehicles & Vessels are transported from the field to staging locations where they are processed for final disposition. Metal sold to scrap metal recycling companies, undamaged components used as replacement parts, waste oil removed and drummed for oil recycling companies, and tires removed and packaged for tire recycling companies. Proceeds from salvage will be returned to the Town of Kiawah Island.

D) DEBRIS FINAL DISPOSAL AND HAULOUT

Once reduced or processed, P&J will haul all debris materials to their final disposal location, as determined by the Town of Kiawah Island and the Contract Coordinator. In some cases, recyclable debris can be hauled directly to the recycler, while in other cases it would have to be processed prior to delivery. In the latter case, P&J would stage and process the material at a TDSRS prior to delivery. Beneficial reuse options such as agricultural land application of mulch or delivering vegetative debris to be used as fuel at a power production facility will be evaluated to determine a viable option for the Town of Kiawah Island.

(1) MULCH PLAN - UNDERSTANDING

P&J demonstrates a commitment to recycling and/or beneficial re-use of mulch and is prepared to support this commitment through implementation of a Beneficial Re-Use Plan. In addition to providing a positive re-use alternative to disposal at landfills, reducing and/or recycling of disaster-related vegetative debris will also have financial and environmental advantages for the Town. These operations can decrease the overall cost of a debris removal operation by reducing the amount of material transported to a landfill and thus reducing the associated tipping fees. With diminishing landfill space, it is critical to implement alternative disposal methods and investigate other possibilities for both the reduction of debris and for recycling and reuse of recovered materials. These alternatives could include the utilization of chipped vegetative debris as natural retaining areas for wetland restoration, landfill cover, slope retention and stabilization under power lines, and as biofuel. In addition, vegetative debris can be permitted for use as a fertilizer for croplands and in some areas, it may even be possible to use chips as a base to restore storm damaged dunes.

On previous disaster recovery projects, P&J has been able to recover and process disaster-related vegetative debris resulting in zero impact on local landfills. We will apply this zero-impact concept during the response to a future disaster event that impacts the Town of Kiawah Island. During our response to Hurricanes Frances, Jeanne, and Wilma in 2004 and 2005, P&J was successful in recycling 100% of the mulch produced from the reduction of vegetative debris for re-use by spreading on local agricultural fields.

(2) DEBRIS RECYCLING AND / OR ALTERNATIVE END USE

As one of the largest disaster debris management firms in the U.S., P&J constantly evaluates the efficacy of new and innovative technologies and applications for the recycling or alternative end use of vegetative and C&D debris generated from disaster events. Waste reduction and recycling are key components to P&J's strategy for disaster debris management. P&J understands and supports an effective and efficient recycling program that maximizes the benefits of an overall disaster debris management mission.

Options that reduce waste disposal costs, save energy, support environmental conservation, and reduce landfill impacts must be examined and incorporated into the disaster debris management approach. P&J has always provided clients with viable options for recycling, along with the potential pitfalls associated with these options, to ensure that decision makers have the best possible information required to make a final program determination.

One example of P&J's past success in accomplishing disaster debris reduction involved the Hurricanes Frances and Wilma event response in Palm Beach County during which P&J hauled mixed debris piles from the streets to TDSRSs and segregated vegetative debris from other debris greatly decreasing the amount of C&D debris that was hauled to the landfill for final disposal. The vegetative debris was reduced to mulch and recycled. As part of our response during Hurricane Fran, P&J successfully recycled a large quantity of wood chips for use as boiler fuel, and during the Hurricane Katrina response commissioned a recycling vendor to crush, bale, and sell white goods collected during the disaster debris management mission.

3. PROJECT CLOSEOUT ACTIVITIES

Project closeout activities include, but are not limited to, the following:

- Equipment removal and site restoration at the debris processing site and the sand processing site (if utilized)
- Demobilization of company and subcontractor equipment/personnel
- Preparation of final reports and payment of outstanding subcontractor invoices
- Closure of TDSRSs (tower/equipment removal, site restoration, closeout environmental screening)

Upon removal of all debris transported to TDSRSs for reduction, P&J removes equipment; demolishes inspection towers; removes fencing, erosion control devices installed at each site, and signage; and completes restoration of each site (removal of stone used for temporary access roads, grading of disturbed areas, seeding of disturbed areas, etc.). TDSRS closure is generally accomplished within 30 days after receipt of the last load of vegetative debris. P&J's operations manager conducts a final closeout inspection of each site with a Town of Kiawah Island representative and obtains a final release if the site condition is determined to be acceptable. In the event deficiencies are identified during the final closeout inspection, additional site restoration is performed to correct the deficiencies.

In addition, closeout environmental screening is performed for each TDSRS after initial site restoration is accomplished to assess if operations significantly impacted the soils and/or groundwater compared to the baseline

data. The closeout screening is similar in scope to the baseline screening to provide for comparison of pre-operation and post-operation soil and groundwater quality. If significant differences are found, additional site restoration is completed to the greatest extent feasible.

4. TIME/TASK SCHEDULE & OVERALL SEQUENCE OF EVENTS

P&J stands ready to mobilize upon receipt of notice to proceed (NTP) from the Town of Kiawah Island. Our Disaster Services Division regularly monitors predictable weather events and prepares to activate response personnel and key subcontractor contracts for our pre-positioned contract clients as soon as a threat is identified. P&J deploys disaster services personnel to affected locations in advance of predictable events and can begin deployment within 12 hours of non-predictable events. The timeline of any disaster debris management project is determined by the circumstances and magnitude of the event, as well as the unique needs of each individual client following an event. P&J typically aims to complete the debris removal process within 90 days and debris reduction and disposal operations within 120 days. Regardless of the specific project goals, all work must be completed within 180 days to be eligible for reimbursement through the FEMA Public Assistance Grant Program. If additional time is needed, which is rare, P&J can assist the Town with filing for an extension.

When a threat is identified in advance, P&J's Disaster Services personnel will contact all our pre-positioned contract clients who could potentially be impacted to gain an understanding of each client's specific needs and requirements if an activation is possible. The P&J team will reach out to the Town of Kiawah Island to initially discuss expected resource needs based on the unique circumstances of the event. Therefore, P&J will be aware of the Town of Kiawah Island's mobilization requirements and will be planning to meet these requirements well in advance of NTP.

A guaranteed timeline for 100% of all resources to be mobilized is not realistic at this time since the complexity and magnitude of the event is unknown. However, P&J will plan to begin mobilization within 12-24 hours following NTP and can typically have hauling units mobilized to the project and checked in to begin debris removal operations within 72 hours of NTP, or sooner. If Town of Kiawah Island anticipates for P&J to be assigned emergency clearance operations (push / cut and toss) following a predictable event, equipment to perform this work will be positioned in the area prior to impact and will be ready to go following the all-clear notice after the event. Usually, P&J can mobilize ~50% of the hauling units within the first 72 hours and ~100% within 96 hours. Debris reduction equipment including grinders / incinerators will arrive to the site within the first week of the TDSRS site set up. In all cases, P&J will comply with specific mobilization obligations as dictated by contractual requirements.

Figure 1: Predictable Event Mobilization Timeline

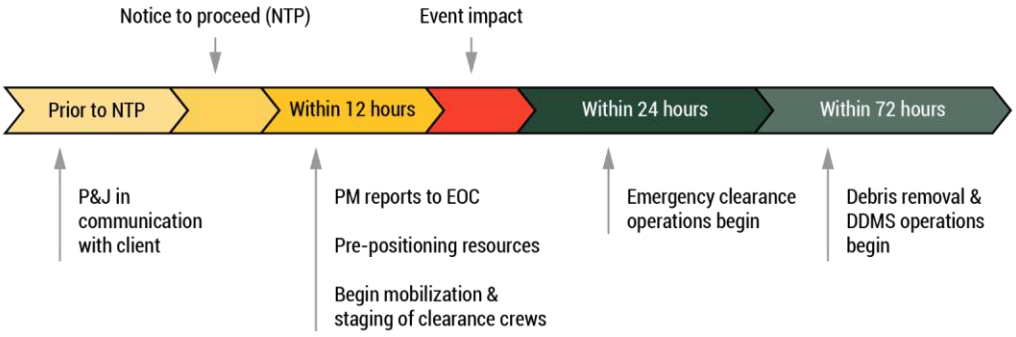
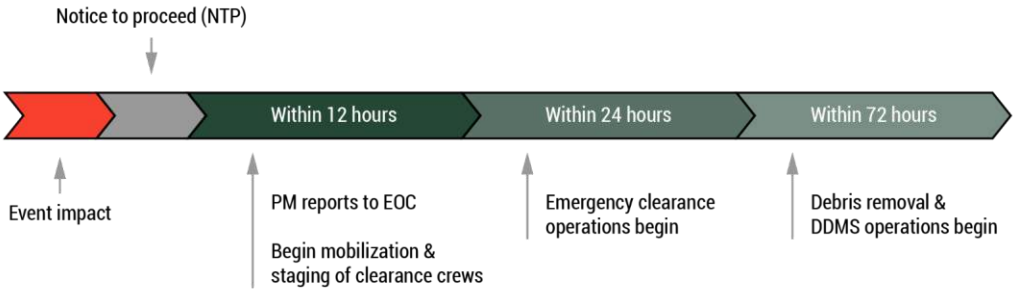


Figure 2: Non-Predictable Event Mobilization Timeline



The following table provides additional detail regarding P&J's typical response timeline for a predictable event. Please note that every event is different, and this timeline can be tailored to meet the individual needs of our clients. This comprehensive event schedule is based on a “worst case scenario” Category 4 or stronger event.

Activity	3 Days Prior	2 Days Prior	1 Day Prior	Day of Event	1 Day Post	2 Days Post	3 Days Post	7 Days Post	30 Days Post	120 Days Post	Project Completion
Pre-event activities											
Public Information Officer dissemination of information											
Pre-event advance notice to contractors and monitors (or sooner)											
Activation of Emergency Management Center (or sooner)											
Evaluation/decision on evacuation of non-critical staff											
P&J representative(s) mobilization to affected area (or sooner)											
Evaluation/decision on evacuation of critical staff and equipment											
P&J equipment and personnel resources staged in proximity											
Day-of-Event Activities											
Debrief from Emergency Operations Center (EOC), fire, police, power/gas utility, and 911-identified damaged areas, modifications if required to established critical facilities route clearance plan											
Debris clearance strategy confirmed or modified with debris monitor, review and modify as required by the site-specific Site Health and Safety Plan (SHSP)											
Post-Event Activities											
Generate reports as required in Emergency Communications Plan											
Search and rescue, assist if requested by separate task order											
Initial Damage Assessment (IDA), assist if requested, task order required											
Receive all-clear from EOC on search and rescue, start emergency road clearance activity											
P&J resources and debris monitor representative mobilize to debris clearance priorities as assigned by task order and begin work NOTE: Start of FEMA 70-hour debris clearance documentation period											
Emergency road clearance operations											
As emergency road clearance operations are completed, transition crews to debris removal operations											
Disaster Debris Management Site (DDMS) preparation begins											
Evaluate if debris removal can be accomplished within 180-day time line, submit request for extension if required											
Transition all remaining emergency road clearance crews to debris removal operations NOTE: End of FEMA 70-hour debris clearance documentation period											
Debris Removal Activities											
Debris removal resources evaluated and adjusted accordingly											
Debris removal operations continues with resources evaluated and adjusted accordingly											
Debris Disposal and Reduction Strategy is modified to accomplish most effective and efficient recovery											
DDMS operations begins, with maintenance and operations continuing until all debris has been reduced and transported off site for final disposal											
Evaluate the progress of debris removal and establish the last pass start date											
Debris Reduction and Disposal Activities											
DDMS operations NOTE: Continues until all debris has been reduced and transported off site for final disposal											
Research final disposal facilities for current and past Notice of Violations (NOVs) from regulatory agencies prior to transporting debris											
Debris Disposal and Reduction Strategy is modified as required to facilitate both maximum revenues for the client and prevent any National Environmental Policy Act (NEPA) violations											
Obtain permits if not already permitted sites											
Debris reduction NOTE: The goal is to have all debris received into the DDMS, reduced, and transported to the final disposal facility within 30 days of the date recorded on the last load ticket.											
All eligible debris is collected and staged on-site for reduction or reduced and staged for transport to the final disposal facility											
Reduced vegetation is moved off the DDMS to the final disposal facility											
DDMS Closeout											
Confirm all debris removal can be accomplished within 180-day time line, submit request for extension if required											
All debris is removed from the DDMS											
Post-closure soil samples collected and submitted for analysis											
Site restored to its original condition and use											
Owner provides a signed release accepting the site restoration											

5. ADDITIONAL SERVICES

A) LOGISTICS SUPPORT

P&J maintains a logistical group that is responsible for identifying and fulfilling the following requirements during disaster debris management missions:

- Identification and preparation of equipment required to address immediate and near-term operational activities.
- Deployment of safety and environmental control equipment and supplies required to address known or presumed job site hazards.
- Identification of requirements and restrictions associated with mobile communication devices used during operational activities.
- Coordination of fuel supplies necessary for all operational equipment.
- Identification and preparation of personnel and equipment staging areas.

Additionally, we take great pride in offering the types of services necessary to give the Town and its residents the support needed to get you through those difficult times. Through our efforts, as well as the Master Services Agreements we hold with our partners at SafeSide Global, QualTek Recovery Logistics, Granny's Alliance, and our National Rental agreement with Sunbelt Rental, we can provide the following services:

- Ice & Water delivery – If requested, P&J can provide potable water and bagged ice as needed throughout the Town's recovery effort. Whatever service option would be deemed the most efficient and effective, we can provide pallets of water in bottles/gallons, bulk water in potable water trucks, bagged ice (20 lb., 50 lb. 100 lb.) as well as refrigerated trucks for storage as necessary.

- Mobile and Portable Generators/Light Plants – Appropriate wattage generators from temporary power to more semi-permanent, critical infrastructure power generation can be delivered and set up within hours of the request. Our available generators range in multiple increments from smaller 100kw units to tow behind diesel-powered 2000kw generators. We can supply stand-alone light plants to various locations in concert with power generation as needed. Along with delivering these components, P&J will also provide the fuel and service personnel needed to maintain the operation of all power generation and lighting options.

- Mobile Kitchens & Food Service – Through P&J's partners at SafeSide Global and local caterers, we can provide full-service breakfast, lunch and dinner services, and MREs to the workforce, Town representatives as well as the community at large. Two mobile units on a chassis can be fully functional in under an hour after delivery and can serve 1,000 people per meal. For more extensive requirements or

extended durations, units can be placed directly on the ground adjacent to the dining area to allow easy access between the dining facility and kitchen. A four-unit configuration can serve 2,000 people per meal. Units can be expanded as necessary.

- Temporary Housing/Shelter – All types of secured temporary housing and shelters are available and can be utilized for sheltering Town of Kiawah Island representatives, volunteers, workers, as well as displaced Town residents. Multiple configurations of these units such as base-camp facilities, community shelters, separate sleeping units, construction covers, lunch & break areas, life support areas. And temporary warehouse & storage space can be provided as requested.

- Multiple Mobile Unit Services- In conjunction with the temporary housing element, and through our partnership with QualTek Recovery Logistics, Mobile units can be immediately delivered and set up to provide laundry, ADA restrooms, ADA showers, hand washing stations, potable water vehicles, and decontamination showers.

- Mobile office units - Containerized office units come equipped with two desks, four storage lockers, two beds (can be removed for the additional workspace), remote-controlled heating and cooling, four-drawer file cabinet, fire alarm & fire extinguisher, and ample outlets. Optional satellite connectivity can also be added to provide phone and internet capabilities.

- Emergency Fuel Service – One of the advantages of operating a full-time heavy civil division headquartered in the South Eastern US, is that our multiple ongoing projects require strong relationships with fuel suppliers. We have access to on-road, as well as off-road diesel fuel. This fuel can be utilized by Town of Kiawah Island vehicles as well as the vital equipment necessary to complete disaster project tasks. P&J owns and uses multiple fuel storage containers (gasoline & diesel) that can be strategically and beneficially placed throughout the Town as needed.

- Temporary Bridges and Barges – Through our partnership with Sunbelt Rental, we can deliver and construct FHWA compliant temporary bridges when existing bridges are unusable. We also have access to multiple sizes of barges that can be utilized to transport vehicles and heavy equipment when no other means of crossing is available.

- Satellite Telephone Communications – Communications are critical to completing any Emergency Response Mission. During the most severe event impacts, there may be an interruption and perhaps a total loss of the area's cellular phone service and wireless communications. P&J can offer the Town of Kiawah Island the use of our maintained network of satellite telephones.

- Data Management Assistance - Also, through our Corporate Services personnel in Knoxville, TN, and San Antonio, FL, P&J will support the Town in whatever means necessary to help ensure the integrity of the collected project data for an accurate record of all project activity to be included for submittal for Federal reimbursement upon the project completion.

B) BLUE-SKY SERVICES

Outside of any disaster contract activations, throughout the year P&J provides certain services to our pre-positioned clients during "blue-sky days" that will benefit any future contract activation if/when a debris generating disaster strikes. These services will be provided to the Town of Kiawah Island at no additional cost and are essential for the Town staff's preparedness, keeping us aware of the expectations that the Town has for us,

FEMA eligibility requirement changes, as well as the changes that may have taken within the two organizations. Some of P&J's blue-sky services are as follows:

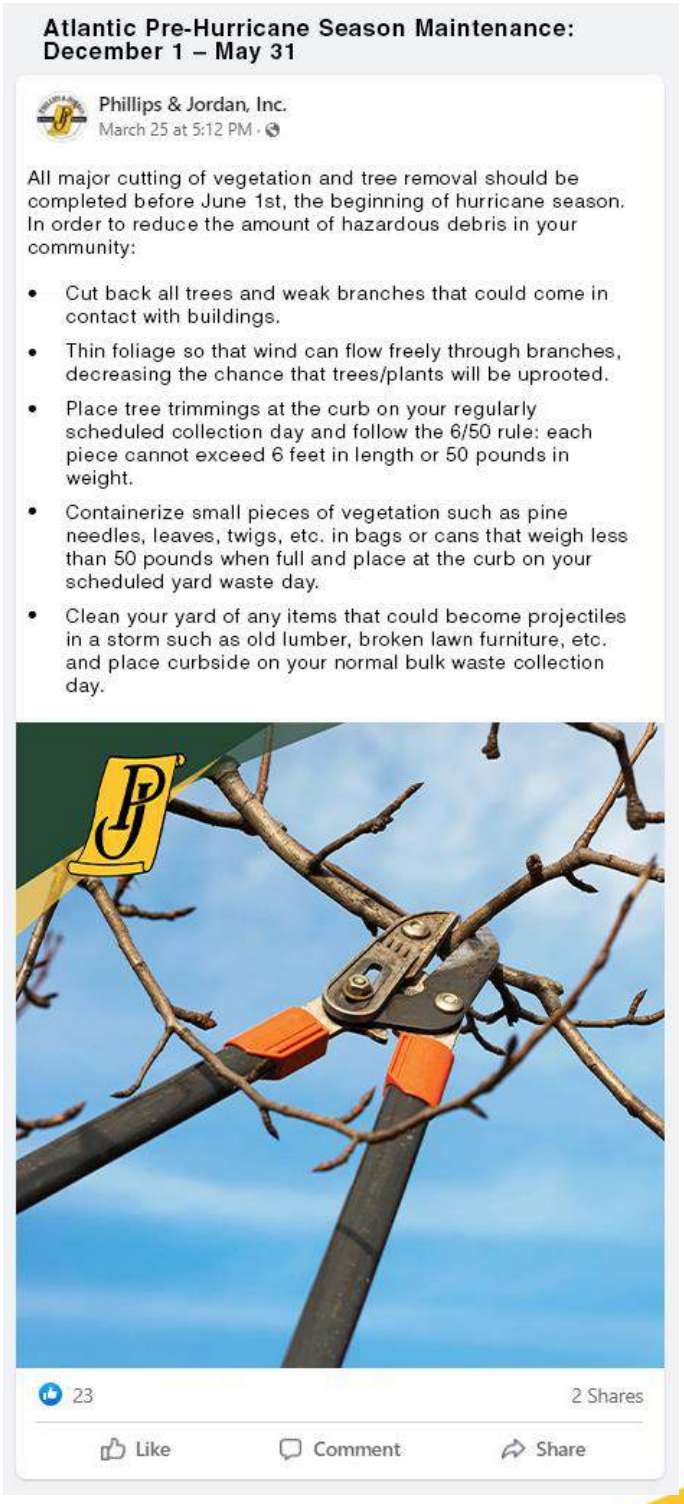
- Contract Review & Client Maintenance
- FEMA Regulations and Requirements Updates
- Readiness & Responsiveness
- Debris Management Planning Assistance
- Client Training and Continuing Education Improvement
- Participation in The Town of Kiawah Island/Regional Exercises
- Community Relations Program Assistance
- TDSRS Site Assessment & Identification Assistance
- USACE Debris Estimate Model-Based Projections and Planning Support
- Coordination with appointed Contract Coordinator and/or Debris Monitoring Firm

C) COMMUNICATION AND COMMUNITY OUTREACH

Educating citizens about their role in post-disaster debris operations play an important part in the execution of a timely, coordinated, and fiscally responsible disaster debris management mission.

