Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 28777
Monday, September 8, 2025
5:30 PM

AGENDA

I. CALL TO ORDER – MAYOR PHILLIP HISE:

A. Roll Call
B. Notification and Posting of the Agenda
C. Pledge of Allegiance (Councilwoman Holmes)
D. Invocation (Councilman Peight)
E. Approval of Minutes (8/25)(Closed Session Minutes)

II. PUBLIC COMMENT

Public comments are limited to 3 minutes. This time is provided to share general thoughts with the Town Council. Individuals who desire to make a public comment must complete the sign-in sheet made available at each meeting and speak at the lecture (unless physically unable).

III. PRESENTATIONS – (Dept Updates)

A. Finance
B. Police Dept
C. Water and Sewer
D. Public Works
E. Main Street
F. Parks and Rec

IV. ACTION ITEMS

A. **Phillips Grading, Inc:** Discussion and approval of an amended contract with Phillips Grading Inc. for emergency and on-going work related to Helene disaster recovery.
B. **Phillips Grading, Inc:** Discussion and approval of three (3) proposals – two (2) for stabilization/debris cleanup of Riverside Park and one (1) for Valley Road related to Helene disaster recovery.
C. **RFQ – WWTP:** Discussion and approval to allow staff to negotiate a contract with Bolten and Menk for Engineering Services or with WithersRavenel as an alternate, for the reconstruction of the Waste Water Treatment Plant (WWTP).

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AGENDA

D. **RFQ – Riverside & Riverbend Parks:** Discussion and approval to allow staff to negotiate a contract with Benesh Engineering Services or with WithersRavanel as an alternate, for the reconstruction of Riverside and Riverbend Parks.
E. **Grindstaff & Sons Grading:** Discussion and approval of a contract for repairs and stabilization of Sunny Brook Drive related to Helene disaster recovery.
F. **Ordinance 2025.002:** An Ordinance to revise Chapter 8 Town Code – Emergencies

V. MANAGER'S REPORT

VI. MAYOR/COUNCIL REQUESTS OR COMMENT

VII. ADJOURNMENT

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 28777
Monday, August 25, 2025

MINUTES

I. CALL TO ORDER:

Mayor Hise called the meeting to order at 5:30 pm

A. Roll Call:
Mayor Hise requested a roll call. Marsha Hoilman, Town Clerk, conducted the roll call for Councilmembers Peight, Buchanan, Holmes, Rensink, and Mayor Hise. All were present.

B. Notification and Posting of the Agenda:

Proper notification and posting of the agenda were acknowledged. Councilman Buchanan motioned to approve the agenda, and Councilwoman Rensink seconded the motion; the council then adopted the agenda. Motion passed 5/0.

C. Pledge of Allegiance:
Councilwoman Rensink led the Pledge of Allegiance.

D. Invocation:
Councilman Buchanan led the Invocation.

E. Approval of Minutes (8/11)
The council reviewed the minutes as presented. Councilwoman Rensink motioned to approve, and Councilman Peight seconded. Motion approved and motion passed 5/0.

II. PUBLIC COMMENT:

Public comments are limited to 3 minutes. This time is provided to share general thoughts with the Town Council. Individuals who desire to make a public comment must complete the sign-in sheet made available at each meeting and speak at the lecture (unless physically unable).

No public comments were made

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 28777
Monday, August 25, 2025

MINUTES

III. ACTION ITEMS:

A. SERVICE CONTRACT- S.W. SERVICES

In the aftermath of Tropical Storm Helene, numerous exigent circumstances were brought upon the town. In efforts to clean up contractual agreements for the purposes of procurement, FEMA, and other regulatory matters, the Staff is bringing forward a contract for SW Services.

These services were utilized for the repair and replacement of pumps that were destroyed throughout the Town's water system.

These services were for a cost not to exceed 250,00 dollars. FEMA contract provisions are included in this service contract, and fees allocated for this project have been submitted to FEMA for reimbursement.

Town Manager Daniel Stines says that the memo gives a good overview of the contract.

Councilman Peight motioned to approve the service contract with SW Services. Councilwoman Rensink seconded the motion. Motion approved and motion passed 5/0.

B. TOWN ATTORNEY – VOTE ON CHANGING LAW FIRMS FROM LAW OFFICES OF ELSTON, DONNAHOO & WILLIAMS TO CAMPBELL SHATLEY, PLLC.

Effective September 15, 2025, Chad Donnahoo, the Town Attorney, is leaving the Law Offices of Elston, Donnahoo & Williams ("EDW") and will be rejoining Campbell Shatley, PLLC (Campbell Shatley). From 2009 through 2019, Mr. Donnahoo worked as an attorney at Campbell Shatley. Campbell Shatley is in Asheville and represents primarily public education clients and municipalities. Currently, Campbell Shatley represents dozens of boards of education (including Mitchell County Board of Education); several community college boards of trustees (including Mayland Technical Community College); and several municipalities (including the towns of Weaverville, Woodfin, Bryson City, and Franklin).

The Council must vote on whether to leave EDW and hire Campbell Shatley. At Campbell Shatley, Mr. Donnahoo will remain the primary attorney assigned to Spruce Pine. For fiscal year 2026, the same attorneys' fee rate as is currently in place with EDW will apply.

If approved by Council, on September 12, 2025, EDW will invoice Spruce Pine for services performed through that date and cease further legal representation.

Councilman Buchanan motioned to approve the change of law firms, effective September 15, 2025. Councilman Peight seconded the motion. Motion approved and motion passed 5/0.

C. **RESOLUTION 2025.006 –** A RESOLUTION SUPPORTING IMPROVEMENTS TO THE HIGHWAY 226 GRASSY CREEK CORRIDOR THROUGHOUT THE NORTH CAROLINA STATE TRANSPORTATION IMPROVEMENT PLAN (NCDOT STIP).

Approximately every two (2) years, the North Carolina Department of Transportation updates its State Transportation Program (STIP), which is the Department's ten (10) year plan for construction funding and scheduling for state transportation projects.

The current cycle to update the STIP for years 2028-2037 is referred to as Prioritization 8.0 or P8.0 and commenced in the summer of 2025 when the Department's divisions and local planning organizations gathered initial public input on projects, which were submitted for evaluation and scoring.

As part of project advocacy for STIP Prioritization 8.0, the Council desires to adopt this Resolution to show its support for the proposed improvements to NC Hwy 226- Grassy Creek Corridor, to include widening, lighting, sidewalks/multi-use paths, and overall safety improvements, and capacity using superstreet design standards.

The Grassy Creek Corridor Improvements would enhance and improve transportation needs, commerce, and general safety in the Grassy Creek area. These improvements would greatly benefit the citizens of the Town of Spruce Pine and the residents and businesses in the Grassy Creek area.

Councilman Peight motioned to approve Resolution 2025.006, Councilwoman Rensink seconded the motion. Motion approved and motion passed 5/0.

Councilman Buchanan said that we are number 9 on the list from here in our town to the parkway.

Councilwoman Holmes said that we need support from the Town and County so that we won't get bumped again with all the things happening around us.

Councilman Peight asks if this is the formal support that we need.
Councilwoman Holmes said that she thinks it is, but we still need the County, EDC, and collaboration with other businesses to get the support needed.

IV. MANAGER'S REPORT:

We hope to have an Amendment in September for the Skid Steer discussed at the last meeting. The lease agreement is attractive, but he says that he is reluctant to bind the future council to this money request due to this year's tight budget. He says that this can be added or removed.

We received the $700,000 Grant from ARC to upgrade the Burleson Hill Pump Project. This will be added to the list of projects.

We have been screening website hosts. We switched from McKinney Computers, but we have to remain with them for a year until we can transfer to a new host. We have been looking at Unibit hosting. They seem to be user and mobile app-friendly

The Hellbender Festival is this weekend.

The brackets were taken off the lamp posts in town, and they were redone and painted. The landscaping has been redone, and flower baskets will be out on Lower Street.

V. MAYOR/COUNCIL REQUESTS OR COMMENTS:

Councilman Buchanan presented a referral form from the High Country Area on Aging. This is a new program for people 60 years and Older. It doesn't matter if they own or rent a house. They can apply and get $1,000 to $5,000 to help them stay in their home longer.

Councilman Buchanan also gave this update. Mitchell County has donated 300 million for debris removal. 206 million has been spent, and they say they are 90% complete.

VI. EXECUTIVE SESSION- PURSUIT TO NCGS 143-318.11 (a)(3)(6)

I move to go into closed session pursuant to NCGS 143-318.11 (a)(1) and (3), to discuss confidential personnel information pursuant to NCGS 160A-168, and to consult with an attorney to preserve the attorney-client privilege

Councilman Buchanan motioned to move into closed session. Councilman Peight seconded the motion.

VII. RECONVENE

The Town Attorney came to the door and told us we could return to the boardroom because they were done.

VIII. ITEMS REQUIRING A VOTE FOLLOWING EXECUTIVE SESSION

Mayor Hise stated that nothing discussed in the closed session required a vote**.**

IX. ADJOURNMENT

Mayor Hise motioned to adjourn @ 622pm. Councilman Peight seconded the motion.

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 28777
Monday, August 25, 2025

MINUTES

Phillip Hise, Mayor

ATTEST:

Rocky Buchanan, Mayor Pro Tem

Marsha Hoilman, Town Clerk

Beth Holmes, Council Member

Wayne Peight, Council Member

Jackie Rensink, Council Member

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777

MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 9/8/2025
Subject: Phillips Grading Inc. Amended Contract

The Town entered into a contract with Phillips Grading Inc., October 10, 2024 for emergency repairs and work related to Helene disaster responses. The Town then amended this contract in February 2025, defining the scopes of work by invoices.

Within the packet is an amended contract for Phillips Grading Inc., expanding and clarifying the scopes of work in the agreement, to authorize all future work not limited to those invoices, while retaining FEMA provisions and all other terms.

The amendment includes an "Exhibit A" that specifies the authorized work and fee rates.

Respectfully,

Daniel Stines
Town Manager

STATE OF NORTH CAROLINA
COUNTY OF MITCHELL

NOW COME the Parties, **THE TOWN OF SPRUCE PINE** ("Town"), on the one hand, and **PHILLIPS GRADING, INC.** ("Contractor"), on the other hand, and enter this **FIRST AMENDMENT TO THE FEBRUARY 10, 2025 SERVICE CONTRACT** the ("Amendment").

RECITALS

WHEREAS, in the immediate days following Hurricane Helene, Contractor began work for the Town to address emergency landscape/road/culvert failures repairs;

WHEREAS, on October 10, 2024, at an emergency meeting, the Town approved a preliminary written contract for Contractor to continue work based on the exigent circumstances present in the Town;

WHEREAS, on February 10, 2025, the Town incorporated and amended the October 10, 2024 Contract with the February 10, 2025 Contract, and the scope of work was defined by invoices incorporated as Exhibit A thereto; and

WHEREAS, the Parties desire to expand and clarify the scope in this Amendment to authorize all future work not limited to those invoices, while retaining all other terms and FEMA compliance provisions;

NOW, THEREFORE, the Parties agree to amend the Contracts as follows:

1. Scope of Services. Section 1 of the February 10, 2025 Contract is deleted in its entirety and replaced with the following: "Contractor shall provide debris removal, landslide stabilization and repair, road repair, culvert and ditch line repair, and other related emergency and non-emergency ("Services") for the Town as directed in writing by the Town. Such Services shall not be limited to those described in the original Exhibit A invoices, but shall include any such work authorized in writing by the Town during the term of this Contract. To the extent that the Parties have entered into project specific contracts separate from this Contract, those contract shall control."

2. Exhibit A Replacement. Exhibit A of the Contract is deleted in its entirety and replaced with the following:

"Exhibit A – Authorized Work and Rates

The Services will be billed monthly in accordance with the rates and unit pricing agreed upon by the Parties in writing prior to the performance of each task or project. Each invoice will include a description of work performed, dates of service, labor/equipment used, and total charges.

Unless approved by both parties in writing the unit prices shall not exceed the following:

Description	Rate (hour)	
Principal	$	80.00
Project Manager	$	70.00
Site Superintendent	$	50.00
Laborer	$	42.50
Excavator (Mini)	$	95.00
Excavator (Small)	$	135.00
Excavator (Medium)	$	200.00
Excavator (Large)	$	250.00
Excavator w/ Saw (Medium)	$	230.00
Excavator w/ Hammer (Medium)	$	300.00
Dozer (Small)	$	160.00
Dozer (Medium)	$	200.00
Dozer (Large)	$	250.00
Compact Track Loader	$	125.00
Wheel Loader (Small)	$	175.00
Wheel Loader (Medium)	$	200.00
Wheel Loader (Large)	$	225.00
Motorgrader	$	200.00
Vibratory Roller	$	95.00
Trench Roller	$	45.00
Tractor (Medium)	$	135.00
Offroad Truck (25-35TN)	$	200.00
Offroad Truck (40-45TN)	$	240.00
Highway Dump Truck (Single-axle)	$	75.00
Highway Dump Truck (Tandam-axle)	$	100.00
Highway Dump Truck (Tri-axle)	$	125.00
Highway Dump Truck (Quad-axle)	$	140.00
Road Tractor w/ Trailer	$	200.00
Hydroseeder	$	95.00
Walk Saw	$	25.00

3. No Effect on FEMA Compliance. All FEMA-required provisions, certifications, and attachments in the original February 10, 2025 Contract remain in full force and effect and apply to all work performed under this amended scope.

4. Term. The Contract term remains unchanged except as may be extended by mutual written agreement of the Parties.

IN WITNESS WHEREOF, Contractor and Town have executed this Amendment of the last date listed below.

PHILLIPS GRADING, INC.

_____

Print:_____

Title: _____

Date: _____

THE TOWN OF SPRUCE PINE

_____
Daniel Stines, Town Manager

Date:_____

ATTEST:_____
Marsha Hoilman, Town Clerk

Date: _____

This instrument has been preaudited in the manner required by the Local Government and Fiscal Control Act.

_____

Christy Young, Town Finance Officer
Date: _____

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777

MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 9/8/2025
Subject: Phillips Grading Proposals (3 total)

Included within the Council packet are three (3) proposals from Phillips Grading Inc. This work is related to post-Helene disaster repairs.

Two (2) proposals are for Riverside Park. This work was to remove the remaining debris from Riverside Park, stabilize the river banks to prevent continued erosion, grade and establish drainage for the area and stabilize the remaining park land with vegetation. This is preliminary work to make the park land safe, and to reduce sedimentation in the river, until the Town begins permanent repairs and replacement.

One (1) proposal is for Valley Road. This work was to replace a collapsed underground creek culvert as a result of Helene. The repairs are to prevent continued settlement and sinkholes along the road and into private properties.

Respectfully,

Daniel Stines
Town Manager

PHILLIPS GRADING, INC.

REV1 PROPOSAL

Re: Town of Spruce Pine – Riverside Park Demo, Grading, and Seeding – Hurricane Helene

We are pleased to offer you the following revised estimate for the project referenced above. The estimate is based on site visits and conversations with The Town of Spruce Pine.

Estimated Cost: $73,500.00

We **INCLUDE** the following:

- General Conditions & Mobilization.
- Demolition and removal of 2 concrete pads, playground area sidewalk, bridge remains, splash pad, pavement washed from Helene, and other misc. metal, wood, and hazardous debris.
- Rough grading to include onsite cut and fill, and import material (approx. 550 CY)
- Fine grading all disturbed areas (approx. 5 AC)
- Broadcast seeding where applicable with seed mix, slow-release fertilizer, lime conditioning, and full straw coverage (approx. 3 AC)
- Hydroseeding where applicable with seed mix, slow-release fertilizer, lime conditioning, and hydro mulch coverage (approx. 2 AC)
- Walking path with ABC where asphalt was required to be removed.
- Sewer manhole work and cleanout.
- Rip rap ditching where required.
- Storm box and outlet clean out and repair.

We **EXCLUDE** the following:

- Permits, testing and/or all associated fees.
- Impact and/or tap fees.
- Bond. (May be added for an additional amount if required.)
- Erosion control maintenance.
- Rock excavation, mass and/or trench.
- Undercut and/or unsuitable materials.
- Stone bedding and/or select backfill.
- Drying and/or conditioning of soils to achieve optimum moisture.
- Relocation, removal and/or conflicts with existing utilities/underground items.
- Handling and/or hauling of hazardous materials.
- Any work not specifically mentioned as included above

7548 Highway 19E, Suite C PO Box 342

Spruce Pine, NC 28777

828-765-9296(p) 828-766-5006(f)

Please note the following:

1. This proposal is valid for thirty (30) days.
2. Pricing above is based upon current material, labor, and fuel prices. Any increases in these will result in additional compensation being due to PGI.
3. This proposal is an estimate of Time & Material costs. The client will only be billed for actual labor, equipment, & material costs.
4. PGI is not responsible for any damage to existing utilities or roads required to access the site.
5. It is the client's responsibility to ensure all access that may infringe upon other entities or properties.

Please contact us if you require any additional information, or if we can be of any further assistance. Thank you again for the opportunity to provide you with this proposal.

You can reach me in our office at 828-765-9296 or on my cell at 828-385-2977.

Sincerely,

Cole Phillips
Vice President
Phillips Grading, Inc.

Authorized Signature:_____

By:_____

Date:_____

The above prices, specifications and conditions are satisfactory and are hereby accepted.

7548 Highway 19E, Suite C PO Box 342

Spruce Pine, NC 28777

828-765-9296(p) 828-766-5006(f)

PHILLIPS GRADING, INC.

PROPOSAL

Re: Town of Spruce Pine – Riverside Park River Stabilization – Hurricane Helene

We are pleased to offer you the following estimate for the project referenced above. The estimate is based on site visits and conversations with The Town of Spruce Pine.

Estimated Cost: $37,948.68

We **INCLUDE** the following:

- General Conditions & Mobilization.
- Debris removal of unsuitable material.
- Benching and preparation for rock stabilization repairs.
- Import boulders and rock fill.
- Boulder placement and rock fill installation of approximately 1,200 tons of import material.
- Removal of storm drainage pipe damaged from Helene and replacement with 18" HDPE.

We **EXCLUDE** the following:

- Permits, testing and/or all associated fees.
- Impact and/or tap fees.
- Bond. (May be added for an additional amount if required.)
- Erosion control maintenance.
- Mass rock excavation.
- Undercut and/or unsuitable materials.
- Stone bedding and/or select backfill.
- Drying and/or conditioning of soils to achieve optimum moisture.
- Relocation, removal and/or conflicts with existing utilities/underground items.
- Handling and/or hauling of hazardous materials.
- Any work not specifically mentioned as included above

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5. It is the client's responsibility to ensure all access that may infringe upon other entities or properties.

