Vermont Agency of Transportation
March 2020

At-the-Ready Consultant Engineering

Municipal Project Management

March 9, 2020

Ms. Nydia Lugo
Technical Development Engineer
Vermont Agency of Transportation
One National Life Drive
Montpelier, VT 05633-5001

Re: Vermont Agency of Transportation –
At-the-Ready Consultant Engineering Services for Municipalities
Municipal Project Management Services

VHB is pleased to present our proposal in response to the Agency's Request for Qualifications for At-the-Ready **Municipal Project Management Services**. Our proven dedication to VTrans and its municipal transportation partners spans over 30 years. We understand the challenges facing Vermont and its communities and are firmly committed to helping achieve the vision of a safer, more efficient, and more connected transportation network. We believe in making meaningful contributions to our communities and our state by providing a balanced relationship between economic growth and environmental stewardship. We are committed to quality and at 1,600-strong, we provide both the local connection and depth of resources to meet the full needs of the VTrans Municipal Assistance Bureau (MAB) program.

Our team is dedicated to our clients and the projects that improve mobility, enhance communities, and make Vermont a better place to live.

Our team members' expertise and previous experience planning, permitting, and designing a wide range of roadway, bicycle, pedestrian, and mulitimodal projects across Vermont and New England has provided us with insights into innovations and potential issues that may arise during the course of these projects. Our staff members have served as Project Administrators for VTrans MAB, Structures, and Park and Ride projects, managing consulting engineers through VTrans process and procedures, giving VHB even greater insight into what makes projects successful.

We are extremely pleased to present our proposal and we look forward to working together with Vermont municipalities and VTrans on projects that make our communities even better places to live.

Sincerely,

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Program Manager
Director of Transportation Engineering
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General Firm Information

Overview

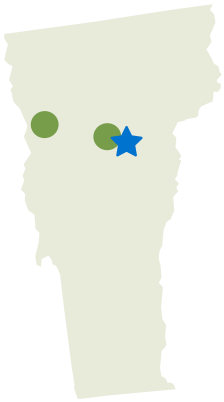
The Vermont Agency of Transportation (VTrans) Municipal Assistance Bureau (MAB) was initially established in the 1990's as the Local Transportation Facilities section of the Program Development Division. Since its inception, the mission of the unit has been to work with and support municipalities and other organizations (the project sponsors) to implement transportation projects to improve their communities. These projects include a wide variety of projects, including bicycle and pedestrian facilities, roadway and intersection improvements, bridge and culvert replacements, stormwater improvements, and municipal park and ride facilities.

Projects through the MAB are funded using a variety of sources, often including federal monies such as Transportation Alternatives grants, along with local matching funds, and occasionally state funds such as the Town Highway and Town Structures Grant Programs. With the use of federal and state funds, the projects are administered through VTrans and must be developed following the VTrans project development process outlined in the MAB's Local Projects Guidebook for Locally Managed Projects. Under this process, the municipality manages and develops the project, and VTrans administers the funding and verifies the established process is being followed. Although VTrans helps the municipality with many aspects of the project development, it is ultimately the municipality's responsibility to advance the project. To do so, municipalities rely on the help of consultants. Consultants can assist the municipalities in three different ways:

- Manage the project on behalf of the municipality by serving as the Municipal Project Manager (MPM);
- Serve as the designer responsible for developing plans and specifications or preparing scoping reports;
- Provide construction administration and inspection services.

To retain the services of a consultant, municipalities have traditionally solicited proposals or statements of qualifications to identify which consultants are interested in helping them with their project, and to determine the best qualified firm to do so. This process has been burdensome on some municipalities, especially those with small staffs that are not familiar with the solicitation process. In order to streamline and simplify the process, the VTrans MAB developed a request for qualifications to identify a list of consultants that can provide services to municipalities on an "At the Ready" basis. VTrans then develops three lists of consultants—one for Municipal Project Management, one for Design, and one for Construction Inspection that would essentially pre-qualify firms to provide these services to municipalities. Once the lists of consultants are established, municipalities are able to pick the firm they feel is most qualified to assist them (after reviewing the qualifications of at least three consultants) and directly negotiate a reasonable scope and fee. Municipalities also still have the option to issue their own solicitations if they prefer. However, by pre-qualifying a pool of consultants, the MAB aims to make the process easier for the municipalities, and condense overall project schedules by eliminating the solicitation effort from the process.

Our Vermont team is the right size to provide caring and responsive services, and with the support of nearly 100 staff members within Vermont, we have the resources to tackle the most challenging of assignments. We look forward to working with VTrans and municipalities for the betterment of Vermont's transportation infrastructure.



3
offices
in Vermont

with close to
100
employees

VTrans Barre Office
VHB Office

VHB has a long history of delivering multi-faceted transportation services throughout Vermont. Through our extensive experience on numerous VTrans retainer contracts and individual MAB projects, we are ideally suited to provide project management services under this retainer. The VHB staff members dedicated to providing MPM services under this retainer have provided MPM services to municipalities across the State, and/or have served as consultant project managers working side-by-side with VTrans MAB staff to advance Park & Ride projects directly on behalf of VTrans. Our managers have a deep understanding of MAB's process and procedures and are committed to helping municipalities advance their projects from concept to completion.

General Firm Information

Since 1979, VHB has partnered with public and private sector clients to provide high-quality transportation engineering services through an integrated team approach to collaboration. VHB has continued to grow and hone a diverse workforce that delivers personalized service and brings value, responsiveness, and excellence to municipalities. We pride ourselves on our ability to guide our clients from initiation to completion of multi-disciplined, challenging, and important transportation projects of all sizes.

Collaboration is a focal point of our approach to projects: VHB professionals routinely work together across practice areas to provide holistic project solutions. We emphasize truly listening to and understanding our client's unique needs while working collaboratively in a partnership. We also routinely incorporate input from stakeholders into our proposed solutions early in each project's development. This approach has helped us develop our strong track record of delivering comprehensive, forward-thinking, and well-supported projects in a timely and cost-effective manner. Evidence of this success can be found in the industry recognition VHB projects receive—and the number of repeat clients we are happy to serve.

The VHB Difference

VHB is different from other firms and uniquely prepared and suited to assist municipalities with At the Ready services for all of their local transportation improvement needs. VHB offers a broad range of services through our in-house staff, and we are fully capable to provide Municipal Project Management services, Design services, and Construction Inspection services to municipalities and other local sponsors under this retainer. We have provided similar services on dozens of projects for municipalities across Vermont.

Local Presence and Knowledge, Regional Expertise and Additional Resources

VHB's services under this retainer will be provided out of our Vermont offices in South Burlington, Montpelier and Rutland. With nearly 100 professional civil and structural engineers, planners, landscape architects, construction inspectors, and environmental specialists, our Vermont office provides the full range of services anticipated under this contract. We live here, we play here and we consistently hire Vermonters. We understand what makes our State special. We take great pride in helping VTrans and municipalities improve the already great quality of life in Vermont. Our Vermont staff will be supported by the resources and relationships of over 1,600 professional designers, engineers, scientists and planners throughout VHB's 30 locations whenever needed. Our local presence, knowledge of VTrans' practices and expectations, and depth of resources allows us to provide personal service, value, and responsiveness every time.

