



RFQ for:

5-Year Contract for Bus Stop & Bike Station
Studies & Design

December 5, 2019

John Ladson, PE, Executive VP
TGB Group, LLC
Topeka, KS
John@theTGBgroup.com
785-806-2806

ABOUT TGB GROUP

TGB Group, LLC is a full-service design firm that has personnel with a wide variety of experience in designing and/or managing projects. We are a value-based company, where every job is managed with the highest levels of teamwork, quality workmanship and timely scheduling. Our staff has been involved and played many different roles over their careers including design or managing construction, ranging from small development projects to municipal projects to large multi-million dollar facilities. Our creative ingenuity promotes a design and construction process that completes projects on time, within budget and provides each client with quality service. We will supply the leadership that places your interests and needs at the very top of the spectrum at all times.

Communication is a key component in making a project successful. Once selected, we would schedule a kick-off meeting with all stakeholders to determine clear objectives and goals for the project. We aren't afraid to get dirty. We walk the site prior to starting the design in order to observe the project first hand and to identify any potential problems. We think these processes give us a better understanding of the project. The on-site visits allow us to interact closely with the client to determine the best scenarios to get a clear understanding during the design process.

About TGB Group

At the completion of the kickoff meeting, we would provide a clear schedule to complete the design and bidding process and develop milestones for quality control reviews. We would have a clear understanding on permits required and develop dates for submittals and approximate approvals.

We strive to work as a team throughout the entire design process and work closely with the developer or municipality by developing innovative solutions to lower costs and stay within budgets. We understand that everyone has budgets and we take the approach that we are part owner of the project and need to stay within the budget.

We make a commitment to be accessible to our clients and be responsive to their needs throughout every aspect of the project. We pride ourselves with being involved in On-Call service contracts because our clients know they can rely on us to provide the service they need when they need it.

During the project, we like to issue design plan check sets at 60% and 90% to the City and for internal review and quality control. We will update a construction estimates at each of these milestones to continually stay within budget. We believe that by providing review sets at these milestones, we improve on quality control and constructability issues that face every project.

About TGB Group

During the bidding and construction phases we proactively head potential conflicts off before they become problems by addressing them immediately. If we are also selected to provide Construction Administration to manage the construction of the project, our field personnel, which includes surveying and construction observation personnel, keep daily records while they are on site. Our on-site field representative will keep a daily diary of all events and compile a weekly summary of the construction to be distributed to you for your records. These summaries help keep excellent documentation of all construction activities to help limit risk and help strengthen our relationship with our clients. During the closeout walk-thru, we would identify final punch list items to ensure the project is complete to specifications and is left in a final completed manner that the City can be proud.

We are a team and we pride ourselves in EVERY project!

Big Spring, Texas



Several projects with City of Big Spring, Texas and EDC

These Projects included:

- Numerous Conceptual Designs
- 18,000 Feet of Railroad
- Alor Trucking Site
- Unloading Systems design
- Water & Sewer design
- Drainage design
- Future 5-lane street design
- Industrial Warehouse Park

Contact: Terry Wegman
432-264-6032

Jacksboro Business Park



DESIGN	BY	APP'D



DRAWN BY	CHKD	JACKSBORO
DESIGNED BY	3/5	JACKSBORO
DATE	4/2/2018	JACKSBORO
SCALE	1" = 1'	JACKSBORO

This site will include:

- Development of 177 Acres
- Multiphase Project

Phase 1 includes:

- Roadway Design
- Topo & Boundary Surveys
- City & TXDOT Approvals
- Platting
- Storm Sewer Design

Future phases to include:

- Storm Sewer & Detention design
- Site Design
- Sewer & Water line design
- Parking Lot Design

Contact: Lynda Pack
940-567-3151

Mansfield Development

The site will include:

- 27-Acre Mixed Use Development
- Themed Restaurants and Retail
- Roadway Design
- Parking Design
- Drainage Design
- Water, Sewer, and Utility Designs