Please contact us if you require any additional information, or if we can be of any further assistance. Thank you again for the opportunity to provide you with this proposal.

You can reach me in our office at 828-765-9296 or on my cell at 828-766-5199.

Sincerely,

James Phillips
President
Phillips Grading, Inc.

Authorized Signature:_____

By:_____

Date:_____

The above prices, specifications and conditions are satisfactory and are hereby accepted.

7548 Highway 19E, Suite C PO Box 342

Spruce Pine, NC 28777

828-765-9296(p) 828-766-5006(f)

PHILLIPS GRADING, INC.

PROPOSAL

Re: Town of Spruce Pine – Valley Road Hurricane Helene

We are pleased to offer you the following estimate for the project referenced above. The estimate is based on site visits and conversations with The Town of Spruce Pine.

Estimated Cost: $134,416.67

We **INCLUDE** the following:

- General Conditions & Mobilization.
- As-Built survey of proposed work once completed.
- Rock hammering and excavation where required to trench.
- Replacement of failed culvert with approx. 300LF of 24" HDPE and double barrel 18" HDPE. (route to be determined as required by existing known utilities and existing unknown utilities.)
- Replacement of existing failed 4'X4' structure with 4'X4'X7' catch basin w/ frame and grate.
- Existing stormwater tie-in to 4'X4' structure (up to 1) and 3'X3' structures (up to 2.)
- Excavation and assistance as needed w/ Town of Spruce Pine for replacement of existing water service line in the area of construction.
- Excavation, and ABC fill as required for void under Valley Road (measured at approximately 20' long by 20' wide by 8' deep.
- Removal of failed CMP pipe where allowable due to existing utility constraints.
- Trench excavation up to 8' deep.
- Grouting new stormwater infrastructure where required.
- Concrete inverts poured in proposed structures.
- #57 Stone backfill for new pipe runs.
- Export of failure material and debris.
- Demolition of existing failed and unsuitable asphalt in area of work.
- ABC import, backfill, and grading where required for drainage.
- Construction area cleanup and EC seeding where required.

We **EXCLUDE** the following:

- Permits, testing and/or all associated fees.
- Impact and/or tap fees.
- Bond. (May be added for an additional amount if required.)

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Spruce Pine, NC 28777

828-765-9296(p) 828-766-5006(f)

- Erosion control maintenance.
- Mass rock excavation.
- Undercut and/or unsuitable materials.
- Stone bedding and/or select backfill.
- Drying and/or conditioning of soils to achieve optimum moisture.
- Relocation, removal and/or conflicts with existing utilities/underground items.
- Handling and/or hauling of hazardous materials.
- Any work not specifically mentioned as included above

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Please contact us if you require any additional information, or if we can be of any further assistance. Thank you again for the opportunity to provide you with this proposal.

You can reach me in our office at 828-765-9296 or on my cell at 828-766-5199.

Sincerely,

James Phillips
President
Phillips Grading, Inc.

7548 Highway 19E, Suite C PO Box 342

Spruce Pine, NC 28777

828-765-9296(p) 828-766-5006(f)

Authorized Signature:_____

By:_____

Date:_____

The above prices, specifications and conditions are satisfactory and are hereby accepted.

7548 Highway 19E, Suite C PO Box 342

Spruce Pine, NC 28777

828-765-9296(p) 828-766-5006(f)

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777

MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 9/8/2025
Subject: RFQ Recommendation – Waste Water Treatment Plant (WWTP)

Included in the packet are two (2) RFQs, responding to a public bid that was published July 22, 2025. The Town received 5 bids in total. The Town solicited assistance from a 3rd party engineer to assist with review of the 5 bids, formulated a bid tabulation as well a score criteria that ranked each firm based on their responsiveness to the bid.

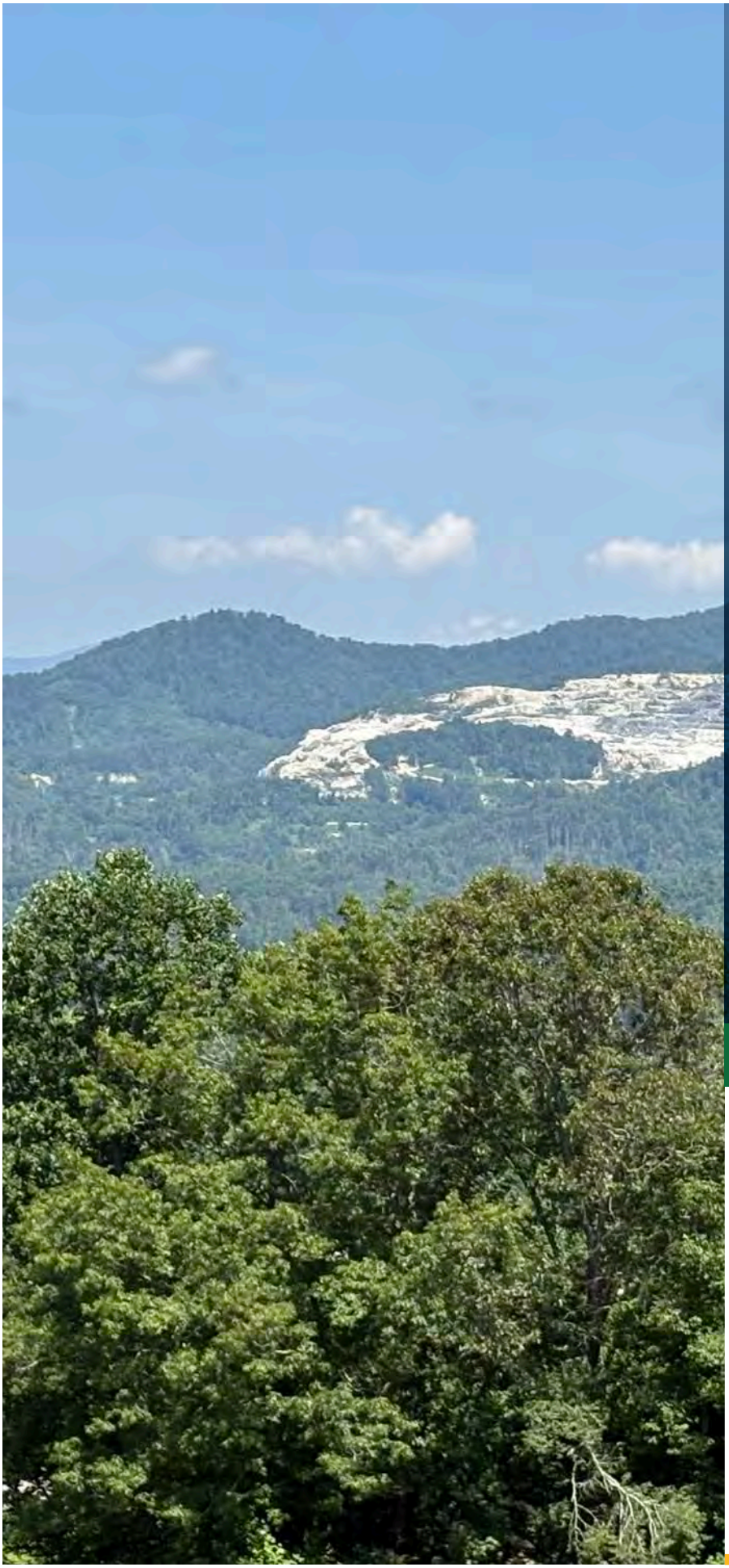
The seven (7) factors used to weight their response is as follows:

- Firms ability to perform the work
- Specialized experience similar or related projects
- Competence of lead design
- Competence of other personnel
- Ability to meet time and projected budget allocations
- Past experience with bidding and construction administration in similar funding stacks
- Veteran, Minority or Woman owned/HUB

After careful review and consideration, the request is for Council to grant staff approval to enter into negotiations with Bolten & Menk for engineering services for the permanent design and reconstruction of the Towns waste water treatment plant. As an alternate, staff requests Council to grant approval to enter into negotiations with WithersRavenel should the Town not be successful with Bolten and Menk.

Respectfully,

Daniel Stines
Town Manager



SPRUCE PINE WASTEWATER ENGINEERING SERVICES

August 1, 2025

BOLTON & MENK

Real People. Real Solutions.

Contact:
Jason Boyd, PE
Project Manager
980-867-3354
Jason.Boyd@bolton-menk.com

1801 North Graham Street
Suite 320 | Charlotte, NC 28206
704-376-1555 | Bolton-Menk.com

BOLTON & MENK
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August 1, 2025

Daniel Stines
Town Manager
Town of Spruce Pine
11050 S. 226 Hwy
Spruce Pine, NC 28777

RE: Qualifications for Wastewater Engineering Services

Dear Daniel,

In the aftermath of Helene, a common refrain heard within the Council Chambers: the people of Spruce Pine believe in three things—their land, their family, and their pride. All of Spruce Pine became a family as neighbors supported one another after enduring and overcoming such a profound challenge. Bolton & Menk observed the Town's resourcefulness during the recovery period, demonstrated by their use of Integrated Water Services to deploy mobile wastewater treatment units, commonly known as "blue boxes." These blue boxes provided temporary treatment for businesses attempting early reopening and were critical in maintaining essential services during recovery.

With recovery underway, the Town is seeking a partner to deliver a wastewater treatment plant (WWTP) that is resilient, protected from future catastrophic events, and ready to accommodate anticipated growth. Our team brings site-specific knowledge, technical expertise, and a proven record in disaster recovery—positioning us to deliver a solution tailored to Spruce Pine's needs. As an extension of Town staff, we offer:

LOCAL KNOWLEDGE AND RESPONSIVENESS – Bolton & Menk's local knowledge and responsive approach distinguish us from other firms. Our team members were on-site at the existing WWTP and Spruce Pine immediately following the flood event and and remained engaged throughout recovery. This hands-on experience gives us familiarity with the plant's layout, operational history, and the unique challenges. Our proven track record of showing up and delivering reflects our dedication to Spruce Pine as a long-term partner. To further strengthen our presence in the area, we are actively planning to open an additional office in western North Carolina.

FEMA COMPLIANCE AND FAMILIARITY – We understand the pressure funding and compliance can place on local staff. We're happy to collaborate with HGA or any other funding partner the Town may designate. However, we wanted to ensure we can confidently deliver the critical 50 percent analysis required for the project. Our partner, **Berquist Recovery Consulting (BRC),** provides large scale national-level FEMA funding expertise, guaranteeing that all project activities will be expedited and fully compliant with FEMA requirements. Through our partnership with BRC, or the Town's current FEMA administrator, we are prepared to present this project to FEMA as an essential priority. This strategically positions Spruce Pine to secure both current and future funding opportunities, maintaining a consistent focus on project financing. Furthermore, additional projects outside the facility, such as the pedestrian bridge and Riverside Park, can also be considered within our funding efforts.

WASTEWATER EXPERIENCE – Bolton & Menk offers robust experience in wastewater treatment facility planning, design, and implementation with a portfolio that includes both traditional and advanced technologies such as membrane bioreactor (MBR) systems. Our team has successfully delivered projects across multiple states, including recent work in the Carolinas and Minnesota. Our depth of experience ensures we can provide Spruce Pine with innovative, proven solutions that address both immediate and long-term goals.

We are passionate and focused regarding the opportunity to continue working with Spruce Pine to deliver a long-term solution to wastewater treatment. I will serve as your lead client contact and project manager. Please contact me at 980-867-3354 or Jason.Boyd@bolton-menk.com if you have any questions regarding our qualifications.

Respectfully submitted,
Bolton & Menk, Inc.

Jason Boyd, PE
Project Manager/Overall Design Lead

FIRM OVERVIEW

We believe all people should live in safe, sustainable, and beautiful communities and we take pride in our ability to make that happen. Our local staff is committed to going the extra mile for our municipal clients.

Bolton & Menk's commitment to communities began in 1949, serving the needs of municipal clients. As we continue to grow in both numbers and experience, our dedication to building trust and ensuring a true partnership with our clients remains the same. Our goal is to help communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right by being in-person whenever needed. Simply put, we're people helping people. Today, Bolton & Menk has more than 1,000 multiregional employees including a professional staff of more than 300 engineers, planners, landscape architects, and surveyors. This includes more than 250 employees in just the Carolinas, over 10 offices.

Our dedication to our clients shines through in the work we provide. We are committed to cultivating and delivering exceptional community infrastructure solutions. From advocating for our communities at the national and state level, to helping rebuild; we take pride in our work because we live here too. We believe in the power of face-to-face meetings, friendly conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

We promise every client two things:

WE'LL WORK HARD FOR YOU AND WE'LL DO A GOOD JOB.

We take a personal interest in the work being done around us and do our part to build a better quality of life for all. At the end of the day, we're Real People offering Real Solutions.

SOLUTIONS PROVIDED

- Water & Wastewater Engineering
- Civil/Municipal Planning & Engineering
- Water Resources Engineering
- Structural Services
- Planning & Urban Design
- Transportation Planning & Engineering
- Environmental Planning & Permitting
- Construction Administration & Inspection
- Land Surveying
- Geographic Information Systems
- Project Funding Support
- Engagement Services
- Visual Communications
- Aviation Services

Office Location:
Bolton & Menk, Inc.
1801 North Graham Street | Suite 320
Charlotte, NC 28206
Charlotte@bolton-menk.com | 704-376-1555

SUBCONSULTANT FIRM OVERVIEW

BERQUIST RECOVERY CONSULTING, LLC

Office Location:
9600 Two Notch Road | Suite 5-146
Columbia, SC 29223
cwood@berquistrecoveryconsulting.com | 803-887-5015

Berquist Recovery Consulting (BRC) is a nationally recognized disaster recovery and mitigation consulting firm specializing in guiding public entities through the complexities of FEMA Public Assistance (PA), Hazard Mitigation Grant Program (HMGP), and related federal funding programs. Headquartered in South Carolina, BRC has supported local governments, utilities, school districts, and other public entities across the Southeast in navigating recovery and mitigation projects following major disasters including hurricanes, floods, ice storms, and public health emergencies. Their approach is tailored to each client's operational needs, emphasizing responsiveness, accuracy, and fiscal accountability through hands-on service.

REECE, NOLAND & MCELRATH, INC.

Office Location:
390 Main Street
Canton, NC 28716
mail@rnm-engineers.com | 828-492-0677

Reece, Noland & McElrath, Inc. (RN&M) is a comprehensive engineering firm that serves clients involved in educational, medical, industrial, institutional, and commercial building construction and renovation projects. Founded in 1960 and licensed as a professional engineering corporation in North Carolina in 1973, RN&M has developed a wide range of engineering services encompassing feasibility studies, design, construction phase administration, and commissioning. Alongside traditional HVAC, plumbing, and electrical designs, RN&M offers expertise in specialized areas such as solar energy systems design, geothermal systems design, energy management and conservation, rainwater reclamation, telecommunications, instrumentation, special lighting, and fire protection systems.

S&ME

Office Location:
44 Buck Shoals Road | Suite 603
Arden, NC 28704
cwood@berquistrecoveryconsulting.com | 803-887-5015

S&ME was established in 1973 when founders Glenn Futrell and Bob Owens began offering geotechnical and construction materials engineering services to clients. By 1983, the company had grown to 500 employees across 15 offices in six southeastern states, laying the foundation for further expansion. Today, S&ME is a thriving organization composed of dedicated professionals with extensive technical expertise, operating from more than 30 offices in 10 states with more than 1,100 employees. S&ME takes pride in its unwavering commitment to clients and its comprehensive service offerings, which include geotechnical, environmental, civil, and construction engineering solutions. The breadth of these capabilities highlights S&ME's diversity and underscores the company's success—driven by its people, their technical excellence, and a shared purpose of helping communities prosper.

CES GROUP ENGINEERS, LLP

Office Location:
3525 Whitehall Park Drive, Suite 150
Charlotte, NC 28273
jheleine@ces-group.net | 704-313-0394

CES Group Engineers, LLP (CES) is a trusted woman-owned consulting firm specializing in land surveying, subsurface utility engineering (SUE), utility coordination, civil engineering, and environmental consulting services for both public and private sector clients. Since its founding in 2000, CES has remained committed to delivering intelligent, cost-effective solutions that enhance and protect the built environment. The firm's team of more than 50 professionals—including licensed surveyors, project managers, and crew chiefs—brings expertise, precision, and a client-focused mindset to every engagement.

FIRM CAPACITY AND CAPABILITY

The Town of Spruce Pine deserves and can expect the wastewater engineering services to be delivered on time and within budget. Bolton & Menk has dedicated the experienced technical and project management staff necessary to make that happen. We believe the Town of Spruce Pine warrants our full commitment to providing creative, efficient, effective, and sustainable solutions. To accomplish this, the firm relies on several key tactics.

A Focus on Individual Expertise: Our team that is listed has been built specifically to serve Spruce Pine. It may be assumed that teams will focus individual team members on doing what they do best in an effort to best serve a municipality. However, firms will commonly try to keep services in-house that they do not truly excel in, as part of an effort to grow additional service lines or avoid sharing fees with specialty subs.

We understand that BRC has the history and expertise to best serve Spruce Pine in a FEMA adminstration capacity, so they will fill that role. We have also included RN&M, a proven, local electrical engineer also working with us on a water plant upgrade for the Eastern Band of Cherokee Indians, to perform similar tasks as part of this effort. Finally, we will rely on our established relationship with local contractors and national equipment providers, including Integrated Water Services (IWS), to help generate the accurate cost information to drive a responsible alternative recommendation.

Staff Training and Development: Bolton & Menk comprehensively develops our staff, enabling them to take on expanded project responsibilities without sacrificing quality. Young engineers gain a broad range of experience, including extensive field construction and observation opportunities, allowing them to better understand municipal projects from the ground up, and down. We train them to be effective managers, which improves overall system capacity and quality performance for your project.

Service Culture: Building on service, we have developed a successful company culture that is reflected in our high retention rates. Our staff turnover rate is less than five percent. Specifically, our ownership group (approximately 50 licensed professionals) averages 23 years of experience, of which an average of 18 years has been spent with Bolton & Menk. You can be assured of continuity of relationships, sound understanding of your project history and needs, and efficient use of consultant resources. In many client communities, the tenure of Bolton & Menk's assigned staff exceeds that of municipal staff and elected officials, making continuity in consultant staff a particularly valuable asset.

Additionally, we have ample internal financial capacity and access to sufficient lines of credit to meet all operating, resource, and equipment needs and expertly complete the scope of services requested. This financial standing is also critical when working on FEMA funded efforts, when reimbursements can take six months or more.