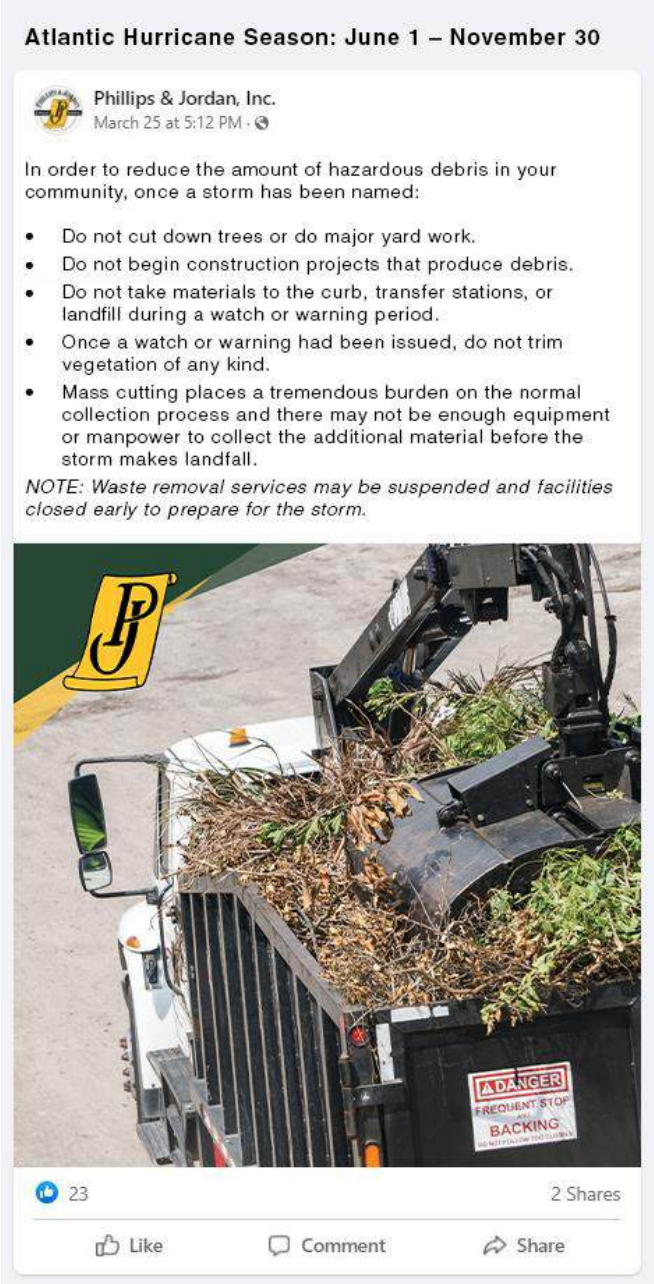
A community relations program should be developed and put in place before an event occurs to ensure effective communication with the public and efficient implementation of the disaster recovery effort. The community relations program should be tailored to the needs, demographics, and area in which it will be implemented.

Keeping the public informed through post-disaster public communications also demonstrates effective management and control of the situation by government officials and thus fosters positive recognition. P&J can support The Town of Kiawah Island's Community Relations Program by assisting with the development of public service announcements (PSA) both prior to and during disaster response operations. PSAs can aid in accomplishing expedient and coordinated debris removal by informing the community about debris placement regulations, debris pick-up schedules, locations of citizen drop-off sites, and other important



information. Channels of communication of PSAs can include television, radio, newspaper, direct mail, billboards, signs, handbills, websites, and social media posts. The communication method is contingent upon the audience and the timing of the message (i.e., pre-event versus post-event). For example, depending on the magnitude of the disaster a post-event communication may be as basic as the distribution of handbills or direct mail, or it may involve a full-media campaign.

P&J can assist The Town of Kiawah Island's public information officer or similar official with the development of disaster response and recovery communications. Assistance provided by P&J can include the following:



- Developing graphics for television and newspaper advertisements related to the schedule and progress of debris removal operations, the location of citizen debris drop-off points, and how debris is to be segregated when brought to the edge of the right of way by citizens for collection.
- Developing handbills for posting throughout the community.
- Developing audio/visual presentations for public meetings.
- Developing and routinely updating a web site for real time schedules, progress, and collection locations.
- Developing print media inserts for early season educational efforts concerning disaster debris.
- Participating in the development and presentation of educational programs for civic associations, community social groups, and other community meetings.
- Creating social media posts (Facebook, Twitter, Instagram) to effectively communicate real-time updates to the public, including weather alerts, evacuation routes, road closures, project progress, debris passes, drop off sites, etc.

6. PROJECT SAFETY

P&J understands the complexity of the diverse types of activations in which we could be requested to deploy. Personal protective equipment, commonly referred to as PPE, is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. These injuries and illnesses may result from contact with chemical, physical, electrical, mechanical, or other workplace hazards. Specialized PPE requirements will be addressed in more specific procedures. Once specific hazards are identified. The following items are addressed, training provided, and ANSI-specified PPE is issued for:

- Eye and Face Protection
- Protective Clothing
- Hand & Foot Protection
- Head and Hearing Protection
- Fall Protection
- Personal Floatation Devices
- All necessary and appropriate Fire Prevention/Suppression Tools

A) MEDICAL MONITORING

P&J utilizes several programs and practices to monitor the medical status of all of our workforce. Throughout the emergency response deployment, project personnel can have different cycles and the conditions surrounding project personnel are constantly changing. It is important for emergency response project management to keep aware of potential situations they can bring harm to individuals or the project as a whole. The following is a list of some of the procedures and practices that P&J utilizes to ensure that all project personnel are safely ready to be deployed to a job site.

Fitness in Task (FIT) - One of the first steps to ensure the overall safety and health of the P&J workforce is to put individuals who have been extended offers of employment through a comprehensive medical evaluation process called Fitness in Task. The FIT process screens candidates who may have current or potential medical issues that would subject the individual to an injury during the normal course of their employment, prevent a candidate from performing essential job duties, and identify strategies for improved employee wellness.

FITtoday is a program in which employees who are identified to have physical, chemical, and emotional concerns are evaluated to determine the course of action that is best suited to the employee's health and wellness, both on and off the job. The FITtoday process will involve intervention by either the P&J Medical Team or P&J Human Resources.

Signs of inability to perform work duties may include:

- Apparent weakness
- Illness/signs of injury
- Disorientation
- Memory loss
- Erratic behavior
- Inability to successfully complete any individual performance standard associated with their position or a fitness assessment.

B) RANDOM AND PERIODIC DRUG TESTING

P&J adheres to a zero-tolerance policy, even for first offenders. P&J has instituted a Drug Free Workplace Program to:

- Ensure a safe, healthy, and productive work environment for employees and others we encounter
- Protect company property and assets
- Assure efficient operations

- Ensure compliance with the Federal Motor Carrier Safety Administration (FMCSA) and drug testing requirements, as applicable.

P&J's Drug-Free Workplace Program, which was originally implemented on December 1, 1990, outlines drug testing requirements and protocols, employee assistance, impacts on benefits, confidentiality, training, and other program elements. It is mandatory that all employees, including management, accept and participate in the P&J Drug-Free Workplace Program.

P&J utilizes an instant drug screening process in which the results indicate a negative or non-negative result when a potential substance is identified. This pre-screening process allows employees with a negative screen to begin work before the results are received on the sample analyzed by the laboratory.

C) ALCOHOL TESTING

Alcohol testing will be performed for any P&J employee when it is suspected as a part of reasonable suspicion, post-incident drug test, or when required by a client. The EBT alcohol collection will be performed at sites providing visual and aural privacy by a trained Breath Alcohol Technician (BAT). A driver registering .02% or greater, but less than .04% will be considered positive and will not be permitted to perform safety-sensitive duties for a minimum of 24 hours. A driver registering .04% or greater on a confirmation alcohol test will be subject to disciplinary action, which may include immediate termination without notice at the Company's discretion.

The Medical Review Officer will review and interpret each confirmed positive and interview the donor to determine if there is an alternative medical explanation for the positive test result. If an employee's or job applicant's explanation is unsatisfactory to the MRO, the MRO will report a confirmed positive test result to the Company.

Drug and/or alcohol testing will be conducted if there is a reasonable possibility that the use of drugs and/or alcohol by an employee could have caused or contributed to an incident, an employee is found in possession of suspected illicit or unauthorized drugs and/or alcohol, or when any of these items are found in an area controlled or used exclusively by designated employees. All employees must have annual drug and alcohol awareness training. Supervisors must receive annual training on the Drug-Free Workplace Program including recognizing signs and symptoms of abuse, reasonable suspicion testing, employee referral to Human Resources, and other substance abuse related topics as deemed appropriate.

Medical & First Aid - P&J is responsible for ensuring the availability of adequate first aid supplies, periodically re-assessing the availability of supplies, and adjusting supply inventories, as necessary. First aid kits are to be inspected as follows:

- On the first working day of each week to verify that they are fully stocked and that no expiration dates have been exceeded.
- Before being sent out to each job site.

In addition to first aid kits, at least one (1) "remedy bag" will be available with each P&J Supervisor. An assessment should be performed to determine if additional bags are needed. The remedy bag contains over the counter first aid items identified by the Corporate Medical Director as essential for additional first aid measures. Once used, contents must be replaced at the earliest opportunity. The contents of the remedy bag may only be used at the direction of the medical provider taking the MedLine call. Whenever an employee injury occurs, regardless of the severity of the injury, all project personnel are instructed that MedLine protocol should be followed. If the injury is life threatening, call 911 immediately. A Supervisor or Foreman will never be questioned

when he/she makes the decision to call 911. They should render care and have someone contact MedLine for further instructions while awaiting EMS.

G. REFERENCES

The following table provides client contact information for projects for which P&J has completed disaster debris removal work. P&J encourages the Town of Kiawah Island to contact the references provided herein to obtain feedback on the high quality of our work.

Project	Contract Dates	Total CY/Tons	Total Dollar Amount	Reference Information
Virginia Winter Storm Recovery	March – June 2021	414,637 CY Veg Debris Removed 124,577 Hazard Trees/Limbs Removed	$15,936,421	Virginia Department of Transportation Sean Nelson, P.E. 804-921-5422 | sean.nelson@vdot.virginia.gov
Hurricane Florence	September 2018 - January 2019	59,729 CY Veg Debris Removed, Hauled and Ground	$1,335,830	Craven County, North Carolina Gene Hodges, Assistant County Manager 252-671-7326 | mhodges@cravencountync.gov
Hurricane Florence	October – December 2018	55,911 CY Veg Debris Removed, Hauled & Ground 3,160 lbs. HHW Removed and Disposed	$1,240,337	City of Boiling Spring Lakes, North Carolina David Andrews, City Manager 910-363-0025 | dandrews@cityofbsl.org
Hurricane Florence	September 2018 - January 2019	$2,109,498	$2,109,498	City of New Bern, North Carolina David Cox, Solid Waste Superintendent 252-637-7310| coxd@newbernnc.gov
Hurricane Irma	September – December 2017	903,199 CY Veg 1,105,424 CY Processed 14,068 CY C&D 59 Trees 6,458 Limbs	$17,519,625	Solid Waste Authority of Palm Beach County, Florida Mariana Feldpausch, CIS Operations Manager 561-640-4741 | mfeldpausch@swa.org
Hurricane Irma	September 2017 - January 2018	774,780 CYs Veg 14,544 CYs C&D 293 Trees 126 Limbs 43 Stumps	$10,742,307	Volusia County, Florida Arden Fontaine, Public Works Deputy Director 386-736-5965 | afontaine@volusia.org

Project	Contract Dates	Total CY/Tons	Total Dollar Amount	Reference Information
Hurricane Irma	September – December 2017	874,712 CY Veg 27,318 CY C&D 358 Trees 19,006 Limbs 35 Stumps	$11,438,240	Highlands County, Florida Clinton Howerton, County Engineer 863-402-6877 | chowerton@highlandsfl.gov
Hurricane Matthew	October 2016 - February 2017	185,713 CY	$4,693,358	Horry County Solid Waste Authority, South Carolina Mike Bessant, Material Recycling Facility Operations 843-347-1651 | mbessant@solidwasterauthority.org
Hurricane Matthew	October 2016 - March 2017	128,639 CY	$1,626,557	South Carolina Department of Transportation David Cook, State Maintenance Engineer 803-737-1290 | cookdb@scdot.org
Butte Wildfire	October 2015-May 2016	26,995 Trees	$44,861,234	Pacific Gas & Electric, California Pete Dominguez, Planning Manager 415-972-5350 | PFD1@PGE.com
South Carolina Ice Storm	February - May 2014	255,661 CY 262 Trees 52,659 Limbs	$9,821,879	South Carolina Department of Transportation David Cook, State Maintenance Engineer 803-737-1290 | cookdb@scdot.org

H. PRE-POSITIONED CONTRACTS

P&J currently holds 9 pre-positioned contracts for disaster debris management services throughout South Carolina, several of which are close in proximity to the Town of Kiawah Island. This allows P&J to provide streamlined project management, manpower, and equipment resources to the Town and our other contracts in the region.

Account Name	State	Current Expiration
Horry County Solid Waste Authority (SWA) **(Includes CPAs for Town of Briarcliffe Acres, Town of Surfside Beach, McLeod Health, Town of Aynor, City of Conway, Horry County, City of Myrtle Beach, City of North Myrtle Beach)**	SC	4/11/2023
Beaufort-Jasper Water and Sewer Authority	SC	6/30/2022
The Seabrook of Hilton Head	SC	6/30/2023
Town of Kiawah Island	SC	8/31/2022
Town of Seabrook Island	SC	8/31/2023
Charleston County	SC	7/1/2025
Greenville County	SC	7/30/2024

Account Name	State	Current Expiration
South Carolina Department of Health and Environmental Control (DHEC)	SC	3/22/2023
South Carolina Department of Transportation (SCDOT)	SC	9/8/2025
Palm Beach County Solid Waste Authority **(Includes CPAs for City of Atlantis, City of Belle Glade, Town of Cloud Lake, Town of Glen Ridge, Town of Highland Beach, Town of Lake Clarke Shores, Town of Mangonia Park, Town of Ocean Ridge, Town of Palm Beach Shores, Town of South Palm Beach, Village of North Palm Beach, Village of Tequesta, City of Boynton Beach, Northern Palm Beach County Improvement District, Indian Trail Improvement District, City of Riviera Beach, City of South Bay, Town of Briny Breezes, Town of Juno Beach, Town of Lake Park, Village of Palm Springs)**	FL	5/7/2022
Pinellas County **(Includes CPAs for City of Indian Rocks Beach, City of Pinellas Park, City of Treasure Island, Kenneth City, Town of Belleair, Town of North Redington Beach, City of Oldsmar, City of St. Petersburg, City of Dunedin)**	FL	12/31/2022
City of Holly Hill	FL	6/10/2029
City of Tampa	FL	9/1/2023
City of New Smyrna Beach	FL	6/10/2029
City of South Daytona	FL	6/10/2029
Coral Springs Improvement District	FL	12/31/2023
Hillsborough County	FL	6/30/2022
Nassau County	FL	9/23/2023
DeSoto County	FL	6/17/2028
Highlands County	FL	6/30/2023
Pasco County	FL	12/13/2023
Seabring Airport Authority	FL	9/18/2024
Sunshine Water Control District	FL	12/13/2023
Town of Cutler Bay	FL	7/7/2022
City of Rockledge	FL	3/31/2023
City of Port Orange	FL	7/22/2023
Escambia County	FL	5/6/2025
Manatee County	FL	2/1/2026
City of Winter Garden	FL	8/8/2024
City of Orlando	FL	1/31/2026
City of Panama City Beach	FL	8/13/2024

Account Name	State	Current Expiration
City of Coral Gables	FL	8/13/2023
City of Pensacola	FL	8/12/2024
Lake County	FL	4/15/2023
City of Cape Coral	FL	10/29/2024
Town of Palm Beach	FL	5/8/2023
The Villages	FL	7/1/2024
Village of Pinecrest	FL	2/21/2023
South Florida Water Management District (SFWMD)	FL	Indefinite
Craven County **(Includes CPAs for City of New Bern, Town of River Bend, Town of Trent Woods, Town of Vanceboro)**	NC	9/2/2025
Camden County	NC	10/23/2023
City of Boiling Spring Lakes	NC	6/7/2023
City of Elizabeth City	NC	10/23/2023
Pasquotank County	NC	10/23/2023
Town of Elon	NC	6/30/2022
Town of Williamston	NC	6/17/2022
Virginia Peninsulas Public Service Authority (VPPSA) **(Includes CPAs for James City County, City of Chesapeake)**	VA	6/4/2023
City of Newport News	VA	6/30/2023
Commonwealth Regional Council	VA	4/10/2024
Matagorda County	TX	7/1/2023
New Orleans Downtown Development District	LA	5/31/2023
SE Louisiana Flood Protection Authority	LA	7/12/2022
Jefferson Parish	LA	7/25/2023
Athens-Clarke County	GA	7/1/2024
Fannin County	GA	3/12/2024
Gwinnett County	GA	4/1/2023
Knox County	TN	1/31/2025
Blount County	TN	7/1/2025
Madison County	TN	4/25/2024

Account Name	State	Current Expiration
State of Rhode Island **(Includes CPA for New York State Office of General/Procurement Services)**	RI/NY	2/28/2023
Town of Westerly/Westerly Public Schools	RI	11/21/2022
Oklahoma Office of Management and Enterprise Services (OMES)	OK	9/23/2024

I. PREVIOUS DEALINGS WITH FEMA & SCDOT

Over the past three decades, P&J has been on the forefront of many groundbreaking projects involving FEMA, US Army Corps of Engineers (USACE), and various Departments of Transportation (including completing several projects with SCDOT). Our side-by-side interaction with FEMA started back in 1992 with Hurricane Andrew. Many of the administrative guidelines that FEMA now utilizes, began development on that project. This interaction with FEMA, state, and local governments has continued over the years with countless federally declared projects from hurricanes and tornadoes, to ice storms and wildfires. We have been deployed to some of the largest disaster responses in recent history, including the World Trade Center Terrorist Attack; Hurricane Katrina; the 2011 Alabama Tornado Outbreak; Hurricane Irma-FL; and numerous ice storms throughout the Mid-Atlantic.

Along with debris removal and reduction, P&J also has the experience and technology to track and document disaster debris missions. In Tuscaloosa, AL, after the severe tornado outbreak in 2011, USACE tasked P&J with the debris removal, disposal, project monitoring, and the generation of all project documentation. We accomplished this by utilizing Automated Debris Management Systems (ADMS). This was the first time this technology had been utilized on a federally funded project, and it was an overwhelming success. More details of this ADMS technology is found in Section M of this proposal.

In 2014 P&J worked closely with SCDOT to provide debris management for a severe winter storm that created 255,661 CY of debris at a total project cost of $9,821,879. This was a FEMA-eligible, federally declared disaster project, and P&J worked closely with SCDOT to ensure that only FEMA eligible debris was collected, reduced and disposed of, as stated in the scope of work and as directed by SCDOT. Successful completion of this project ensured that SCDOT was reimbursed 100% of all eligible funding in regard to the work completed by P&J. We also worked again with SCDOT as recently as February of 2022. On two separate ice storm events just a week apart from each other, P&J was tasked with staging emergency road clearance crews ahead of the impending forecast of ½" - 3/4" of ice. This could wreak havoc on the tree canopy and threaten public health & safety on the roadways. P&J provided personnel and equipment for around the clock coverage to SCDOT to provide emergency road clearance service to six SC counties.

These, along with all of P&J's other federally declared projects, had to be administered and completed with the utmost professionalism, and all had to obtain the ultimate approval from FEMA. Maintaining positive working relationships with FEMA, SCDOT, SCEMD and SCDHEC is paramount to the success of any debris mission. No P&J client has ever been denied federal reimbursement due to negligent work provided by P&J.

J. MANAGEMENT APPROACH

1. MANAGEMENT STRUCTURE

The P&J management structure is designed to provide superior and seamless support to the Town of Kiawah Island and is based on a simple integrated organization with clear lines of authority, communication, responsibility, and accountability designed to minimize administrative costs and maximize responsiveness. P&J's management structure is also designed to facilitate quick decisions and rapid responses to changing Town requirements, and to assure the highest quality of service possible.