We've put together a team in this proposal that reflects VHB's continued commitment to improve mobility, enhance Vermont communities, and balance development and infrastructure needs with environmental stewardship. While every project does not require this deep pool of talent, the resources are there when needed and our Vermont team can continue to call upon these key people as they have in the past.

Integrated Services Approach

The VHB Vermont staff has a wide range of skills and experience to cover the complete range of services needed under this retainer. These Include:

- Preparation of RFPs/RFQs for design and construction phase services
- Budget preparation and tracking
- Schedule preparation and tracking
- Meeting arrangement and facilitation
- Project administration
- Acting as liaison between the project sponsor and VTrans, the designer, the contractor, utilities, and resource agencies

Through our diverse in-house staff, VHB offers support services that include:

- Topographic and boundary survey
- Utility identification and coordination
- Right-of-way investigations and documentation
- Community outreach and engagement
- Historic assessments
- Funding assistance
- GIS mapping and database development
- Environmental investigations, permitting and NEPA compliance
- Pavement condition assessment and design.

As projects are progressed, VHB's Project Manager can coordinate with each discipline as needed to fully understand the impacts and implications and can provide feedback that further informs the overall project strategy. This approach means that our MPMs have a deep understanding of all project issues, that the best design ideas advance, and the final product meets the goals of the community.

Team Accessibility & Responsiveness

One advantage that VHB offers is that most of our MPMs are engineers. They understand the design and construction aspects of their projects, and provide an additional layer of checks and balances to verify that the engineering design is sound, and the construction is being performed in accordance with the municipality's and designer's intentions.

St. Albans Downtown Streetscape Project

When providing services on behalf of clients our goal is to be as accessible as possible. Our team members pride themselves in being accessible for a client's needs day and night. Our local presence allows us to take a hands-on approach with attendance at regular work sessions during development of the project.

Providing consulting services to municipalities, and to state and federal agencies, is a core purpose of our company and a key focus of our Vermont staff. Our overall approach to the management of this contract is informed by our successful experience on a wide range of similar on-call assignments.

Previous Experience

VHB's Vermont staff was built around our relationships with local municipalities and VTrans. We are excited to continue our partnerships throughout the state and look forward to the opportunity to provide innovative, high quality transportation infrastructure projects in the future.

Current Municipal On-Call Engineering Services Contracts

- City of Burlington
- City of South Burlington
- Town of Middlebury

Current Chittenden County Regional Planning Commission (CCRPC) On-Call Contracts

- Transportation Project Development & Scoping
- Planning & Technical Services

Current Vermont Agency of Transportation On-Call Retainers and Contracts

- At the Ready (ATR) Consultant Engineering Services for Municipalities
- Roadway, Traffic, & Safety Engineering
- Structures Engineering
- Railroad Engineering
- Park & Ride Management and Engineering
- General Environmental Services
- Natural Resource Services
- Environmental Resource Services
- Planning & Policy Services
- Design-Build Engineering & Construction Support
- Asset Management
- Highway Resurfacing
- Survey Services
- Vermont Freight Plan
- Vermont Rail Plan

The table on the following page represents a sampling of VHB's experience with MAB and other municipal projects.

Recent Vermont Municipal and MAB Projects

PROJECT/CLIENT	CLIENT	YEAR	PHASE			PROJECT ELEMENTS						
			Scoping	Design	Construction Services	Sidewalk	Path	Roadway	Intersection	Road Diet	Streetscape	MAB/LTF
Elm Street Sidewalk	City of Montpelier	2017-2020		●	●	●					●	●
St Johnsbury Railroad Street Gateway and Bikeway Improvements	Town of St Johnsbury	2016-2019		●		●		●	●	●		●
Stormwater Treatment Retrofit	Town of Essex	2017-2019		●								●
VT Route 4A Sidewalk	Town of Castleton	2019-2020			●	●			●			●
Scrabble Hill Road Slope Stabilization	Town of Duxbury	2019-Present		●	●			●				●
Crossett Hill Road Slope Stabilization	Town of Duxbury	2018-Present		●	●			●				
Center Road Slope Stabilization	Town of Brownington	2019-Present		●	●			●				●
Beaver Pond Multi-Use Path	Town of Proctor	2019-Present		●	●	●	●		●			●
Killington Road Master Plan	Town of Killington	2019-Present	●			●	●	●	●	●	●	
Stratton Mountain Access Road Assessment	Town of Winhall	2019-2020	●					●				
Manchester Rail-Trail Scoping Study	Town of Manchester	2019-2020	●				●					●
Lee River Road Sidewalk	Town of Jericho	2018-Present		●	●	●			●			●
New Town Road	City of Rutland	2017-2019	●	●				●	●			
Newport Bluff Path Scoping Study	City of Newport	2017	●				●				●	
Village Sidewalk & Utility Reconstruction	Town of Stowe	2018-Present		●	●	●		●	●		●	
Three Rivers Path Extension and Trailhead Center	Town of St. Johnsbury	2018-Present		●		●	●	●	●	●		
Burlington Bike Path	City of Burlington	2014–Present		●	●	●	●		●		●	
Lamoille Valley Rail Trail	VAST	2008–Present		●	●		●			●		●
Bikeway Engineering Services	City of Burlington	2018-2019	●	●		●		●	●			
City Center/Market Street	City of South Burlington	2012-Present	●	●		●		●	●		●	●
East Darling Hill Road Bike/Ped Scoping and Design	Town of East Burke	2015-Present	●	●			●	●	●			

PROJECT/CLIENT	CLIENT	YEAR	PHASE			PROJECT ELEMENTS						
			Scoping	Design	Construction Services	Sidewalk	Path	Roadway	Intersection	Road Diet	Streetscape	MAB/LTF
West Lakeshore Drive Bike/Ped/Stormwater	Town of Colchester	2016–2017	●	●		●	●	●				
VT Route 30 Gateway	Town of Brattleboro	2016–Present	●					●		●	●	
East Main Street Sidewalk	Town of Wilmington	2016–Present		●	●	●						●
Pulp Mill Bridge Road and Seymour Street Sidewalk	Town of Middlebury	2016–Present		●	●	●			●			●
Village Main Street	Town of Warren	2016–Present		●	●	●		●	●	●	●	
Barre-Montpelier Rd Road Diet Evaluation	VTrans	2015–2016	●							●		
CCRPC Active Transportation Plan	CCRPC	2015–2016	●			●	●					
Court Street	Town of Middlebury	2015–2016	●			●		●	●		●	
Mountain View Sidewalk	Town of Colchester	2015–2018		●	●	●						●
Three Corners Intersection	Town of Hartland	2015–Present		●		●		●	●		●	
Kingman Street Streetscape	City of St. Albans	2015–Present		●		●		●			●	●
Gateway Improvements	City of Rutland	2015–Present		●		●		●			●	
Village Sidewalk	Town of Shelburne	2015–2018		●	●	●						●
Railtrail Multi-use Path	Town of Bennington	2014–Present		●			●		●			●
Lake Street Streetscape	City of St. Albans	2014–2016		●		●		●			●	●
VT Route 78 Sidewalk	Town of Highgate	2014–2015	●			●		●				●
Multi-use Path	Village of Essex Junction	2013–2016		●	●		●					●
Burlington Bike Path Intersection Study	City of Burlington	2013–2014	●				●		●			
Streetscape/Main Street	City of St. Albans	2010–2016		●	●	●		●	●		●	●