QUALITY ASSURANCE/QUALITY CONTROL PLAN

Bolton & Menk strives to deliver plans that are free of errors, omissions, and constructability issues. At each review point, our plans are reviewed in-house by another engineer, familiar with the type of work being proposed, but who is not otherwise associated with the project. Your project manager, Jason Boyd, is responsible for ensuring that this review takes place at the appropriate times, while the project principal, Kris Swanson, is responsible for selecting the engineer to perform the review. The Town will be provided a copy of our in-house markup and review comments to aid your team's plan review and assure you of our commitment to producing quality construction documents.

ABILITY TO MEET SCHEDULE AND BUDGET

Bolton & Menk will maintain the availability of the project team throughout contract duration to ensure quality project deliverables and satisfy the prescribed schedule. Staff members will be available to continuously serve the needs of this project. Should additional staff be required, we will use the capabilities of other professional and technical staff at the approval of the Town of Spruce Pine.

We are proposing several staff to illustrate our depth of experience. Although we are proposing the project staff detailed in this statement of qualifications, we will draw upon Bolton & Menk's professional and technical staff of more than 1,000 members as needed. This additional resource brings substantial design engineering, administration, surveying, and project management skills. Based on these assignments, resources, and strategies, we are confident you will be fully satisfied with our project staffing and availability.

A recent survey asked Bolton & Menk clients to rate us on a scale of 1-10 on our ability to meet a project budget and a project design schedule. They gave us an average of 9.3 on our ability to meet a budget and 9.5 on our ability to meet a design schedule.

BRC DISASTER RECOVERY CONSULTING

BRC is uniquely positioned to support Spruce Pine's FEMA funding pursuit for WWTP reconstruction, leveraging deep expertise in disaster recovery and infrastructure resilience. The firm has secured more than $500 million in FEMA grants for North Carolina utilities, including Yancey and Buncombe Counties, demonstrating a strong track record in cost control, quality delivery, and schedule adherence. BRC's phased funding strategy aligns with FEMA's Hazard Mitigation Assistance programs (Sections 404 and 406) and ensures compliance with NCEM and 2 CFR 200 standards.

Current efforts include alternatives analysis and eligibility reviews, evaluating relocation, elevation, or retrofitting options. Drawing from projects like Burnsville's Pine Swamp WWTP, BRC integrates cost-benefit analysis, resilience planning, and funding optimization. The team manages the full grant lifecycle—from damage assessments and project worksheets to reimbursement and audit-proof closeouts. With 12 active projects in Western North Carolina and strong FEMA Region IV ties, BRC ensures timely, compliant execution that transforms Spruce Pine's WWTP into a future-ready facility.

SOLUTIONS AVAILABLE TO SPRUCE PINE

- FEMA Public Assistance
- Hazard Mitigation Grant Management
- Project Worksheet Development and Formulation
- Damage Inventory and Cost Estimating
- Mitigation Identification and Benefit Analysis
- Procurement and Policy Compliance
- Grant Audit Support and Closeout Assistance
- Coordination with State and Federal Agencies

S&ME is qualified to support the Town of Spruce Pine in the design and construction of a new WWTP, offering more than 50 years of experience in municipal wastewater engineering, in the fields of geotechnical engineering, environmental engineering, construction materials testing, and special inspections. With a multidisciplinary team of licensed professionals, S&ME has a proven track record working for municipalities and in delivering federally funded infrastructure projects. Because of their regional presence, successful experience, and familiarity with

federal procurement standards, their record shows timely, cost-effective project delivery. S&ME's commitment to quality, cost control, and budget control aligns with the Town's goals.

S&ME operates one of the Southeast's largest drilling rig fleets, enabling a broad range of geotechnical services. Their team of expert geotechnical engineers handles both standard and complex projects. They also run an accredited lab in Asheville for advanced testing of soils, concrete, asphalt, and aggregates. Since Tropical Storm Helene, S&ME has been instrumental in regional infrastructure repairs, including highways, bridges, and landslide stabilization across North Carolina and Tennessee. With more than 1,000 employees and nearby offices, S&ME is well-equipped and eager to support the Town of Spruce Pine.

SOLUTIONS AVAILABLE TO SPRUCE PINE

- Geotechnical Engineering
- Subsurface Exploration and Site Characterization
- Geophysical Studies
- Special Inspections
- Construction Materials Engineering and Testing
- Pavement Testing and Engineering
- Natural and Cultural Resources

RN&M has successfully established a variety of engineering services to meet the evolving needs of their clients. The firm continually adapts to changing technology while maintaining a steadfast commitment to the business principles foundational to its success: close communication with clients, meeting deadlines, and respecting established budgets.
The company's tradition is to deliver designs on schedule and within budget, always prioritizing the owner's needs and objectives. In support of cost accuracy, RN&M utilizes the services of professional cost estimating consultants and maintains an internal database of budgets, probable construction cost estimates, bid proposals received, and awarded costs. This information, combined with Means cost estimating data, is used to develop accurate budgets and project scopes.

With an 18-person office that includes engineers, REVIT/CADD operators and technicians, and administrative personnel, RN&M is small enough to ensure each project receives personal attention from project managers and principals, yet large enough to increase capacity as necessary to meet demanding project schedules.

SOLUTIONS AVAILABLE TO SPRUCE PINE

- Design Services For HVAC, Plumbing, and Electrical Systems
- Feasibility Studies
- Construction Phase Administration
- Geothermal and Solar Energy Systems Design
- Energy Management and Conservation Solutions

With more than 50 professionals and offices in Charlotte, Columbia, and Raleigh, CES has the capacity and technical depth to support complex infrastructure projects. Their SUE operations are led by Mike Shinn, Regional SUE Operations Director with more than 34 years of experience who oversees all levels of service, including crew supervision, quality assurance, and client coordination. CES routinely performs Level A and B SUE using electromagnetic induction, ground penetrating radar, and vacuum excavation. They have a strong record of performance on water and wastewater infrastructure projects, including McAlpine Creek Wastewater Management Facility, Mallard Creek WWTP, Monroe WWTP, Manchester Creek WWTP, and Cullowhee Water Treatment Plant, where they consistently deliver accurate utility data that reduces conflicts, controls costs, and supports schedule adherence. The CES team is currently managing multiple active SUE assignments and is well positioned to support the Town of Spruce Pine WWTP improvements with the appropriate resources and attention to meet project needs.

SOLUTIONS AVAILABLE TO SPRUCE PINE

- Subsurface Utility Engineering (SUE)
- Utility Coordination

TECHNICAL APPROACH

PROJECT UNDERSTANDING AND HISTORY

The Town of Spruce Pine has been addressing the impacts to the WWTP that occurred as result of the storm, such as

- Site access (road construction)
- Disruption of the site's primary electrical feed
- Unrepairable damage to all electrical equipment, including motors, panels, and emergency generator
- Significant undermining of ground beneath clarifiers
- Loss of the effluent discharge to the North Toe River due to being completely buried in new sediment deposits
- Accumulation of approximately two feet of sediment across the WWTP site, including inside the existing electrical and equipment buildings
- Destruction of the existing chlorine building
- Filling of chlorine contact and headworks structures with debris and sediment
- Disruption to the Shannon pump station force main
- An entirely new channel geometry and path in the North Toe River

Damage also included the washing out of multiple sections of the Town's primary 12-inch gravity conveyance along the North Toe River and Creed Pittman Road. A total of 12 of the Town's wastewater pump stations suffered some level of impact, from simply losing power to complete flooding of the sites (loss of all electrical components and covering site with debris/ silt). One significant impact was to the operations of the prisons that flow to the Beaver Creek pump station.

Without any way to convey or treat wastewater, the Town of Spruce Pine had no way to provide sanitary sewer service. Using FEMA's exigent circumstances criteria, the Town brought in an engineer and contractor who restore wastewater service within weeks by repairing lines, refurbishing motors, replacing panels at pump stations and WWTP, restoring primary electrical services, and removing accumulated sediment from structures. Two temporary treatment units were also located by the engineering team and were placed at strategic locations within the collection system to intercept flows and expedite restored service to multiple schools and the local prison facilities.

While the improvements listed above restored service to the Town, many of the improvements are considered temporary—as indicated on the overall site map included herein. The current chlorine feed building is modular in nature and warrants a more solidified structure to ensure suitable long-term containment and safety. Additionally, the existing sludge processing unit is also modular, and is generally limited in overall capacity. Finally, the condition remains where future storms could create a repeat of the events that occurred.

The Town is now in need of a more resilient WWTP that can provide continued reliable service during and following a severe flood event. An important consideration is the facility's location in relation to potential future flooding and its overall service resiliency.

FEMA's Hazard Mitigation Assistance (HMA) is designed to fill this need (completing permanent solutions for proven resiliency-related issues after temporary services are restored).

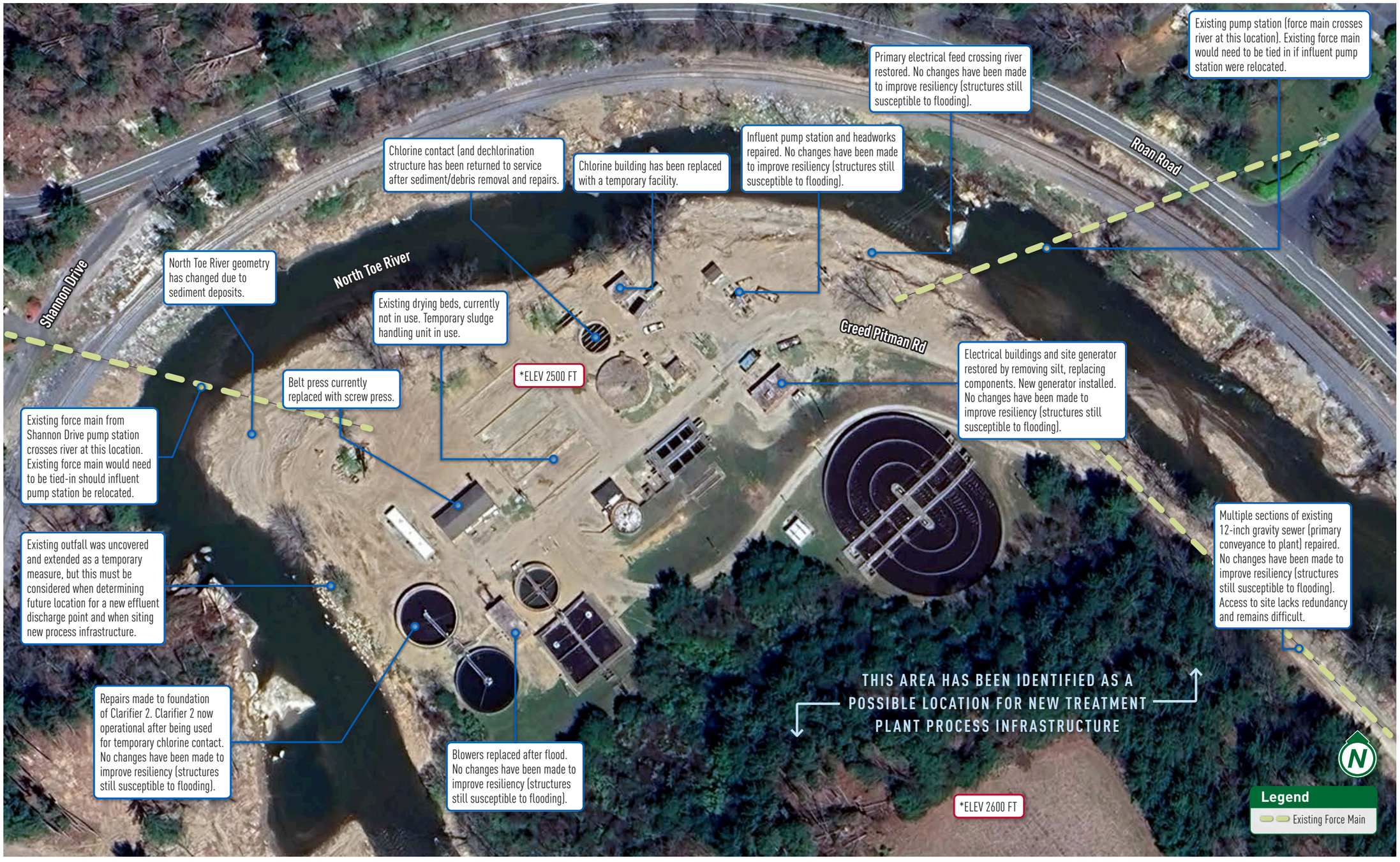
PROJECT APPROACH

The Town of Spruce Pine can expect the Bolton & Menk team to provide technical deliverables, leadership in public and stakeholder engagement, guidance on state and federal funding processes, and project management within the established timeframe and budget. The project approach described below outlines tasks that address all elements of the RFQ. A detailed schedule is provided on the final page of this section on page 37.

The Bolton & Menk team is made up of recognized leaders in watershed planning, wastewater treatment design and planning, municipal drainage, flood resiliency, green stormwater infrastructure, FEMA funding administration, surveying, mapping, civic services, transportation, and water resource management in the Southeastern region.

Our team has extensive experience with private, public, and federally funded programs and projects. Successful projects require innovative thinking and expertise in alternatives, engineering, analysis, habitat, planning, and stakeholder engagement. The following highlights our experience and strength in planning, designing, and modeling projects. We understand the project aims to address significant flooding issues exacerbated by now proven stormwater flooding levels which places the plant site almost entirely in the river floodway.

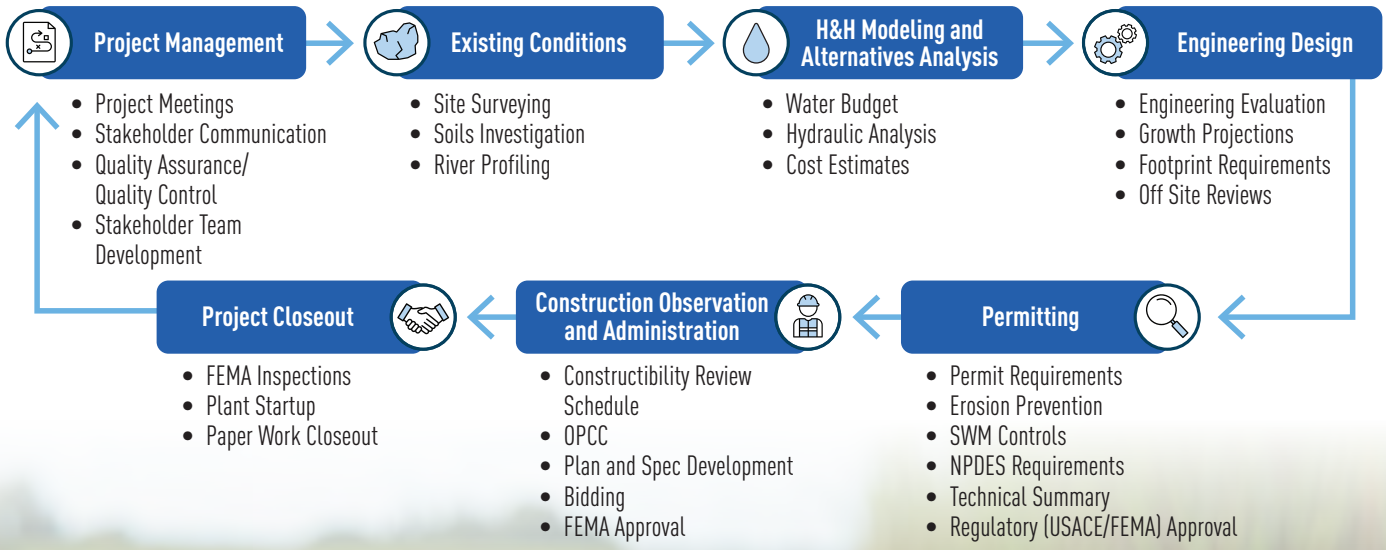
The project will focus on flood proofing the existing site, likely through the relocation of primary site components, to protect the community and enhance resilience near the WWTP. We also understand the delicate nature of the WWTP's current operational status. We will work with operators to ensure that plant operation is maintained during design and construction.



North Carolina and surrounding states continue to use design storms that were created as part of the SCS Technical Paper 149 created in the 1950s and then finalized in 1972 as part of TR-55. We propose completing a regional rainfall study using updated rainfall intensity/depth and frequency, so the team can better understand the level of protection as it relates to the real-world events and localized flooding in the area. We will consider this localized flooding as part of the plant's possible relocation

Our team is local and has local knowledge, with 10 office locations in the Carolina's alone, allowing us to respond quickly and efficiently when requested. Additionally, the opening of a western North Carolina office is actively being planned. As a firm member of your local team, we understand the tight budgets that political leaders and staff face year after year. It is important for us to ensure that Spruce Pine has the resilient infrastructure in place to serve our community and grow to its full potential.

CONTRACT AND PROJECT MANAGEMENT PROCESS - Flow of project development and delivery



Identifying feasible solutions requires a team that not only has performed similar, large-scale flood mitigation efforts in North Carolina, but also has the WWTP and collection system-specific knowledge needed to fully understand all that is involved with relocating a facility of this magnitude. The following sections will detail our parallel approaches to assessing the plant location and mitigating flood conditions at the current location. These parallel approaches will culminate in a comprehensive comparison of alternatives to achieve a recommended path forward.

PROJECT SPOTLIGHT

Bolton & Menk worked with the North Carolina Coastal Federation on the WeyerCo Phase 1 project. The project offers the potential to restore approximately 900 acres of ditched and drained timber land. This flood resiliency project for the Newport River will alleviate nuisance flooding and improve water quality within the Newport and Morehead City area.

RELOCATION APPROACH

Our approach to assessing WWTP relocation will begin with performing mapping of the current plant site, including site grade and critical elevations of key treatment plant elements. New mapping efforts can be supplemented with the historical record drawings to establish this information, while survey will be deployed to collect additional flood-related points that correlate to the U.S. Geological Survey (USGS) stream gauge on the South Toe River. Elements will be assessed based on the resulting impact of increasing flood elevations, allowing us to develop a summary of impacts by historical and calculated flood stage. This exercise will provide a gauge showing the resulting benefit for the various levels of flood reduction identified during the project's mitigation analysis portion and a cost-benefit analysis of that reduction as it pertains to plant relocation.

Field staff will conduct soil investigations at both the current WWTP site and a newly identified, higher-elevation site during the alternatives analysis phase. Soils at higher elevations are generally more suitable for new construction. However, recent flooding may have compromised the existing site's soil stability, potentially affecting long-term structural support. These factors must be measured and incorporated into the alternatives analysis.