The disaster response activation is led by an operations manager who has the necessary control and autonomy to coordinate resources and align contract activities for the successful completion of all assigned tasks. The operations manager provides management staff supervision and work control for all activities assigned under the contract. This approach assures that our operations manager is fully accountable for all assigned work, has a direct interface with team personnel to facilitate information exchange, and has the authority to allocate resources based on the requirements and complexity of the assignment. The autonomy granted to the operations manager is beneficial to the Town of Kiawah Island in that all team communications and work assignments are managed through a single point of accountability.

Upon activation of the contract by the Town of Kiawah Island, the key personnel (see the organizational chart presented in Section J.1.A, in on-site roles deploy to the disaster location. The assigned operations manager along with the project manager and mission manager, if applicable, subsequently selects other disaster qualified P&J management and support personnel necessary to support the various field elements of the specific disaster debris management mission.

After being deployed to the field, the project manager is responsible for coordinating project operations, ensuring compliance with contract specifications and established work plans, and has the authority to commit P&J resources for all assigned tasking. This individual is also responsible for oversight of field work performed by subordinate management staff that are deployed in response to a disaster event including some or all the following: area/sector/zone (ASZ) managers, field safety managers, field quality control managers, equipment certification specialists, logistics managers, temporary debris storage and reduction site (TDSRS) managers, and environmental compliance specialists.

In addition to P&J's understanding of the management structure required to efficiently perform a disaster debris management mission, we also offer experience related to staffing of project management teams for simultaneous contract activations and/or disaster events.

A) PROJECT TEAM ROLES & RESPONSIBILITIES

The roles and responsibilities fulfilled by key P&J field personnel include those presented below. All of these duties will be fulfilled. On a project with a more limited scope, project personnel may perform multiple roles.

- **Mission Manager:** Coordinates event mission operations, oversees development of mission-specific plans, ensures effective allocation and delegation of resources for the overall event (staffing and subcontractors), and serves as direct liaison between event staff and corporate staff.

- **Operations Manager:** Coordinates mission operations on a regional level, develop and implement mission-specific plans, assists with identification of potential TDSRSs including site plan(s) and

reduction / disposal options, defines appropriate equipment and specific personnel to be utilized, reviews project progress reports, conducts project planning meetings, and ensures compliance with contract requirements and specifications.

- **Client Manager/Primary Contact:** Coordinates year-round communications with our client during "Blue-Sky" times and is the primary contact for the client when there are any inquiries; provides annual Emergency Management training and participates in any annual exercises required to ensure the client's emergency preparedness; during an activation, acts as the initial liaison between the Project Manager, the Client, and the Client's Representative.

- **Project Manager:** Coordinates contract-specific project operations, supervises all project-specific personnel and tasks (including safety and quality plans / programs),implement project-specific plans, assists with identification of potential TDSRSs, implements site plan(s) and reduction / disposal options, provides project progress reports, conducts project planning meetings, and ensures compliance with contract requirements and specifications, and serves as the primary event liaison to The Town of Kiawah Island.

- **ASZ Manager:** Coordinates mission operations at the area, sector, or zone level; assists with development of task-specific operational and geographic area management plans; provides task progress reports; supervises crew foremen; and implements assigned quality control program requirements.

- **Field Safety Manager:** Coordinates implementation of the mission environmental, safety & health program; assists with development of task-specific and/or site-specific health and safety plans and activity hazard analyses; performs training, inspections, and accident/incident investigations; supervises environmental compliance specialists; and serves as a liaison to the Town of Kiawah Island and other stakeholder safety representatives.

- **Field Quality Control Manager:** Coordinates implementation of the mission quality control program, assists with development of task-specific quality control plans, ensures that ADMS technology is properly deployed and functioning, and serves as a liaison to Town of Kiawah Island and other stakeholder quality representatives.

- **Equipment Certification Specialist:** Performs safety inspection of debris hauling vehicles, measures debris haul truck capacity, and completes vehicle/equipment registration forms.

- **Logistics Manager:** Ensures that safety and environmental control equipment and supplies are available, ensures that mobile communication devices are available and comply with requirements and restrictions, coordinates operational equipment fuel supplies, identifies and oversees preparation of personnel/equipment staging areas, oversees processing of operational personnel reporting to the mission, assigns living quarters if required, and ensures the validity of commercial driver's licenses (if applicable).

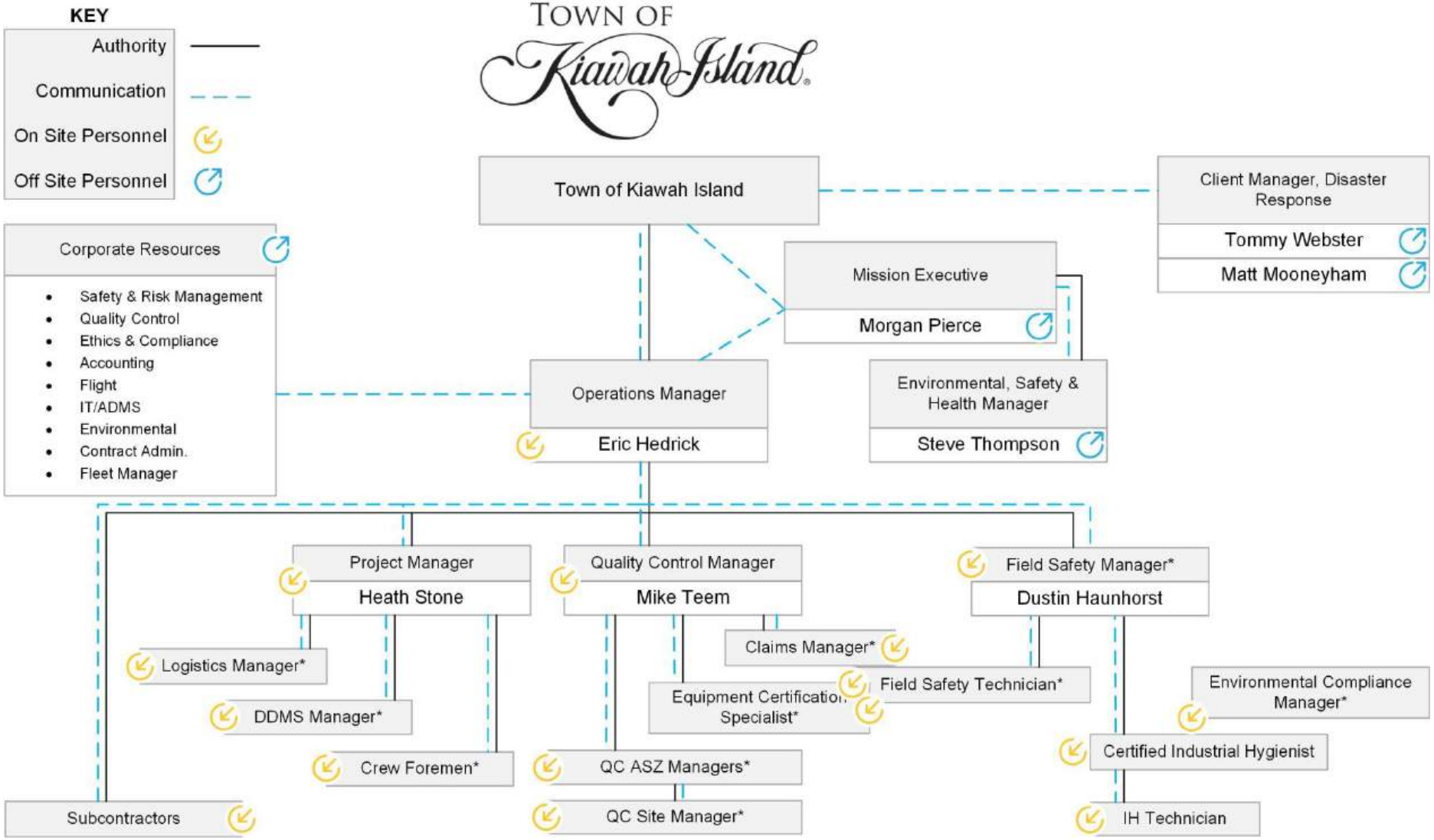
- **TDSRS Manager:** Coordinates operations at TDSRSs, assists with development of TDSRS operational plans, supervises debris separation and reduction crews, ensures proper containment and categorization of hazardous material discovered in the debris stream, ensures adherence to safety work rules and environmental monitoring guidelines, oversees loading of reduced debris for transport to final disposal location, ensures debris haul vehicles are loaded in compliance with mission requirements, and implements assigned quality control program requirements.

- **Environmental Compliance Specialist:** Manages special waste operations including waste segregation and HHW collection and transportation, oversees processing of collected white goods, implements special waste health and safety monitoring, ensures adherence to environmental monitoring guidelines, and implements assigned quality control program requirements.

- **Crew Foreman:** Supervises operations at a specific site, ensures adherence to safety work rules and environmental monitoring guidelines, oversees loading of debris for transport to TDSRSs, ensures debris haul vehicles are loaded in compliance with mission requirements, and implements assigned quality control program requirements.

- **Claims Manager:** Addresses all claims and/or complaints; meets with the property owner and inspects any damage; facilitates a resolution agreement and claim release with the property owner; and coordinates the distribution of a claims report to Town of Kiawah Island on a regular basis as dictated by contractual reporting requirements.

**Denotes Personnel Assigned Once Notice to Proceed is Issued.*



B) EXPERIENCE & QUALIFICATIONS OF THE CORE RESPONSE GROUP

At P&J our greatest resource is our employees, from our operational managers and supervisors with years of experience who keep our crews safe and productive, our crafts who perform the work, to our corporate service teams that manage our fleet, financial and administration, information, and technology systems. We are proud to have many second and third generation employees that have chosen to build their careers with P&J. P&J currently has in excess of 1,000 employees and sufficient bench strength to provide multiple layers of redundancy to a project workforce.

P&J currently employs an extensive cadre of management and field personnel that have supported disaster debris management missions thus providing our organization with a highly qualified team to support the Town during a future disaster event. Our knowledgeable and experienced workforce includes a core response group of individuals that offer demonstrated disaster response experience on multiple missions and have numerous FEMA, USACE, and OSHA certifications.

The team that would be deployed for most typical, isolated, small disaster events would only consist of a project manager, several ASZ managers (typically 1 per 10 crews), and a field safety manager. However, a larger, more complex team with additional specialized expertise would be assembled and deployed for a catastrophic disaster event. Selection of the specific key personnel that would support a disaster debris management mission for the Town is not realistic at this time given the fact that the timing and magnitude of a future disaster is not known. However, for a typical response scenario the team would primarily consist of individuals selected from P&J's core response group. Detailed resumes for P&J's core response group are provided in Section C.3.

C) WORK HOURS & FIELD SUPERVISOR RATIO

Debris removal crews will typically work 12-hour shifts, seven days per week unless otherwise specified or restricted by contractual requirements. Crews will only work during daylight hours to ensure maximum safety of operations. TDSRS operations will typically be conducted on a 24-hour basis, seven days per week using light plants for illumination during evening hours unless otherwise specified or restricted by contractual requirements.

The ratio of field supervisors (i.e., zone monitors) to debris removal crews will vary depending upon the geography of specific areas within which operations are being conducted, and the severity of the disaster event. However, in general one zone monitor is responsible for the supervision of no more than two debris removal crews. Each zone monitor reports directly to his/her assigned section manager who in turn reports directly to the project manager.

2. EMPLOYEE TRAINING PROGRAM

Training is the foundation of the P&J safety culture. As such, P&J is committed to providing the most up-to-date training for its employees, so they have the knowledge necessary to complete projects safely and maintain our "People First" approach. P&J maintains an effective employee training program and we track employee training certifications to ensure that required skill proficiencies are current.

Minimum training requirements for all P&J field employees include the following:

- P&J General Safety Orientation
- CPR/First Aid (Supervisors)
- 30-Hour Occupational Safety and Health Administration (OSHA) Training (Supervisors)

- 10-Hour OSHA Training (Operators/Laborers)
- Electrical Hazard Awareness Training
- Hazard Communications

P&J also provides annual training to all personnel according to the worker's specific work process. Depending on the nature of the work, employees and subcontractors receive the following specific training:

- **Basic Requirements for all Supervisors:** OSHA 30 Hour – Within 90 Days, New Hire/Site Orientation, Hazcom/GHS, Standard Operating Procedures, Cutting Tool Training, Serious Incident and/or Fatality Training for JSA, Supervisor Training, Drug Free Workplace for Supervisors – Annual Training, Spotter Training, and FIT Today
- **Clearing and Tree Trimming/ROW Supervisor:** Normal Supervisory Training, Logging Training, Electrical Hazard Awareness Training (EHAT) and First Aid/CPR Trained
- **Basic Heavy Equipment Operator Clearing and Tree Removal**: OSHA 10 Hour, First Aid/ CPR (for all clearing operators), New Hire Orientation, Hazcom/GHS, Mechanical Felling Training – 1910.266; Logging eTools, EHAT, Cutting Tool, and Spotter Training
- **General Laborer:** OSHA 10 Hour, First Aid/CPR (For all Clearing operations), Logging Training (Clearing operations), New Hire/Site Orientation, Cutting Tool Training, Hazcom/GHS, and Spotter Training – Job Specific
- **Sawman (Qualified Feller):** OSHA 10 Hour, First Aid/CPR, New Hire/Site Orientation, Cutting Tool Training, Spotter Training, Hazcom/GHS, Chainsaw Qualification: Either internal qualification or NATS based qualification, Logging Training, and EHAT.
- **Over-the-Road Truck Driver:** New Hire/Site Orientation; Debris Hauling Safety Procedures; Verification of Medical Card, CDL, and Driver File

Years ago, P&J began to develop an innovative process for providing extensive training for both employees and subcontractors specifically for emergency/disaster response so that we stand ready to respond appropriately to each new mission. Disaster-specific training covers FEMA 325 Public Assistance Debris Management Guidelines, U.S. Army Corps of Engineers (USACE) concept of operations, USACE safety, and the FEMA Public Assistance program. This team training has augmented P&J's impressive response history.

Employees assigned to support a debris removal mission will receive or already have received the following training, as needed:

- Ongoing safety training and briefings to field personnel
- Specialized task training as appropriate. Examples of special training programs included in a debris management safety program include, but are not limited to:
- Loading and Hauling of C&D and Vegetative Debris
- Tree Trimming Operations (Select Tree Removal, Leaners, Hangers and Line Clearance Tree Trimming)
- Debris Disposal Training to Include Site Set-Up and Maintenance, Vegetative Debris Grinding, Vegetative Debris Burning, Disposal Site Safety and Environmental Management
- Residential Clean-Up Operations
- Household Hazardous Waste - Separation Operations
- Ineligible Waste Inspection Management
- Project Asbestos Management
- Traffic Control
- Sand and Mud Operations

- White Goods Transportation and Processing
- Proper Work Zone Set-Up
- Hazard Identification and Reporting Training
- Electrical Hazard Awareness
- Project Quality Assurance (Project Quality Assurance/Control Personnel)

No regulatory licenses are required to perform disaster debris removal services. However, P&J maintains a robust training program that ensures that our disaster debris management clients are provided with knowledgeable and capable project teams. In addition to the job-specific training explained previously, some of the industry-specific certifications held by our staff include the following:

- FEMA Emergency Management Institute Training:
  - FEMA 325, Public Assistance Debris Management Guide
  - E0202, Debris Management Planning
  - IS-100.b, Introduction to Incident Command System (ICS)
  - IS-200.b, ICS for Single Resources and Initial Action Incident
  - IS-230.d, Fundamentals of Emergency Management
  - IS-235.c, Emergency Planning
  - IS-700.a, National Incident Management System
  - IS-800.b, National Response Framework
- U.S. Army Corps of Engineers: Contractor Quality Control Certification

Additional information regarding the specific certification of individuals can be found on the resumes provided in Section C.3.

3. QUALITY MANAGEMENT

A) CORPORATE QUALITY CONTROL PROGRAM

We believe that our long-term success can only be achieved by fully satisfying and striving to exceed our clients' expectations regarding the quality of our services and the timeliness and dependability of our delivery. It is our goal to provide our clients with quality services that are delivered in a safe and timely manner. Specifically, we aim to supply to our clients the highest quality construction services that meet or exceed stated requirements and expectations. To accomplish these goals, we maintain a Quality Control Program (QCP) to continuously improve the quality of our services through appropriate quality-enhancing techniques until the level of client satisfaction described is achieved.

A central element for effective quality control is to establish a quality control organization that will work closely with the work crew but, has the authority to take actions (including STOP WORK authority) necessary to ensure work quality independent of those persons performing the work.

P&J, as the prime contractor, is responsible for the development, implementation, and management of the QCP. The P&J personnel assigned QC responsibilities will be responsible for observing, measuring, recording, and documenting the work performed and for controlling quality by providing timely feedback (in the form of a Daily Quality Control Report – DQCR) to the client.

When changes in the organizational structure affect the project, P&J will communicate with the Town and submit the credentials of equally qualified personnel to the Town for review and acceptance.

B) PROJECT SPECIFIC QUALITY MANAGEMENT FOR DEBRIS REMOVAL MISSIONS

P&J's corporate quality standards and policies are ingrained into our key management and supervisory personnel and actively communicated with our project teams (including our client and their authorized representatives) at the start of the project. The project-specific quality control plan is regularly monitored and updated as needed throughout the project to address any project-specific issues that might arise.

A quality control monitor is assigned to each debris loading crew. The quality control monitor's duties include ensuring that project-specific debris from designated eligible areas is being removed; documenting the time, date, hauling vehicle information, and GPS location of the removed debris utilizing a handheld automated debris management system (ADMS) unit; and generating a load ticket populated with all of the project-specific information for the hauling unit driver to deliver to the approved TDSRS or final disposal facility. One quality control supervisor is provided for every eight quality control monitors. The quality control supervisor's duties include coordinating the implementation of the mission quality control program, assisting with development of task-specific quality control plans, ensuring that ADMS technology is properly deployed and functioning, and to serving as a liaison to the Town of Kiawah Island and other Town designated quality representatives throughout the duration of the project.

P&J also regularly offers a USACE Contractor Quality Management training course to our employees, facilitated by a trainer who is authorized by the USACE to provide the course, to ensure that employees are familiar with current USACE quality standards.

4. SUPPORTING OPERATIONAL POLICIES & PROCEDURES

A) COMPLIANCE WITH APPLICABLE LAWS & REGULATIONS

As a leading provider of disaster debris management services, P&J is knowledgeable of federal, state, and local laws and regulations within the localities and states in which we operate. Studying and understanding laws and regulations regarding our operations is an important component of P&J's disaster debris management methodology. P&J obtains all required permits and licenses and takes all precautions to ensure no laws are violated in the delivery of services to our clients and that all work is performed in compliance with applicable requirements.

B) DAILY OPERATION REPORTS

Daily operation reports are prepared by P&J and submitted to the Town of Kiawah Island in accordance with contract requirements applicable to the disaster debris management mission. The reports are organized by sector, zone, and TDSRS, and are submitted electronically to the designated Town representative. Reports include, but are not limited to, details regarding locations where passes for debris removal were conducted, the quantity and type of debris removed, the quantity of debris reduced, safety incidents, private property damage caused during debris removal operations or damage claims made by citizens, and other relevant information regarding P&J's daily conduct of operations.

C) CLAIMS MANAGEMENT

P&J makes every possible effort to close out all damage claims prior to the shutdown of field operations. In support of this commitment, we assign a claims manager to each disaster debris management mission who addresses all claims of damage to property allegedly caused by P&J or its subcontractors during operations. Within 48 hours of receipt of a written report to the P&J project manager regarding a damage claim, the claims manager visits with the property owner to inspect the damage and discuss resolution options if it is determined that P&J was responsible for the claimed damage. A resolution agreement is reached with the property owner and

repairs are completed or damages paid. Upon resolution of the claim, the claims manager arranges for the property owner to sign a damage claim release.

Most damage claims are typically small in nature. Depending upon the magnitude of a claim, our insurance company may become involved. However, all claims are resolved as expediently as possible. P&J's experience indicates claims are much easier to settle if addressed in a timely fashion. P&J will distribute a list of all open, denied, and resolved claims to the Town of Kiawah Island on a weekly basis, or at the frequency dictated by contractual requirements applicable to the disaster debris management mission.

5. ACCOUNTING & DOCUMENTATION MANAGEMENT

A) TIMELY & ACCURATE BILLING

P&J has developed a system of project controls specific to disaster debris management missions. The purpose of these controls is to accumulate FEMA-compliant documentation necessary to substantiate the locations, types, and quantities of debris collected during execution of a disaster debris management mission. The documentation generated from the project controls system is designed to be multi-purpose and applicable to both time and material (T&M) and unit price type contracts, and provides the foundation for invoicing, subcontractor payment, and recovery of reimbursable costs from appropriate federal agencies.