Commitment to Quality

Since the firm's inception, VHB has practiced a Quality Control process that was not only based on checking a product but a review by senior technical engineers to ensure its conformance with the design requirements of the client. Today this process has evolved into a formal QA/QC program. It is an integral part of the client-focused service element of VHB. QA/QC is a planned program of continual improvement of VHB's work processes and project management techniques. The goal of VHB's QA/QC program is to provide continuously improving service to our clients, faster production, better ideas, and more cost-effective ways in which to produce the work. This translates into client benefits including saving money, accelerated schedules, and reduced problems during construction.

VHB Vermont has developed a detailed Quality Control Plan (QCP) that provides protocols which our staff are trained to execute for each individual project. Because every project is different, the QCP is revisited at the beginning of each project and made more specific when the assignments are begun.

Additionally, project Quality Audits are conducted by senior leadership team members on a selection of projects three times a year. These audits serve as an opportunity for senior staff members to review the QCP's of randomly selected projects, and discuss what quality practices have been implemented, what worked well, and where improvements can be made.

Organizational Chart

The Organizational Chart on the following page shows the core team and key support staff that will work on this retainer contract. The staffing for the VHB team will be flexible, and we will always provide the right people for each individual project.

Under this retainer, **Evan Detrick, PE** will be the initial point of contact for VTrans and municipalities for all assignments. Depending on the specific project, Evan will either serve as the MPM himself, or may assign another VHB Project Manager in consultation with the municipality and VTrans MAB Project Supervisor. The VHB Project Manager will be determined based on the best interests of the municipality, and will not be finalized until the municipality and VTrans are in agreement. For every assignment, Evan will conduct regular check-ins with the MPM to verify the project is moving along as expected and VHB's services are meeting the expectations of VTrans and the client. Additionally, Evan will be available as a resource to each MPM to ensure the MPM has a firm understanding of the project development requirements, and has the resources they need to be effective.

Through the QA/QC program, quality is improved not by more checking, but by doing it right the first time and eliminating the sources of these errors. By the time the design gets to the review stage, it has fewer errors, thereby reducing the time required for reviews and corrections.

Organizational Chart

Project Sponsor

Principal-in-Charge
David Saldino, PE

Contract Manager
Evan Detrick, PE

MUNICIPAL PROJECT MANAGEMENT

Project Mangers
Evan Detrick, PE
Scott Burbank, PE
Dan Peck, PE
Dave Crawford

TECHNICAL ENGINEERING SERVICES TASK LEADERS

Permitting
Brad Ketterling

Historic/Cultural Resources
Kaitlin O'Shea

Survey/ROW
Ryan Cloutier, LS

Park & Ride Facilities, Bridges & Structures
Scott Burbank, PE

Landscape Architecture
Mark Hamelin, CLA

Hydrologic & Hydraulic Studies
Robert Wildey, PE, CPESC

Availability Chart

The importance of this contract to VHB cannot be underestimated. Within VHB, this contract is high-profile, and central to our corporate mission to be the consultant of choice for VTrans and Vermont Municipalities. As such, delivering excellence on ever assignment is our highest priority.

The VHB Team is comprised of professionals with diverse levels of experience and skill sets required to address each of the service areas that may be called upon under this contract. Each person on the VHB Team will be ready and available to begin work as soon as the notice-to-proceed for a task is assigned. Individual availability is identified here based on current projects in various stages of competition. We strive to maintain a healthy and manageable workload for all staff and understand that certain personnel may be more desirable to you for a particular assignment based on experience. The VHB team is prepared to dedicate core individuals based on your needs, which includes redistributing assignments from other clients to alternative staff if the need arises.

NAME	ROLE	AVAILABILITY FOR THIS CONTRACT
Evan Detrick, PE	Contract Manager	20%
David Saladino, PE	Principal-in-Charge	15%
Scott Burbank, PE	Project Manager	20%
Dave Crawford	Project Manager	50%
Dan Peck, PE	Project Manager	20%
Brad Ketterling	Permitting	10%
Ryan Cloutier, LS	Survey/ROW	10%
Mark Hamelin, CLA	Landscape Architecture	10%
Kaitlin O'Shea	Historic/Cultural Resources	10%
Robert Wildey, PE, CPESC	Hydrologic & Hydraulic Studies	10%

Municipal Project Management

Understanding

The Municipal Project Manager (MPM) has a very important role in the development of projects through the MAB. The MPM is the liaison between VTrans and the Town; prepares solicitations to retain the design consultant and the construction inspection firm; monitors the design consultant to verify they are advancing the project in accordance with the VTrans project development process, and advancing the project on time and within budget; reviews project invoices and pay requisitions; and manages the overall project development process to ensure it is advancing as planned. The MPM is also responsible to keep the sponsor apprised of the project's progress by providing regular updates and coordinating directly with municipal officials, and for explaining any aspect of VTrans requirements to the municipality.

Typical MPM responsibilities may include:

- Ensure the project follows the "Project Development Process" and adheres to the Municipal Assistance Bureau (MAB) "Guidebook for Municipally Managed Projects"
- Coordinate project activities and monitor project development
- Review the project deliverables for adherence to federal and state regulations
- Review and monitor a master schedule
- Act as member of selection team for RFP/RFQs
- Ensure that provisions of consulting/contracting contracts are met and submitted on time and within cost limits
- Review all project invoices for accuracy, completeness and reasonableness
- Monitor that any permit mandates, conditions and stipulations are incorporated in the project design
- Contribute to the review of project plans and documents
- Assist the municipality in right-of-way issues
- Assist the municipality and design engineer with utility issues for the project
- Review the project for compliance with all federal, state and local laws, ordinances, regulations and permit requirements, including environmental permitting
- Assist the Town in engaging the public
- Review the bid package for construction for general conformance with federal and state regulations
- Provide project administration of project during construction
- Secure certification to VTrans that the project was constructed as designed
- Keep a master project file, to become the possession of the Town once the work is completed

VHB's approach to municipal project management is to take the burden of project management off the municipality, and to also act as a partner to ensure the municipality is fully apprised of the project status and is engaged to the extent they want to be.