In addition to these efforts, our staff will determine the hydraulic and operational feasibility of relocating the existing plant to a higher elevation outside the floodplain. We understand that a location immediately south of the existing plant may have suitable space to relocate critical plant components. This location is uphill of the existing influent pump station headworks, clarifiers, chlorine contact and effluent discharge, and at a similar elevation to the existing racetrack style oxidation ditch. This area is shown on the plant map included. Besides ongoing discussions with the property owner, specific considerations that will be assessed for moving the plant to this location include

- Reliable site access needs to be maintained, either at a grade above the design criteria flood elevation or protected from flood waters via berm
- Improvements need to convey raw wastewater flows from the current location at the existing influent pump station and headworks of the plant to the new location above the floodplain
- The ability to elevate any critical electrical items is still at a lower elevation (the influent pump station panel and top of wet well) up to a higher elevation

FLOOD MITIGATION APPROACH

A successful mitigation plan requires developing designs that meet stakeholder needs. We recognize the civic, environmental, engineering, and regulatory stakeholder intricacies associated with projects like this. Our first step will be to work with the Town, federal partners, technical personnel, and key stakeholders, such as HGA, to develop strategic goals and a conceptual design that meets the goals of resilience, and is fundable by FEMA or the state. This approach ensures goals are met and align with the project's financial requirements during the timeline of its execution. Similarly, it is important to educate regulators and stakeholders during the design process on project approaches that are developed to achieve regulatory approval and FEMA dollars.

Our team is committed to achieving the following objectives for the flood mitigation aspect of plant improvements:

- **Flood Risk Mitigation:** Implement nature-based improvements to reduce the impact of major storm events
- **Water Quality Improvement:** Enhance water quality using innovative and proven treatment technologies such as IWS
- **Community Resilience:** Support Spruce Pine's goals by integrating resilience strategies into the project design and expedite other Town recovery projects

Our project team consists of engineers and others who have assisted with the recovery process since Helene hit, as well as those who have completed thousands of gallons of MBR facilities and other traditional technologies, as well as flood analysis. To achieve those goals, we will

- Analyze watershed data (pre- and post-Helene)
- Develop an H&H model of the watershed
- Evaluate the loading potential of the contributing waters
- Use 2D hydraulic simulations
- Simulate the capacity of proposed alternative projects within the model
- Simulate changes under different recurrence interval storms
- Acquire permitting
- Provide public information and disseminate accurate information for public engagement
- Perform utility coordination
- Build on proven success from other stormwater and stream restoration projects throughout the U.S. to mentor stakeholders

"We strive to achieve excellence through cooperation and progressiveness, and I believe this project represented both of them through coordination with the community, city, and Bolton & Menk."
- Zeke Ellis, Wastewater Department Head
Wastewater Treatment Improvements, Sioux Center, Iowa

Given our experience in completing flood mitigation and environmental restoration projects with similar concerns, both locally and in nearby areas of the state, we are confident our team will implement this project successfully. We know how to engage and coordinate effectively with project stakeholders to account for their concerns and provide project updates in a timely manner. We know projects like this one must be completed collaboratively and involve all scientific disciplines to avoid missing critical aspects of the mitigation effort. We plan on this work being used to help planning efforts across the Town including future improvements to Riverside Park. This will prevent repetitive efforts that could contradict each other and put funding at risk.

PROJECT MANAGEMENT

Our project management approach begins with a commitment to clear communication. This communication starts with listening to Spruce Pine and stakeholders. Our proposed project approach is a "road map" unique to the project that identifies and measures milestones beginning with site investigation and visioning continuing through public engagement and concept design resulting in an implementation and action plan. We will use the road map as a foundation to ensure compliance with the project's vision, goals, scope, schedule, and budget. Our projects are managed by skilled and experienced project managers working with both the public and private sectors. All projects also have principal involvement and support from beginning to end. We have a time-tested process for project management that ensures projects are completed on time and within budget while fulfilling the project's vision and goals.

PROJECT FUNDING

Our approach to project funding will start by coordinating with the Town and HGA, the Town's current FEMA administration consultant. We understand that HGA has been assisting Spruce Pine, as well as Mitchell County, with applications and requests for reimbursements. If the Town's contract allows, we can utilize HGA for these services. However, we have included BRC on our team to assist with FEMA administration services, if needed. BRC has a deep understanding of FEMA's criteria for this project, having already participated with our team in project specific discussions. These discussions have centered around the concept of moving and rebuilding critical plant components further south, to a higher elevation. As a team, we are prepared to tackle the initial alternatives analysis and project justification, which will be heavily focused on costs and determine the viability to FEMA.

QUALITY OVER QUANTITY

Successfully navigating the intricate landscape of competitive funding sources demands a strategic approach grounded in expertise and realism. We understand the nuances of funding pursuits, that your resources and budgets can be limited, and that not every pursuit leads to success. We work hard to maintain trust guiding you through the complex funding ecosystem, prioritizing the most likely successes, and providing a customized service that meets your needs.

Since 2019, our team has bundled more than $500 million of competitive funds into multisource funding packages, delivering projects at an average local agency contribution of only 20-30 percent.

PUBLIC INVOLVEMENT

IN-PERSON ENGAGEMENT

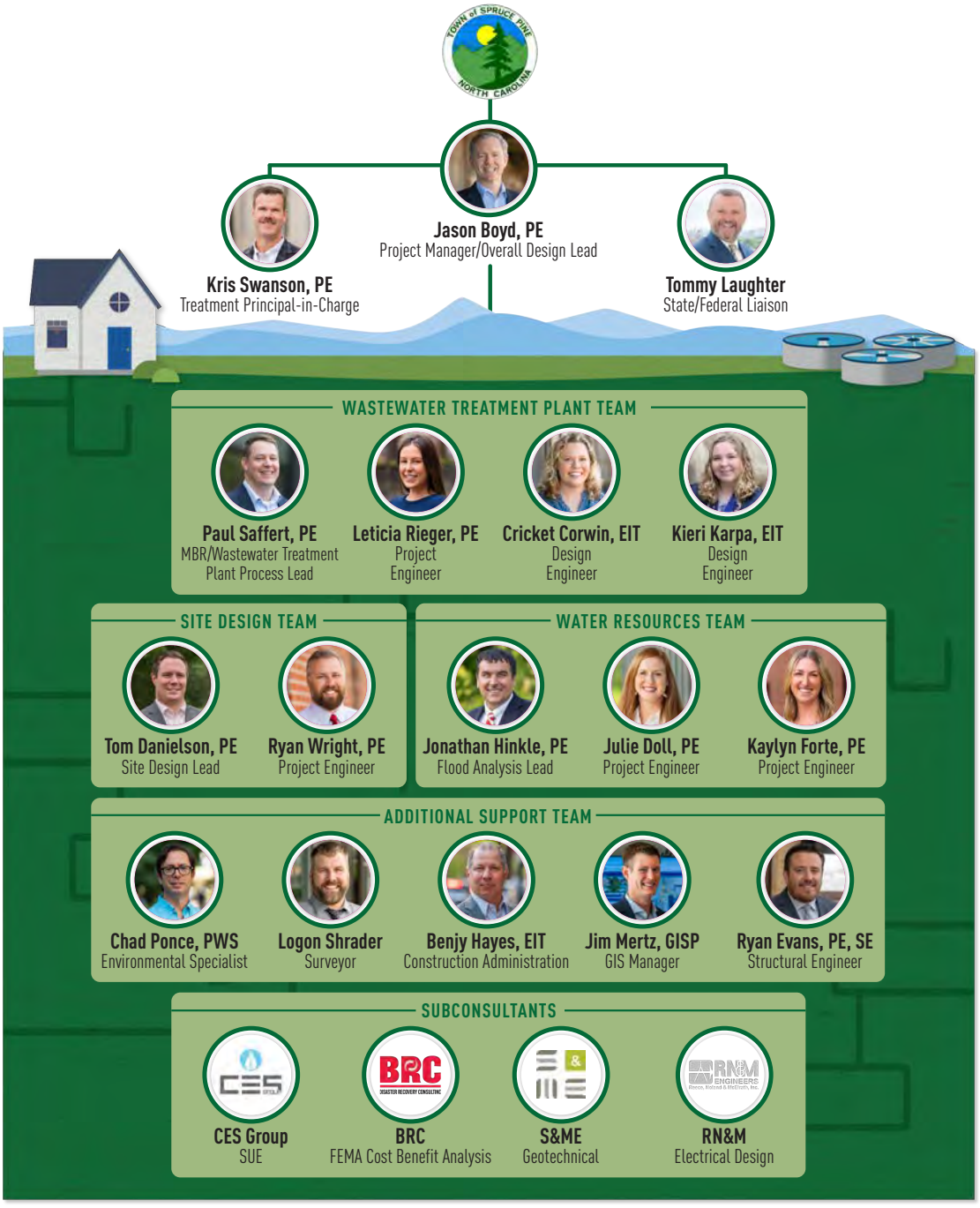
- Committees & Focus Groups
- Agency Partnerships & Coordination
- Partnership with Community Advocates
- Open Houses
- Audience Polling
- Event Pop-Ups
- Community Demonstration Events

DIGITAL MEDIA CAMPAIGN

- Market Analysis & Outreach Analytics
- Branding & Messaging
- Website & Social Media
- Email & Text Subscription
- Public Surveys
- Online Comment Mapping
- Videos, Infographics, Digital & Print Media

PROJECT TEAM

Bolton & Menk has assembled a highly motivated and experienced group of professionals for the wastewater engineering services. Our team values and understands the importance of achieving a vision that can be supported by stakeholders and efficiently implemented. Our team project manager, Jason Boyd, will be supported by key individuals and support staff. In addition to Bolton & Menk staff, our project team includes staff from Berquist Recovery Consulting, S&ME, CES Group Engineers, and RN&M. Our team members will work interdependently to build synergy for a sustainable solution. Our team is 100 percent available and committed to completing this project.



JASON BOYD, PE | PROJECT MANAGER/ OVERALL DESIGN LEAD

Jason will serve as your primary point of contact. He has the qualifications, experience, motivation, and work ethic to effectively manage and coordinate each project phase. Jason will be responsible for overall team management and all schedules, cost, public outreach, and scope management processes.

Jason is a municipal senior project manager who began his career in 2001. His responsibilities include seeking business development opportunities and managing projects in the municipal sector, primarily focusing on water and wastewater. With an extensive background in project management and chemical process engineering, Jason has worked on many municipal, water and wastewater, and heavy industry projects. His expertise includes biosolids treatment technologies, wastewater disinfection, tertiary filtration, and process facets in heavy industry. The variety of roles he has experienced throughout his career has allowed him to pursue these passions and deliver solutions for clients and communities.

Project Experience:

- WWTP Flood Mitigation and Plant Relocation, City of Goldsboro, NC
- Molly's Backbone and Brown Chapel Lift Station Upgrades, Catawba County, NC
- Wastewater Redirect, Town of Marshville, NC
- Sewer Rehabilitation/Replacement (Braewick Road), Town of Tryon, NC
- Rutherfordton Wastewater Treatment Plant Upgrades, Town of Rutherfordton, NC
- Sewer Guidebook, Oconee Joint Regional Sewer Authority (OJRSA), SC
- Capacity, Management, Operations, and Maintenance (CMOM) Program Review and Recommendations Project, OJRSA
- Onslow Water and Sewer Authority (ONWASA) Northwest Wastewater Treatment Plant Flood Mitigation Project, Town of Richlands and Onslow County, NC
- West Stanly Wastewater Treatment Plant Upgrade, Town of Oakboro and Stanly County, NC
- Mulberry Branch Wastewater Treatment Plant, Brunswick County, NC
- Peracetic Acid Evaluation and Full-Scale Pilot, City of Rock Hill and York County, SC
- Lancaster Wastewater Treatment Plant Expansion and Upgrades, City of Lancaster and Lancaster County, SC
- Dahlonega Wastewater Treatment Facility Capacity Evaluation and Influent Equalization Study, City of Dahlonega, GA
- Hydraulic Flow Evaluation, Town of Simcoe, Ontario, Canada

TOMMY LAUGHTER | STATE/FEDERAL LIAISON

Tommy will utilize his established relationships at the state and federal level to assist Spruce Pine. He will make sure the Town's project is known and remembered when funding considerations are being made.

Tommy is a strategic development specialist who began his career in 2024 and has spent his entire life in western North Carolina. He recently joined Bolton & Menk after previously working for Congressman Chuck Edwards, where Tommy played a key role in post-Hurricane Helene recovery efforts. With a strong background in public service, Tommy builds relationships with municipalities, identifies resources to meet community needs, and helps facilitate effective implementation. His passion for helping others find tailored solutions drives his work. Through his active participation in federal, state, and local progress and update meetings, Tommy has gained a unique perspective that enhances his ability to support community recovery and development initiatives.

PAUL SAFFERT, PE | MBR/WASTEWATER TREATMENT PLANT PROCESS LEAD

Paul will be lead all MBR analyses and wastewater treatment plan processes.

Since beginning his career in 2000, Paul has developed a reputation as a premier wastewater process engineer. He is actively working on multiple projects in North Carolina. As a water/wastewater group leader, Paul has provided design or quality control on more than 50 wastewater projects for Bolton & Menk. His expertise has been recognized by his municipal and industrial clients. Paul's knowledge and attention to detail allow him to provide exceptional quality control on projects to ensure all decisions align with current and future treatment objectives.

Project Experience:

- Water Plan Improvements, Eastern Band of Cherokee Indians, NC
- Wastewater Treatment Asset Inventory and Evaluation, Worthington Public Utilities, MN
- Wastewater Treatment Facility Improvements, Worthington Public Utilities, MN
- Wastewater Treatment Facility Improvements, New Ulm Public Utilities Commission, MN
- Wastewater Treatment Facility Improvements, City of Albert Lea, MN
- Wastewater Treatment Facility Improvements, City of Long Prairie, MN
- Wastewater Treatment System Improvements, City of Paynesville, MN
- Wastewater Treatment Facility Improvements, City of Litchfield, MN
- Wastewater Treatment Facility Improvements, Lower Sioux Community, MN
- Wastewater Treatment Facility, City of Montrose, MN
- Wastewater Regionalization, Cities of Annandale/Maple Lake/Howard Lake, MN
- Wastewater Treatment Facility, City of Northfield, MN
- Wastewater Treatment Facility, City of Windom, MN
- Wastewater Treatment Facility, City of Elk River, MN
- Wastewater Treatment Facility, City of Waterville, MN
- Wastewater Treatment Improvements, City of Sioux Center, IA
- Wastewater Treatment Facility, City of Two Harbors, MN
- Wastewater Treatment Facility, City of Windom, MN
- Wastewater Treatment Facility, City of Blue Earth, MN
- Wastewater Treatment Plant Improvements, City of Albertville, MN
- Wastewater Treatment Facility Expansion, City of Watertown, MN
- Wastewater Facility Plan, City of Fairmont, MN
- Wastewater Treatment Facility Upgrade, City of Winsted, MN
- Wastewater Treatment Facility Improvements, City of Hoyt Lakes, MN
- Wastewater Treatment Facility Improvements, City of Crosslake, MN
- Wastewater Treatment Plant Improvements, City of Albertville, MN
- Wastewater Treatment Improvements, Brainerd Public Utilities, MN

TOM DANIELSON, PE | SITE DESIGN LEAD

Tom will lead all site design for the duration of the project

Tom is a municipal project manager who began his engineering profession in 2010. He has a variety of experiences in civil engineering including design, survey, and construction inspection. His inspection duties include overseeing underground utility construction, street paving, grading, concrete curb and gutter, sidewalk installation, documentation, quantity recording and record drawing information. His office duties include design, drafting, plan preparation, quantity calculations, and project estimates. Tom is also experienced in survey construction staking and is proficient in AutoCAD and Civil 3D.

Project Experience:

- Cimerron Plantation Drainage Improvements, Horry County, SC
- Mapping and Planning Services, Rural Community Water District of Georgetown County, SC
- Grey Street Improvements Project, City of Myrtle Beach, SC
- 3rd Avenue North Pump Station, City of Myrtle Beach, SC
- Arcadia Off-Site Water Line Extension, Grand Strand Water and Sewer Authority
- Six-Inch Waterline Improvements, City of Myrtle Beach, SC
- Engine Driven Emergency Pump Stations, City of Myrtle Beach, SC
- Sweetwater Curve Water Main Repair, City of Shorewood, MN
- Sherwood Drive Water Main Improvements, City of Mound, MN
- Commerce Boulevard Water Main Improvements, City of Mound, MN
- Fernside Lane Force Main Improvements, City of Mound, MN
- 1-694 Water Main Crossing, City of Brooklyn Center, MN
- Mississippi River Trunk Sanitary Sewer CIPP Lining Project, City of Brooklyn Center, MN
- Annual Force Main Improvement Projects 2018-2022, City of Orono, MN
- Annual Manhole Rehabilitation Project 2019-Current, City of Mound, MN
- Wastewater Treatment Plant Improvements, City of Albertville, MN
- Metropolitan Council L46/L49 Improvements, City of Orono, MN
- Fairlakes Avenue Street and Utility Improvements, City of Fairmont, MN
- Lakeview Industries Infrastructure Improvements, City of Carver, MN
- County Park and East Trunk Sewer Improvements, City of Waconia, MN
- Wastewater Treatment Plant Improvements, City of Perry, IA
- Water Treatment Facility Improvements and Water System Expansion Utility Improvements, City of Carver, MN

JONATHAN HINKLE, PE | FLOOD ANALYSIS LEAD

Jonathan will provide his expertise and lead all flood analyses.

Jonathan is a water resources group leader who began his career in 2004. He specializes in ecological restoration and stormwater management and brings extensive experience managing projects from concept development to construction support and project closeout, gained from working in both the private and public sectors. Jonathan's background uniquely positions him with insights into budgets, constraints, programmatic requirements, design, and regulation, having served as both a consultant and a government representative. His passion for developing innovative engineering solutions to water resource challenges is evident through his active involvement in various water quality committees and task forces at local and state levels. Jonathan's expertise encompasses stormwater management, flood studies, hydrologic and hydraulic (H&H) modeling, and construction management, with a notable portfolio that includes stream and wetland restoration projects totaling more than 338,000 linear feet of stream restoration and 36,000 acres of wetland restoration.