B) RESOURCE CONTROLS

All personnel and equipment assigned execute a disaster debris management mission undergo a rigid check-in process upon arrival at the job site. An employee orientation is conducted for all personnel, including subcontractors, assigned to the mission. Each employee is issued a unique identification number, and on projects where a higher level of security is needed, is issued a photo identification card. All equipment used for the mission is inspected and photographed prior to use. Trucks used for hauling debris are measured and assigned a cubic yard capacity. A unique identification number is assigned and affixed to each unit. Ownership of the equipment is also identified and documented.

C) DAILY TIME CARDS

During the Emergency Clearance portion of a disaster recovery, FEMA allows for the first 70 working hours to be accomplished by established hourly rates. This is true for the Town's force account labor as well as any contracted forces. Whether P&J is tasked with FEMA eligible or non-eligible work, the following standards will apply:

All personnel complete a three-part daily timecard that is used to capture the following information:

- Employee name, identification number, and classification
- Equipment identification number (if applicable)
- Date and hours worked (shift start and stop)
- Down time
- Work location
- Employee signature
- Supervisor signature and identification number
- Inspector signature and identification number

All time cards are submitted at the end of each work shift. Time cards for employees providing services on a T&M basis are reviewed by a supervisor and inspector at the time of submission to verify that the time card information and employee identification number are correct.

D) DATA PROCESSING

All time cards are routed to a central data processing point. Each time card is keyed and scanned. Only valid active employee, equipment, supervisor, and inspector identification numbers are accepted. All rejected time cards are set aside and researched the following day. Invoices are prepared according to the schedule dictated by the contract and can be electronically submitted if required by the Town. Source documentation for unit price basis invoices is the associated load tickets while the source documentation for T&M basis invoices is the associated daily time cards.

E) CLIENT INVOICING & SUBCONTRACTOR PAYMENT

Town of Kiawah Island invoicing and subcontractor payment processes implemented by P&J begins with the initial capture of data from the field. P&J employs several technologies for data capture including customized scale software, radio frequency identification tags for hauling units, and automated debris management system (ADMS) hardware and software. A customized database and reporting system is used when data entry is required for manually written debris load tickets. Regardless of the capture method, all FEMA and contractually required data is input, manually or automatically, into a database for processing and review along with images of the supporting documentation.

After data is reviewed and reconciled, P&J provides daily reports to the Town of Kiawah Island and weekly progress payment reports to subcontractors. The subcontractor reports contain captured quantities and associated earnings along with other transactional detail. Next, the subcontractor reviews the transactional detail and associated calculated payment amount for verification or adjustment. Adjustments are made, if any, and funds are transferred to subcontractors by P&J on a weekly basis per subcontract terms. The subcontractor review of weekly progress payments provides an independent assessment of the data captured in P&J project controls system and thus ensures maximum accuracy of the data used to generate invoices. P&J's strong banking relationships and access to capital enables the company to pay subcontractors on a weekly basis even in situations where P&J has not been paid by the Town.

For each billing cycle, P&J prepares and submits an invoice to the Town of Kiawah Island. The invoice submittal is inclusive of transactional detail reports, summary reports, and images of all supporting documentation. Once all subcontractor payment and Town invoicing cycles are complete, P&J in coordination with the Town's administrative personnel complete a reconciliation of all project data, audits (if any), and project closeout. If required, P&J provides customized reports to The Town of Kiawah Island for various FEMA cost share and allocation methods, as well as any support needed for completion of FEMA project worksheets.

P&J has prepared, submitted, and received payments in excess of $300,000,000 over the past 10 years under more than 50 individual municipal FEMA-reimbursed disaster debris management mission contracts. P&J's extensive FEMA experience, thorough understanding of FEMA guidelines and procedures, and reporting and payment processes allow for successful reimbursement to clients. The multiple layers of reconciliation and review inherent to P&J's sophisticated processes result in efficient and successful completion of audits and administrative project closeout.

K. EQUIPMENT LISTING

A) EQUIPMENT RESOURCES

P&J has access to an extensive fleet of production and related equipment that is used to support disaster debris management missions. This equipment is maintained and deployed from our sister company, National Fleet Services in Pasco County, FL. Since P&J began operations over 70 years ago, one of our core competencies has been land clearing, and our current equipment fleet reflects this history. As a result, P&J is uniquely positioned to supply the necessary equipment to support debris removal operations, including specialized attachments, appropriate for debris management. All our loaders can be equipped with rakes and grapples or buckets as necessary, and most of our excavators are equipped with hydraulic thumbs or grapples.

Our equipment is strategically located at multiple in-house storage and maintenance shops throughout the State of Florida as well as the rest of the country. This dispersion of resources allows P&J to quickly mobilize all required equipment to the disaster zone regardless of location. Equipment is deployed from storage yards via our National Fleet Services company or our network of external haulers. We have drivers and trucks that move equipment throughout the country as needed for a wide range of construction projects.

If our internal hauling resources become fully utilized, we can reach back to our established network of reliable subcontracted equipment haulers who meet our insurance requirements. Furthermore, P&J maintains a network of regional equipment rental vendors underpinned by national accounts with numerous heavy equipment manufacturers that can provide supplemental equipment to fill any equipment gaps. As a national heavy civil contractor, P&J is experienced in meeting the equipment needs for a diverse range of construction projects and we have the resources necessary to provide equipment quickly and economically.

In addition, P&J has existing contracts in place with key pre-positioned subcontractors that have provided equipment and operators for numerous disaster debris management missions previously completed by P&J. Although P&J and our key pre-positioned subcontractors possess more than adequate types and quantities of equipment to execute a disaster debris management mission for Town of Kiawah Island, we also recognize that local subcontractor participation is a critical component of the overall equipment deployment strategy and is required to comply with the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act). To address the need for local participation, P&J has developed a database of pre-registered subcontractors (several of which are located in the vicinity of Town of Kiawah Island) to supplement our existing equipment resources.

Our equipment deployment strategy involves tasking subcontractors (both key pre-positioned and local) to supply loading and hauling units while P&J supplies assets to support emergency roadway clearance, cut & toss, first pass and subsequent pass activities, disposal site management, and debris reduction operations. This strategy allows P&J to perform both initial response and back-end debris reduction operations with corporate-owned assets while subcontractor-provided assets are utilized to perform debris collection and transportation operations.

P&J also owns a mobile command trailer that may be dispatched to the job site in situations where the disaster event has substantially interrupted local power and communication systems. The trailer is self-sufficient and equipped to support the initial response effort. It is equipped with satellite communication capability for voice/data and is stocked with a supply of basic forms (i.e., truck check-in, load tickets, placards) required to initiate operational activities. The trailer would be located at the primary equipment staging area and would serve as a planning hub for the project manager and his/her supporting management team. Identification of specific equipment pieces that would be deployed to a disaster event in response to contract activation by Town of Kiawah Island is not realistic at this time, given the fact that the timing and magnitude of the disaster is unknown. However, the combination of equipment that is available to P&J and our subcontractors ensures the Town of our ability to pre-position and immediately deploy equipment upon receipt of NTP in sufficient quantities regardless of the disaster size. A summary of our corporate equipment fleet is presented in the following table. Several of these units are highly specialized in nature which demonstrates the fleet's versatility.

Type Of Equipment Owned	Quantity	Type Of Equipment Owned	Quantity
All Terrain Utility Vehicle	56	**Mechanical Trimmer**	3
Attachments	57	**Miscellaneous**	35
Bucket Truck	2	**Motor Home / Camper**	4
Chippers/Grinders	12	**Mower**	3
Compactors/Rollers	68	**Off Road Truck**	96
Compressor	7	**On-Road Dump Truck**	13
Conveyor	1	**Passenger Vehicle**	29
Crane	10	**Pickup**	505
Dozer Clearing	11	**Pit Burner**	5
Dozer Heavy	98	**Pressure Washer**	4
Dredge Equipment	20	**Pugmill**	2
Drill	3	**Pump**	33
Excavator Clearing	39	**Ranch**	5
Excavator Heavy	139	**Scraper**	7
Farm Tractor	28	**Site Prep Machine**	3
Fellerbuncher	6	**Skidder**	3
Forwarder	8	**Skidsteer Loader**	42
Fuel/Lube Truck	31	**Soil Stabilizer**	1
Fuel/Oil Trailers	35	**Sport Utility Vehicle**	10
Generator	11	**Storage Container**	93
Gps Equipment	142	**Sweepers/Brooms/Fork Attach.**	13
Grader	15	**Telehandlers/Fork Lifts**	12

Type Of Equipment Owned	Quantity	Type Of Equipment Owned	Quantity
Grapple/Prentice	12	**Trailer**	9
Hydroseeders	9	**Utility Equipment**	12
Licensed Trailer	246	**Utility Truck**	26
Lightplant	32	**Vacuum Truck**	4
Loader	79	**Water Tanker Off Road**	20
Lowboy	9	**Water Truck**	22
Mechanic Truck	22		
Grand Total: 2222			

L. PROPOSED COST

ATTACHMENT B

FEE SCHEDULE ATTACHMENT "B"

FEE SCHEDULE				
1.	Validated load hauled tickets for Vegetative storm debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycling facility or disposal site			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$10.50	$ /cu.yd.
		41-70 Miles	$11.00	$ /cu.yd.
2.	Validated load hauled tickets from the TDSRS for final processed vegetative storm debris at a Charleston County approved recycling facility or disposal site			
	Mileage Radius:	0-20 Miles	$5.25	$ /cu.yd.
		21-40 Miles	$6.25	$ /cu.yd.
		41-70 Miles	$8.00	$ /cu.yd.
3.	Validated load hauled tickets for Construction and Demolition debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycling or disposal site			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$10.50	$ /cu.yd.
		41-70 Miles	$11.00	$ /cu.yd.
4.	Validated load hauled tickets for Construction and Demolition debris picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$4.95	$ /cu.yd.
		21-40 Miles	$5.95	$ /cu.yd.
		41-70 Miles	$7.50	$ /cu.yd.
5.	Tipping fees/disposal costs shall be paid by CONTRACTOR and actual incurred cost shall be invoiced to the Town of Kiawah Island for reimbursement			
6.	Management, Processing and Loading of all eligible debris and/or residue at the TDSRS. Including locating, leasing (if required), preparing and layout of site; management, maintenance and operation of the TDSRS; the receiving, sorting, segregation, processing and reduction of vegetative debris (chipping or grinding or burning as directed by the Town of Kiawah Island); furnishing materials, supplies, labor, tools and equipment necessary to perform services; maintenance of internal roadways, providing traffic control, dust control, erosion control, inspection tower(s), lighting, hazardous/toxic waste (HTW) containment areas, fire protection, all required permits, environmental monitoring, and safety measures; loading reduced/stored debris and initiating load tickets for final disposition; and Closure and remediation of the TDSRS			$ /cu.yd. $5.00
7.	Validated load hauled tickets for Household Hazardous Waste picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved disposal facility			
	Mileage Radius:	0-20 Miles	$15.00	$ /cu.yd.
		21-40 Miles	$17.00	$ /cu.yd.
		41-70 Miles	$20.00	$ /cu.yd.
8.	Validated load hauled tickets for hazardous materials picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$12.00	$ /cu.yd.
		41-70 Miles	$15.00	$ /cu.yd.
9.	Validated load hauled tickets for Dead Animal Collection picked up at the			

	designated work zone, hauled to and dumped at a Charleston County approved disposal facility			
	Mileage Radius:	0-20 Miles	$5.00	$ /lb
		21-40 Miles	$5.50	$ /lb
		41-70 Miles	$6.25	$ /lb
10.	Hazardous trees – Trees will be evaluated by the Charleston County/Town of Kiawah Island and be designated to be cut down and hauled to the TDSRS for reduction. Trees will be measured 2' above the ground.			
	Trees with branches remaining – Fee to cut tree			
		6"-12" Diameter	$50.00	$ /tree
		13"-24" Diameter	$145.00	$ /tree
		25"-48" Diameter	$275.00	$ /tree
		> 48" Diameter	$400.00	$ /tree
11.	Stumps over 24" in diameter (requires FEMA Eligibility)			$ /tree
		24"-35" diameter	$195.00	$ /stump
		36"-47" diameter	$325.00	$ /stump
		>47" diamter	$475.00	$ /stump
12.	Hangers – Hangers will be considered any hanging/damaged remaining in the tree(s) above the ROW of 2" or greater diameter. The Contractor, at the direction of the Town of Kiawah Island, will remove hangers for a unit price per tree			
		2" or greater	$105.00	$ /tree
13.	Private Property Demolition and Debris Removal – The CONTRACTOR shall operate beyond the Public Right-of-Way (ROW) only as identified and directed by the Town of Kiawah Island. Operations beyond the ROW on private property shall be only as necessary to abate imminent and significant threats to the public health and safety of the community and shall include, but is not limited to, the demolition of structures and the removal and relocation of the debris to the public ROW			$ per sq.ft. $4.50
14.	Tipping fees/disposal costs for C&D debris shall be paid by the CONTRACTOR and actual incurred cost shall be invoiced to the Town of Kiawah Island for reimbursement.			
15.	Fallen Trees – The CONTRACTOR shall cut a fallen tree, which extends onto the ROW from private property, at the point where it enters the ROW. Vegetative debris will be placed on the ROW for collection as addressed under item #1. (a.)			Price Included
16.	Validated load hauled tickets for Fill Dirt – As identified and directed by the Town of Kiawah Island, the CONTRACTOR shall place compatible fill dirt in ruts created by equipment and vehicles, holes created by removal of hazardous stumps and other areas that pose an imminent and significant threat to public health and safety			$ /cu.yd. $30.00
17.	Validated load hauled tickets for pickup of white goods at the designated work zone, hauled to and dumped at a TDSRS or Charleston County approved recycling facility – The CONTRACTOR shall recycle all eligible white goods in accordance with all federal, state and local rules, regulations, and laws			
	Mileage Radius:	0-20 Miles	$45.00	$ /unit
		21-40 Miles	$50.00	$ /unit
		41-70 Miles	$55.00	$ /unit
18.	Validated load hauled tickets for white goods picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$20.00	$ /unit
		21-40 Miles	$25.00	$ /unit
		41-70 Miles	$35.00	$ /unit
19.	Validated load hauled tickets for White Goods that require refrigerant, mercury			

	or oil recovery picked up at a designated work zone, hauled to and dumped at a TDSRS or Charleston County approved recycling facility– The CONTRACTOR SHALL REMOVE AND RECOVER Freon from any white goods, such as refrigerators, freezers or air conditioners, at the TDSRS or final disposition site in accordance with all federal, state and local rules, regulations and laws				
	Mileage Radius:	0-20 Miles	$80.00	$	/unit
		21-40 Miles	$85.00	$	/ unit
		41-70 Miles	$90.00	$	/ unit
20.	Validated load hauled tickets for white goods that require refrigerant, mercury or oil recovery picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility				
	Mileage Radius:	0-20 Miles	$20.00	$	/ unit
		21-40 Miles	$25.00	$	/ unit
		41-70 Miles	$30.00	$	/unit
21.	Validated load hauled tickets for soil, mud and sand picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycle/disposal site. Pick up and disposal.				
	Mileage Radius:	0-20 Miles	$12.50	$	/cu.yd.
		21-40 Miles	$13.50	$	/cu.yd.
		41-70 Miles	$15.00	$	/cu.yd.
22.	Validated load hauled tickets from the TDSRS for final process soil, mud and sand at a Charleston County approved recycle/disposal facility.				
	Mileage Radius:	0-20 Miles	$11.00	$	/cu.yd.
		21-40 Miles	$12.00	$	/cu.yd.
		41-70 Miles	$13.50	$	/cu.yd.
23.	Validated load hauled tickets for Vehicles picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS). Pick up and disposal of vehicles				
	Mileage Radius:	0-20 Miles	$200.00	$	/unit
		21-40 Miles	$225.00	$	/unit
		41-70 Miles	$250.00	$	/unit
24.	Validated load hauled tickets for Vehicles picked up at the Temporary Debris Storage and Reduction Site (TDSRS), hauled to and dumped at a Charleston County approved recycling facility.				
	Mileage Radius:	0-20 Miles	$200.00	$	/unit
		21-40 Miles	$225.00	$	/unit
		41-70 Miles	$250.00	$	/unit
25.	Validated load hauled tickets for Vessels picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS). Pick up and disposal of vessels				
	Mileage Radius:	0-20 Miles	$60.00	$	/LF
		21-40 Miles	$75.00	$	/LF
		41-70 Miles	$90.00	$	/LF
26.	Validated load hauled tickets for Vessels picked up at the Temporary Debris Storage and Reduction Site (TDSRS), hauled to and dumped at a Charleston County approved recycling facility.				
	Mileage Radius:	0-20 Miles	$45.00	$	/LF
		21-40 Miles	$60.00	$	/LF
		41-70 Miles	$75.00	$	/LF
27.	Validated load hauled tickets for Putrescent Debris, picked up at the designated work zone, hauled to and dumped at a Charleston County approved landfill.				
	Mileage Radius:	0-20 Miles	$18.00	$	/lb
		21-40 Miles	$20.00	$	/lb
		41-70 Miles	$24.00	$	/lb
28.	Validated load hauled tickets for bio waste debris picked up at the designated work zone, hauled to and dumped at a Charleston County approved disposal				

	facility			
	Mileage Radius:	0-20 Miles	$25.00	$ /lb
		21-40 Miles	$30.00	$ /lb
		41-70 Miles	$45.00	$ /lb
29.	Validated load hauled tickets for e-waste debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycle/disposal facility			
	Mileage Radius:	0-20 Miles	$20.00	$ per unit
		21-40 Miles	$25.00	$ per unit
		41-70 Miles	$30.00	$ per unit
30.	Validated load hauled tickets for e-waste debris picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$20.00	$ per unit
		21-40 Miles	$25.00	$ per unit
		41-70 Miles	$30.00	$ per unit
31.	Validated load hauled tickets for franchise replacement garbage service, in the event current franchise hauler is not able to meet obligations. Garbage to be picked up at the designated work zone, hauled to and dumped at a Charleston County approved landfill facility			
	Mileage Radius:	0-20 Miles	$15.00	$ /cu.yd.
		21-40 Miles	$17.00	$ /cu.yd.
		41-70 Miles	$20.00	$ /cu.yd.
32.	Validated load hauled tickets for franchise replacement recycle service, in the event current franchise hauler is not able to meet obligations. Recycling to be picked up at the designated work zone, hauled to and dumped at a Charleston County approved recycling facility			
	Mileage Radius:	0-20 Miles	$15.00	$ /cu.yd.
		21-40 Miles	$17.00	$ /cu.yd.
		41-70 Miles	$20.00	$ /cu.yd.
33.	Validated load hauled tickets for franchise replacement yard waste service, in the event current franchise hauler is not able to meet obligations. Yard Waste to be picked up at the designated work zone, hauled to and dumped at a Charleston County approved recycling facility			
	Mileage Radius:	0-20 Miles	$15.00	$ /cu.yd.
		21-40 Miles	$17.00	$ /cu.yd.
		41-70 Miles	$20.00	$ /cu.yd.
34.	Validated load hauled tickets for household storm debris (carpet, furniture, clothing, etc) picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycle/disposal facility			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$10.50	$ /cu.yd.
		41-70 Miles	$11.00	$ /cu.yd.
35.	Validated load hauled tickets from the Temporary Debris Storage and Reduction Site (TDSRS) for final processed household storm debris at a Charleston County approved recycle/disposal facility			
	Mileage Radius:	0-20 Miles	$5.95	$ /cu.yd.
		21-40 Miles	$6.95	$ /cu.yd.
		41-70 Miles	$8.00	$ /cu.yd.
36.	Beach restoration – Cost for restoration to coast line and beaches. - The CONTRACTOR shall use equipment rental type pricing and follow all appropriate regulatory concerns.			$ /LF $40.00
37.	Training and Assistance Sessions shall be for all key Town of Kiawah Island personnel and assistance in all disaster debris recovery planning efforts as requested			Price included
38.	Preliminary Damage Assessment – Determining the impact and magnitude of the			Price

	disaster event before federal assistance is requested, identifying damaged locations and facilities, distinguishing between pre-disaster damage and disaster – generated damage, documenting eligible costs and describing the physical and financial impact of the disaster	included
39.	Mobilization and Demobilization – All arrangements necessary to mobilize and demobilize the CONTRACTOR's labor force and machinery needed to perform the Scope of Services contained herein shall be made by the CONTRACTOR	Price included
40.	Temporary Storage of Documents – The CONTRACTOR shall provide storage of daily or disaster-related documents and reports for protection during the disaster event	Price included
41.	Debris Planning Efforts – The CONTRACTOR shall assist in all disaster debris recovery planning efforts as requested by the Town of Kiawah Island. These planning efforts shall include, but are not limited to, development of a *debris management* plan, identification of adequate temporary debris storage and reduction sites, estimation of debris quantities, and emergency action plans for debris clearance following a disaster event	Price included
42.	Closure and Remediation of the TDSRS – The CONTRACTOR shall remove all CONTRACTOR equipment and temporary structures and shall dispose of all residual debris from the TDSRS at an approved final disposition site. The CONTRACTOR is responsible for the reclamation and remediation of the TDSRS site to its original state prior to use by the CONTRACTOR	Price included
43.	Reporting and Documentation – The CONTRACTOR shall provide and submit to the Town of Kiawah Island all reports and documents as may be necessary to adequately document the Debris Recovery Services in accordance with FEMA/SC requirements	Price included
44.	Navigation hazard removal for canals and rivers - The CONTRACTOR shall use equipment rental type pricing and follow all appropriate regulatory concerns.	Price included
45.	The cost for emergency road clearance will be billed by hourly rates. See Hourly Fee Schedule.	