Qualifications

VHB's management team is very experienced with completing the full range of project management services required for municipal transportation projects. Municipal projects require a full range of expertise from concepts through the final design and construction phases. Our team members have experience in many aspects of engineering, survey, environmental permitting, public involvement, traffic engineering, bicycle and pedestrian design, landscape design, right-of-way acquisition, and construction services. We know the key aspects of these types of projects and have completed them all successfully on our own projects, on projects we have managed for VTrans, and for municipalities. VHB has managed projects from the owner's side as in this case and also has extensive experience in completing the actual design, permitting and construction of projects as consultant engineers.

Along with our experience working closely with VTrans and Vermont municipalities, we also bring a breadth of knowledge of the policies and procedures of the Agency of Natural Resources, Army Corps of Engineers, and Federal Highway Administration. Having this additional knowledge and close contact base allows us to continually offer unique input, ideas, and solutions based upon a broad range of experience as well as the latest technologies and protocols. Our management team offers strategic approaches to problem solving and strives to employ innovative solutions when faced with challenging project situations.

We are an integrated services firm

VHB offers the focus and personal attention of a small consulting firm and designated MPM backed by the in-house resources of a multidisciplinary company, with nearly 100 employees in Vermont alone. Our in-house experts work closely with our supporting team members to provide detailed reviews so that proposed improvements are based on contextual realities that allow for functional planning and development scenarios. By integrating our service offerings and establishing dedicated, strategic project teams, we quickly achieve a deep understanding of each unique client, project and community and turn that understanding into context-driven implementable solutions for our clients. While we will be focused on only providing MPM services for this section of the contract, we always have the specific technical expertise just "down the hall" from our MPM's office if questions arise on the project.

The VHB Philosophy for Municipal Project Management

1. **Listen intently**—We start by actively trying to understand your vision, your ideas, your constraints and even your frustrations. The best way we can help is by understanding your perspective and desired outcomes. We also want to understand the work that may have already transpired and build on it in moving forward.
2. **Understand the Context**—No decisions can be made in a vacuum, so we try to understand how decisions in one aspect of the project might affect others. Our management brings extensive knowledge of projects from start to finish, so we are well suited to quickly comprehend how one aspect may relate to another.
3. **Share Relevant Experiences and Examples**—We'll draw on our strong relevant experience gained through execution from both the management and design perspectives. We have the ability to point to real-life examples where our expert project management and design concepts have succeeded, and we're current in the latest techniques and technologies.
4. **Involve Stakeholders**—Ultimately a municipality's decision makers will make the final selections on all issues with input from VTrans, but a project is

always more successful with the input and support of local property owners, merchants, and the general public.

5. **Tell it like it is**—We believe in explaining our honest opinions and factual information even if opposition arises. As engineers and design professionals, we rely on facts and we are trained to remain objective amidst controversy. We do not succumb to endorsing grand ideas if they are not also feasible, fundable, permittable, or sustainable. We strive to find creative and innovative solutions that are also grounded in practicality.
6. **Communicate**—Informed decisions are generally the best decisions. Therefore, it is the MPM's goal and responsibility to communicate the relevant information that will allow the Town to make appropriate decisions and give constructive input. We will utilize a variety of tools to communicate facts and ideas. Our communication among the design consultant, contractor, local stakeholders and municipal decision makers may be through a variety of modern support systems such as web-based document sharing.
7. **Collaborate**—The VHB management team has successfully functioned as an integral part of management and design teams on dozens of Vermont projects. We know that our approach results in a working relationship that is productive, professional and enjoyable. Our skill sets complement our teaming partners, and we genuinely feed off the energy and creativity of a collaborative approach. In addition, we seek to actively collaborate with our clients. We are most effective when fully engaged as a team with the project and the people that are involved.

Experience with Financial Management

VHB has provided financial management of projects for clients throughout New England and will serve a critical role during project development by ensuring all team members follow established best practices in financial management, reporting, and accounting procedures. VHB is committed to providing the tools and resources our clients need to successfully manage projects both technically and financially. Our financial management and reporting protocols have been used company-wide on projects that range from very small to $200M in construction costs. We bring our clients the expertise and insight of successful financial leaders in the profession on best practices such as reporting guidelines, accounting issues and risks, self-auditing, risk management, schedule and budget impacts, and much more. Following are some of the key recommendations we have for ensuring financial success on the projects we manage.

Project Records and Document Access

In order to facilitate the continuously evolving project records, decisions, designs, drawings, protocols, procedures, etc., VHB can deploy and manage a secure project collaboration internet site that will not only manage financial aspects of the project but all facets of document tracking. Consistent and sustained communication efforts with and among team members will optimize the process and minimize reworking or recalling information previously discussed. The site will have various access controls so MPM's and municipalities can manage who has access to what components. VHB has successfully established project collaboration sites for several of VTrans' design-build projects.

Experience with Preparing RFQs and SOSs

VHB has extensive experience in the preparation of Requests for Qualifications (RFQ) facilitating Qualifications Based Selection (QBS) Procurements as well as the full knowledge of the process for preparing a Scope of Services (SOS). Our unique knowledge base of having been on both sides of recent large scale VTrans and MAB procurements provides unparalleled experience from the VHB Team.

We are well-versed in the federal requirements of consultant services contracting and have a thorough understanding of the Brooks Act (Public Law 92-582),

which is the federal legislation that led to the requirement of QBS Procurement for Federal Aid Engineering Services Contracts. QBS selection requires the submission of both a technical SOQ and a separately sealed Price Proposal. While the initial selection of a consultant is based solely on qualifications, prior to award there is a negotiation phase that allows for further definition of consultant scope and fee. If the owner and consultant cannot come to terms on a mutually acceptable scope and fee, negotiations would then begin with the second most qualified firm.

Our development of RFQs for major VTrans Design-Build projects has added to our experience with the development of procurement documents and execution of construction contracts. The RFQ development process includes close daily coordination with FHWA, VTrans Legal Section, and VTrans Contract Administration and has helped to enhance our knowledge of state contracting requirements and the Code of Federal Regulations (CFRs) pertaining to both engineering services and construction contracts.

The Importance of Public Outreach

A critical component of any public project is to maintain clear communications among the municipal staff, local stakeholders, state agencies, and the community, as well as establish channels to raise questions and find answers in a timely and cost-effective manner. The results of such a collaborative process will be consistent messages, public awareness and education, stakeholder buy-in, a consensus on priorities, and a project that meets the municipality's needs and the public's expectations.

VHB has extensive experience in facilitating the public outreach process. We understand that community involvement is an integral part of the project development process. With the need of communities to understand the transportation planning process, and how it affects and improves their quality of life, comes a significant investment and commitment to stakeholder participation and outreach. A personalized community outreach plan caters to the project and community's needs, as well as balances important planning goals. VHB's key staff have a strong record of successfully facilitating the public process throughout Vermont, whether it is conducted for a town-wide master plan, a highly contested infrastructure project, or a small intersection improvement.