Project Experience:

- On-Call for Stormwater and Parks & Recreation, City of Jacksonville, NC
- Trent River Flood Study, Jones County, NC
- Viability Planning and Stormwater Assessment Engineering Services, Town of Briarcliffe Acres, SC
- Pat Simmons Wetland Restoration, Hyde County, NC
- Burrus Canal Drainage Project, Hyde County, NC
- Stoney Creek Watershed Pilot Project in Goldsboro, NC Department of Environmental Quality and NC Division of Mitigation Services
- Lenoir-Craven-Jones Drainage District Flood Resiliency and Main Repair, Dover, NC
- WeyerCo Wetland Restoration Phase 1, North Carolina Coastal Federation
- Stormwater Resiliency and Watershed Master Plan, Town of Atlantic Beach, NC*
- Stormwater Study, Town of Kure Beach, NC*
- Stump Sound EPA Nine Element Watershed and Stormwater Resilience Plan, North Carolina Coastal Federation*
- Stormwater and Resiliency Study, Topsail Beach, NC*
- Action Plan for Nature-Based Stormwater Strategies, North Carolina Coastal Federation*
- Hurricane Florence Recovery, Lenoir, Craven, and Jones Drainage Association
- Jungle Lake Water Quality Monitoring, City of St. Petersburg, FL*
- Crescent Lake Water Quality Monitoring, City of St. Petersburg, FL*
- Project 'E' Wetlands Reserve Program, North Carolina Coastal Federation and UDSA-NRCS White Oak, NC*
- Ballantyne Reimagined Corporate Park and Stream Restoration Phase 1A - McAlpine Trib 1A, City of Charlotte, NC
- USDA-NRCS Emergency Watershed Protection Projects, City of Boiling Spring Lakes, NC*
- Ballantyne Reimagined Corporate Park and Stream Restoration Phase 1B – UT to McAlpine Trib 1, City of Charlotte, NC*
- Ballantyne Re-Imagined Corporate Park and Stream Restoration Phase 1A - McAlpine Trib 1A, City of Charlotte, NC*
- Stormwater Resiliency Study and Capital Improvement Plan, Topsail Beach, NC*
- Stoney Creek DMS Resiliency Study and Stormwater Basin, Wayne County, NC*
- Newport River Watershed Restoration and Stormwater Management, North Carolina Coastal Federation*
- Floodplain Analysis for Florida Turnpike Enterprise, Suncoast Parkway and Sawgrass Expressway, FL*

*Completed with previous firm

JIM MERTZ, GISP | GIS MANAGER

Jim will lead GIS analysis and mapping for this project.

Jim is a GIS project manager who began his career in 2011 and has served in a variety of project roles, including project management, GIS project development, UAV services, multimodal transportation planning, public engagement, and safety and mobility analysis. He believes that the power of technology can help create more sustainable communities. A problem-solver at heart, Jim is passionate about providing creative solutions using a broad array of technological resources.

Project Experience:

- Viability Planning and Stormwater System Assessment Engineering Services, Town of Briarcliffe Acres, SC
- Sanitary Sewer Modeling, City of Kannapolis, NC
- Water System AMP Development, Town of Benson, NC
- OJRSA Fair Play Sanitary Sewer Study, Oconee County, SC
- Professional Engineering Services, Iredell Water Corporation, Statesville, NC
- Lead Service Line Inventory, Iredell Water Corporation, Statesville, NC
- Lead Service Line Inventory, Broad River Water Authority, Rutherfordton, NC
- Lead Service Line Inventory and GIS Support, West Carteret Water Corporation, Newport, NC
- Lead Service Line Inventory, Town of Hillsborough, NC
- Lead Service Line Inventory, City of Clinton, NC
- Downtown Park and Streetscape, City of Simpsonville, SC
- 2021 Myrtle Beach Pump Station Rehab Project, City of Myrtle Beach, SC

LETICIA REIGER, PE | PROJECT ENGINEER

Leticia will support Paul on all wastewater treatment plan processes.

Leticia is a water/wastewater project manager with experience in managing state and federal regulatory compliance of public water supply systems in North Carolina. Since beginning her career in 2020, she has gained water/wastewater infrastructure design and water quality analysis experience. She currently performs design computations, preliminary layout and design, research, and prepares reports and feasibility studies for a variety of water and wastewater projects. Leticia is passionate about solving the evolving water-related challenges of growing populations in a changing climate.

Project Experience:

- Sanitary Sewer Hydraulic Model and Alternatives Analysis, Wayne County, NC
- Backup Pumps Lift Stations Design, City of Myrtle Beach, SC
- Caldwell Crossing Pump Station Design, Town of Huntersville, NC
- Marlowe Road Sewer Extension Force Main Design, Grand Strand Water and Sewer Authority, NC and SC
- Sanitary Sewer Asset Inventory and Assessment, City of Dunn, NC

RYAN WRIGHT, PE | PROJECT ENGINEER

Ryan will provide engineering support on this project.

Ryan is a project engineer who began his engineering career in 2013. He works on a variety of projects including stormwater management and BMP design, roadway reconstruction, park master planning, and utility construction. Ryan's favorite part of his job is problem solving, including everything from complex design to working through problems during construction. He enjoys working with clients and coworkers, developing innovative solutions, and implementing a cohesive plan. He has experience working with a variety of clients in various industries. Some of his responsibilities include AutoCAD project design, utility relocation coordination, cost estimating, permitting, and construction phase support.

Project Experience:

- Muddy Creek Streambank Stabilization, City of Coralville, IA*
- Stormwater Pump Stations, City of Iowa City, IA
- Oakdale Campus Stormwater Infiltration Basin 2015, University of Iowa*

*Completed with previous firm

JULIE DOLL, PE | PROJECT ENGINEER

Julie will provide engineering support on this project.

Julie is a senior municipal project engineer at Bolton & Menk with a strong background in the design of water and wastewater systems, including hydraulics, water modeling, and site engineering. She also serves as project manager, ensuring that projects remain on schedule and bid documents are cohesive and construction ready. Julie began her career in 2013 and is dedicated to identifying the best solutions to deliver meaningful improvements for clients and the communities they serve.

Project Experience:

- Water Modeling, City of Waconia, MN
- Water Modeling, City of Eagle Lake, MN
- On-Call Engineering Services, Town of Rolesville, NC
- South Main Street Improvements, Town of Boiling Springs, NC
- Lead Service Line Inventory, Broad River Water Authority (BRWA), NC

KAYLYN FORTE, PE | PROJECT ENGINEER

Kaylyn will provide engineering support on this project.

Kaylyn is a water resources project manager at Bolton & Menk. She began her career in 2013 and has experience in hydraulic modeling and analysis, stormwater plan implementation, general stormwater planning, preparation of preliminary engineering reports, developing designs, and preparing bid documents and specifications. Kaylyn's expertise lies in capital improvement projects, stormwater analysis, and development and implementation of design plans. She is passionate about providing safe and sustainable water solutions to our client communities and she uses her experience and engineering background to do just that.

Project Experience:

- Stoney Creek Resiliency Project, NC Division of Mitigation Services
- Trent River Flood Study, Jones County, NC
- Minor Drainage Projects, Charlotte-Mecklenburg Storm Water Services

CRICKET CORWIN, EIT | DESIGN ENGINEER

Cricket will provide design support on this project.

Beginning her career in 2021, Cricket is a water/wastewater design engineer at Bolton & Menk who specializes in on-site wastewater and community wastewater systems. She focuses on engineering designs, technical specifications, plan reviews, and construction inspections. Cricket is passionate about continuing to grow in the field and to be a part of creating a better environment for the future.

Project Experience:

- Lift Station and Wastewater Treatment Plant Improvements, City of Georgetown, SC
- Water Mitigation Improvements, City of Goldsboro, NC
- Wastewater Treatment Facility Improvements, City of Spring Valley, MN

KIERI KARPA, EIT | DESIGN ENGINEER

Kieri will provide design support on this project.

Kieri is a water/wastewater design engineer who began her career in 2023. Passionate about environmental protection and water quality, Kieri strives to deliver solutions that keep water flowing safe in every community. Her experience is diverse and includes completing design calculations and writing permitting reports, as well as conducting wetland delineations and stream surveys. Additional experience with previous firms and graduate program includes wastewater feasibility reporting, GIS mapping, MBR design, remote sensing salinity analysis, and engineering instruction in AutoCAD and Excel.

Project Experience:

- Lead Service Line Inventory, Broad River Water Authority, NC
- Sewer Improvements, Town of Kingstown, NC
- Campground Road Subdivision, Dream Finders Home, LLC
- Package Treatment Plant, Holland Farms Statesville, LLC
- Rockbridge Wastewater Improvements, Gander Development, LLC
- LandSat Satellites in ArcGIS, Graduate Research, Colorado State University, Fort Collins, CO*
- EM-38 Soil Salinity Survey Analysis, Graduate Research, Colorado State University, Fort Collins, CO*
- Wastewater Permitting Reports for MBR Systems in CO and TX, Graduate Research, Colorado State University, Fort Collins, CO*
- MBR Wastewater Treatment Facility Design, Graduate Research, Colorado State University, Fort Collins, CO*

*Completed with graduate program/previous firm

RYAN EVANS, PE, SE | STRUCTURAL ENGINEER

Ryan will provide structural engineering support on this project.

Ryan is a structural project manager who began his career in 2008. He is responsible for the design and preparation of preliminary and final construction plans for structural engineering projects. These projects range from highway bridges, retaining walls, and other infrastructure to bridge/structure rehabilitation, load rating, inspection, and performance monitoring. Ryan is a FHWA qualified bridge safety inspection team leader as well as a certified remote pilot, providing various UAV/drone services for projects. He has an expert-level understanding of structural behavior and is proficient with a variety of structural design and analysis software, including Leap OpenBridge Designer (Conspan/RCPier), MDX, AASHTOWARE BrR, STAAD.Pro, FB-MultiPier, MATHCAD, and spColumn. Ryan began his structural engineering career in 2007 as a lab and research assistant at Iowa State University. He was involved with several research projects through the ISU Bridge Engineering Center, investigating various technologies and techniques for alternative bridge design and accelerated construction methods. Ryan was the primary researcher and author of IHRB Project TR-568 “Modified Sheet Pile Abutments for Low Volume Road Bridges” which developed a design approach for GRS and steel sheet piling when used as alternative bridge foundations.

Project Experience:

- Wastewater Treatment Plant Berm Repair and Flood Improvements, City of St. Clair, MN
- CSAH 6 Flood Improvements, Sibley County, MN
- Pump Station No. 5 North Floodwall Rehabilitation, Minneapolis Water Treatment and Distribution Services

LOGON SHRADER | SURVEYOR

Logon will coordinate all survey needs and provide direct oversight of all survey activities. Logon is a survey project manager who began his career in 2013. He is an expert in construction staking and as-builts. Logon has experience with a variety of survey types and is responsible for performing construction staking, design surveys, as-builts, and more. His passion for the field stems from his love of seeing projects through from start to finish—being a friendly face and reliable source for every client.

Project Experience:

- South Clarkson Street, City of Charlotte, NC
- Mallard Creek Trolley, City of Charlotte, NC
- Forcemain Rest Area I-77 North and South, City of Statesville, NC

BENJY HAYES, EIT | CONSTRUCTION ADMINISTRATION

Benjy will lead quality assurance inspection efforts and assist in verifying that construction is completed in accordance with accepted plans, specifications, and special provisions. Benjy is a land development project manager who has developed experience in both the public and private sectors since beginning his career in 1999. He is experienced in roadway design, grading and earthwork analysis, storm drainage, stormwater detention, stormwater quality, sedimentation and erosion control, sanitary sewer, and complex water distribution systems. On a typical project, he is involved from the beginning of the design phase through construction administration, with experience in reviewing shop drawings, utility testing, field observations and reports, and coordination with the client and contractor. Benjy is experienced in the use of AutoCAD Civil 3D as well as other software packages to aid in the design process including StormCAD, WaterCAD, Flowmaster, Culvertmaster, HY-8 Culvert Hydraulic Analysis, Pond Pak, and HydroCAD.

Project Experience:

- Numerous Stormwater Repairs, City of Charlotte, NC
- Stormwater Study, Private Client
- NW Area Campus Water and Sewer, City of Greensboro, NC

CHRIS WOOD | FEMA COST BENEFIT ANALYST

Chris will provide disaster recovery and mitigation support.

Chris is a seasoned disaster recovery consultant with more than 10 years of specialized experience in disaster mitigation, debris management, and grants management, with a focus on FEMA Public Assistance (PA) and Hazard Mitigation Grant Program (HMGP) projects. He brings a unique skill set in construction, building codes, and logistics, providing critical support to state and local governments in their efforts to recover from natural disasters. Chris's diverse experience in emergency management, coupled with a strong background in timber management and construction, makes him an asset for comprehensive disaster recovery planning and implementation.

Project Experience:

- Hurricane Matthew 2016
- Hurricane Florence 2018
- Hurricane Dorian 2019
- Tornado Outbreak 2020, South Carolina
- Hurricane Michael Flooding, Paramus County Board of Education, NJ
- Hurricane Ian, Gasparilla Island Water Association, FL

JON BERQUIST, MBA, BS | FEMA COST BENEFIT ANALYST

Jon will work with Chris to provide disaster recovery and mitigation support.

Jon is a seasoned disaster recovery analyst with more than 18 years of experience in managing FEMA PA and federally funded disaster recovery programs. He has overseen the development and closeout of more than 500 FEMA PA projects, ensuring compliance with federal regulations and financial accountability. His expertise spans public infrastructure, commercial facilities, and residential recovery, demonstrating knowledge in FEMA policy and grant management. Jon has effectively managed significant disaster recovery funds, including those from the American Rescue Plan and CARES Act, and is skilled in advising on recovery activities, coordinating Project Worksheets (PWs), and preparing appeal documentation. His strategic approach to FEMA's PA Program makes him a trusted partner in complex disaster recovery efforts.

Project Experience:

- Managed more than $100 million in federal grants, including the American Rescue Plan, CARES Act, and FEMA funding for Rensselaer County, NY, ensuring compliance with federal and state disaster recovery regulations
- Developed compliance strategies, including cost documentation and audits, to facilitate successful grant closeouts and maximize eligible reimbursements
- Prepared and submitted quarterly reports, progress payments, and final payment documentation, ensuring accuracy and alignment with 2 CFR standards
- Oversaw grant applications and PW development to support timely disaster recovery and reimbursement effort.
- Formulated more than $1 billion in COVID-19 FEMA PA grants for the Florida Department of Emergency Management, ensuring compliance with FEMA guidelines and eligibility requirements
- Prepared documentation packages, reconciled invoices, and validated scopes of work prior to FEMA submission, streamlining audit readiness and approval processes
- Conducted detailed compliance reviews to ensure all projects adhered to federal disaster recovery guidelines and audit requirements

MIKE SHINN | SUBSURFACE UTILITY ENGINEERING (SUE)

Mike will provide all SUE support for the project.

Mike has more than 34 years of experience in the utility location and mapping industry. His diverse background, which beyond underground utility detection, includes damage prevention and claims investigations for various utility companies. While working in the "On-Call" industry, Mike managed 90 employees in 23 North Carolina counties in numerous concurrent tasks. Since firmly establishing himself in the SUE profession, Mike's project management responsibilities have encompassed all Quality Levels of SUE service for public and private project assignments. Mike utilizes a hands-on approach to project management by working closely with field crews and office personnel to deliver high quality data.

Project Experience:

- McAlpine Creek Wastewater Management Facility, City of Pineville, NC
- Monroe Wastewater Treatment Plan, City of Monroe, NC
- Cullowhee Water Treatment Plant, City of Cullowhee, NC
- Mallard Creek Wastewater Treatment Plant, City of Charlotte, NC

MATT MCCURDY, PE | GEOTECHNICAL

Matt will provide geotechnical investigations for the project.

Matt is a principal geotechnical engineer and project manager for S&ME's Asheville office, bringing more than 25 years of experience, including early years in Atlanta, Georgia. He is skilled in a range of geotechnical explorations—from conventional and complex projects to shallow and deep foundations, pavement design, and bearing capacity/settlement analysis. His expertise extends to foundation construction testing and inspection, including driven piles, drilled shafts, auger-cast piles, micro-piles, ground improvement, and spread footings. Additionally, Matt offers comprehensive construction services, such as multi-phase testing and special inspections for asphalt, concrete, masonry, and soil/earthwork/rock excavation.

Project Experience:

- New French Broad River Water Intake and Pump Station, City of Fletcher, NC
- Rough Branch Community Water Tank, Cherokee, NC
- Mud Creek Sewer Interceptor Replacement, City of Hendersonville, NC
- New Mills River Water Intake, City of Mills River, NC

CHRISTOPHER MENTCH, PE | GEOTECHNICAL

Christopher will provide geotechnical investigations for the project.

Christopher is the project engineer for S&ME's Asheville location, bringing a decade of experience with S&ME in the Asheville area to his role. He has contributed to a broad spectrum of geotechnical and construction engineering projects, demonstrating expertise in shallow and deep foundation systems, site improvement, slope stability, pavement design, and the evaluation of bearing capacity and settlement. His background also includes construction materials testing, encompassing special inspections and testing for earthwork, pavements, concrete, masonry, framing, and excavation of soil, earth, and rock. In addition, Christopher is skilled in laboratory testing for soil, aggregate, and concrete, ensuring quality and integrity across all phases of project development.

Project Experience:

- Duke Energy Spruce Pine Substation Improvements, Town of Spruce Pine, NC
- Avery County Airport – New Hangar and New Terminal Building, Town of Spruce Pine, NC
- WWTF UV Disinfection Improvements Project, City of Hendersonville, NC
- WWTF New Water Laboratory Building, Cherokee, NC
- WWTF Aeration Basin Remediation Project, City of Hendersonville, NC
- WWTF Biosolids Thermal Dryer Project, City of Hendersonville, NC
- WWTF New Generator Pad, City of Hendersonville, NC
- Mud Creek Sewer Interceptor Replacement, City of Hendersonville, NC
- ITT Pump Station and Horizontal Directional Drilled Sewer Line Under French Broad River, Town of Mills River, NC
- Rough Branch Water Treatment Plant, Cherokee, NC
- New French Broad River Water Intake and Pump Station, City of Hendersonville, NC
- New Mills River Water Intake, Town of Mills River, NC

SCOTT DENTON, PE | ELECTRICAL DESIGN

Scott will provide electrical engineering support for the project.

Scott is the president of RN&M Engineers and electrical department head. In addition to leading the firm, he provides oversight of all electrical design functions during design for coordination and system application. Projects include electrical design for renovations and new construction for medical, institutional, educational, and industrial facilities. Work scope includes load calculations, lighting design, electrical system design and layout, power distribution design, and equipment selection. Scott has experience in design of daylighting with light level controls and photovoltaic systems.