P&J EQUIPMENT & PERSONNEL RATES				
Item	**Description**	**Type or Size (or similar)**	**Unit**	**Unit Price**
1.0	**Personnel & Equipment**			
1.1	Wheel Loaders, 3.0-4.5 CY	Cat 950/JD 644	Hour	$150.00
1.2	Knuckle boom Loader Truck	Self-Loading-30-50 CY	Hour	$190.00
1.3	Wheel Loader 2.5-3.0 cy	Cat 930 /JD 544 / Vol L70	Hour	$145.00
1.4	Dump Truck		Hour	$100.00
1.5	Road Clearance Crew (2 chainsaw operators, 4 laborers and 2 Flagger/laborers, 1 Supervisor)		Hour	$395.00
1.6	Supervisor with Truck (1 man, will assist toss operations)		Hour	$105.00
1.7	Operator with Chainsaw (1-man)		Hour	$115.00
1.8	Laborer with Tools (1-man)		Hour	$50.00
1.9	Traffic Control/Safety Personnel (2-man crew, as needed)		Hour	$95.00
1.10	Portable Scales, scale house, bonded weighmaster		Day	$1,850.00
2.0	**Heavy Equipment**			
2.1	Skid-Steer Loader (Mini-Loader)	Bobcat 753/Cat 216/JD 313	Hour	$100.00
2.2	Extendaboom Forklift w/ debris grapple	Bobcat V638/CatTL642	Hour	$115.00
2.3	Backhoe, Wheel Loader, 1.0-1.5 CY	Cat 416E	Hour	$140.00
2.4	Backhoe, Wheel Loader, 2.0-3.0 CY	Cat 430E	Hour	$135.00
2.5	Backhoe, Extend-a-hoe (1.0 CY, 4WD, extendable)	JD310J/Cat 420E	Hour	$135.00
2.6	Wheel Loaders, 1.0-1.5 CY	Cat 908/JD 304/Case 321	Hour	$115.00
2.7	Wheel Loaders, 2.5-3.0 CY	Cat 930/JD 544//Vol L70	Hour	$135.00
2.8	Wheel Loaders, 3.0-4.5 CY	Cat 950/JD 644	Hour	$160.00
2.9	Wheel Loaders, 5.0-6.0 CY.	Cat 966/JD 744/Vol L150	Hour	$185.00
2.10	Wheel Loaders, 6.0-7.0 CY	Cat 980/JD 844/Vol L180	Hour	$200.00
2.11	Tracked Loader (Trackhoe w/ misc. attachments)	Cat 320/JD 690/Kob ED190	Hour	$140.00
2.12	Towed trailer/ Loader w/ Tractor	Prentice 210	Hour	$225.00
2.13	Knuckleboom Loader Truck (Self-Loading)	25-35 CY Body	Hour	$250.00
2.14	Knuckleboom Loader Truck (Self-Loading)	35-45 CY Body	Hour	$250.00
2.15	Dozer, Tracked	Cat D4	Hour	$125.00
2.16	Dozer, Tracked	Cat D5	Hour	$145.00
2.17	Dozer, Tracked	Cat D6	Hour	$165.00
2.18	Dozer, Tracked	Cat D7	Hour	$185.00
2.19	Dozer, Tracked	Cat D8	Hour	$225.00
2.20	Dozer, Tracked	Cat D10T	Hour	$400.00
2.21	Hydraulic Excavators, 1.5 CY	Cat 320	Hour	$135.00
2.22	Hydraulic Excavators, 2.5 CY	Cat 325	Hour	$165.00

2.23	Hydraulic Excavators, 3.5> CY	Cat 330	Hour	$185.00
2.24	Excavator/Trackhoe, Rubber Tire (w/ debris grapple)	Cat 315C/JD 160C/Vol EC160	Hour	$250.00
2.25	Tractor w/ Box Blade (30-70 Hp)	JD 210L/Case 570M	Hour	$75.00
2.26	Motor Grader (w/ min 12' blade)	Cat 120G	Hour	$175.00
2.27	Off Road Truck (15-20 cy, 24MT)	Cat 725/JD 250D/Vol A25	Hour	$155.00
2.28	30 Ton Crane	Terex RT 335 (30MT), equal	Hour	$360.00
2.29	50 Ton Crane	Terex RT 550 (50MT), equal	Hour	$560.00
2.30	100 Ton Crane (8 hr. minimum)	Terex HC110, KobCK1000	Hour	$1,260.00
2.31	Bucket Truck	Up to 50' reach	Hour	$150.00
2.32	Bucket Truck	50' to 75' reach	Hour	$225.00
2.33	Trash Transfer Trailer w/ Tractor	110 Yard	Hour	$135.00
2.34	Mechanized Broom	Street Sweeper	Hour	$75.00
2.35	Water Truck	2000 Gallon	Hour	$65.00
2.36	Service/Fuel Truck	Multi	Hour	$90.00
2.37	Diesel Forklift, 5k	5K	Hour	$85.00
2.38	Personnel Forklift, 5k	5K	Hour	$85.00
2.39	Forklift 1	6000 lb.	Hour	$90.00
2.40	Forklift 2	8000 lb.	Hour	$95.00
2.41	Forklift 3	10,000 lb.	Hour	$100.00
2.42	Forklift 4	15,000 lb.	Hour	$105.00
2.43	Forklift 5	25,000-35,000 lb.	Hour	$120.00
2.44	Extended Boom Forklift	44,000 lb.	Hour	$130.00
2.45	Forklift Carpet Poles	N/A	Day	$200.00
2.46	Forklift Loading Ramps	N/A	Day	$150.00
2.47	Pallet Grabber	w/ Chains	Hour	$10.00
2.48	Pallet Jack	N/A	Hour	$10.00
2.49	Electric Pallet Jack	N/A	Hour	$20.00
2.50	Dock Plates	N/A	Day	$100.00
2.51	Straight Mast Forklift	Rough Terrain	Hour	$85.00
2.62	Portable Loading Dock (w/ ramp and stairs)	20 x 20	Hour	$40.00
2.63	Soil Compactor 19 HP/3500#	BMP 8500 (BOMAG)	Hour	$80.00
2.64	Soil Compactor, 25 HP/5,000#	BW 100 SL (BOMAG)	Hour	$70.00
2.65	Soil Compactor, 100 HP/20K#	BW 161 AD (BOMAG)	Hour	$40.00
2.66	Stump Grinder (30" diameter or less)	Vermeer 252	Hour	$40.00
2.67	Stump Grinder (greater than 30" diameter)	Vermeer 752	Hour	$90.00
2.68	Stump Grinder	Vermeer 60TX	Hour	$90.00
2.69	Chipper w/ operator and 2-man crew	Vermeer BC1800XL	Hour	$150.00
2.70	Chipper/Mulcher (8" Throat) w/operator and 2-man crew	Vermeer BC700XL	Hour	$35.00
2.71	Chipper/Mulcher (12" Throat) w/operator and 2-man crew	Vermeer BC1000XL	Hour	$55.00
2.72	Horizontal Grinder 1	Morbark 3800XL/630 HP	Hour	$525.00
2.73	Horizontal Grinder 2	Morbark 4600XL/1050 HP	Hour	$550.00
2.74	Horizontal Grinder 3	Morbark 6600/1200 HP	Hour	$650.00
2.75	Air Curtain Pit Burner (Self-contained)	AirBurners T300/ 8 tons/hr.	Hour	$125.00
2.76	Air Curtain Refractory Incinerator	AirBurners S327/ 8 tons/hr.	Hour	$125.00
2.77	12T Lowboy Trailer (Equip.Transport w/ Tractor)	12 Ton	Hour	$90.00

2.78	35T Lowboy Trailer (Equip. Transport w/ Tractor)	35 Ton	Hour	$125.00
2.79	50T Lowboy Trailer (Equip.Transport w/ Tractor)	50 Ton	Hour	$135.00
2.80	Tow Truck	Class 5	Hour	$85.00
2.81	Log Skidder	Cat 525B/JD 648E/G III	Hour	$150.00
2.82	Waste Collection Rear Loader Truck	25 cubic yard capacity	Hour	$110.00
2.83	Vacuum Truck/Jetter	3500 Gallon	Hour	$400.00
2.84	Impact Attenuator	Scorpion II TL-3 Trailer Attenuator	Hour	$90.00
2.85	Stacker/Conveyer (77 ft. Length with 34 ft. stacking hgt.)	Powerscreen CT80	Hour	$40.00
2.86	Refueler Truck - Diesel	5,000 Gallon	Hour	$95.00
2.87	Refueler Truck - Gasoline	5,000 Gallon	Hour	$95.00
2.88	Bar Screen (75 hp. w/600 tph. output)	Powerscreen PowerTrak 750	Hour	$175.00
3.0	**Hauling Vehicles**			
3.1	Dump Truck	5 to 15 CY	Hour	$85.00
3.2	Dump Truck	16 to 24 CY	Hour	$95.00
3.3	Dump Truck	25 to 34 CY	Hour	$105.00
3.4	Dump Truck (Trailer Dump w/ Tractor)	35 to 44 CY	Hour	$115.00
3.5	Dump Truck (Trailer Dump w/ Tractor)	45 to 54 CY	Hour	$125.00
3.6	Dump Truck (Trailer Dump w/ Tractor)	55 to 64 CY	Hour	$130.00
3.7	Dump Truck (Trailer Dump w/ Tractor)	65 to 74 CY	Hour	$130.00
3.8	Dump Truck (Trailer Dump w/ Tractor)	> 75 CY	Hour	$ 135.00
3.9	Walking Floor Trailer w/ Tractor	100 CY	Hour	$135.00
3.10	Tractor w/ 42' Flatbed Trailer	42' Flatbed	Hour	$120.00
3.11	Flatbed Trailer Straight Truck	26,000 lb GWV	Hour	$90.00
4.0	**Transportation Vehicles**			
4.1	Pickup Truck	1/2 Ton	Day	$120.00
4.2	Pickup Truck	3/4 Ton	Day	$150.00
4.3	Pickup Truck	1 Ton (4x4)	Day	$ 200.00
4.4	Box Truck	3/4 Ton	Day	$ 240.00
4.5	Utility Van	3/4 Ton	Day	$ 200.00
4.6	Passenger Van	9 Passenger	Day	$200.00
4.7	Passenger Car	Full size	Day	$120.00
4.8	Response Trailer	20 Foot	Day	$240.00
4.9	Response Trailer	30 Foot	Day	$280.00
4.10	Flatbed Trailer (40 ft)	GWV to 450	Day	$200.00
4.11	Mobile Fleet Repair	Equipment Config	Day	$1,200.00
4.12	ATV (single passenger/ 44 hp./739#)	Polaris (570 Sportsman)	Day	$125.00
4.13	UTV (6 passenger with bed) 44hp./1392#	Polaris (570-6 Ranger)	Day	$175.00
5.0	**Personnel/Equipment**			
5.1	Project Operations Manager	Individual	Hour	$ 110.00
5.2	Superintendent with Cell/Truck	Individual	Hour	$ 95.00
5.3	Supervisor with Cell/Truck	Individual	Hour	$85.00

5.4	Foreman with Cell/Truck	Individual	Hour	$98.00
5.5	Inspector with Cell/Vehicle	Individual	Hour	$92.00
5.6	Health/Safety or QC Manager with Pickup Truck	Individual	Hour	$98.30
5.7	Safety Superintendent	Individual	Hour	$115.00
5.8	Mechanic with Truck and Tools	Individual	Hour	$68.00
5.9	Climber with Gear	Individual	Hour	$68.00
5.10	Labor/Operator with Chainsaw/Tools/Cellphone	Individual	Hour	$52.00
5.11	Laborer with Tools/Cellphone	Individual	Hour	$45.00
5.12	Traffic Control Personnel with Radio	Individual	Hour	$47.00
5.13	Survey Personnel with Vehicle	Individual	Hour	$98.00
5.14	Project Engineer	Individual	Hour	$75.00
5.15	Equipment Operator	Individual	Hour	$47.00
5.16	Truck Driver with cellphone and radio	Individual	Hour	$50.00
5.17	Security Person (Unarmed) with cellphone and radio	Individual	Hour	$50.00
5.18	Security Person (Armed) with cellphone and radio	Individual	Hour	$60.00
5.19	Administrative Assistant	Individual	Hour	$50.00
5.20	Clerical	Individual	Hour	$48.00
6.0	**Miscellaneous Equipment/Items**			
6.4	Traffic Control, Temp Single Lane Closure	N/A	Hour	$125.00
6.5	Traffic Control, Temp Road Closure	N/A	Hour	$125.00
6.6	Weighing Scales, Truck, Certified	Portable	Hour	$90.00
6.7	Office Trailer	40 Foot	Day	$295.00
6.8	Storage Container	40 Foot	Day	$100.00
6.9	Portable Eyewash Station	OSHA Spec	Day	$25.00
6.10	First Aid Station	OSHA Spec	Day	$45.00
6.11	Portable Toilet (Port a John)	Single	Week	$250.00

Item	Description	Type or Size	Daily	Weekly	Monthly
1.0	**Generators**	**Three-Phase Voltage Requirement**	--	--	--
1.1	15 KW	240	$ 180.00	$ 1,260.00	$ 5,040.00
1.2	20 KW	240	$ 180.00	$ 1,260.00	$ 5,040.00
1.3	25 KW	240	$200.00	$1,400.00	$5,600.00
1.4	35 KW	240	$200.00	$1,400.00	$5,600.00
1.5	40 KW	480/240	$200.00	$1,400.00	$5,600.00
1.6	50 KW	480/241	$250.00	$1,750.00	$7,000.00
1.7	60 KW	480/242	$250.00	$1,750.00	$7,000.00
1.8	75 KW	480/243	$250.00	$1,750.00	$7,000.00
1.9	100 KW	480/244	$250.00	$1,750.00	$7,000.00
1.10	125 KW	480/245	$430.00	$3,000.00	$12,000.00
1.11	150 KW	480	$430.00	$3,000.00	$12,000.00
1.12	250 KW	480	$725.00	$5,000.00	$20,000.00
1.13	500 KW	480	$1,000.00	$7,000.00	$28,000.00
1.14	1800 KW	480	$2,150.00	$15,000.00	$60,000.00
2.0	**Pumps**	**Nominal Performance**	--	--	--

2.1	4x4 - High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	1000 GPM Max, 150 feet TDH Max	$100.00	$700.00	$2,000.00
2.2	6x6 - High volume diesel powered suction lift trash pump with speed adjustment and on/off control	2600 GPM Max, 160 Feet TDH Max	$125.00	$800.00	$2,500.00
2.3	8x8 - High volume diesel powered suction lift trash pump with speed adjustment and on/off lever control	3000 GPM Max, 150 Feet TDH Max	$175.00	$1,100.00	$3,200.00
2.4	12x12 - High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	5000 GPM Max, 100 Feet TDH Max	$300.00	$2,000.00	$5,500.00
3.0	**Light Towers**	Type / Size			
3.1	Light Tower (Portable light plant)	500-Watt Range	$ 150.00	$1,000.00	$4,000.00
3.2	Light Tower (Portable light plant)	1000-Watt Range	$ 200.00	$1,400.00	$5,200.00
3.3	Light Tower (Portable light plant)	2000-Watt Range	$300.00	$2,100.00	$8,400.00
3.4	Light Tower (Portable light plant)	4000-Watt Range	$400.00	$2,800.00	$11,200.00
3.5	Light Tower (Portable light plant w/ Gen.)	500-Watt Range	$200.00	$1,400.00	$5,200.00
3.6	Light Tower (Portable light plant w/ Gen.)	1000-Watt Range	$300.00	$2,100.00	$8,400.00
3.7	Light Tower (Portable light plant w/ Gen.)	2000-Watt Range	$350.00	$2,450.00	$9,800.00
3.8	Light Tower (Portable light plant w/ Gen.)	4000-Watt Range	$500.00	$3,500.00	$14,000.00
4.0	**Pipes and Tanks**	--	--	--	--
4.1	Composite Quick Connect Suction Hose *8 Foot Length, 20 Psi Minimum, Price Per Section*	4 Inch	$ 10.00	$40.00	$100.00
4.2		6 Inch	$ 12.00	$50.00	$150.00
4.3		8 Inch	$15.00	$70.00	$200.00
4.4		12 Inch	$20.00	$125.00	$400.00
4.5	Quick Connect Discharge Hose *50 Foot Length, 50 Psi Minimum, Price Per Section*	4 Inch	$8.00	$30.00	$80.00
4.6		6 Inch	$10.00	$50.00	$125.00
4.7		8 Inch	$14.00	$100.00	$275.00
4.8	Quick Connect Rigid Piping *10 Foot Length, 175 Psi Minimum, Price Per Section*	4 Inch	$10.00	$40.00	$120.00
4.9		6 Inch	$15.00	$90.00	$320.00
4.10		8 Inch	$16.00	$125.00	$500.00
4.11		12 Inch	$60.00	$400.00	$950.00
4.12	Roll-Off-Emergency Wastewater Storage Tanks	Nominal 22,000 Gallon Each	$125.00	$800.00	$1,800.00

M. ADDITIONAL INFORMATION

1. AUTOMATED DEBRIS MANAGEMENT SYSTEM (ADMS) - OVERVIEW

Typically, the documentation of a disaster mission is administered by a third-party representative monitoring firm. If the Town decided to accomplish this mission on their own through force-account, or outsourced labor, P&J could provide the software and hardware to be able to accurately track and document the project for federal reimbursement, without utilizing a third-party monitor. P&J and our partner firm TAC Insight have been on the forefront of automated debris management system (ADMS) software development and led some of the industry's most successful projects utilizing ADMS software technology. Since 2005 our team has been involved in design, development, and testing of ADMS technologies, and over the past two decades have evolved the technology to take advantage of the latest in advanced software, data analytics, and cloud infrastructures. The cost for utilization of P&J's ADMS is not included in the pricing provided with this proposal. However, if the Town is interested in deploying this system as part of a future disaster debris management mission, pricing would be negotiated by P&J with the Town of Kiawah Island at the time of contract activation.

The basic objective of our system, designated FASTweigh ADMS™, is to create an electronic debris management system resulting in the elimination of paper tickets. The primary benefits of the system are as follows:

- Eliminate paper
- Eliminate data entry
- Eliminate multiple data sets
- Expedite daily reporting
- Expedite invoice reconciliation and audit
- Map performance
- Increase accuracy
- Minimize ticket fraud
- Identify inefficiencies
- Increase operational awareness

TACinsight
trucking, automation & construction solutions

TAC Insight provides and manages the ADMS service for a disaster debris management mission and specializes in providing IT services and unique software for bulk material and waste industries along with software automation. In addition to ADMS software, TAC Insight maintains scale weigh ticket accounting, mobile ticketing platforms, and cloud-based applications utilizing similar technologies.