Project Experience

VHB was the first consultant to provide Project Administrative Services for the VTrans Structures Section and continues to provide these services today. In addition to providing Project Administrative Services on all of the Design-Build projects for the Structures Section, VHB has provided Project Administration Services directly for VTrans on 17 projects for the Highway, Safety, and Design Section, 29 projects for the Rail Section, four projects for Structures Section and four Park and Ride projects for the Municipal Assistance Bureau which also follow the VTrans Project Development process.

17 Highway, Safety & Design Section Projects

4 Projects for the Structures Section

29 Rail Section Projects

6 Park & Ride/Municipal Assistance Bureau

Our recent MAB MPM project experience includes the Scrabble Hill Road Slope Stabilization project in Duxbury.

Key Personnel

Evan Detrick, PE

Project Manager 35 years
of professional experience

Evan is a Civil Engineer with over 35 years of experience supporting federal, state, municipal, and private sector projects. Evan's responsibilities include project scoping and budgeting, personnel and work assignment scheduling, project management, public engagement, and quality control. He has completed the planning and design of over 60 MAB/LTF projects and numerous projects directly for VTrans. His experience has included a variety of sidewalks, pathways, and trails; intersection and traffic signal upgrades; roadway resurfacing and reconstruction; property and topographic surveys; bridge rehabilitation and replacement; streetscape and lighting enhancements; stormwater improvement projects; and many projects involving public outreach. Evan was previously involved as MPM on a roadway project in South Hero and a roadway/intersection project in Hartford, and is currently assisting VHB's Dave Crawford as MPM for a slope stabilization project in Duxbury.

David Crawford

Senior Project Administrator
40+ years of professional experience

Dave has over 40 years of management experience in the public and private sectors, particularly in Vermont city and town government. His roles have ranged from town manager in charge of financial, personnel, and capital project management, to director of construction management for multi-million-dollar public works and school projects for such towns as Winooski, Essex Junction, Rutland, and Middlebury. Now semi-retiredDave was formerly the Town Manager in Middlebury for 16 years, and Village Manager inb Essex Junction for 5 years. He is currently serving as the Municipal Project Manager for a MAB slope stabilization project on Scrabble Hill Road in Duxbury, and formerly served as Municipal Project Manager for MAB projects in Vergennes for their Main Street Sidewalk project and their Downtown (Rapid Flash) Beacon project.

Scott Burbank, PE

Project Manger

25 years of professional experience

Scott is Director of Structures in VHB's Vermont office with extensive experience in planning, design and construction of both highway and railroad bridges and roadway reconstruction projects. His qualifications also include services for quality control and quality assurance, construction cost estimating, accelerated bridge construction (ABC), and structural inspections of both railroad and highway bridges. He also serves as a Project Administrator for VTrans, managing consultants for projects for the Local Projects Section of the MAB.

Dan Peck, PE

Project Manager
19 years of professional experience

Dan has extensive experience in highway and traffic design projects and is well versed in sidewalk and streetscape design requirements. A civil engineer in VHB's Highway Department, Dan's focus is on transportation projects ranging from scoping studies and design projects (conceptual through contract design) of roadway, intersection, sidewalk and multi-use path projects that follow the VTrans MAB process, to include public informational meetings, preparation of right-of-way plans, development of construction estimates, and utility coordination. Some completed projects include the Mountain View sidewalk in Colchester, Mill Street Intersection reconfiguration and sidewalk in East Barre, and Seymour Street/Pulp Mill Bridge Road sidewalk in Middlebury. Dan is currently working on numerous VTrans and municipal projects across Vermont, including Bennington Rail Trail Path, Manchester Rail to Trail Recreation Path, and Stowe Sidewalks Reconstruction Project.

Resumes

Evan P. Detrick, PE

Project Manager

Education

BA, Liberal Arts, East Stroudsburg University, 1984

BS, Civil Engineering, Pennsylvania State University, 1984

Registrations/Certifications

Professional Engineer (Civil) VT, 2016

Professional Engineer (Civil) NH, 2017

Affiliations/Memberships

Vermont Society of Engineers, 2004

Institute of Transportation Engineers, Vermont, 2004

Evan is a Civil Engineer with over 30 years of experience supporting federal, state, municipal, and private sector projects. Evan's responsibilities include scoping and budgeting, personnel and work assignment scheduling, project management, and quality control. He has completed the planning and design of projects, including a variety of sidewalks, pathways, and trails; highway projects on new alignments; arterial roadways; roadway widening and rehabilitation; bridge construction and replacement; environmental assessments in accordance with NEPA; traffic signal improvements; property and topographic surveys; floodplain certifications; and numerous Safe Routes to School and Transportation Alternatives projects.

4 years with VHB and 35 years of professional experience

Municipal Project Management Services, South Street Project, STP SHST(1), South Hero, VT

Prior to joining VHB, Evan was Municipal Project Manager working with the Town of South Hero and VTrans in developing a project to better accommodate bicyclists and pedestrians along portions of South Street and Martin Road in South Hero. Providing support to the Town by acting as a liaison between the Town and VTrans, advising the Town regarding the MAB Project Development Process, soliciting engineering proposals for the design of the project, reviewing engineering consultants progress as the design is developed, acting on behalf of the Town for right-of-way negotiations, facilitating public meetings and discussions, assisting in the review of construction bid documents once the design is completed, performing administrative duties during construction, and keeping records of project correspondence and files.

Municipal Project Management Services, Hartford Roundabout Project, STP 0113(59)S, Hartford, VT

Prior to joining VHB, Evan was Local Project Manager for the construction of roadway improvements along the western end of Sykes Mountain Avenue. The project will improve traffic flow through and access to businesses, enhance safety, and improve roadway surfaces/stormwater drainage. The project including construction of two roundabouts, sidewalks, streetscape improvements, and roadway reconstruction. Evan provided support to the Town by acting as a liaison between the Town and VTrans, advising the Town regarding the VTrans MAB Project Development Process, reviewing engineering consultants progress as the design was developed, acting on behalf of the Town for right-of-way negotiations, facilitating public meetings and discussions, assisting in the review of construction bid documents once the design is completed, performing administrative duties during construction, and keeping records of project correspondence and files.

Three Rivers Path Extension, St. Johnsbury, VT

Project Manager for this project to design and construct an extension to the Town's Three Rivers Path into the Bay Street area of St. Johnsbury's downtown, and to convert a derelict 2-story industrial building on a .21 acre parcel into a trail-head center with space for recreational equipment rentals and related retail uses, interpretive exhibits showcasing the natural and cultural history of the Passumpsic Riverfront, and limited parking.

David Crawford

Project Administrator

David is Senior Project Administrator with extensive experience managing municipal civil engineering and construction projects. He has over 40 years of management experience in the public and private sectors, particularly in Vermont city and town government. His roles have ranged from town manager in charge of financial, personnel, and capital project management, to director of construction management for multi-million-dollar public works and school projects for such towns as Winooski, Essex Junction, Rutland, and Middlebury.