Project Experience:

- Canton Middle Softball and Baseball Field Flood Remediations, Haywood County Schools, NC
- Pisgah High Football Stadium and Baseball Field Flood Remediations, Haywood County Schools, NC
- Wastewater Treatment Plant 2010 Expansion, Cherokee, NC
- Wastewater Treatment Plant Chemical Storage Expansion, Town of Baxter, NC
- Wastewater Treatment Plant Expansion, Brunswick County, NC

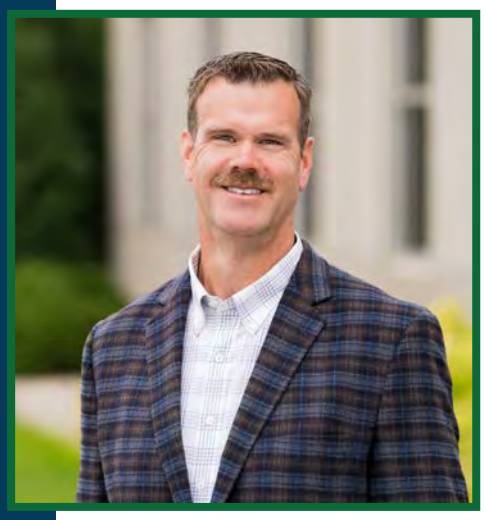
MARK MCDOWELL, PE, LEED AP | ELECTRICAL DESIGN

Mark will work with Scott to provide electrical engineering support for the project. Mark is a principal at RN&M Engineers and plumbing and fire protection department head. He provides oversight of all plumbing and fire protection design functions during design for coordination and system application. Scope of recent work includes all aspects of plumbing systems and system upgrades for schools, hospitals, and industrial facilities.

Project Experience:

- Canton Middle Softball and Baseball Field Flood Remediations, Haywood County Schools, NC
- Pisgah High Football Stadium and Baseball Field Flood Remediations, Haywood County Schools, NC
- Wastewater Treatment Plant 2010 Expansion, Cherokee, NC
- Wastewater Treatment Plant Chemical Storage Expansion, Town of Baxter, NC
- Wastewater Treatment Plant Expansion, Brunswick County, NC

KEY PRINCIPAL



KRIS SWANSON, PE |
TREATMENT PRINCIPAL-IN-CHARGE

Kris will work closely with Jason to manage budget and project resources. He has a proven track record of successfully delivering projects on time and looks to build on that with this project. Kris will use his experience to provide project oversight and ensure improvements fit within Spruce Pine's vision.

Since beginning as a water/wastewater engineer in 2000, Kris has been driven to be one of the best in the industry. Kris is the vice president of water at Bolton & Menk and has in-depth experience in all phases of water and wastewater system design and management. He has led some of the firm's most advanced and first-of-their-kind wastewater treatment projects. He enjoys getting to know his clients and implementing complex projects to bring their goals and visions to fruition.

Project Experience:

- Wastewater Treatment Facility Plan and Improvements, City of Albert Lea, MN
- Wastewater Treatment Infrastructure Assessment and Improvements, City of New Ulm, MN
- Wastewater Treatment Facility Plant Updates, Worthington Public Utilities, MN
- Wastewater Treatment Facility Improvements, City of Perry, IA
- Water Treatment Facility and Tower, City of Elmore, MN
- Wastewater Treatment Facility Improvements, City of Arlington, MN
- Wastewater Treatment Facility, City of Le Mars, IA
- Industrial South Lift Stations, City of Le Mars, IA
- Water System Improvements, City of New Germany, MN
- Water Treatment Facility, City of Redwood Falls, MN
- Wastewater Treatment Facility Plan, City of Saint Peter, MN
- Wastewater Treatment Facility, City of Windom, MN
- Water System Improvements, City of Morris, MN
- Wastewater Treatment Facility, City of Waterville, MN
- Wastewater Treatment Improvements, City of Sioux Center, IA
- Wastewater Treatment Facility, City of Two Harbors, MN
- Water Treatment Facility and Well, City of Houston, MN
- Wastewater Treatment Facility, City of Blue Earth, MN
- Water Treatment Facility Design, City of Lanesboro, MN
- Wastewater Facility Plan and Biosolids Upgrades, City of Fairmont, MN
- Water Treatment Study, Blue Earth Light and Water Department
- Wastewater Treatment Facility Improvements, Worthington Public Utilities, MN
- Industrial Wastewater Treatment Permitting and Facility Planning, City of Worthington, MN
- Water Treatment Facility Improvements, City of Houston, MN
- Wastewater Treatment Plant, City of Jefferson, IA
- Water Treatment Facility and Tower (USDA Funded), City of Elmore, MN
- Wastewater Treatment Facility Planning and Design (USDA Funded), City of Mazeppa, MN

EXPERIENCE AND REFERENCES

Bolton & Menk specializes in providing infrastructure services for municipalities. Over our 75-year history, the firm has continued to grow and expand its expertise based on the unique needs and challenges of cities. In addition to basic services such as infrastructure maintenance, reconstruction, and expansion, we offer specialized expertise in traffic and transportation engineering, landscape architecture, water resources, environmental services, surveying and mapping, water and wastewater treatment, city planning, as well as airport planning and engineering. This range of municipal services enables our firm to easily accommodate the diverse needs of our clients.

We have highlighted several projects as examples of recent and related team experience. Client satisfaction remains a top priority for us as evidenced by quality deliverables, cost-effective rates, and timely project delivery. Please feel free to contact any of these references to evaluate our performance. Additional project information is available upon request.

WATER TREATMENT PLAN HSR BUILDING IMPROVEMENTS

EASTERN BAND OF CHEROKEE INDIANS

The Eastern Band of Cherokee Indians' existing water treatment plant was constructed in 1994. After construction, the treatment system was found to be inadequate during storm events. The high turbidity of the Oconaluftee River, which supplies its water, overwhelms the clarification and filtration treatment processes, which requires more water to backwash the down-flow media filters than was produced between backwash cycles. Upgrades in 2007 helped the facility maintain capacity during storm events, but with aging infrastructure, upgrades were required to address potential failures and allow the facility to continue producing safe drinking water.

Working with the Eastern Band of Cherokee Indians, Paul Saffert led the Bolton & Menk team in evaluating a variety of alternatives for turbidity management prior to filtration, disinfection, and overall site plan and building alternatives. Alternatives ranged from rehabilitation to replacement to new construction. The preferred alternative was to rehabilitate existing equipment and buildings, and the new construction of an expanded building.

This right-sized approach to improvements ensures the water treatment plant can provide clean and reliable water to the Eastern Band of Cherokee Indians now and into the future. The preliminary engineering report was completed on time and within budget. The project design is ongoing.

Total Cost: $85,000

Reference:
Author Twoleaf Sluder, Water Treatment Supervisor
828-359-6751 | authslud@ebci-nsn.gov

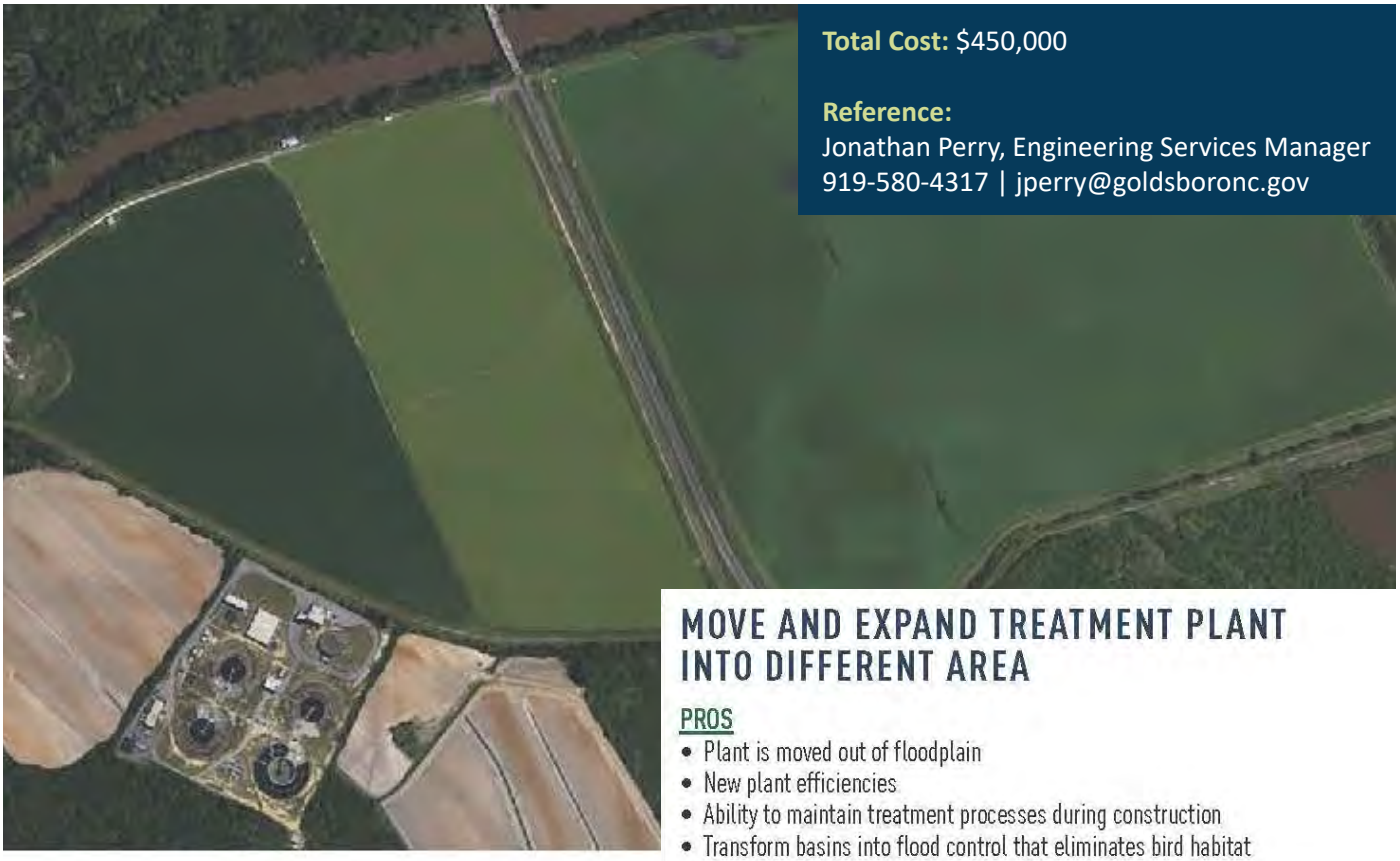
WATER RECLAMATION FACILITY AND FLOOD MITIGATION STUDY

CITY OF GOLDSBORO, NORTH CAROLINA

Bolton & Menk has been engaged by the City of Goldsboro to conduct a comprehensive flood mitigation study for its Water Reclamation Facility (WRF), which treats 14.2 MGD and serves multiple municipalities, as well as Seymour Johnson Air Force Base. The facility is located within the Neuse River floodway and has experienced significant operational disruptions due to flooding from recent hurricanes. Our study aims to evaluate both on-site flood protection improvements and the feasibility of relocating the facility.

The scope includes topographic and bathymetric surveys, geotechnical investigations, infrastructure vulnerability assessments, and hydrologic/hydraulic modeling of 100- and 500-year flood events. We will conduct a regulatory and environmental review to ensure compliance with FEMA, EPA, and local floodplain regulations. Stakeholder engagement is a key component, with workshops and coordination meetings planned to gather input and align priorities.

Our team will analyze alternatives for flood mitigation and relocation, supported by cost-benefit and funding analyses. Final deliverables include conceptual designs, technical memorandums, and a comprehensive implementation plan. The project is structured to deliver actionable recommendations within a 12-month timeline and a $450,000 budget. This study reflects our expertise in wastewater infrastructure, flood resilience, and stakeholder collaboration—capabilities we are excited to bring to Spruce Pine.



Total Cost: $450,000

Reference:
Jonathan Perry, Engineering Services Manager
919-580-4317 | jperry@goldsboronc.gov

MOVE AND EXPAND TREATMENT PLANT INTO DIFFERENT AREA

PROS

- Plant is moved out of floodplain
- New plant efficiencies
- Ability to maintain treatment processes during construction
- Transform basins into flood control that eliminates bird habitat
- Resiliency opens up funding opportunities

CONS

- Effluent discharge is extended to maintain current NPDES discharge location
- Higher initial capital cost

LIFT STATION AND WASTEWATER TREATMENT PLANT ASSESSMENT

CITY OF GEORGETOWN, SOUTH CAROLINA

Bolton & Menk performed site visits to review and assess the condition of all 23 sewer pump stations, as well as the City of Georgetown's 12 MGD WWTP. The plant is owned and maintained by the City. Evaluations included assessing the condition and functionality of

- Pumps, motors, valves, and piping
- Electrical panels and equipment
- Concrete basins and structures
- Steel structures
- Wet wells and dry wells
- General site conditions including access and fencing
- Control panels, alarms, electrical components, and backup power
- SCADA monitoring and controls

Using the findings of the condition assessments and subsequent information gathered, Bolton & Menk is developing a 10-year plan for future capital improvements that will prioritize needed improvements to the WWTP pump stations. This plan will include capital cost opinions, O&M costs for future rate planning, and life cycle analysis.

Total Cost: $67,500

Reference:
Orlando Arteaga, PE, City Engineer
843-545-4501 | oarteaga@georgetownsc.gov

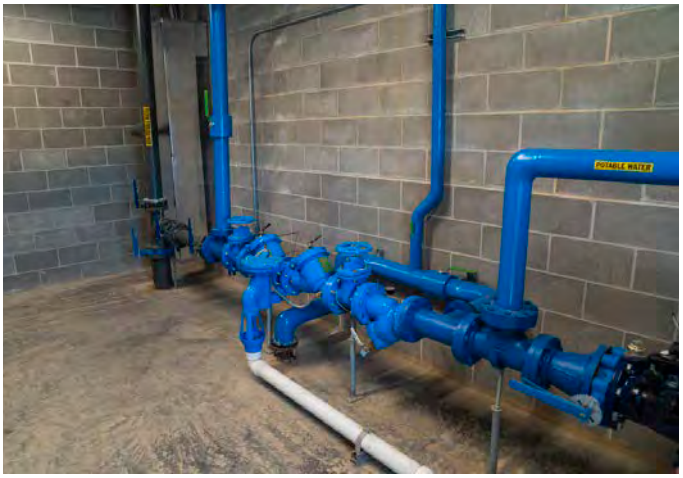
WASTEWATER TREATMENT IMPROVEMENTS

CITY OF SIOUX CENTER, IOWA

The City of Sioux Center needed to update their wastewater treatment facility to meet effluent ammonia and disinfection limits in their new Department of Natural Resources (DNR) permit and to meet Iowa's Nutrient Reduction Strategy. A comprehensive approach was taken to evaluate the facility and its environmental impacts. The extended aeration activated sludge process with biological nutrient removal option was chosen to provide consistent high-quality effluent and operational flexibility.

Bolton & Menk provided a plan detailing the City's options, alternatives for consideration, cost of services study (rate information), meetings with community industries to engage all stakeholders in the solutions, and assistance with State Revolving Fund (SRF) financing. The Iowa Nutrient Reduction Strategy Report was included with an anti-degradation alternatives analysis. Bolton & Menk used state-of-the-art 3D design software to produce a realistic model of the treatment facility and allow operators, the public utilities department, city management, and council to easily review and understand the improvements.

This comprehensive effort allowed the City to proceed confidently in expanding their wastewater treatment facility to replace aging infrastructure, meet nutrient reduction and disinfection goals, and provide the community with a facility to protect the environment and allow the community to grow.



Total Cost: $1,290,625

Reference:
Murray Hulstein, Utility Manager
712-722-0761 | murrayh@siouxcenter.org

WASTEWATER TREATMENT FACILITY

UPPER SIOUX COMMUNITY, MINNESOTA

The Upper Sioux Community (USC), or Pezihutazizi Oyate, is a federally recognized Indian tribe with lands located near the City of Granite Falls in Yellow Medicine County. Wastewater treatment for USC was provided by an aerated vertical flow wetland system with disposal through a drainfield system. This system was limited in its capacity and level of treatment and was in need of upgrade or replacement. In addition, options were limited due to the lack of a discharge permit to a receiving water for the existing system. The USC determined they needed to develop a long-range plan for treating wastewater.

The USC contacted Bolton & Menk to evaluate long-term treatment options. After reviewing several options and site visits to similar facilities, it was determined the appropriate long-term solution was the implementation of a mechanical wastewater treatment facility using MBR technology. MBRs use an extended aeration activated sludge treatment process with membranes in the final aeration reactor. These membranes replace final clarifiers in the extended aeration process and serve as the solids separation system. The USC chose the MBR technology to provide treatment of their wastewater to meet or exceed receiving stream water quality standards, thus helping minimize any impact on the receiving stream and environment.

This alternative has the capacity to treat the wastewater from the entire community. The new facility is located adjacent to the existing facility, with discharge to the Minnesota River. The facility is located on land held by the United States government in trust for the USC. The facility was designed to exceed all State of Minnesota water quality standards since downstream receiving waters are Minnesota waters.

Total Cost: $4,515,000

Reference:
Matt Schommer, Public Works Director
320-564-3853 | matts@uppersiouxcommunity-nsn.gov

WASTEWATER TREATMENT FACILITY AND GREEN ROOF SYSTEM

SHAKOPEE MDEWAKANTON SIOUX COMMUNITY

The Shakopee Mdewakanton Sioux Community (SMSC) worked with Bolton & Menk to design a state-of-the-art water reclamation treatment facility on trust lands to treat wastewater from SMSC residences and community enterprises.

The wastewater facility design selected provides a small footprint with no open lagoons. The entire facility is enclosed in one building, appealing to its surroundings. This provides odor control and improved aesthetics in an area with nearby housing. After treatment, the effluent is directed into several wetlands. The high degree of treatment facilitates then reuses the effluent water to irrigate the golf course during the summer months. In the winter, the treated waters flow north, eventually reaching the Minnesota River.

The following wastewater treatment processes were implemented:

- Screening and grit removal
- Parallel plate clarifiers
- Biological aerated filters (BAF)
- Ultra membrane filtration
- Ultraviolet disinfection

The high degree of treatment facilitates the reuse of the effluent water for irrigation purposes and potentially groundwater recharge.

Treatment of biosolids generated at the facility is accomplished using a belt dryer process. The biosolids drying equipment converts biosolids into a product that is more than 90 percent dry solids. Biosolids are first dewatered using belt presses. Cake solids are then transferred to the belt dryer where water is removed from the biosolids cake. Dried biosolids are stored in bulk bags. Final disposal is accomplished by either applying the dried biosolids as a soil amendment or burning the biosolids in a waste-to-fuel generating facility.

The Shakopee Mdewakanton Sioux Community has an ongoing commitment to protect the environment. As part of this commitment, the wastewater facility is designed with a green roof system. Green roof design utilizes perennial plantings to create a green space on the roof of the facility, thus reducing stormwater runoff for the building and creating an aesthetically appealing and energy efficient roof.