ATDMS Electronic Ticketing Portable Printer

TAC Insight began development of an ADMS system in 2004 that was designed to meet the technical specifications of a U.S. Army Corps of Engineers (USACE) Advance Contracting Initiative solicitation that required P&J to provide an automated debris ticketing system. Planning and development of the system was based upon our experience related to debris ticket administration gained over the previous two decades performing both federal and non-federal disaster debris management missions including those performed for Hurricane Fran, the 9/11 World Trade Center terrorist attack, Hurricane Katrina, and the 2011 Alabama tornado outbreak

TAC Insight offers experience with various technologies and deployments including iBeacons, smart cards, RFID, ID Buttons, and 2-Dimensional Quick Response Barcodes. TAC Insight's past experiences and collective knowledge resulted in the achievement of several milestones during the combined ADMS operations associated with the disaster debris management missions performed following the 2011 Alabama tornado super-outbreak and Joplin, Missouri EF-5 tornado. These milestones included the following:

- Simultaneously deployed and operated for two separate events (Joplin and Alabama) in two distinct regions of the country
- Mobilization and 100% ticketing with the ADMS achieved on day one of both debris missions and within 12 hours of notice to proceed for all task orders issued pursuant to the master contract
- Audits of each invoice submittal of each task order performed by the Defense Contract Audit Agency (DCAA) Tampa office debris subject matter experts, in conjunction with USACE Internal Review, resulted in an error rate attributable to the ADMS of less than 0.1%
- Operated 16 truck certifications stations, 53 disposal sites, and greater than 450 field handheld units and printers
- Certified 9,960 unique hauling units and pieces of support equipment
- Less than 0.2% of the +186,000 transactions processed were documented using paper tickets
- The missions involved 50,800 leaner/hanger transactions and 24,178 stump transactions
- Utilized by the Alabama Emergency Management Agency in determining reimbursement grids and allocation of cost share to more than 100 distinct municipalities and/or townships
- Utilized to determine cost share allocations and reimbursement percentages for the City of Joplin based upon customized GIS mapping shapefiles

2. ADMS MOBILIZATION & RESPONSE

TAC Insight maintains a fully operational hosted ADMS platform and can immediately transition resources to support multiple disaster debris management missions in multiple regions. Successful deployment of the FASTweigh ADMS™ is achieved during mobilization through completion of the following actions:

- Development of the implementation team organizational structure
- Preparation of system documentation and training materials
- Pre-event training of key ADMS personnel
- Maintenance and inventory of equipment required to satisfy start-up requirements within 48 hours following receipt of notice to proceed

A deployment specialist is mobilized to the disaster zone to determine basic contract guidelines required to setup or modify the mission database, configure handheld devices, and configure temporary debris storage & reduction site (TDSRS) tablet computers. Equipment and personnel certification kits are sent to the disaster zone and used to complete the check-in and certification process for equipment and quality control monitors. During initial startup, TAC Insight personnel assist equipment certification specialists with the process of equipment check-in and provide support for the ADMS system seven days per week.

TAC Insight currently maintains an inventory of more than 50 handheld device/printer combinations and five TDSRS tablet computers. An additional 100 handheld device/printer combinations and five TDSRS tablet computers can be made available no later than 96 hours after receipt of notice to proceed if additional equipment is required. Additional handheld devices/printers can typically be sourced within 48 to 72 hours while TDSRS tablet computers can typically be sourced within 96 hours.

Based on past experience, operational knowledge, current equipment inventory, and ability to rapidly source additional equipment, P&J is capable of initiating utilization of the FASTweigh ADMS™ immediately after receipt of notice to proceed. In addition, paper tickets can be used as backup during a disaster debris management mission if necessary. This documentation can be entered manually into the FASTweigh ADMS™ at a TDSRS inspection tower and are designated in the system as paper tickets.

The personnel required to implement the FASTweigh ADMS™ for a typical disaster debris management mission are as follows:

- TDSRS technical support team – one per site
- Field technical support team – one per 50 users
- Equipment certification manager – one per equipment certification site
- Database and system administrator – one per mission
- Help desk attendant – one per mission available 24 hours/7 days a week

3. ADMS TECHNICAL CAPABILITY

A) DATA STORAGE & SECURITY

All FASTweigh ADMS™ websites and data are hosted in the Microsoft Azure Cloud. The cloud maintains a diverse set of regulatory compliance protocols that adhere to the following:

- ISO 27001/27002
- SOC 1/SSAE 16/ISAE 3402 and SOC 2
- Cloud Security Alliance CCM
- FedRAMP
- FISMA
- FBI CJIS (Azure Government)

Implementation of the FASTweigh ADMS™ begins with the equipment and personnel check-in process. Information regarding equipment and personnel assigned to a disaster debris management mission are verified, and individual identification numbers are assigned to equipment/personnel to facilitate activity monitoring and control. Ticket data is entered and stored on a laptop computer, and each record is simultaneously saved and transmitted via the Internet to an encrypted database server via https web services. When debris hauling operations commence, ticket data is collected and stored on a TDSRS tablet computer located in the inspection tower.

Data can be transmitted in real-time if cellular service is available or can be stored and batch uploaded once the portable tablet computer is connected to the internet. Data is stored on the hard drive of each TDSRS tablet computer until successful transmission of each record has been achieved. In addition, a backup copy of each record is stored on a removable SD card provided with each TDSRS tablet computer in the event of a system or hard drive failure.

B) DATA COLLECTION & TICKETING

The FASTweigh ADMS™ provides all of the core functionality required for an ADMS and uses encrypted 2D Quick Response Barcodes to transfer data. Each record includes an encrypted hash algorithm which is verified at the TDSRS to prevent unauthorized duplication of a QR Code ticket. The FASTweigh ADMS™ provides several advantages over similar smart card-based systems while accomplishing the necessary goals and objectives. These advantages include the following:

- More widely accepted and adapted technology
- More readily available and alternate choices of handheld and smartphone technologies
- Auditable paper trail not available with smart card ticketing
- Elimination of potential smart card read/write errors
- Equipment operator acceptance of physical load ticket

C) TICKET TYPES

The FASTweigh ADMS™ is designed specifically to process several ticket types including work order hauling (cubic yard or ton), right of entry tracking, hazardous trees, stumps, and individual items (white goods, boats, vehicles, etc.). Each individual module is specifically designed for the appropriate debris type, and handheld devices can be configured to support a single platform or include types of ticketing based on a quality control monitor's credentials. Modules for work order hauling, hazardous trees, stumps, and individual items can include picture documentation.

D) REPORTING & CONTROLS

The FASTweigh ADMS™ has the capability to share database records with stakeholders, contractors, and auditors via the internet. Data contained in the system is password protected; implements role-based access

controls; and has viewing, printing, and reporting capabilities. Stakeholders are granted permissions that only allow them to review and print information specific to their needs.

An independent Certified Public Accountant firm was engaged by P&J in 2011 to perform a system audit during operation of our ADMS that was deployed as part of the disaster debris management missions conducted for the 2011 Alabama tornado super-outbreak and the Joplin, Missouri tornado. The audit was performed to test the system's internal controls and develop improvement recommendations based on the findings. As a result, several routines are performed at an administrative level to further ensure the accuracy and reliability of system data. These routines include:

- Real time electronic queries/analysis to identify errors that require correction prior to invoicing
- Identification of common errors and development of corrective recommendations
- Sampling of GPS locations and analysis
- 100% audit of equipment certifications
- Ticket batch reconciliations
- Maintenance of error logs

The database includes both billing and subcontractor payment rate schedules. In addition, the system maintains billing/payment cycle settings and contractor reconciliation dates.

E) GIS DATA & EMBEDDED ANALYTICS

In addition to identifying the location latitude and longitude for each record, TAC Insight utilizes its own custom API's to geo-reference each load with the following information:

- Straight line miles to TDSRS
- Road miles to TDSRS (calculated by best route)
- Street address, city, county, zip code, and state

Several mapping visualizations are available including both Microsoft Bing and Microsoft Power BI Analytics mapping. These applications allow for custom query and mapping to identify load-out, hazardous tree, and TDSRS map visuals. The current version of the FASTweigh ADMS™ includes embedded report analytics that can provide executive level snapshots and data visualizations.

F) REPORTING

Below is an example of a report that can be produced from the FASTweigh ADMS™ system. This is just one example of the capabilities of the system if/when it is deployed.

Hauling Summary By Day

Project Name: **Knox County**
Dates: **to 6/29/2017**

Date	Material	Tickets	First Load	Last Load	Trucks	Highest	Lowest	Avg	Volume
5/9/2017	VEG	13	9:24 AM	4:58 PM	5	95.0 %	60.0 %	85.8 %	260.90
5/10/2017	VEG	10	8:13 AM	1:52 PM	6	90.0 %	50.0 %	72.5 %	155.65
5/11/2017	VEG	21	3:16 PM	9:48 PM	9	90.0 %	40.0 %	79.0 %	363.20
5/12/2017	VEG	9	9:23 AM	9:47 AM	3	100.0 %	50.0 %	85.6 %	142.50
5/13/2017	VEG	11	9:51 AM	7:55 PM	4	100.0 %	50.0 %	82.3 %	215.75
5/15/2017	VEG	18	2:52 PM	7:19 PM	10	95.0 %	50.0 %	76.4 %	284.35
5/17/2017	VEG	7	6:52 AM	10:10 AM	5	100.0 %	80.0 %	85.0 %	100.05
5/24/2017	VEG	3	1:55 PM	4:48 PM	3	90.0 %	80.0 %	83.3 %	49.20
5/25/2017	VEG	5	11:02 AM	2:46 PM	3	100.0 %	50.0 %	70.0 %	86.00
5/26/2017	VEG	74	8:35 AM	2:36 PM	8	95.0 %	50.0 %	72.0 %	1145.15
5/27/2017	C&D	23	7:56 AM	4:32 PM	9	95.0 %	55.0 %	75.4 %	338.60
5/28/2017	VEG	4	3:22 PM	3:51 PM	4	90.0 %	80.0 %	86.3 %	65.35
5/29/2017	C&D	43	7:09 AM	3:06 PM	10	95.0 %	55.0 %	81.6 %	812.65
5/30/2017	VEG	26	6:22 AM	12:02 PM	10	100.0 %	70.0 %	81.5 %	381.75
								Total Tickets 267 | Trucks 13 | Volume 4401.10	

ATTACHMENT B

FEE SCHEDULE ATTACHMENT "B"

FEE SCHEDULE				
1.	Validated load hauled tickets for Vegetative storm debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycling facility or disposal site			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$10.50	$ /cu.yd.
		41-70 Miles	$11.00	$ /cu.yd.
2.	Validated load hauled tickets from the TDSRS for final processed vegetative storm debris at a Charleston County approved recycling facility or disposal site			
	Mileage Radius:	0-20 Miles	$5.25	$ /cu.yd.
		21-40 Miles	$6.25	$ /cu.yd.
		41-70 Miles	$8.00	$ /cu.yd.
3.	Validated load hauled tickets for Construction and Demolition debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycling or disposal site			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$10.50	$ /cu.yd.
		41-70 Miles	$11.00	$ /cu.yd.
4.	Validated load hauled tickets for Construction and Demolition debris picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$4.95	$ /cu.yd.
		21-40 Miles	$5.95	$ /cu.yd.
		41-70 Miles	$7.50	$ /cu.yd.
5.	Tipping fees/disposal costs shall be paid by CONTRACTOR and actual incurred cost shall be invoiced to the Town of Kiawah Island for reimbursement			
6.	Management, Processing and Loading of all eligible debris and/or residue at the TDSRS. Including locating, leasing (if required), preparing and layout of site; management, maintenance and operation of the TDSRS; the receiving, sorting, segregation, processing and reduction of vegetative debris (chipping or grinding or burning as directed by the Town of Kiawah Island); furnishing materials, supplies, labor, tools and equipment necessary to perform services; maintenance of internal roadways, providing traffic control, dust control, erosion control, inspection tower(s), lighting, hazardous/toxic waste (HTW) containment areas, fire protection, all required permits, environmental monitoring, and safety measures; loading reduced/stored debris and initiating load tickets for final disposition; and Closure and remediation of the TDSRS			$ /cu.yd. $5.00
7.	Validated load hauled tickets for Household Hazardous Waste picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved disposal facility			
	Mileage Radius:	0-20 Miles	$15.00	$ /cu.yd.
		21-40 Miles	$17.00	$ /cu.yd.
		41-70 Miles	$20.00	$ /cu.yd.
8.	Validated load hauled tickets for hazardous materials picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$10.00	$ /cu.yd.
		21-40 Miles	$12.00	$ /cu.yd.
		41-70 Miles	$15.00	$ /cu.yd.
9.	Validated load hauled tickets for Dead Animal Collection picked up at the			

	designated work zone, hauled to and dumped at a Charleston County approved disposal facility			
	Mileage Radius:	0-20 Miles	$5.00	$ /lb
		21-40 Miles	$5.50	$ /lb
		41-70 Miles	$6.25	$ /lb
10.	Hazardous trees – Trees will be evaluated by the Charleston County/Town of Kiawah Island and be designated to be cut down and hauled to the TDSRS for reduction. Trees will be measured 2' above the ground.			
	Trees with branches remaining – Fee to cut tree			
		6"-12" Diameter	$50.00	$ /tree
		13"-24" Diameter	$145.00	$ /tree
		25"-48" Diameter	$275.00	$ /tree
		> 48" Diameter	$400.00	$ /tree
11.	Stumps over 24" in diameter (requires FEMA Eligibility)			$ /tree
		24"-35" diameter	$195.00	$ /stump
		36"-47" diameter	$325.00	$ /stump
		>47" diamter	$475.00	$ /stump
12.	Hangers – Hangers will be considered any hanging/damaged remaining in the tree(s) above the ROW of 2" or greater diameter. The Contractor, at the direction of the Town of Kiawah Island, will remove hangers for a unit price per tree			
		2" or greater	$105.00	$ /tree
13.	Private Property Demolition and Debris Removal – The CONTRACTOR shall operate beyond the Public Right-of-Way (ROW) only as identified and directed by the Town of Kiawah Island. Operations beyond the ROW on private property shall be only as necessary to abate imminent and significant threats to the public health and safety of the community and shall include, but is not limited to, the demolition of structures and the removal and relocation of the debris to the public ROW			$ per sq.ft. $4.50
14.	Tipping fees/disposal costs for C&D debris shall be paid by the CONTRACTOR and actual incurred cost shall be invoiced to the Town of Kiawah Island for reimbursement.			
15.	Fallen Trees – The CONTRACTOR shall cut a fallen tree, which extends onto the ROW from private property, at the point where it enters the ROW. Vegetative debris will be placed on the ROW for collection as addressed under item #1. (a.)			Price Included
16.	Validated load hauled tickets for Fill Dirt – As identified and directed by the Town of Kiawah Island, the CONTRACTOR shall place compatible fill dirt in ruts created by equipment and vehicles, holes created by removal of hazardous stumps and other areas that pose an imminent and significant threat to public health and safety			$ /cu.yd. $30.00
17.	Validated load hauled tickets for pickup of white goods at the designated work zone, hauled to and dumped at a TDSRS or Charleston County approved recycling facility – The CONTRACTOR shall recycle all eligible white goods in accordance with all federal, state and local rules, regulations, and laws			
	Mileage Radius:	0-20 Miles	$45.00	$ /unit
		21-40 Miles	$50.00	$ /unit
		41-70 Miles	$55.00	$ /unit
18.	Validated load hauled tickets for white goods picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility			
	Mileage Radius:	0-20 Miles	$20.00	$ /unit
		21-40 Miles	$25.00	$ /unit
		41-70 Miles	$35.00	$ /unit
19.	Validated load hauled tickets for White Goods that require refrigerant, mercury			

	or oil recovery picked up at a designated work zone, hauled to and dumped at a TDSRS or Charleston County approved recycling facility– The CONTRACTOR SHALL REMOVE AND RECOVER Freon from any white goods, such as refrigerators, freezers or air conditioners, at the TDSRS or final disposition site in accordance with all federal, state and local rules, regulations and laws				
	Mileage Radius:	0-20 Miles	$80.00	$	/unit
		21-40 Miles	$85.00	$	/ unit
		41-70 Miles	$90.00	$	/ unit
20.	Validated load hauled tickets for white goods that require refrigerant, mercury or oil recovery picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility				
	Mileage Radius:	0-20 Miles	$20.00	$	/ unit
		21-40 Miles	$25.00	$	/ unit
		41-70 Miles	$30.00	$	/unit
21.	Validated load hauled tickets for soil, mud and sand picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycle/disposal site. Pick up and disposal.				
	Mileage Radius:	0-20 Miles	$12.50	$	/cu.yd.
		21-40 Miles	$13.50	$	/cu.yd.
		41-70 Miles	$15.00	$	/cu.yd.
22.	Validated load hauled tickets from the TDSRS for final process soil, mud and sand at a Charleston County approved recycle/disposal facility.				
	Mileage Radius:	0-20 Miles	$11.00	$	/cu.yd.
		21-40 Miles	$12.00	$	/cu.yd.
		41-70 Miles	$13.50	$	/cu.yd.
23.	Validated load hauled tickets for Vehicles picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS). Pick up and disposal of vehicles				
	Mileage Radius:	0-20 Miles	$200.00	$	/unit
		21-40 Miles	$225.00	$	/unit
		41-70 Miles	$250.00	$	/unit
24.	Validated load hauled tickets for Vehicles picked up at the Temporary Debris Storage and Reduction Site (TDSRS), hauled to and dumped at a Charleston County approved recycling facility.				
	Mileage Radius:	0-20 Miles	$200.00	$	/unit
		21-40 Miles	$225.00	$	/unit
		41-70 Miles	$250.00	$	/unit
25.	Validated load hauled tickets for Vessels picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS). Pick up and disposal of vessels				
	Mileage Radius:	0-20 Miles	$60.00	$	/LF
		21-40 Miles	$75.00	$	/LF
		41-70 Miles	$90.00	$	/LF
26.	Validated load hauled tickets for Vessels picked up at the Temporary Debris Storage and Reduction Site (TDSRS), hauled to and dumped at a Charleston County approved recycling facility.				
	Mileage Radius:	0-20 Miles	$45.00	$	/LF
		21-40 Miles	$60.00	$	/LF
		41-70 Miles	$75.00	$	/LF
27.	Validated load hauled tickets for Putrescent Debris, picked up at the designated work zone, hauled to and dumped at a Charleston County approved landfill.				
	Mileage Radius:	0-20 Miles	$18.00	$	/lb
		21-40 Miles	$20.00	$	/lb
		41-70 Miles	$24.00	$	/lb
28.	Validated load hauled tickets for bio waste debris picked up at the designated work zone, hauled to and dumped at a Charleston County approved disposal				

	facility				
	Mileage Radius:	0-20 Miles	$25.00	$	/lb
		21-40 Miles	$30.00	$	/lb
		41-70 Miles	$45.00	$	/lb
29.	Validated load hauled tickets for e-waste debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycle/disposal facility				
	Mileage Radius:	0-20 Miles	$20.00	$	per unit
		21-40 Miles	$25.00	$	per unit
		41-70 Miles	$30.00	$	per unit
30.	Validated load hauled tickets for e-waste debris picked up at a Temporary Disposal Storage and Reduction Site (TDSRS) and hauled to a Charleston County approved recycling/disposal facility				
	Mileage Radius:	0-20 Miles	$20.00	$	per unit
		21-40 Miles	$25.00	$	per unit
		41-70 Miles	$30.00	$	per unit
31.	Validated load hauled tickets for franchise replacement garbage service, in the event current franchise hauler is not able to meet obligations. Garbage to be picked up at the designated work zone, hauled to and dumped at a Charleston County approved landfill facility				
	Mileage Radius:	0-20 Miles	$15.00	$	/cu.yd.
		21-40 Miles	$17.00	$	/cu.yd.
		41-70 Miles	$20.00	$	/cu.yd.
32.	Validated load hauled tickets for franchise replacement recycle service, in the event current franchise hauler is not able to meet obligations. Recycling to be picked up at the designated work zone, hauled to and dumped at a Charleston County approved recycling facility				
	Mileage Radius:	0-20 Miles	$15.00	$	/cu.yd.
		21-40 Miles	$17.00	$	/cu.yd.
		41-70 Miles	$20.00	$	/cu.yd.
33.	Validated load hauled tickets for franchise replacement yard waste service, in the event current franchise hauler is not able to meet obligations. Yard Waste to be picked up at the designated work zone, hauled to and dumped at a Charleston County approved recycling facility				
	Mileage Radius:	0-20 Miles	$15.00	$	/cu.yd.
		21-40 Miles	$17.00	$	/cu.yd.
		41-70 Miles	$20.00	$	/cu.yd.
34.	Validated load hauled tickets for household storm debris (carpet, furniture, clothing, etc) picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS) or Charleston County approved recycle/disposal facility				
	Mileage Radius:	0-20 Miles	$10.00	$	/cu.yd.
		21-40 Miles	$10.50	$	/cu.yd.
		41-70 Miles	$11.00	$	/cu.yd.
35.	Validated load hauled tickets from the Temporary Debris Storage and Reduction Site (TDSRS) for final processed household storm debris at a Charleston County approved recycle/disposal facility				
	Mileage Radius:	0-20 Miles	$5.95	$	/cu.yd.
		21-40 Miles	$6.95	$	/cu.yd.
		41-70 Miles	$8.00	$	/cu.yd.
36.	Beach restoration – Cost for restoration to coast line and beaches. - The CONTRACTOR shall use equipment rental type pricing and follow all appropriate regulatory concerns.			$	/LF $40.00
37.	Training and Assistance Sessions shall be for all key Town of Kiawah Island personnel and assistance in all disaster debris recovery planning efforts as requested			Price included	
38.	Preliminary Damage Assessment – Determining the impact and magnitude of the			Price	

	disaster event before federal assistance is requested, identifying damaged locations and facilities, distinguishing between pre-disaster damage and disaster – generated damage, documenting eligible costs and describing the physical and financial impact of the disaster	included
39.	Mobilization and Demobilization – All arrangements necessary to mobilize and demobilize the CONTRACTOR's labor force and machinery needed to perform the Scope of Services contained herein shall be made by the CONTRACTOR	Price included
40.	Temporary Storage of Documents – The CONTRACTOR shall provide storage of daily or disaster-related documents and reports for protection during the disaster event	Price included
41.	Debris Planning Efforts – The CONTRACTOR shall assist in all disaster debris recovery planning efforts as requested by the Town of Kiawah Island. These planning efforts shall include, but are not limited to, development of a *debris management* plan, identification of adequate temporary debris storage and reduction sites, estimation of debris quantities, and emergency action plans for debris clearance following a disaster event	Price included
42.	Closure and Remediation of the TDSRS – The CONTRACTOR shall remove all CONTRACTOR equipment and temporary structures and shall dispose of all residual debris from the TDSRS at an approved final disposition site. The CONTRACTOR is responsible for the reclamation and remediation of the TDSRS site to its original state prior to use by the CONTRACTOR	Price included
43.	Reporting and Documentation – The CONTRACTOR shall provide and submit to the Town of Kiawah Island all reports and documents as may be necessary to adequately document the Debris Recovery Services in accordance with FEMA/SC requirements	Price included
44.	Navigation hazard removal for canals and rivers - The CONTRACTOR shall use equipment rental type pricing and follow all appropriate regulatory concerns.	Price included
45.	The cost for emergency road clearance will be billed by hourly rates. See Hourly Fee Schedule.	