- Platting and Zoning
- Site Amenities & Landscaping

Contact: John Boguski
johnboguski@sbcglobal.net



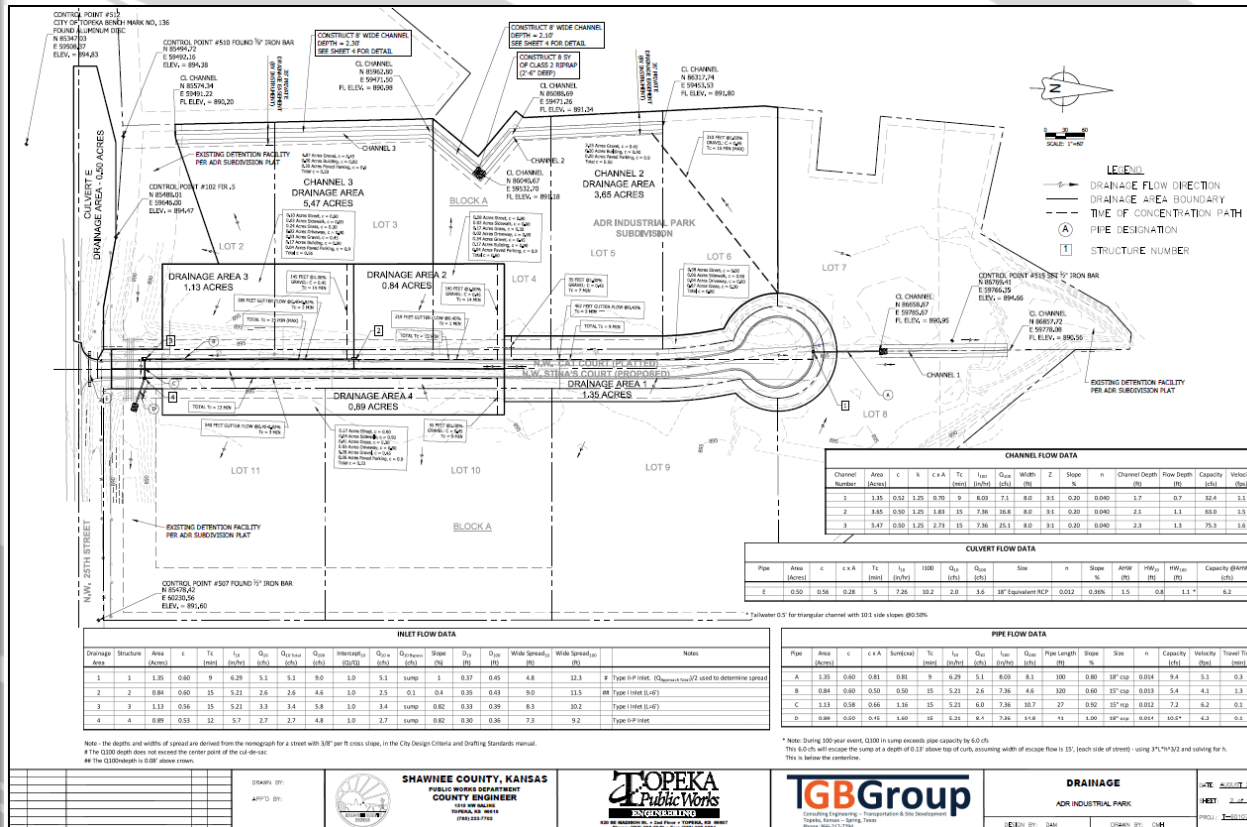
ADR Industrial Park

This Project includes:

- Topographic Survey
- Roadway and Pavement Design
- 8" Water Main Extension
- Storm Sewer Design