Total Cost: $2,004,238

Reference:
William Rudnicki, Tribal Administrator
952-496-6145 | bill.rudnicki@shakopeedakota.org

WASTEWATER TREATMENT FACILITY

RAHR MALTING COMPANY, CITY OF SHAKOPEE, MINNESOTA

Bolton & Menk, along with the Rice Lake Construction Group, have completed three design and build projects for Rahr Malting Company. Rahr Malting has a malt processing facility located in Shakopee. Based on financial analysis, the Rahr Malting Company determined it would be more cost effective to treat and discharge their process wastewater rather than continue to use the Metropolitan Waste Treatment Facility.

The first project was completed in 1998. The project consisted of a new activated sludge (SBR) wastewater treatment system. The range and peak design are 0.65 and 1.5 mgd respectively.

The second project, completed in 2005, was the addition of a dewatering facility. The project included the installation of a 2-meter belt filter press and dewatered sludge conveyance system including an indexing conveyor to equally load the dewatered sludge into a semi trailer.

The third project, completed in 2008, was the expansion of the process wastewater treatment facility to treat an average daily flow of 2.08 mgd with a peak treatment capacity of 3.0 mgd. The treatment expansion was an activated sludge (MBR) wastewater treatment system. The average and peak design process flows from the MBR facility are 1.5 and 2.25 mgd respectively.

The treated effluent from the process wastewater treatment facility is used for noncontact cooling for controlling temperature during the malting process and for cooling of a conference room and an employee meeting area prior to discharge to the Minnesota River. All of the projects were completed ahead of schedule and within budget.

Total Cost: $3,000,000

Reference:
Mike York, Vice President of Rahr Malting Company
952-445-1431 | info@rahr.com

BRC
DISASTER RECOVERY CONSULTING

PROJECT 1: GASPARILLA ISLAND WATER ASSOCIATION, FLORIDA – HURRICANES IAN, HELENE & MILTON RECOVERY PROVIDE

BRC led recovery efforts for a utility district impacted by multiple hurricanes, managing over $35 million in FEMA Public Assistance (PA) funding for wastewater infrastructure repairs. This included pump station restoration, flood mitigation through elevation and floodproofing, and comprehensive damage assessments.

BRC supported the development of Project Worksheets (PWs), integrated Hazard Mitigation Grant Program (HMGP) elements under Section 406 for resilient design, and provided full grant reconciliation and closeout support. Our team ensured full compliance with 2 CFR 200, maximized eligible reimbursements, and coordinated directly with FEMA and state officials throughout the process.

PROJECT 2: EAST RICHLAND COUNTY PUBLIC SERVICE DISTRICT, SOUTH CAROLINA – DR COST RECOVERY (2015 THOUSAND-YEAR FLOOD)

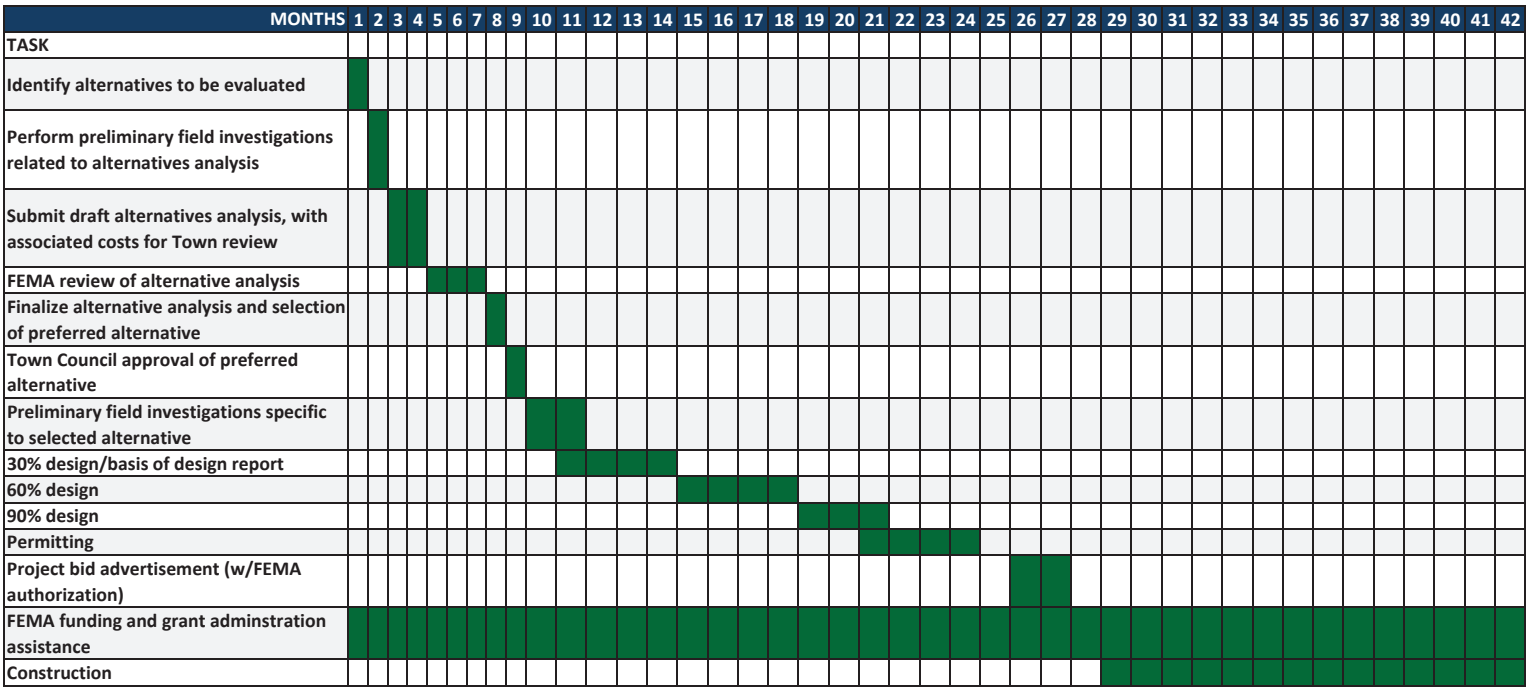
BRC provided comprehensive FEMA Public Assistance (PA) grant management services to support East Richland County PSD's recovery following the historic 2015 Thousand-Year Flood.

The recovery effort managed over $65 million in damages to wastewater infrastructure, including widespread inundation and sanitary sewer overflows. BRC's scope of work included emergency response, permanent restoration, and implementation of improved resiliency designs.

WORK PLAN AND SCHEDULE

The proposed schedule below has been developed based on our knowledge of FEMA's resiliency funding processes. Our team is committed to pushing our schedule based on FEMA's requests and federal requirements. However, based on an analysis of similar WWTP rebuilds post-disaster (e.g., after Hurricanes Helene, Florence, and Ian), the estimated timeline below reflects a realistic three to four years (36-48 months) to full completion, funding closeout, and operational handover. FEMA processes tend to move slowly due to reviews, appeals, and compliance requirements, often extending timelines beyond optimistic promises. While competitors may claim wrap-up in 36-48 months, this overlooks unpredictable variables such as environmental assessment delays, supply chain issues, permitting hurdles, funding appeals, and site-specific challenges in flood-prone areas. Our approach prioritizes transparency and feasibility, drawing from past experience on projects where actual durations exceeded initial estimates by 20-50 percent due to these factors. For funding, primary programs include FEMA's PA and HMGP, supplemented by HUD's CDBG-DR, EPA's CWSRF, and state allocations.

The key to advancing the schedule is the facilitation of constant communication between the Bolton & Menk team, Town of Spruce Pine, and FEMA. It will also be imperative that the initial alternative analysis be thorough and clear to avoid multiple iterations and to build confidence with FEMA's staff that solutions have been thought through. Our staff's experience helping to rebuild this site is key to achieving this thorough analysis, as we have the ability to help identify and assign costs to many of the indirect impacts on the Town and its citizens resulting from a flooded WWTP site.



ACKNOWLEDGMENT OF FEDERAL PROVISIONS

Bolton & Menk acknowledges receipt and review of the federal contract provisions included in the RFQ issued by the Town of Spruce Pine. We understand that these provisions apply to any agreement resulting from this RFQ and that full compliance will be required upon award.

We further acknowledge that

- The term “CONSULTANT” shall refer to Bolton & Menk, Inc. and any subcontractors we may engage
- The term “TOWN” shall refer to the Town of Spruce Pine
- All provisions will be incorporated into the final contract and will flow down in their entirety to all lower-tier subcontracts

Bolton & Menk is committed to adhering to all applicable federal requirements and ensuring that our subcontractors do the same.

ATTACHMENT B – CERTIFICATION FORM

I have carefully examined the Request for Qualifications and any other documents accompanying or made a part of this Request for Qualification.

I hereby propose to furnish the professional consultant services for the Town of Spruce Pine in accordance with the instructions, terms, conditions, and requirements incorporated in this Request for Qualification. I certify that all information contained in this response is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

NAME OF FIRM: Bolton & Menk, Inc.

BY: (printed name): Wesley Brown

SIGNATURE: Wesley W. Brown

MAILING ADDRESS: 1801 North Graham Street, Suite 320

CITY/STATE/ZIP CODE: Charlotte, NC 28206

TELEPHONE NUMBER: 704-376-1555

FAX NUMBER: N/A

EXHIBIT C – NON-COLLUSION AFFIDAVIT

State of North Carolina
County of Mitchell

Wesley Brown, being first duly sworn, deposes and says that:

1. He/She is the Principal-in-Charge (title) of Bolton & Menk, Inc. (firm's name), the CONSULTANT that has submitted the attached response;

2. He/She is fully informed respecting the preparation and contents of the attached response and of all pertinent circumstances respecting such response;

3. Such response is genuine and is not a collusive or sham response;

4. Neither the said CONSULTANT nor any of its officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other CONSULTANT, firm or person to submit a collusive or sham response in connection with the contract for which the attached response has been submitted or to refrain from responding in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other CONSULTANT, firm or person to fix the price or prices in the attached response, if applicable, or of any other CONSULTANT, or to fix any overhead, profit or cost element of the response price of the response, if applicable, of any other responder or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of Spruce Pine or any person interested in the proposed contract.

Wesley W. Brown
Signature

Senior Principal
Title

NOTARIZE

Subscribed and sworn to before me,
This 18 day of July 20 25
Notary Public Jacqueline M Feight
My Commission Expires: September 11, 2027

JACQUELINE M FEIGHT NOTARY PUBLIC MECKLENBURG COUNTY, NC

EXHIBIT D – E-VERIFY AFFIDAVIT

State of North Carolina
County of Mitchell

NOW COMES Affiant, first being sworn, deposes and says as follows

1. I have submitted a response to an RFQ to enter a contract with the Town of Spruce Pine;

2. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

X After hiring an employee to work in the United States I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ I employ less than twenty-five (25) employees in the State of North Carolina.

3. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

X After hiring an employee to work in the United States the subcontractor verifies the work authorization of said employee through E-Verify and retains the record of the verification of work authorization while the employee is employed and for one year thereafter; or

BRC – X Employ less than twenty-five (25) employees in the State of North Carolina.

4. Specify subconsultant(s) / subcontractor(s):
Berquist Recovery Consulting, LLC;
Reece, Noland & McElrath, Inc;
SAME; CES Group Engineers, LLP

This the 29th day of July, 2025.

Affiant

NOTARIZE

Subscribed and sworn to before me,
This 29th day of July, 2025
Notary Public
My Commission Expires: 1/31/2028

COURTNEY M. MAUL
Notary Public-Minnesota
My Commission Expires Jan 31, 2028

STATEMENT OF QUALIFICATIONS

TOWN OF SPRUCE PINE

Engineer Design Services – WWTP

WithersRavenel
Our People. Your Success.

August 1, 2025

Project Contact
Glynn Fleming, PE, CFM
Principal
919-238-0313
gfleming@withersravenel.com

August 1, 2025

Daniel Stines, Town Manager
Town of Spruce Pine
11050 S. 226 Hwy
Spruce Pine, NC 28777

SUBJECT: RFQ FOR ENGINEER DESIGN SERVICES – WWTP

Dear Mr. Stines and Members of the Selection Committee:

WithersRavenel has been committed to serving our communities, big and small, across North Carolina. We were among the first on the ground supporting rapid recovery efforts in western North Carolina municipalities hit hard by Hurricane Helene in 2024, including the Town of Spruce Pine. We are ready to help the Town take the next step in that recovery process by delivering exceptional wastewater engineering services for the alternatives analysis, design, permitting, bidding, and construction of a new wastewater treatment plant (WWTP) to replace the facility the Town lost to the storm. With our proven partnership with Spruce Pine and dedication to North Carolina, our team is ready to provide a resilient, innovative solution to meet your community's critical needs.

Here are some of the advantages of working with our team:

What we bring to this project. WithersRavenel is a multidisciplinary firm with more than 41 years of expertise in municipal wastewater infrastructure planning, design, and construction administration. With our Asheville office less than an hour's drive to the Town, we have decision-makers and team members, including utilities, stormwater, survey, and construction services personnel, who will respond to your urgent needs. Our recent work securing FEMA Public Assistance during Hurricane Helene recovery, combined with our extensive experience with Spruce Pine's wastewater and infrastructure projects and North Carolina's river basin permitting, ensures efficient regulatory compliance.

Expertise from start to finish. Our team's comprehensive alternatives analysis will evaluate repair versus replacement, alternative site selections, and flood mitigation strategies, incorporating FEMA's 50 percent rule and lifecycle cost comparisons. We will deliver preliminary engineering, environmental reviews, detailed design, permitting, and construction oversight for a future-ready WWTP. WithersRavenel's dedicated funding team that has a proven record of securing more than $1 billion for our municipal clients while administering funds and meeting compliance requirements.

Subconsultants who we trust and will complement our services. With our teaming partner **GHD**, a global top 20 design leader with more than 30 successful Membrane Bioreactor (MBR) projects, we bring expertise in advanced technologies such as MBR, Sequencing Batch Reactors (SBR), and Moving Bed Biofilm Reactors (MBBR). Additionally, we have included **Summit Design and Engineering** (geotechnical and structural) and **Sturgill Engineering** (electrical) to complete the team.

WithersRavenel is licensed in the state of North Carolina, and has no conflicts of interest with the Town. Our subconsultants are similarly licensed to practice in the state and have no conflicts of interest. Our team, including our subconsultants, are neither debarred, suspended, or on the Excluded Parties List System in the System for Award Management (SAM). We have provided copies showing WithersRavenel's status, in SAM, and we can provide similar documentation for our subconsultants on request. We also acknowledge the Federal Provisions as listed in Exhibit A of the RFQ, and we will comply with them upon selection.

We are eager to contribute to Spruce Pine's infrastructure resilience and the following pages include our detailed qualifications. Please contact us for any further questions you may have about our team's qualifications.

Sincerely,
WITHERSRAVENEL, INC.

Glynn Fleming, PE, CFM
Principal
gfleming@withersravenel.com
919-238-0313

Lindsay Mize, PE
Project Manager/Design Lead
lmize@withersravenel.com
919-535-5138

TABLE OF CONTENTS

WITHERSRAVENEL

Firm Overview

OUR PEOPLE
YOUR SUCCESS.

WithersRavenel, headquartered in Cary, is an Employee Stock Ownership Plan (ESOP) company. Our more than 460 employee-owners excel at providing consulting services for our clients.

Founded in October 1983 as Withers & Ravenel, Inc., WithersRavenel is equipped with more than 41 years of serving an array of clients and projects through innovative and cost-effective engineering solutions across North Carolina.

WASTEWATER TREATMENT EXPERTISE

WithersRavenel understands the demands of utility management require progressive water resources planning and innovative management practices.

Our team has extensive and diversified experience in evaluation, engineering analysis, design, construction plans, and specifications related to wastewater projects.

We combine traditional field experience with state-of-the-art technology to provide needs analysis, master planning, computer modeling, and wastewater collection and treatment system design and evaluation. This background deeply informs our ability to assess systems, identify capital improvement needs, and prioritize projects.

Whether a client is looking for plant rehabilitation services, expansion, or even a new treatment facility, our engineers and professionals have the experience to tackle your project.

Additionally, we have a dedicated funding department that can help our municipal clients such as the Town of Spruce Pine target grant and loan opportunities. This funding can turn the prospect of expensive repairs or multimillion-dollar new facilities into affordable options to help communities thrive.

This project will be performed primarily from our Asheville and Cary offices.

In addition to our Cary headquarters, WithersRavenel maintains nine branch locations across North Carolina.

- Asheville
- Cary (Downtown)
- Charlotte
- Greensboro
- Pittsboro
- Powells Point
- Raleigh
- Southern Pines
- Wilmington

PROJECT PRINCIPAL AND DESIGN LEAD

Glynn Fleming, PE, CFM
Principal
gfleming@withersravenel.com
919-238-0313

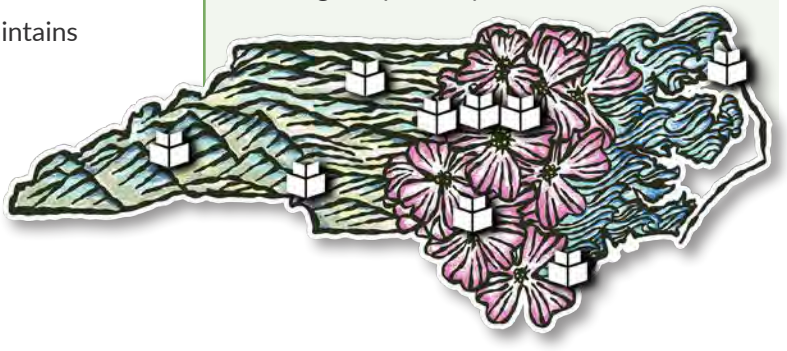
Lindsay Mize, PE
Project Manager/Design Lead
lmize@withersravenel.com
919-535-5138
167 E. Chatham Street, Suite 210
Cary, NC 27511

PROGRAM OF SERVICES

- Asset Management
- Construction Services
- Design & Planning
- Economic Development
- Environmental
- Funding & Finance
- Geographic Information Systems
- Land & Site Development
- Public Engagement
- Stormwater
- Surveying, SUE, & Remote Sensing
- Water & Sewer Utilities

INSURANCE

WithersRavenel has the financial ability to undertake and assume the liability of the work performed under this contract. WithersRavenel maintains the limits of coverage required by the Town.