P&J EQUIPMENT & PERSONNEL RATES				
Item	**Description**	**Type or Size (or similar)**	**Unit**	**Unit Price**
1.0	**Personnel & Equipment**			
1.1	Wheel Loaders, 3.0-4.5 CY	Cat 950/JD 644	Hour	$150.00
1.2	Knuckle boom Loader Truck	Self-Loading-30-50 CY	Hour	$190.00
1.3	Wheel Loader 2.5-3.0 cy	Cat 930 /JD 544 / Vol L70	Hour	$145.00
1.4	Dump Truck		Hour	$100.00
1.5	Road Clearance Crew (2 chainsaw operators, 4 laborers and 2 Flagger/laborers, 1 Supervisor)		Hour	$395.00
1.6	Supervisor with Truck (1 man, will assist toss operations)		Hour	$105.00
1.7	Operator with Chainsaw (1-man)		Hour	$115.00
1.8	Laborer with Tools (1-man)		Hour	$50.00
1.9	Traffic Control/Safety Personnel (2-man crew, as needed)		Hour	$95.00
1.10	Portable Scales, scale house, bonded weighmaster		Day	$1,850.00
2.0	**Heavy Equipment**			
2.1	Skid-Steer Loader (Mini-Loader)	Bobcat 753/Cat 216/JD 313	Hour	$100.00
2.2	Extendaboom Forklift w/ debris grapple	Bobcat V638/CatTL642	Hour	$115.00
2.3	Backhoe, Wheel Loader, 1.0-1.5 CY	Cat 416E	Hour	$140.00
2.4	Backhoe, Wheel Loader, 2.0-3.0 CY	Cat 430E	Hour	$135.00
2.5	Backhoe, Extend-a-hoe (1.0 CY, 4WD, extendable)	JD310J/Cat 420E	Hour	$135.00
2.6	Wheel Loaders, 1.0-1.5 CY	Cat 908/JD 304/Case 321	Hour	$115.00
2.7	Wheel Loaders, 2.5-3.0 CY	Cat 930/JD 544//Vol L70	Hour	$135.00
2.8	Wheel Loaders, 3.0-4.5 CY	Cat 950/JD 644	Hour	$160.00
2.9	Wheel Loaders, 5.0-6.0 CY.	Cat 966/JD 744/Vol L150	Hour	$185.00
2.10	Wheel Loaders, 6.0-7.0 CY	Cat 980/JD 844/Vol L180	Hour	$200.00
2.11	Tracked Loader (Trackhoe w/ misc. attachments)	Cat 320/JD 690/Kob ED190	Hour	$140.00
2.12	Towed trailer/ Loader w/ Tractor	Prentice 210	Hour	$225.00
2.13	Knuckleboom Loader Truck (Self-Loading)	25-35 CY Body	Hour	$250.00
2.14	Knuckleboom Loader Truck (Self-Loading)	35-45 CY Body	Hour	$250.00
2.15	Dozer, Tracked	Cat D4	Hour	$125.00
2.16	Dozer, Tracked	Cat D5	Hour	$145.00
2.17	Dozer, Tracked	Cat D6	Hour	$165.00
2.18	Dozer, Tracked	Cat D7	Hour	$185.00
2.19	Dozer, Tracked	Cat D8	Hour	$225.00
2.20	Dozer, Tracked	Cat D10T	Hour	$400.00
2.21	Hydraulic Excavators, 1.5 CY	Cat 320	Hour	$135.00
2.22	Hydraulic Excavators, 2.5 CY	Cat 325	Hour	$165.00

2.23	Hydraulic Excavators, 3.5> CY	Cat 330	Hour	$185.00
2.24	Excavator/Trackhoe, Rubber Tire (w/ debris grapple)	Cat 315C/JD 160C/Vol EC160	Hour	$250.00
2.25	Tractor w/ Box Blade (30-70 Hp)	JD 210L/Case 570M	Hour	$75.00
2.26	Motor Grader (w/ min 12' blade)	Cat 120G	Hour	$175.00
2.27	Off Road Truck (15-20 cy, 24MT)	Cat 725/JD 250D/Vol A25	Hour	$155.00
2.28	30 Ton Crane	Terex RT 335 (30MT), equal	Hour	$360.00
2.29	50 Ton Crane	Terex RT 550 (50MT), equal	Hour	$560.00
2.30	100 Ton Crane (8 hr. minimum)	Terex HC110, KobCK1000	Hour	$1,260.00
2.31	Bucket Truck	Up to 50' reach	Hour	$150.00
2.32	Bucket Truck	50' to 75' reach	Hour	$225.00
2.33	Trash Transfer Trailer w/ Tractor	110 Yard	Hour	$135.00
2.34	Mechanized Broom	Street Sweeper	Hour	$75.00
2.35	Water Truck	2000 Gallon	Hour	$65.00
2.36	Service/Fuel Truck	Multi	Hour	$90.00
2.37	Diesel Forklift, 5k	5K	Hour	$85.00
2.38	Personnel Forklift, 5k	5K	Hour	$85.00
2.39	Forklift 1	6000 lb.	Hour	$90.00
2.40	Forklift 2	8000 lb.	Hour	$95.00
2.41	Forklift 3	10,000 lb.	Hour	$100.00
2.42	Forklift 4	15,000 lb.	Hour	$105.00
2.43	Forklift 5	25,000-35,000 lb.	Hour	$120.00
2.44	Extended Boom Forklift	44,000 lb.	Hour	$130.00
2.45	Forklift Carpet Poles	N/A	Day	$200.00
2.46	Forklift Loading Ramps	N/A	Day	$150.00
2.47	Pallet Grabber	w/ Chains	Hour	$10.00
2.48	Pallet Jack	N/A	Hour	$10.00
2.49	Electric Pallet Jack	N/A	Hour	$20.00
2.50	Dock Plates	N/A	Day	$100.00
2.51	Straight Mast Forklift	Rough Terrain	Hour	$85.00
2.62	Portable Loading Dock (w/ ramp and stairs)	20 x 20	Hour	$40.00
2.63	Soil Compactor 19 HP/3500#	BMP 8500 (BOMAG)	Hour	$80.00
2.64	Soil Compactor, 25 HP/5,000#	BW 100 SL (BOMAG)	Hour	$70.00
2.65	Soil Compactor, 100 HP/20K#	BW 161 AD (BOMAG)	Hour	$40.00
2.66	Stump Grinder (30" diameter or less)	Vermeer 252	Hour	$40.00
2.67	Stump Grinder (greater than 30" diameter)	Vermeer 752	Hour	$90.00
2.68	Stump Grinder	Vermeer 60TX	Hour	$90.00
2.69	Chipper w/ operator and 2-man crew	Vermeer BC1800XL	Hour	$150.00
2.70	Chipper/Mulcher (8" Throat) w/operator and 2-man crew	Vermeer BC700XL	Hour	$35.00
2.71	Chipper/Mulcher (12" Throat) w/operator and 2-man crew	Vermeer BC1000XL	Hour	$55.00
2.72	Horizontal Grinder 1	Morbark 3800XL/630 HP	Hour	$525.00
2.73	Horizontal Grinder 2	Morbark 4600XL/1050 HP	Hour	$550.00
2.74	Horizontal Grinder 3	Morbark 6600/1200 HP	Hour	$650.00
2.75	Air Curtain Pit Burner (Self-contained)	AirBurners T300/ 8 tons/hr.	Hour	$125.00
2.76	Air Curtain Refractory Incinerator	AirBurners S327/ 8 tons/hr.	Hour	$125.00
2.77	12T Lowboy Trailer (Equip.Transport w/ Tractor)	12 Ton	Hour	$90.00

2.78	35T Lowboy Trailer (Equip. Transport w/ Tractor)	35 Ton	Hour	$125.00
2.79	50T Lowboy Trailer (Equip.Transport w/ Tractor)	50 Ton	Hour	$135.00
2.80	Tow Truck	Class 5	Hour	$85.00
2.81	Log Skidder	Cat 525B/JD 648E/G III	Hour	$150.00
2.82	Waste Collection Rear Loader Truck	25 cubic yard capacity	Hour	$110.00
2.83	Vacuum Truck/Jetter	3500 Gallon	Hour	$400.00
2.84	Impact Attenuator	Scorpion II TL-3 Trailer Attenuator	Hour	$90.00
2.85	Stacker/Conveyer (77 ft. Length with 34 ft. stacking hgt.)	Powerscreen CT80	Hour	$40.00
2.86	Refueler Truck - Diesel	5,000 Gallon	Hour	$95.00
2.87	Refueler Truck - Gasoline	5,000 Gallon	Hour	$95.00
2.88	Bar Screen (75 hp. w/600 tph. output)	Powerscreen PowerTrak 750	Hour	$175.00
3.0	**Hauling Vehicles**			
3.1	Dump Truck	5 to 15 CY	Hour	$85.00
3.2	Dump Truck	16 to 24 CY	Hour	$95.00
3.3	Dump Truck	25 to 34 CY	Hour	$105.00
3.4	Dump Truck (Trailer Dump w/ Tractor)	35 to 44 CY	Hour	$115.00
3.5	Dump Truck (Trailer Dump w/ Tractor)	45 to 54 CY	Hour	$125.00
3.6	Dump Truck (Trailer Dump w/ Tractor)	55 to 64 CY	Hour	$130.00
3.7	Dump Truck (Trailer Dump w/ Tractor)	65 to 74 CY	Hour	$130.00
3.8	Dump Truck (Trailer Dump w/ Tractor)	> 75 CY	Hour	$ 135.00
3.9	Walking Floor Trailer w/ Tractor	100 CY	Hour	$135.00
3.10	Tractor w/ 42' Flatbed Trailer	42' Flatbed	Hour	$120.00
3.11	Flatbed Trailer Straight Truck	26,000 lb GWV	Hour	$90.00
4.0	**Transportation Vehicles**			
4.1	Pickup Truck	1/2 Ton	Day	$120.00
4.2	Pickup Truck	3/4 Ton	Day	$150.00
4.3	Pickup Truck	1 Ton (4x4)	Day	$ 200.00
4.4	Box Truck	3/4 Ton	Day	$ 240.00
4.5	Utility Van	3/4 Ton	Day	$ 200.00
4.6	Passenger Van	9 Passenger	Day	$200.00
4.7	Passenger Car	Full size	Day	$120.00
4.8	Response Trailer	20 Foot	Day	$240.00
4.9	Response Trailer	30 Foot	Day	$280.00
4.10	Flatbed Trailer (40 ft)	GWV to 450	Day	$200.00
4.11	Mobile Fleet Repair	Equipment Config	Day	$1,200.00
4.12	ATV (single passenger/ 44 hp./739#)	Polaris (570 Sportsman)	Day	$125.00
4.13	UTV (6 passenger with bed) 44hp./1392#	Polaris (570-6 Ranger)	Day	$175.00
5.0	**Personnel/Equipment**			
5.1	Project Operations Manager	Individual	Hour	$ 110.00
5.2	Superintendent with Cell/Truck	Individual	Hour	$ 95.00
5.3	Supervisor with Cell/Truck	Individual	Hour	$85.00

5.4	Foreman with Cell/Truck	Individual	Hour	$98.00
5.5	Inspector with Cell/Vehicle	Individual	Hour	$92.00
5.6	Health/Safety or QC Manager with Pickup Truck	Individual	Hour	$98.30
5.7	Safety Superintendent	Individual	Hour	$115.00
5.8	Mechanic with Truck and Tools	Individual	Hour	$68.00
5.9	Climber with Gear	Individual	Hour	$68.00
5.10	Labor/Operator with Chainsaw/Tools/Cellphone	Individual	Hour	$52.00
5.11	Laborer with Tools/Cellphone	Individual	Hour	$45.00
5.12	Traffic Control Personnel with Radio	Individual	Hour	$47.00
5.13	Survey Personnel with Vehicle	Individual	Hour	$98.00
5.14	Project Engineer	Individual	Hour	$75.00
5.15	Equipment Operator	Individual	Hour	$47.00
5.16	Truck Driver with cellphone and radio	Individual	Hour	$50.00
5.17	Security Person (Unarmed) with cellphone and radio	Individual	Hour	$50.00
5.18	Security Person (Armed) with cellphone and radio	Individual	Hour	$60.00
5.19	Administrative Assistant	Individual	Hour	$50.00
5.20	Clerical	Individual	Hour	$48.00
6.0	**Miscellaneous Equipment/Items**			
6.4	Traffic Control, Temp Single Lane Closure	N/A	Hour	$125.00
6.5	Traffic Control, Temp Road Closure	N/A	Hour	$125.00
6.6	Weighing Scales, Truck, Certified	Portable	Hour	$90.00
6.7	Office Trailer	40 Foot	Day	$295.00
6.8	Storage Container	40 Foot	Day	$100.00
6.9	Portable Eyewash Station	OSHA Spec	Day	$25.00
6.10	First Aid Station	OSHA Spec	Day	$45.00
6.11	Portable Toilet (Port a John)	Single	Week	$250.00

Item	Description	Type or Size	Daily	Weekly	Monthly
1.0	**Generators**	**Three-Phase Voltage Requirement**	--	--	--
1.1	15 KW	240	$ 180.00	$ 1,260.00	$ 5,040.00
1.2	20 KW	240	$ 180.00	$ 1,260.00	$ 5,040.00
1.3	25 KW	240	$200.00	$1,400.00	$5,600.00
1.4	35 KW	240	$200.00	$1,400.00	$5,600.00
1.5	40 KW	480/240	$200.00	$1,400.00	$5,600.00
1.6	50 KW	480/241	$250.00	$1,750.00	$7,000.00
1.7	60 KW	480/242	$250.00	$1,750.00	$7,000.00
1.8	75 KW	480/243	$250.00	$1,750.00	$7,000.00
1.9	100 KW	480/244	$250.00	$1,750.00	$7,000.00
1.10	125 KW	480/245	$430.00	$3,000.00	$12,000.00
1.11	150 KW	480	$430.00	$3,000.00	$12,000.00
1.12	250 KW	480	$725.00	$5,000.00	$20,000.00
1.13	500 KW	480	$1,000.00	$7,000.00	$28,000.00
1.14	1800 KW	480	$2,150.00	$15,000.00	$60,000.00
2.0	**Pumps**	**Nominal Performance**	--	--	--

2.1	4x4 - High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	1000 GPM Max, 150 feet TDH Max	$100.00	$700.00	$2,000.00
2.2	6x6 - High volume diesel powered suction lift trash pump with speed adjustment and on/off control	2600 GPM Max, 160 Feet TDH Max	$125.00	$800.00	$2,500.00
2.3	8x8 - High volume diesel powered suction lift trash pump with speed adjustment and on/off lever control	3000 GPM Max, 150 Feet TDH Max	$175.00	$1,100.00	$3,200.00
2.4	12x12 - High volume diesel powered suction lift trash pump with speed adjustment and on/off level control	5000 GPM Max, 100 Feet TDH Max	$300.00	$2,000.00	$5,500.00
3.0	**Light Towers**	Type / Size			
3.1	Light Tower (Portable light plant)	500-Watt Range	$ 150.00	$1,000.00	$4,000.00
3.2	Light Tower (Portable light plant)	1000-Watt Range	$ 200.00	$1,400.00	$5,200.00
3.3	Light Tower (Portable light plant)	2000-Watt Range	$300.00	$2,100.00	$8,400.00
3.4	Light Tower (Portable light plant)	4000-Watt Range	$400.00	$2,800.00	$11,200.00
3.5	Light Tower (Portable light plant w/ Gen.)	500-Watt Range	$200.00	$1,400.00	$5,200.00
3.6	Light Tower (Portable light plant w/ Gen.)	1000-Watt Range	$300.00	$2,100.00	$8,400.00
3.7	Light Tower (Portable light plant w/ Gen.)	2000-Watt Range	$350.00	$2,450.00	$9,800.00
3.8	Light Tower (Portable light plant w/ Gen.)	4000-Watt Range	$500.00	$3,500.00	$14,000.00
4.0	**Pipes and Tanks**	–	–	–	–
4.1	Composite Quick Connect Suction Hose *8 Foot Length, 20 Psi Minimum, Price Per Section*	4 Inch	$ 10.00	$40.00	$100.00
4.2		6 Inch	$ 12.00	$50.00	$150.00
4.3		8 Inch	$15.00	$70.00	$200.00
4.4		12 Inch	$20.00	$125.00	$400.00
4.5	Quick Connect Discharge Hose *50 Foot Length, 50 Psi Minimum, Price Per Section*	4 Inch	$8.00	$30.00	$80.00
4.6		6 Inch	$10.00	$50.00	$125.00
4.7		8 Inch	$14.00	$100.00	$275.00
4.8	Quick Connect Rigid Piping *10 Foot Length, 175 Psi Minimum, Price Per Section*	4 Inch	$10.00	$40.00	$120.00
4.9		6 Inch	$15.00	$90.00	$320.00
4.10		8 Inch	$16.00	$125.00	$500.00
4.11		12 Inch	$60.00	$400.00	$950.00
4.12	Roll-Off-Emergency Wastewater Storage Tanks	Nominal 22,000 Gallon Each	$125.00	$800.00	$1,800.00

TAB 12

TOWN COUNCIL

Agenda Item

Request for Town Council Action

TO: **Mayor and Town Council Members**

FROM: **Brian Gottshalk, Public Works Director**

SUBJECT: **Emergency Debris Monitoring Services**

DATE: **3 June 2025**

BACKGROUND:

In the event of a natural disaster, FEMA requires all municipalities to follow certain guidelines for recovery to ensure proper and fair procedures. One part of these guidelines is to secure a contractor that will monitor the movements and staging of debris generated by a disaster event. The debris monitoring firm will diligently track the origin of the debris, how it is moved to the debris staging area, and will also be sure that it is correctly staged at the debris site. Further, the debris monitoring firm documents and compiles this information for submittal to FEMA for reimbursement of costs associated with the recovery.

ANALYSIS:

In July of 2022, the town entered into an agreement with Tetra Tech to perform debris monitoring services in accordance with FEMA regulations. This contract is for a two-year agreement, with the opportunity for two 1-year extensions. Tetra Tech has expressed intent to activate the 1-year extension of the contract to expire in July of 2026.

ACTION REQUESTED:

Town staff requests that the Town Council approve a 1-year extension with the debris monitoring firm Tetra Tech. This will allow for the Town to have the proper coverage through the upcoming hurricane season and to be covered with FEMA regulations.

BUDGET & FINANCIAL DATA:

If this approved, there will be no change to financial data as this is a standby contract. The town will only pay the firm if the contract is activated.