2 years with VHB and 40 years of professional experience

City of Vergennes Municipal Project Manager - May 2017 to December 2018

- Main Street Sidewalk Project. $305,000 project located in front of Kennedy Brothers. Construction completed in August 2018
- Downtown Beacon (RRFB) Project (VTrans Budget: $75,000).
- Projects completed on-time and within their budgets.

Senior Project Manager Stantec Engineering. January 2015 to May 2017,
Local Project Manager for municipal projects using engineering firms.

City of Winooski's Treasurer, Business Manager, and Human Resources Manager. 2012- 2014,

2013-2016 Grand Isle Supervisory Union
As "Contract & Special Projects Coordinator", prepared bid documents and contracts for five School Districts, including template RFP and RFQ documents for most annual purchases. Larger contracts including Food Service, and Bus Service, were awarded for several years.

Essex Junction Village Manager, 2007 - 2012.

Previously Town of Middlebury Town Manager

Scott Burbank, PE

Project Manager

Education

BS, Civil Engineering, Worchester Polytechnic Institute, 1993

Registrations/Certifications

Professional Engineer (Structural I) VT, 2000

Scott is Director of Structures in VHB's South Burlington office with extensive experience in planning, design and construction of both highway and railroad bridges. His qualifications also include services for accelerated bridge construction (ABC), quality assurance, construction cost estimating and engineering services, and inspections of both railroad and highway bridges.

10 years with VHB and 25 years of professional experience

VTrans Project Administrator

Scott has been working as a Project Administrator managing design consultants for the Municipal Assistance Bureau (MAB) on multiple park and ride projects over the last six years completing two park and ride project expansions in Springfield and Bradford, and a new park and ride in Colchester. Scott is currently managing the Williston and Berlin Exit 7 Park and Ride projects for the MAB..

Brattleboro Town Highway Bridge #7, Brattleboro, VT

Scott was the Project Manager for the complete replacement of Town Highway Bridge No. 7 over Halladay Brook in Brattleboro VT. This project included project scoping, environmental resource documentation, regulatory permitting, hydraulics analysis, structural design and construction cost estimating throughout the development of the project.

Guilford Town Highway Bridge #65, Guilford, VT

Scott was the Project Manager for the complete replacement of Town Highway Bridge No. 65 over Hinesburgh Brook in Guilford, VT. This project included project scoping, environmental resource documentation, regulatory permitting, hydraulics analysis, structural design and construction cost estimating for rapid bridge construction techniques. Accelerated bridge construction elements were used to minimize the roadway closure period during construction.

USDA, Green Mountain National Forest IDIQ, Vermont

Scott provided structural engineering support for bridges, culverts, embankments, and other structures when the United States Department of Agriculture (USDA) Forest Service retained VHB to provide surveying and civil and structural engineering services for a multi-year Indefinite Delivery/Indefinite Quantity (IDIQ) contract to support activities in the Green Mountain and Finger Lakes National Forests in Vermont and New York. VHB's services included civil and structural engineering for bridges, culverts, embankments, roads, and other structures.

VTrans ER BRF 0162(18) and Rochester, ER STP 0162(19), VT

Scott was the Project Manager for the complete replacement of two state bridges on VT 73 over Brandon Brook and the White River. Both bridges were destroyed during Tropical Storm Irene. These projects included project scoping, environmental resource documentation, regulatory permitting, hydraulics analysis, structural design and construction cost estimating for VTrans first multiple bridge replacement projects on a single corridor within one Town.

Daniel M. Peck, PE

Senior Project Engineer

Education

BS, Civil Engineering, University of New Hampshire, 2000

Registrations/Certifications

Professional Engineer (Civil) VT, 2009

Professional Engineer (Civil) NH, 2008

Dan, a civil engineer in VHB's Highway Department in South Burlington, Vermont, has experience in highway design projects involving hydrology, hydraulics, highway design, and sound wall design. He has a working knowledge of Microstation, as well as the hydraulic analysis programs HydroCad and StormCad.

19 years with VHB and 19 years of professional experience

Manchester Rail Trail, Manchester, VT
Dan is the Project Manager for a feasibility study to evaluate alternatives for the conversion of approximately 1.5 miles of an abandoned railroad corridor to a multi-use path in Manchester, VT. The path would be an extension of the Town's existing multi-modal trail network and potentially provide an off-road connection between the Manchester schools and the neighboring Dorset schools. The study evaluated construction costs, potential phasing, resource impacts and permitting requirements.

Bennington Pathway, Bennington, VT
Dan is the Project Manager for the design of a multi-modal path connecting downtown Bennington to a park and elementary school. The path will be constructed within a railroad right-of-way and will include the rehabilitation of two existing railroad bridges.

St. Albans Federal Street Multimodal Connector Project, St. Albans, VT
Dan is the Senior Roadway Designer/Task Manager on this project for the City of St. Albans to provide permitting, design and construction services for a multimodal connector on Federal Street. This project includes 1.75 miles of roadway reconstruction, roadway widening, new roadway alignment, bridge replacement, utility relocations, new signalized intersections, railroad grade crossings, and extensive permitting and environmental analysis. Dan is providing roadway design, development of the plans, right-of-way coordination, utility coordination, quantities, and estimate.

South Burlington City Center Urban Planning and Permitting, South Burlington, VT
Dan was a project engineer for this project to create a pedestrian-oriented city center that will serve as a focal point of transportation and economic activity as well as provides a new identity for this municipality previously characterized by low density development. The project encompasses a new roadway system and a mixed program of commercial and residential use, Dan provided roadway design, development of plans, right-of-way coordination, and developed quantities and estimates.

US 5/ VT 12 Hartland Three Corners Intersection Improvements, Hartland, VT
Dan is the Project Manager for the final design of this intersection reconfiguration project in Hartland village. The project includes the development of alternatives and conceptual plans through the production of right-of-way plans, contract plans and construction engineering support. The project involves realignment of the Three Corners Intersection (Route 5, Route 12 Quechee Road). Dan is providing roadway design, public outreach, and utility coordination.

Brad Ketterling

Senior Environmental Scientist

Education

MS, Physical Geography, University of Western Ontario, 1995

BS, Geography, Concordia University, 1992

Brad has worked as an environmental scientist for close to two decades, specifically in the fields of wetland mitigation site feasibility and design, stream assessment, watershed planning, state and federal permitting, and NEPA compliance. Brad helps clients navigate complex regulatory requirements and achieve successful results by identifying and assessing natural and cultural resource issues and constraints and developing strategies to obtain authorizations that are in the best interest of the client and the environment. Brad has managed projects for a variety of private and public sector clients, including the National Park Service, the Department of Defense, the Vermont Agency of Transportation, the Vermont Telecommunications Authority, the Maryland Aviation Authority, Green Mountain Railroad Company, the City of Burlington, Vermont, and James City and Arlington Counties in Virginia.