- Detention Design

Contact: Riley Rees
(785) 231-7556



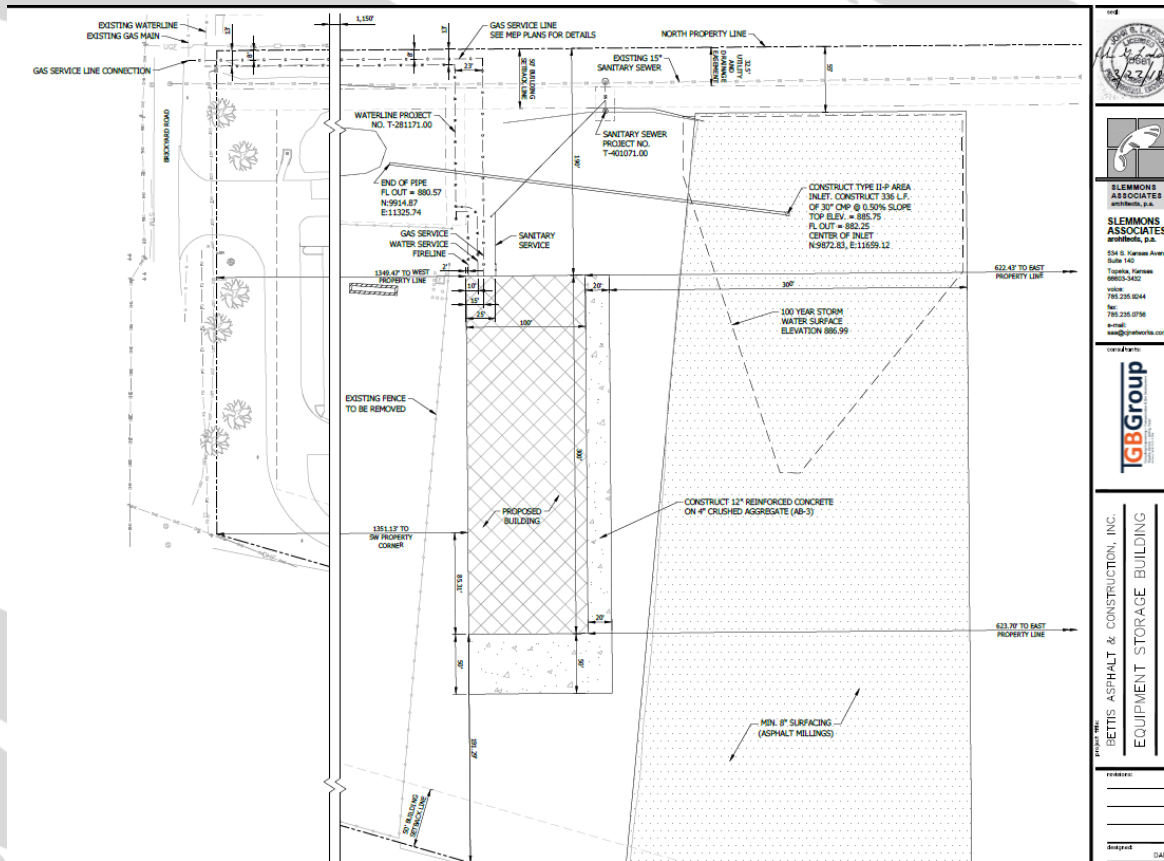
Bettis Equipment Storage Building

This Projects included:

- New City Water Main Extension
- New City Sewer Main Extension
- Re-Platting Current Lot
- Site/Civil Design for 30,000 SF bldg

- Stormwater System and Detention
- Stormwater Quality Features
- Landscape Design