Outlook

Fw: Contract Extension

From Brian Gottshalk <bgottshalk@kiawahisland.org>
Date Wed 5/28/2025 9:33 AM
To Petra Reynolds <preynolds@kiawahisland.org>

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Tel: (843)768-9166
Fax: (843)768-4764
Dir: (843)768-5111

From: Webster, Tommy <tommy.webster@tetratech.com>
Sent: Monday, April 14, 2025 3:56 PM
To: Brian Gottshalk <bgottshalk@kiawahisland.org>
Subject: RE: Contract Extension

Absolutely Brian! We certainly want to extend. I will forward this to our contract administrator and she can work out the details.

Talk soon…take care!

Tommy Webster | Deputy Director Response and Recovery I
Cell **828-644-3222** tommy.webster@tetratech.com

Tetra Tech | Complex World, Clear Solutions™
Tetra Tech Disaster Recovery Division

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Please consider the environment before printing. Read more

TETRA TECH

From: Brian Gottshalk <bgottshalk@kiawahisland.org>
Sent: Monday, April 14, 2025 3:54 PM
To: Webster, Tommy <tommy.webster@tetratech.com>
Subject: Contract Extension

⚠️ **CAUTION:** This email originated from an external sender. Verify the source before opening links or attachments. ⚠️

Tommy,

I hope you are doing well! It's been a while since we have talked. I hope everything is good at Tetra Tech.

As I'm sure you're aware, the contract extension is coming up and we would like to get this on the Town Council Agenda for May. Please let me know if you all are wanting to execute the extension.

One thing about the current contract that came up was in Section 21 that has governing law in Texas. We need for the governing law to be South Carolina. Is this something that we can amend for the extension? Let me know if there are any issues in doing that and we can try to work through it.

I look forward to hearing back from you!

Regards,

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Tel: (843)768-9166
Fax: (843)768-4764
Dir: (843)768-5111

<u>AMENDMENT #2</u> TO
MASTER SERVICES AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES

This Amendment #1 (hereinafter "Amendment") is made on the date of execution indicated below between the **Town of Kiawah Island** ("Town") and **Tetra Tech, Inc.** ("Contractor"), for the benefit of Town (collectively the "Parties").

WHEREAS, on or about July 5, 2022, Contractor and Town entered into a contract, entitled "Master Services Agreement for Professional Consulting Services" with four (4) associated Exhibits (A, B, C, and D) (collectively the "Agreement"), for the purpose of providing, inter alia, debris monitoring and related services; and

WHEREAS, the original term of the Agreement is two years, which expires on July 4, 2024; as set forth in the Agreement, the term may be renewed for up to three (3) additional one (1) year periods at the option of Town; and

WHEREAS, on or about July 2, 2024, Contractor and Town entered into an amended contract, entitled "Amendment #1 to Master Services Agreement for Professional Consulting Services", for the purpose of providing an additional one-year period of debris monitoring and related services; and

WHEREAS, the Town has complied with the terms of the Agreement concerning Contractor and its notice to Contractor that it wishes to renew the Agreement term for one (1) additional year; and

WHEREAS, the Town and Contractor wish to modify certain terms of the Agreement and finalize the second one-year term renewal via through this Amendment pursuant to Section 25 of the Agreement:

NOW, THEREFORE, in consideration of the mutual promises made in the Agreement, herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. The Agreement is amended to reflect that, pursuant to Section 2 "Term," the Agreement term is extended for one (1) additional year ("Term Extension 1"). Therefore, the Agreement term shall not end on July 5, 2025, but instead will continue uninterrupted upon expiration of the initial term and extend continuously through July 5, 2026. Nothing in this Amendment alters or changes the Town's right to exercise or not exercise any additional extension option available under section

2. All other provisions of the Agreement and Amendment #1 shall remain in full force and effect unless modified herein by this Amendment.

Signature page follows

DRAFT

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on this 6th day of June 2025.

WITNESSES

_____

_____

Town of Kiawah Island

_____

By: Bradley D. Belt

Its: Mayor

Tetra Tech, Inc.

_____

_____

By: Jonathan Burgiel

Its: Business Unit President

DRAFT

AMENDMENT #1 TO
MASTER SERVICES AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES

This Amendment #1 (hereinafter "Amendment") is made on the date of execution indicated below between the **Town of Kiawah Island** ("Town") and **Tetra Tech, Inc.** ("Contractor"), for the benefit of Town (collectively the "Parties").

WHEREAS, on or about July 5, 2022, Contractor and Town entered into a contract, entitled "Master Services Agreement for Professional Consulting Services" with four (4) associated Exhibits (A, B, C, and D) (collectively the "Agreement"), for the purpose of providing, inter alia, debris monitoring and related services; and

WHEREAS, the current term of the Agreement is two years, which expires on July 4, 2024; as set forth in the Agreement, the term may be renewed for up to three (3) additional one (1) year periods at the option of Town; and

WHEREAS, the Town has complied with the terms of the Agreement concerning Contractor and its notice to Contractor that it wishes to renew the Agreement term for one (1) additional year; and

WHEREAS, the Town and Contractor wish to modify certain terms of the Agreement and finalize the one-year term renewal via through this Amendment pursuant to Section 25 of the Agreement:

NOW, THEREFORE, in consideration of the mutual promises made in the Agreement, herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. The Agreement is amended to reflect that, pursuant to Section 2 "Term," the Agreement term is extended for one (1) additional year ("Term Extension 1"). Therefore, the Agreement term shall not end on July 5, 2024, but instead will continue uninterrupted upon expiration of the initial term and extend continuously through July 5, 2025. Nothing in this Amendment alters or changes the Town's right to exercise or not exercise any additional extension option available under section 2.

2. Section 4 of the Agreement is amended to strike and remove the following sentence from the Agreement: "No other warranty or guarantee, express or implied, is made with respect to the services furnished under this Agreement and all implied warranties are disclaimed."

3. Section 6 of the Agreement is amended to remove and replace the last sentence of paragraph 1 of this section with the following: "The schedule or payment under the Agreement shall be equitably adjusted, if necessary and only upon written request of Contractor to Town, to compensate Contractor for reasonable and documented

additional costs due to delays arising under this section that were beyond the reasonable control of Contractor only."

4. Section 9 of the Agreement is amended to remove and replace the full language of Section 9 with the following:

> The work and services performed by Contractor shall be at the risk of the Contractor exclusively. To the fullest extent permitted by law, Contractor shall indemnify, defend (at Contractor's sole expense) and hold harmless Town and Town's affiliates, representatives, members, designees, officers, directors, shareholders, insurers, employees, agents, successors, and assigns ("Indemnified Parties"), from and against any and all claims for bodily injury, death or damage to property, any and all demands, damages, actions, causes of action, suits, losses, judgments, obligations and any liabilities, costs and expenses (including but not limited to investigative and repair costs, attorneys' fees and costs, and consultants' fees and costs) ("Claims") which arise from the performance, error, or omission of Contractor or its agents under this Agreement. Said indemnity and defense obligations shall further apply, whether or not said claims arise out of the concurrent act, omission, or negligence of the Indemnified Parties, whether active or passive. However, Contractor shall not be obligated to indemnify or defend the Indemnified Parties for the sole negligence or willful misconduct of Indemnified Parties.
>
> Contractor's indemnification and defense obligations hereunder shall extend to Claims made after this Agreement is terminated, given that the alleged date of loss or Claim(s) made relate to or occurred during the term of the Agreement, as well as while it is in force, and shall continue until it is finally adjudicated that any and all actions against the Indemnified Parties for such matters which are indemnified hereunder are fully and finally barred by applicable Laws.

5. Section 12 of the Agreement is amended to remove and replace the full language of Section 12 with the following:

> The Town agrees to limit the Contractor's and its employees' liability to the Town such that the total aggregate liability of the Contractor shall not exceed $1,000,000 and the per occurrence liability shall not exceed $1,000,000. This liability cap shall apply to all work and services under this Agreement including associated amendments and any change orders. This limitation of liability is not contingent or conditional on insurance coverage or payment by Contractor's insurance carriers on its behalf.

6. Section 13 of the Agreement is amended to remove and replace the full language of Section 13 with the following:

> Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither Town nor Contractor, their respective officers, directors, partners, employees, contractors, or sub-consultants will be liable to the other or will make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to this Agreement, except to the extent such claim(s) are covered by insurance required under this Agreement. This mutual waiver of consequential damages includes, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, and any other consequential damages that either party might have incurred from any cause of action including negligence, strict liability, breach of contract, and breach of express or implied warranty. Both Town and Contractor shall require similar waivers of consequential damages, subject to and up to the extent of insurance, protecting all the entities or persons named herein in all contracts and subcontracts with others involved in Contractor's services and work performed under the Agreement.

7. Section 21 of the Agreement is amended to remove and replace the full language of Section 21 with the following:

> This Agreement is governed by and shall be construed and interpreted in accordance with the laws of the State of South Carolina without regard to conflicts of law principles, and the parties expressly agree that the exclusive forum and venue for the parties to litigate any dispute is the Charleston County Court of Common Pleas.

8. All other provisions of the Agreement shall remain in full force and effect unless modified herein this Amendment.

Signature page follows

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on this ___ day of July 2024.

WITNESSES

Town of Kiawah Island

By: Bradley D. Belt
Its: Mayor

Tetra Tech, Inc.

By: Jonathan Burgiel
Its: Business Unit President

MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT is made this **5th** day of **July 2022**, by and between the **Town of Kiawah Island**, located at 4475 Betsy Kerrison Parkway, Kiawah Island, SC 29455 (hereinafter referred to as ("CLIENT") and **Tetra Tech, Inc.** (hereinafter referred to as ("CONTRACTOR"), located at 2301 Lucien Way, Suite 120, Maitland, FL 32751.

WHEREAS, Client has issued a Request for Proposal (RFP) for Debris Monitoring Services which is attached hereto as **Exhibit A**.

WHEREAS, Client has reviewed Contractor's response to the RFP and wishes to enter into a contractual agreement with Contractor to provide debris monitoring services which Contractor's Technical Approach and Rate Schedule are attached hereto as **Exhibit B and C.**

NOW, THEREFORE in consideration of the promises herein and for other good and valuable consideration, the parties agree as follows:

1. **Scope of Services**: Contractor and Client agree Contractor will perform disaster debris monitoring services as described in Exhibit A and B (Client's RFP and Contractor's Technical Approach), attached hereto. Task Orders shall be issued for specific deliverables under this Agreement. Such deliverables to be provided by Contractor will be determined by Client and specified in writing on each Task Order.

2. **Term**: The term of this Agreement shall begin on the date written above and be in effect for two (2) years with the option to renew for up to three (3) additional one (1) year periods. Client shall give Contractor written notice of Client's intention to renew the agreement term not less than ten (10) days prior to the end of the agreement term then in effect.

3. **Independent Contractor**: Contractor is an independent contractor and is not an employee of Client. Services performed by Contractor under this Agreement are solely for the benefit of the Client. Nothing contained in this Agreement creates any duties on the part of Contractor toward any person not a party to this Agreement.

4. **Standard of Care**: Contractor will perform services under this Agreement with the degree of skill and diligence normally practiced by professional engineers or contractors performing the same or similar services. No other warranty or guarantee, expressed or implied, is made with respect to the services furnished under this Agreement and all implied warranties are disclaimed.

5. **Federal Requirements**: In performance of the services, Contractor will comply, as applicable, with the federal regulatory requirements described in **Exhibit D**, which are attached hereto.

6. **Uncontrollable Forces**: Neither the Client nor Contractor shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, explosion, transportation, or equipment delays, act of war, Act of God, lightning, epidemic, war, riot, civil disturbance, sabotage, acts of terrorism and governmental actions outside the control of the Client. The schedule or payment under the Agreement shall be equitably adjusted, if necessary, to compensate Contractor for any additional costs due to the delay.

Neither party shall, however, be excused from performance if nonperformance is due to forces which are foreseeable, preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

7. **Fee for Services**: The fee for the services under this Agreement will be based on the actual hours of services furnished multiplied by Contractor's billing Hourly Rates as set forth in **Exhibit C**. The hourly rates shall include all applicable overhead and profit. Overtime hours will be paid at the same rate as regular time hours. All normal expenses shall be absorbed in hourly rates, including lodging, meals, transportation, and per diem. Special costs such as boat rental and marine expenses may be billed to Client at cost without mark-up.

   The hourly rates shall remain firm for the first year of the initial term. Hourly rates for subsequent years and any extension term years shall be subject to an annual adjustment based on the latest yearly percentage increase of the Consumer Price Index for All Urban Consumers (CPI-U) (All Items) as published by the Bureau of Labor Statistics, U.S. Department of Labor.

8. **Compensation**: Client shall pay Contractor in U.S. dollars within thirty (30) days of receipt of invoices less any disputed amounts. Client will review invoices for acceptance within ten (10) calendar days of the date of the invoice to which Client shall immediately notify Contractor of any invoice discrepancies. Contractor and Client will work in good faith to resolve any such discrepancies within ten (10) days after notification. Should a discrepancy result in a partial rejection of any item(s) invoiced, Client shall proceed with partial payment within 30 days of the date of the invoice. Under no circumstances shall payment of Contractor's invoices be contingent on reimbursement of Client by any third-party authority or funding source.

   All invoices shall be delivered to:
   Town of Kiawah Island
   4475 Betsy Kerrison Parkway
   Kiawah Island, SC 29455

   Payment shall be made to and delivered to:
   Tetra Tech, Inc.
   PO Box 911642, Denver
   CO 80291-1642

9. **Indemnity**: Contractor shall hold harmless the Client from all claims and liability due to activities of itself, its agents, or employees, performed under this Agreement to the extent caused by the negligent act, error or omission of the Contractor or of any person employed by the Contractor. Contractor shall also hold harmless the Client from reasonable attorney fees which might be incurred by the Client in litigation or otherwise resisting said claims or liabilities which might be imposed on the Client as result of such activities by the Contractor, its agents, or employees.

10. **Insurance**: During the course of performance of the services under this agreement, Contractor will maintain the following insurance coverages:

Worker's Compensation	Statutory
Employer's Liability	U.S. $1,000,000
Commercial General Liability	U.S. $1,000,000 per occurrence
	U.S. $1,000,000 aggregate
Comprehensive General Automobile	U.S. $1,000,000 combined single limit
Professional Liability	U.S. $1,000,000 per claim and in the aggregate

Before beginning any work, Contractor shall deliver to Client, a Certificate of Insurance evidencing that the above coverages are in effect as well as naming Client as an Additional Insured. An Additional Insured Endorsement must accompany the Certificate of Insurance. Such coverage will not be canceled or materially changed without thirty (30) days written notice.

11. **Work Product**: Client shall have the unrestricted right to use the documents, analyses and other data prepared by Contractor under this Agreement ('Work Products'); provided, however Client shall not rely on or use the Work Products for any purpose other than the purposes under this Agreement and the Work Products shall not be changed without the prior written approval of Contractor. If Client releases the Work Products to a third party, other than Client's auditors, without Contractor's prior written consent, or changes or uses the Work Products other than as intended hereunder, (a) Client does so at its sole risk and discretion, and (b) Contractor shall not be liable for any claims or damages resulting from the change or use or connected with the release or any third party's use of the Work Products.

12. **Limitation of Liability**: No employee of Contractor shall have individual liability to Client. To the extent permitted by law, the total liability of Contractor, its officers, directors, shareholders, employees and Subcontractors for any and all claims arising out of this Agreement, including attorneys' fees, and whether caused by negligence, errors, omissions, strict liability, breach of contract or contribution, or indemnity claims based on third party claims, shall not exceed the greater of one million dollars (U.S. $1,000,000) or the amount actually paid to Contractor under this Agreement.

13. **No Consequential Damages**: In no event and under no circumstances shall Contractor be liable to Client for any principal, interest, loss of anticipated revenues, earnings, profits, increased expense of operation or construction, loss by reason of shutdown or non-operation due to late completion, or for any other economic, consequential, indirect or special damages.

14. **Information Provided by Others**: Client shall provide to Contractor in a timely manner any information Contractor indicates is needed to perform the services hereunder. Contractor may reasonably rely on the accuracy of information provided by Client and its representatives.

15. **Safety and Security**: Contractor has established and maintains programs and procedures for the safety of its employees. Unless specially included as a service to be provided under this Agreement, Contractor specially disclaims any authority or responsibility for job site safety and safety of persons other than Contractor's or Subcontractor's employees.

16. **Termination**: Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. Client shall pay Contractor for all services rendered to the date of termination plus reasonable expenses for winding down the services. If either party defaults in its obligations under this Agreement, the non-defaulting party, after giving ten (10) days written notice of its intention to terminate or suspend performance under this Agreement, may, if cure of the default is not

commenced and diligently continued by the defaulting party, terminate this Agreement or suspend performance under this Agreement.

17. **Dispute Resolution**: Contractor and Client shall attempt to resolve conflicts or disputes under this Agreement in a fair and reasonable manner, and that if resolution cannot be made, the parties agree to attempt to mediate the conflict by a professional mediator. If mediation does not settle any dispute or action which arises under this Agreement, either party may pursue litigation after notifying the other party of its intentions.

18. **Successors and Assigns**: This Agreement is binding upon and will inure to the benefit of Client and Contractor and their respective successors and assigns. Neither party may assign its rights or obligations hereunder without the prior written consent of the other party.

19. **Notices**: Any notice required or permitted by this Agreement to be given shall be deemed to have been duly given if in writing and delivered personally or five (5) days after mailing by first-class, registered, or certified mail, return receipt requested, postage prepaid and addressed as follows:

Client:

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Office: (843) 768-5111
bgottshalk@kiawahisland.org

Stephanie Monroe Tillerson
Town Administrator
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Office: (843) 768-9166
stillerson@kiawahisland.org

Contractor:

Ralph Natale, Director
Post Disaster Programs
Tetra Tech, Inc.
2301 Lucien Way, Suite 120
Maitland, FL 32751
Mobile: (407) 580-8184
ralph.natale@tetratech.com

Betty Kamara
Contracts Administrator
Tetra Tech, Inc.
2301 Lucien Way, Suite 120
Maitland, FL 32751
Mobile: (407) 803-2551
TDR.Contracts@tetratech.com

20. **Severability:** The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement. Any void provision shall be deemed severed from the Agreement and the remainder of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.

21. **Governing Law and Venue:** This Agreement shall be construed under and governed by the laws of the State of Texas without giving effect to its principles on conflicts of law and applicable federal laws and regulations. Any disputes arising thereunder may only be brought in the appropriate state court in Charleston County, South Carolina.

22. **Access and Audits**: Contractor shall maintain adequate financial and program records to justify all charges, expenses, and costs incurred in estimating and performing the work under this Agreement for at least three (3) years following final payment to the Client as Federal Emergency Management Agency sub-grantee. The Client shall have access to all records, documents and information collected and/or maintained by others in the course of the administration of the Agreement. This information shall be made accessible at the Contractor's place of business to the Client, FEMA Administrator, Comptroller General of the United States and their respective designees and authorized agents, for purposes of inspection, reproduction, and audit without restriction.

23. **Non-Discrimination:** The Contractor warrants and represents that all of its employees will be treated equally during employment without regard to race, color, religion, gender, age or national origin.

24. **Waiver:** A waiver by either the Client or Contractor of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

25. **Modification:** The Agreement may not be modified unless such modifications are evidenced in writing and signed by both the Client and Contractor. Such modifications shall be in the form of a written Amendment executed by both parties.

26. **Contingent Fees:** The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

27. **Confidentiality:** No reports, information, computer programs, documentation, and/or data given to, or prepared or assembled by the Contractor under this Agreement shall be made available to any individual or organization by the Contractor without prior written approval of the Client unless such disclosure is required by a federal or Texas law or regulation.

28. **Miscellaneous:** Client expressly agrees that all provisions of the Agreement, including the clause limiting the liability of Contractor, were mutually negotiated. In any action to enforce or interpret this Agreement, the prevailing party shall be entitled to recover, as part of its judgment, reasonable attorneys' fees and costs from the other party.

29. **Counterparts**: This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original instrument, but all of which taken together shall constitute one instrument.

INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the Contractor has caused this Agreement to be signed in its corporate name by its authorized representative, and the Client has caused this Agreement to be signed in its legal name by persons authorized to execute this Agreement as of the day and year first written above.

CONTRACTOR:
TETRA TECH, INC.

By: Jonathan Burgiel
Title: Business Unit President

ATTEST:

Name: Betty Kamara
Title: Contracts Administrator

CLIENT:
TOWN OF KIAWAH ISLAND, SOUTH CAROLINA

By: John Labriola
Title: Mayor

ATTEST:

Name: Petra S. Reynolds
Title: Town Clerk

ATTACHMENTS:

- Exhibit A: RFP for Debris Monitoring Services
- Exhibit B: Tetra Tech Technical Approach
- Exhibit C: Tetra Tech Fee Schedule
- Exhibit D: Federal Provisions (2CFR200)