17 years at VHB and 24 years of professional experience

Contract Manager, General Environmental Services and Natural Resource Services 2019 Retainer Contracts, Vermont Agency of Transportation

Brad is the Project Manager for the General Environmental Services & Natural Resource Services 2019 retainer contracts. Responsibilities include responding to work order requests, assigning tasks to VHB's environmental staff members, reviewing work products for quality control/quality assurance, providing technical and strategic support, and ensuring VTrans goals and expectations are met. Assignments under the two contracts have ranged from comprehensive natural resource inventories for roadway improvement projects to specialized bat acoustic surveys for bridge repair or replacement projects. Brad also oversees the preparation of a variety of state and federal regulatory permit applications.

Burlington Bike Path Rehabilitation, Burlington, VT

Brad assisted with various permitting activities associated with the proposed rehabilitation of the Burlington Bike Path, including: coordinating the process of infiltration testing to support the use of a driveable grass pavement system in Waterfront Park; coordinating with Department of Public Works Stormwater Program Manager to discuss potential stormwater treatment approaches; permit applications for Construction and Operational Phase Permits from the DEC Stormwater Section; preparation of city permit applications (Zoning Permit and Small Project EPSC Plan); and coordination with Senior Planner at Department of Planning and Zoning. He also performed a shoreline assessment of the Urban Reserve to assess areas in potential need of stabilization to ensure resiliency of the future bike path alignment along the lakeshore.

St. Albans Federal Street Multimodal Connector Project, St. Albans, VT

Brad was Task Manager for National Environmental Policy Act (NEPA) compliance for the proposed Federal Street Multimodal Connector Project. He was the lead author of the Environmental Assessment (EA) and was responsible for outreach to and direct coordination with state and federal regulatory agencies, including the Federal Highway Administration's (FHWA) Environmental Program Manager and the Vermont Agency of Transportation's (VTrans) Historic Preservation and Archaeology Officers. Brad

Kaitlin O'Shea

Historic/Cultural Resources

Education

MS, Historic Preservation, University of Vermont, 2011

BA, Historic Preservation, University of Mary Washington, 2006

Affiliations/Memberships

Advisor, National Trust for Historic Preservation

President, UVM Historic Preservation Alumni Association

A historic preservationist by education, avocation, and profession with a strong background in and understanding of preservation principles and practices. Kaitlin provides expertise in regulatory process and compliance, particularly Section 106 review and Section 4(f) evaluations, as well as historic documentation and historic resource identification. From national and statewide conference presentations to public meetings, she is skilled in stakeholder interaction and communication. Kaitlin meets the Secretary of the Interior's Professional Qualification Standards for an Architectural Historian and a Historian (36 CFR 61).

5 years with VHB and 13 years of professional experience

Middlebury Bridge and Rail Project, Middlebury, VT

Kaitlin assisted with the design for the proposed replacement of two 93-year-old bridges over the Vermont Railway track in Downtown Middlebury under an aggressive schedule using Vermont's first Construction Manager/General Contractor (CMGC) project delivery system. As part of Section 106 mitigation measures, Kaitlin assisted in drafting the *Guidelines for Preparing a Historic Structures Monitoring Plan*. Kaitlin worked on the Environmental Assessment, participated in public meetings, and revised the Section 106 memo and the Section 4(f) documents.

VTrans Historic Preservation Services On-Call Authorization, Vermont

As part of the General Environmental Services Contract #PS0448 between VTrans and VHB, an on-call authorization was established to provide various Historic Preservation Services, enabling VHB to complete work for the VTrans Historic Preservation Officer as needed. Under this authorization, Kaitlin has completed reviews and documentation for Section 106 reviews and Section 4(f) evaluations as well as mitigation projects. Kaitlin drew upon her past experience as a VTrans Historic Preservation Specialist to craft efficient yet effective documents in accordance with VTrans' expectations.

Winooski Main Street Revitalization Project Historic Resources Survey

On behalf of the City of Winooski, Kaitlin completed a historic resources report to satisfy the review requirements for Section 106 of the National Historic Preservation Act. The scope of work involved survey of 84 properties within the project corridor. The survey results were detailed in tabular format and included the address, a brief description of each property, approximate date of construction, evaluation of integrity and recommended determination of eligibility. Each property was photographed and keyed to the table. The report was submitted to the VDHP.

Various Projects, University of Vermont, Burlington, VT

Under contract with the University of Vermont, Kaitlin has completed a Historic Resource Documentation Package for 439 College Street, and has assisted UVM Campus Planning with preservation regulatory guidance and requested documentation on the Ira Allen Chapel and the Pierce-Spaulding House projects. VHB is currently under contract to complete the Determination of Effect letter for Act 250 for the UVM Music Recital Hall building.

Ryan Cloutier, LS

Right of Way; Survey

Education

BS, Mathematics, Saint Michael's College, 1998

Registrations/Certifications

Licensed Surveyor VT, 2007

Presentations

'Making Right-of-Way Accessible' for FHWA's GIS in Transportation Webcast

Presenter at GIS-T and ESRI UC on Making Right of way Accessible

Awards

2017 State of Vermont Public Service Recognition - Team Honoree, Business Process Management/Right of way Team

Ryan is a Survey Manager in the VHB's growing South Burlington, Vermont office, with close to 20 years of professional experience. He provides overall program management for the Vermont office's survey team and expands the suite of survey services offered to state, municipal, and private sector clients. Ryan serves clients' survey needs through the full project lifecycle from initial planning and research, to right of way, utility and boundary survey, through final design, construction, as-built and ALTA survey. He has in-depth experience on both the public and private sectors having held senior positions at the Vermont Agency of Transportation and with private consulting firms throughout New England.

2 years with VHB and 21 years of professional experience

Vermont Agency of Transportation (VTrans), Survey Services On-Call, Statewide
Ryan is the Project Manager for the VTrans $1.5M Survey Services On-Call contract. Ryan's responsibilities include the full project management lifecycle, from initiation through project closeout. Ryan works closely with VTrans to scope projects, assign the appropriate resources, mitigate risks, and deliver the projects on schedule and within budget. For the US 7–Shelburne Road Traffic signal project, Ryan passed on traditional survey collection methods in favor of a UAV. The use of a UAV not only saved time and money, but it kept the field crew out of one of Vermont's busiest roads. Other projects utilizing remote sensing technology include Rockingham Ledge scan along I91; 3 miles of the Colchester Causeway connecting Colchester to South Hero, VT; and the Hartland, VT I91 bridge replacement project.

Middlebury Bridge and Tunnel Project, Middlebury, VT
Ryan is the Survey Manager for the replacement of two nearly 100-year-old rail bridges and the construction of a 360-foot tunnel in the center of Middlebury, Vermont. Ryan provided support for the development of right of way plans and title work for the acquisition of real property.

VTrans / VT 116 / Hinesburg Highway/Roadway Design, Hinesburg VT
Ryan is the Survey Manager for the CVU road, VT 116, and Shelburne Falls road intersection improvement project covering approximately 1 mile of roadway. Ryan provides on-going support for the development of right of way plans and titles work for the acquisition of real property.