Contact: Craig Hillman
785-231-8002



JM Smuckers Trailer Drop Lot

TGB Group provided the Civil Engineering design for the The JM Smuckers Company Trailer Drop Lot Expansion to construct a new trailer parking lot to hold 114 semi-trailers for their 105 Acre Site. The new Trailer Drop Lot of approximately 3 acres of new pavement was constructed to allow trailers to be stored for the Distribution Center for JM Smucker Company in the City of Topeka, Kansas. The project was under a unique situation where \$1.7 million of funds were available and could be allocated by JM Smuckers if the funds were able to be spent to provide design, get all City approvals necessary, and construction completed within 3-1/2 months. City officials, the contractor, & TGB Group immediately set up meetings to formulate a plan and schedule to be able to make it happen so that JM Smuckers could allocate the funds to the project so it would allow \$1.7 million to be spent in the community. All parties involved worked cohesively to make the project happen. TGB Group provided the topographic survey, site/civil design services for the 3-acre drop lot, stormwater drainage design including water quantity and quality design, stormwater management plan, instrument easements, and construction staking for project.

- ❑ Design of 3-Acre Trailer Drop Lot to provide 114 spaces for Semi-Trailer storage for the JM Smuckers Distribution Center.
- ❑ Design of Water Quality Infiltration Basin to provide stormwater runoff treatment for all areas developed since 2008.
- ❑ Drainage Analysis for the entire 105 Acre site to determine the adequacy of the existing Detention Pond constructed in 2008 when the Distribution Center was constructed.
- ❑ Detention Pond Design Improvements to allow for additional capacity for all development since 2008 and to improve spillways to and berms to bring them up to current City Standards.
- ❑ Fast Tracking of the Project by working closely with Contractor, City Officials, and Owner to provide a great project for the Community and JM Smucker Company.
- ❑ The project design was completed in February 2019 and construction started in February 2019 and completed in April 2019.

Developer: JM Smuckers

Contact: Mike Anaya

mike.anaya@jmsmucker.com

Prairie Band Casino & Hotel Expansion

TGB Group is providing the Civil Engineering design for the Prairie Band Casino to add a new hotel, parking garage, administration building addition, and associated site improvements for the existing hotel and casino in the Mayetta, Kansas. We will be providing topographic survey, site/civil design services, and construction staking for project.

The 65,000 square foot parking garage will be 3 levels high, with 3 bays for each level, and can fit almost 500 vehicles.

The new 20,000 square foot hotel will have a total of 80 rooms, an indoor pool, spa, fitness center, game room, a party room, along with a high scale outdoor pool with water falls and slides.

The new 9,300 square foot Administration Building addition will connect to the casino and the existing administration building. Numerous utility relocations, including stormwater, sanitary sewer, waterlines, gas lines, electric lines, & communication lines required relocation along with parking lot and grading improvements to the site.

Many of the parking lots throughout the entire campus were regraded and new stormwater drainage design completed.

The project will be completed in 3 separate packages and TGB Group will provided construction administration for the civil work for each package. All buildings are scheduled to be complete in 2020. This will allow the Prairie Band Casino to continue to attract large events and be able to accommodate them for hotel and parking stays.

Developer: Prairie Band Casino
Contact: Jim Gibson
JGibson@pbpgaming.com

TGB GROUP TEAM

Mike Murphy – President

- 25+ Years Transportation and Rail Experience
- Director of Logistics
- Client Management
- 10 Years with Class 1 Railroad
 - Sales and Marketing
 - Operations

John Ladson, P.E. – Executive Vice President

- 25+ Years Engineering Experience
- Site & Industrial Development
- Various Types of Municipal Work
- Project & Client Management

Dustin McKinley – Director of Design

- 15+ Years Design and Drafting Experience
- Sewer and Water Design
- Drainage Design
- Site Development
- Conceptual Master Planning

Chris Humphry, RLS – Designer, Surveyor

- 10+ Years Surveying and Engineering Experience
- Survey Manager
- Topographic and ALTA Surveys
- Drafting Design Civil Projects

Why TGB Group?

Reasons for Choosing TGB Group:

- Wide variety of Types Projects
 - Many years of Experience
- Developing a long-term relationship
- Quick response from TGB Group Team
- Low Overhead Costs for more economical solution

We look forward to the opportunity to work with the Topeka Metro.

DISADVANTAGED BUSINESS ENTERPRISES (DBE) CERTIFICATION

This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. Metro's overall 2019-2021 goal for DBE participation is 2.00%; the race neutral goal is 1.12%, and the race conscious goal is 0.88%. There is no contract goal for this procurement.

The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Metro deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from Metro.

The contractor may not hold retainage from its subcontractors.

The contractor must promptly notify Metro, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of Metro.

Signature: 

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19

FLY AMERICA CERTIFICATION

The Contractor agrees to comply with 49 U.S.C. 40118 (the "Fly America" Act) in accordance with the General Services Administration's regulations at 41 CFR Part 301-10, which provide that recipients and sub-recipients of Federal funds and their contractors are required to use U.S. Flag air carriers for U.S. Government-financed international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. The Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a U.S. flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. The Contractor agrees to include the requirements of this section in all subcontracts that may involve international air transportation.

Signature: 

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19

LOBBYING CERTIFICATION

The undersigned contractor certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. See 49 CFR 20.100.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. [Note: Pursuant to 31 USC 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure. See 49 CFR 20.400.]

The undersigned contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 USC 3801, et seq, apply to this certification and disclosure, if any.

Signature: 

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19

NON-COLLUSION CERTIFICATION

This is my sworn statement to certify that this proposal was not made in the interest of or on behalf of any undisclosed entity. This proposal is not collusive.

This proposer has not been a party to any agreement or collusion in restraint of freedom of competition by agreement to bid a fixed price, to refrain from bidding, or otherwise. This proposer has not, directly or indirectly, by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interest of Topeka Metropolitan Transit Authority, or of any proposer, or anyone else interested in the proposed contract.

Signature: John G. Ladson

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19

QUALIFICATION CERTIFICATION

The undersigned, being duly authorized to sign and act for the proposer, hereby certifies that all parties involved in the Project as specified in this RFP hold any and all degrees, certifications, and licenses necessary in order to provide goods and/or perform services in the State of Kansas.

Signature: John G. Ladson

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19

SEISMIC SAFETY CERTIFICATION

The contractor agrees that any new building or addition to an existing building will be designed and constructed in accordance with the standards for Seismic Safety required in Department of Transportation Seismic Safety Regulations 49 CFR Part 41 and will certify to compliance to the extent required by the regulation. The contractor also agrees to ensure that all work performed under this contract, including work performed by a subcontractor, will be in compliance with the standards required by the Seismic Safety Regulations and the certification of compliance issued on the project.

Signature: John G. Ladson

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19

SUSPENSION / DEBARMENT CERTIFICATION


In regard to 2 CFR Parts 180 and 1200

In accordance with 2 CFR Parts 180 and 1200, the contractor is required to verify that none of its principals or affiliates:

- 1) is included on the federal government's suspended and debarred list;
- 2) is proposed for debarment, declared ineligible, voluntarily excluded or disqualified;
- 3) within three years preceding this proposal, has been convicted of or had a civil judgment rendered against them for (a) commission of fraud or criminal offense pertaining to performing a public transaction, (b) violation of any federal or state antitrust statute, or (c) embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- 4) is indicted or charged by a governmental entity for any of the charges in 3) above; and
- 5) has had any public transaction terminated for cause or default within three years preceding this proposal.

The contractor is required to include this requirement in any subcontracts related to this contract.

By signing and submitting its proposal, the proposer certifies that the certification in this clause is a material representation of fact relied upon by Metro. If it is later determined that the proposer knowingly rendered an erroneous certification, in addition to remedies available to Metro, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The proposer agrees to verify that none of its principals or affiliates is included on the federal government's suspended and debarred list at any time throughout the period of this contract. The proposer further agrees to include a provision requiring the same compliance in its subcontracts related to this contract.

Signature: 

Name and Title: John G Ladson, Executive VP

Company Name: TGB Group, LLC

Date: 12/4/19