St. Johnsbury Railroad Street Bicycle and Pedestrian Improvements, St. Johnsbury, VT
Ryan is the Survey Manager for the St. Johnsbury Railroad Street Bike/Ped project to construct a road diet, bicycle lanes, pedestrian crossing with RRFB's, landscaping and associated work on South Main Street and Railroad Street. Ryan's services included the research and retracement of 3000 linear feet of railroad and limited access right of way.

Williston Stormwater Retrofits, Williston, VT
Ryan is the survey manager for the development of storm water retrofits along two and one-half miles of the I89 corridor in Williston, VT. To meet the projects aggressive schedule and budget VHB deployed UAV to collect high resolution imagery and a

Scott Edward Burbank, PE

Structures

Education

BS, Civil Engineering, Worchester Polytechnic Institute, 1993

Registrations/Certifications

Professional Engineer (Structural I) VT, 2000

Scott is Director of Structures in VHB's South Burlington office with extensive experience in planning, design and construction of both highway and railroad bridges. His qualifications also include services for accelerated bridge construction (ABC), quality assurance, construction cost estimating and engineering services, and inspections of both railroad and highway bridges.

10 years with VHB and 25 years of professional experience

VTrans Project Administrator

Scott has been working as a Project Administrator managing design consultants for the Municipal Assistance Bureau (MAB) on multiple park and ride projects over the last six years completing two park and ride project expansions in Springfield and Bradford, and a new park and ride in Colchester. Scott is currently managing the Williston and Berlin Exit 7 Park and Ride projects for the MAB..

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VTrans ER BRF 0162(18) and Rochester, ER STP 0162(19), VT

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Robert Wildey, PE, CPESC

Hydrologic and Hydraulic Studies

Education

MS, Civil Engineering, University of New Hampshire, 2006

BS, Environmental Sciences, University of South Florida, 1997

Registrations/Certifications

Professional Engineer, VT, 2020

CPESC, 2009

Affiliations/Memberships

American Society of Civil Engineers, 2019

American Water Resources Association, 2006

Robert is Water Resources Engineer with VHB's Environmental Services Group where he has worked on a variety of water and stormwater-related projects for both public and private-sector clients. His key focus is the interface between natural streams and the built environment, from bridges and culverts that carry transportation infrastructure to stormwater treatment practices that manage runoff from impervious areas and convey flows to surface waters. Robert is experienced with environmental permitting related to wetlands and other water resources at the local, state, and federal levels on projects as diverse as residential developments, retail shopping centers, renewable energy facilities, highway and rail projects, and utility corridors.

14 years with VHB and 17 years of professional experience

VTrans / Colchester NH 028-1(31) Exit 17, Colchester , VT

As part of VHB's interdisciplinary team, Robert oversaw the development of the Individual Construction Stormwater (INDC) permit application for this major interchange improvement project. The project includes roadway realignment, new bridge construction, new off-ramps, and slip lanes along Interstate 89, along with state and federal wetland permitting and Act 250 coordination.

VTrans / Georgia Culverts, Georgia, VT

Robert conducted a field investigation of existing conditions and performed hydrologic and hydraulic analysis for the proposed replacement of a perennial stream culvert crossing Interstate 89 in Georgia, Vermont.

VTrans / Killington-Stockbridge, Killington, VT

As part of a 10.5-mile roadway improvement project, Robert was part of a team that developed a rapid hydrologic and hydraulic assessment tool to quickly evaluate over 100 culverts within the project area. This evaluation was used to identify which structures needed to be upgraded for hydraulic capacity. Once structures were identified, Robert worked with the structural design team to ensure that the new culverts met the VT DEC criteria for passing perennial streams.

Middlebury Main Street and Merchants Row Bridges, Middlebury, Vermont

As part of a major bridge replacement project for the Town of Middlebury, VHB designed a tunnel that will replace two sub-standard bridges, reconnect town parks, and ultimately allow for double-stack rail clearance. Because a portion of the project is adjacent to Otter Creek, potential floodplain and river corridor impacts were required to be evaluated. Of particular interest was the temporary road that will be constructed partially within the Otter Creek floodplain to provide access to the work area and buildings during the construction process. Robert developed the responses to the regulatory criteria and coordinated with Vermont DEC River Management Engineers and Floodplain Coordinators to ensure that the Project could be permitted and constructed.

Mark Hamelin, PLA, CLARB Certified

Director of Landscape Architecture/Land Planning

Education

MLA, Master in Landscape Architecture, Harvard University Graduate School of Design, 1981

BS, Recreation Resource Management, University of Vermont, 1978

Registrations

PLA - VT, NH, ME, NY, PA, CO

CLARB - Council of Landscape Architectural Registration Boards - Certification #33827

Affiliations/Memberships

American Society of Landscape Architects

American Planning Association

Deriving inspiration from the physical and contextual nature of the site, Mark has the ability to quickly grasp a projects vision to create simple, yet elegant solutions to highly complex land planning problems. He brings more than 35 years of professional landscape architecture, land planning, and urban design experience on a wide range of public and private sector projects across Vermont, throughout the country and internationally. Mark's work has been recognized by his peers with 20 professional design/planning awards. Notable accomplishments include Burlington's Waterfront Park, the recently completed Waterbury State Office Complex, and the Spruce Peak Master Plan at Stowe Mountain Resort.

4 years with VHB and 39 years of professional experience

Warren Village Main Street Improvement Project - Warren, Vermont
The VHB Team is proud to have been to contracted to assist the Town of Warren with the transformation of its Village Center into a pedestrian friendly space for all users. A first of its kind project in a small Vermont village, the plan features efficient use of vehicular space to create pedestrian nodes and safe circulation, reduces vehicular traffic speed and integrates state of the art storm water practices into the village streetscape. As project manager and lead designer Mark is instrumental in bringing together the divergent interests, both public and private, to achieve a successful design embraced by the community.

Downtown Core Master Plan, St. Albans, VT
As lead designer Mark was an integral member of the design team and visioning process for the Downtown Core Master Plan for the historic city block in St. Albans. The master plan included prioritizing development sites within the underutilized core block that would eventually see these priority sites turn into a new VT State Office Building, Downtown Hotel and new multi-level parking garage. With previous employer.

Burlington Waterfront Park and Promenade, Burlington, Vermont
Located on the shore of Lake Champlain with views of the high peaks of the Adirondacks in the background, the former railroad yard and brown field site now serves host to Burlington's community wide events. As Lead Designer, Mark was responsible for public participation, lead design and permitting of Burlington's premiere urban waterfront park. With previous employer.

North Beach Campground Master Plan - Burlington, Vermont
Working with the City of Burlington Parks, Recreation, and Waterfront (BPRW), Mark was lead designer for the North Beach Campground Master Plan. The Campground is integrally connected to the Burlington Bike Path and North Beach, the largest beach in the BPRW system and is an iconic part of Burlington and the Lake Champlain shoreline. The master planning effort seeks to provide integrated storm water solutions, a diversity of camping opportunities: ranging from full hook up RV sites to tent sites and the separation of day use beach traffic from camping areas.

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