SUBCONSULTANTS

TEAMING PARTNER: GHD

Established in 1928, **GHD** is one of the world's leading engineering, architectural, and environmental consulting firms, wholly employee-owned with more than 12,000 people across five continents (4,200 people and 82 offices in North America), serving regional municipalities and global clients alike in water, environment, energy and resources, property and buildings, and transportation. **They are consistently ranked by Engineering News Record as one of the top 20 global design firms. Since 2007, they have had an engineering office in Charlotte,** with a breadth of expertise in water/wastewater facilities design, linear design, asset management, structural design, HVAC design, and civil/site design and permitting. Their team has supported the delivery of engineering services on more than $700 million in water and wastewater infrastructure in the mid-Atlantic region over the past decade. The GHD team members proposed for this project have significant experience with the evaluation, planning, design, and implementation of wastewater treatment facility upgrades and expansions. **With nearly 60 engineers and support professionals in the Carolinas alone, the team's proximity to the Town of Spruce Pine enables them to be highly responsive and able to conduct in-person meetings and site visits to enhance understanding and collaborative relationships.**

Contact: Brandon Gott, PE **Phone:** 704-342-4919 **Email:** brandon.gott@ghd.com
Address: 222 South Church Street, Suite 400 & 401, Charlotte, NC 28202

TEAMING PARTNER: SUMMIT

Summit Design and Engineering Services (Summit) was originally founded in 1997 under the name of Callemyn-Parker, Inc., when CEO Jim Parker, PE, PLS, and land surveyor, Alois Callemyn, combined their resources. Operating as Summit since 2004, they offer 14 comprehensive services. The firm is headquartered in Hillsborough, NC, with four additional North Carolina locations, with additional offices in South Carolina, Virginia, West Virginia, Florida, and Colorado. Summit will provide **geotechnical and structural engineering services** for this project. There is significant benefit to having these services delivered by a single subconsultant, as structural engineering and geotechnical evaluations typically go hand in hand, especially when designing foundations and slabs that might be needed for a WWTP.

Contact: Anthony Rentz, PE **Phone:** 803-693-5200 **Email:** anthony.rentz@summitde.com
Address: 1096 Assembly Drive, Fort Mill, SC 29708

TEAMING PARTNER: STURGILL ENGINEERING

Established in 1995, **Sturgill Engineering (Sturgill)** has extensive experience involving water and wastewater treatment and pumping facilities of various magnitudes along with other projects at commercial, institutional, industrial, and municipal facilities. Their team consists of a group of individuals and licensed professionals who have the knowledge, the expertise, and the experience in performing all levels of engineering services.

Sturgill has worked with us on numerous projects in Western North Carolina and across the state. The firm will provide **electrical engineering services** on this project.

Contact: Randy Sturgill, PE **Phone:** 336-238-1249 **Email:** rsturgill@sturgilleng.com
Address: 339 S Main St, Lexington, NC 27292

Firm Capacity and Capability

Firm's Availability

We maintain depth and breadth of resources—backed by 460 employees across the state—so we can commit staff to the contract with equally qualified backups ready to respond on short notice.

Capability to Perform Specialized Services

A successful project very often depends on the presence of a knowledgeable and focused project manager who can coordinate and guide the efforts of the project team from beginning to end. For this contract, WithersRavenel has selected Lindsay Mize as the Project Manager based on his years of experience in the management and design of local government projects and his understanding of wastewater treatment plants, and in particular Spruce Pine's wastewater treatment system and its utilities networks. Some of our proposed team members have also worked on projects in the area.

Preparing Schedules/Monitoring Costs

WithersRavenel produces customized work plans for each project. Projects are broken into phases, tasks are identified for each phase, and appropriate milestones are incorporated. Task durations are estimated, and the relationships between tasks are established within the schedule.

All team members are aware of workloads and prioritization based on project needs and upcoming deadlines. Tracking progress in this manner means we are continuously updating our department schedules, keeping our employees efficient, and submitting deliverables on time. Team members have input in creating the schedule, and they assist in defining dependencies, constraints, and the duration of tasks. Throughout the project, the project team assists the project manager with tracking the project, noting the actual start and end dates of various tasks. If they see a problem in meeting the schedule of a certain task, they advise the Project Manager and discuss options for recovering the schedule.

WithersRavenel uses an accounting software system designed for professional services firms. We follow a process to track the cost of the project team's time and other chargeable costs.

Our accounting system ensures that invoices accurately reflect every billable dollar for every project, and that project chargeable costs are properly billed to the client.

Estimating Construction Costs

WithersRavenel approaches all of our projects with constructability in mind. We involve our full-time construction administration personnel during the design of our projects **(See sample of cost estimation below).**

COST ESTIMATION SAMPLE TABLE

Project Name	Engineer's Cost Estimate	Bid Amount	Construction Cost
Elevated Water Tank *Elkin, NC*	$1,386,000	$1,250,830	$1,000,000
White Oak Creek Infrastructure *Apex, NC*	$4,200,000	$3,800,000	$3,900,000

CURRENT WORK ACTIVITIES

Project Name	Client	Completion (Est.)
ONWASA Dixon Salt Tank and WTP Upgrades	Onslow Water and Sewer Authority	August 2025
Generator Placement	Town of Weaverville	December 2025
Collection System Rehabilitation (SRF Funded)	Town of Hertford	December 2026
Water Treatment Plant (SRF Funded)	Town of Hertford	December 2026
Pine Swamp WWTP Rehabilitation	Yancey County	December 2026
WTP Clearwell and High Service Pump Stations	Town of Franklin	December 2026
WWTP Improvements	Town of Garland	December 2026
WTP Rehabilitation	Town of Franklin	January 2027
ONWASA Dixon WTP Expansion Final Design	Onslow Water and Sewer Authority	August 2027
WWTP Rehabilitation	Town of Rutherfordton	November 2027
WTP Expansion	Town of Weaverville	December 2027
Selma Water System Improvements	Town of Selma	January 2028

Firm Capacity and Capability

OUR PROOF

WithersRavenel has worked with these teaming partners on many WWTP projects.

We've worked with **Sturgill Engineering** as an electrical engineering subconsultant on more than **15 projects,** including the ones identified above.

We have teamed with **Summit Design and Engineering** on more than **10 projects** as well, where they have provided either geotechnical or structural engineering, or both services.

While our relationship with **GHD** is a newer one, the company is among the industry leaders working with specialized wastewater treatment processes such as membrane bioreactors (MBRs) and has completed over **30 MBR projects.** Our team brings a deep bench of local experts with unparalleled expertise to streamline this project.

SUBCONSULTANT: STURGILL

Sturgill has worked with 70 clients, most of whom have consistently returned to work with the firm on their projects. The staff of Sturgill Engineering currently includes three licensed professional engineers, one engineering intern, two CAD technicians, one electrical designer, one administrative assistant and one secretary. Their focus is on quality of deliverables while meeting schedules and respecting client budgets.

STURGILL ENGINEERING, PA

CURRENT WORK ACTIVITIES

Project Name	Client	Completion (Est.)
Eastside WWTP SCADA System Upgrade CA	City of High Point	October 2025
Champion Hills WWTP	City of Hendersonville	March 2026
North Regional WWTP	Harnett County	December 2027

SUBCONSULTANT: SUMMIT

Summit's key personnel proposed for this project are fully committed to this opportunity and will be accessible to the Town. Should there be need for further assistance, the firm has additional resources available from its offices in Asheville, NC, Rock Hill, SC, and across locations in North Carolina.

SUMMIT

CURRENT WORK ACTIVITIES

Project Name	Client	Completion (Est.)
Hurricane Helene Sanitary Sewer Creek Crossing Structural Engineering	Town of Maggie Valley	September 2025
Hurricane Helene Repair/Reconstruction of Aerial Crossing Bridge	Town of Maggie Valley	October 2025
WWTP Improvements	Town of Garland	November 2025

Firm Capacity and Capability

SUBCONSULTANT: GHD

Budget and Schedule Control

At each stage of the design development, **GHD** will compare the cost estimates to the funding budget and incorporate efficiencies or adjustments to the design as needed to stay below the threshold. GHD considers this even more of a critical issue considering the construction cost increases experienced in the past few years. They have seen firsthand projects put on hold because of increases in construction costs when compared to the original cost estimate and know how vital this process is. The cost estimates will need to anticipate escalation to the midpoint of construction from the early stages of the design and adjust as the project progresses.

Internally, GHD utilizes a real-time cost-accounting system to enable the project manager to track expenditures against task budgets to keep the design effort within the budget. Budget updates for tasks will be provided to the Town with monthly invoices, with the following information: approved budget summarized by task, invoiced this period, invoiced previous period, invoiced to date, and percent spent. GHD will monitor the project using our accounting software system that will feed real-time data to earned value tracking providing graphical representation of baseline, actual, and forecasted effort at completion.

This process is linked to the project schedule and will be managed by GHD's lead. The schedule is a key tool for cost control, as it is used to establish and monitor project milestones and critical path items for interdependencies, deliverables, agency submissions, and meetings. A key to maintaining project schedules is effective execution by and communication with the team and with the Town. By remaining flexible and maintaining open lines of communication among project staff and with the Town, we will be able to identify changing project priorities early and coordinate with the Town to make adjustments in staffing or work plans to address issues and optimize delivery efficiency.

Workload Management and Availability

GHD utilizes an efficient, globally consistent web-based solution to manage our people resources. People Planner is fully integrated with our Enterprise Resource Planning and time cost accounting systems, giving our leaders a view of people's availability, and enabling the allocation of appropriately skilled people to the tasks/projects that need them.

CURRENT WORK ACTIVITIES

Project Name	Client	Completion (Est.)
WWTP Upgrade and Expansion	Town of Leonardtown	October 2025
South Coastal WWTP Upgrade and Expansion	Sussex County, DE	2026
WWTP	Village of Bath, NY	2026

Technical Approach

The Town of Spruce Pine was inundated with rainfall-induced flooding from Hurricane Helene. The Spruce Pine Wastewater Treatment Plant (WWTP) is situated in a switchback on the North Toe River approximately one mile northwest of downtown Spruce Pine. The WWTP is a conventional treatment plant that is permitted for 2 million gallons per day (MGD) with an approximate average daily flow of 0.6 MGD.

The WWTP consists of influent pumping, automatic bar screen; teacup grit removal system; three-ring oxidation ditch; three clarifiers, (two final clarifiers and one emergency clarifier); chlorination/dechlorination system; and two aerobic digesters. Hurricane Helene caused extensive flooding at the WWTP damaging critical treatment components including but not limited to the rotating screen; chlorine room and contact chamber; undermining the foundation of one clarifier; complete power loss and flooding of the electrical room; and deposition of extensive quantities of silt and mud in the treatment units and on site.

In the aftermath of Hurricane Helene, the Town reached out to WithersRavenel for assistance in restoring wastewater collection and treatment infrastructure. In collaboration with multiple contractor partners, WithersRavenel was able to assist the Town in temporarily restoring plant operations until the permanent solution could be designed and constructed.

Temporary modular treatment units were brought into treat wastewater until the WWTP could be functional again.

Restoring temporary plant operations involved rehabilitating key plant elements and reconstructing temporary improvements including:

- Restoring use of Clarifier I for clarification via minor repairs
- Performing structural foundation improvements to Clarifier 2 and repurposing the tank to be used for chlorine contact/dechlorination
- Replacing key electrical components required to power site
- Rehabbing the rotating screen by replacing key parts
- Building a temporary HDPE discharge out of Clarifier 2
- Restoring residuals processing
- Installing a used sludge belt press

Although the WWTP is currently operational, there are additional repairs and resiliency measures required to ensure continued operation and to protect against the possibility of future flooding events.

It is understood by WithersRavenel that the Town plans to use Federal Emergency Management Agency (FEMA) grants to fund the WWTP project. FEMA will fund projects to rebuild the existing structure in place if the cost to repair the facility is less than 50 percent of the pre-disaster value. If the cost to repair is over 50 percent, the facility must be brought up to special flood plain hazard (SFPH) requirements which typically means relocating the structure out of the floodplain. An alternatives analysis must be performed to evaluate the cost of repairing the existing facility and determine the direction of the project.

Technical Approach

The Town of Spruce Pine WWTP is at a turning point. Hurricane Helene caused extensive flooding that not only caused considerable damage and work to restore, but now calls into question whether the WWTP should be relocated. A decision of this nature requires extensive technical analysis, cost consideration, constructability reviews, and collaboration with permitting and funding agencies.

By teaming together, WithersRavenel and GHD bring our unmatched wastewater treatment experience and provide the Town with industry leaders and local experts. Our team includes multiple staff members with hands-on experience constructing new plants, plant expansions, and plant rehabilitations. Our team has proven excellence in specialized wastewater treatment technologies including but not limited to MBRs, SBRs, MBBRs, and integrated fixed film activated sludge (IFAS). We can provide all the services required for any path the Town might take with the WWTP.

Our team is committed to continued client engagement throughout the project lifecycle, as this represents a cornerstone of successful project delivery. Similarly, early and continued engagement with the funding source(s) and permitting agencies will be a crucial aspect of a successful project. Continued engagement with all stakeholders (Town, FEMA, permitting agencies) will streamline the project and the approval processes. WithersRavenel anticipates the following approach, however, please note that items listed below may be expanded, omitted, or otherwise changed in the final contract scope based on further discussion and coordination with the Town.

Planning Phase

Initial Evaluation

The planning phase of this project will start with a kickoff meeting. We believe that establishing a clear understanding of project requirements at the outset is essential to minimizing omissions, oversights, and delays.

Open, frequent communication and close, consistent coordination with the Town is paramount, and the project kickoff meeting is the keystone of our proven process detailed below. This process has been developed based on our team's seasoned experience of performing similar projects throughout the state and greater southeast region.

We will work with you every step of the way, ensuring that every project milestone is met with the highest level of quality and service.

After the kickoff meeting, our team will initiate the technical evaluation of the alternatives to restore the WWTP to pre-flood conditions, evaluate alternative treatment technologies, perform in-depth cost analyses, and investigate to determine if the FEMA 50 percent rule is met.

Restoring the WWTP will include but is not limited to replacing electrical components in the electrical building, cleaning out and restoring gravity sand beds, restoration of all buildings, and site restoration.

The list is not inclusive of all items to repair and will be fully developed with the Town and FEMA during this phase of the project.

Our team will conduct a full condition assessment on all existing infrastructure and equipment to determine the full scope of repair and/or replacement needs. Once the full list is established, our team will develop costs to determine if the FEMA 50 percent rule is met.

Our team has successfully led similar alternatives evaluations for other utilities and municipalities, such as the Town of Union Bridge, MD, **(see detailed description on Page 37)** facing floodplain challenges with considerations for meeting funding requirements.

Technical Approach

Alternatives

Depending on the outcome of the initial evaluation, the Town will have two potential paths: restoring the existing WWTP to pre-flood conditions; or construction of a new WWTP outside the special floodplain hazard area (SFHA). To restore the existing WWTP, our team will develop and execute a construction project to the full scope of items identified in the initial evaluation. We'll obtain any surveying needed, develop the plans and specifications, obtain all permits and approvals, assist the Town with project bidding, and provide construction administration and oversight.

Should the initial evaluation show the WWTP meets the FEMA 50 percent rule and the WWTP should be relocated, WithersRavenel will work with the Town to develop a construction project for a new WWTP. The key decisions with a new WWTP will be selecting a new location outside the SFPA to minimize future flooding risks and evaluate treatment technologies to best fit the Town's needs.

We will evaluate multiple factors such as existing and future populations, flow projections, hydraulic evaluation, organic and chemical loading of waste constituents, biological and chemical treatment capacity, liquid/solid separation, solids handling and disposal, disinfection, and equipment selection based on cost, efficiency, power consumption, and ease of operation and maintenance.

Alternatives will also be evaluated using a weighted multi-criteria analysis tool based on the Town's needs to help guide a decision. Our evaluation will include select treatment technologies and will be documented in an engineering report (ER). The report will include a present worth analysis where we estimate initial construction costs, required changes to conveyance to get flows to the new site, operational costs (chemicals, electrical usage), equipment maintenance, and equipment life-cycle replacement.

A review and comparison of a few of the potential treatment technologies that may be evaluated during the alternatives analysis is presented below.

Technology	Description	Pros	Cons
Membrane Bioreactor (MBR)	Wastewater (WW) is treated by highly concentrated activated sludge and the treated liquid stream is separated from solids by membrane filtration.	» Smallest footprint » Longer SRT resulting in lower sludge production; sludge is also more concentrated » Low volumetric retention time	» High capital costs » Cost of membrane replacement » Higher energy cost » Membrane fouling » EQ basin required » More intensive screening required to prevent damage to membranes
Sequencing Batch Reactor (SBR)	WW is mixed, aerated, settled, and decanted in sequence in a single tank. A portion of the sludge is retained for biomass for the next batch, while some is wasted to sludge processing. A minimum of two tanks are required: one will receive water while the other is running the batch process.	» Smaller footprint » Batch process can be adjusted/attuned as needed	» Requires two SBR tanks » Requires flow equalization tank » Can be difficult to achieve good settling » Operator must closely watch process
Moving Bed Bioreactor (MBBR)/ Integrated Fixed Film Activated Sludge (IFAS)	WW is mixed and aerated in a tank with biomass (conventional treatment). Small carriers are added to the aeration tank to provide additional area for biomass to attach and treat WW. Treated water and sludge are separated via a clarifier. Carriers can be dispersed (MBBR) or fixed (IFAS).	» Enhancement of convention treatment process » Smaller footprint » Increased process stability	» Colder operating temperatures require more media, more space » Carrier fouling » Higher energy cost » Specialized operator knowledge required

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Technical Approach

Our goal with the ER will be to develop solutions for the WWTP that creates the least amount of impact on current and future operations, reviews footprint considerations, leaves opportunity for future expansion (if needed), and reduces the overall project cost. Once the ER is 95% complete, a review meeting will be held with Town staff to finalize the ER.

DESIGN PHASE

The design phase is where we will dive into the fine details and engagement with the Town remains of continued importance. Our team will work with Town staff and operators on final unit layout, equipment selection, piping preferences, etc. to design a project custom to the Town.

The design phase includes data collection and surveying, conceptual design, final design, bidding, and construction administration and observation.

All of our work products and deliverables go through a thorough Quality Assurance/Quality Control (QA/QC) process, outlined in the box below. Your Project Manager Lindsay Mize, WithersRavenel Director of Treatment Carolyn Hawkins, and GHD's Thor Young, who is the designated QA/QC Manager, will ensure that design documents and other materials meet the highest quality standards.

QA/QC MANAGER

Checklists appropriate for each type of project are used to verify content and ensure standardization of documents.

A general review of the overall design philosophy and approach is also completed at multiple project phases to ensure the design effort progresses in accordance with the appropriate project approach and good engineering practices.

All technical documents, plans, specifications, opinions of cost, and reports are reviewed and checked in detail by qualified personnel prior to submittal.

PROJECT MANAGER

Every deliverable:

1. Ensure it satisfies scope of work
2. Meets quality standards
3. Client preferences are adhered to
4. Ready for bidding and construction

Data Collection and Surveying Phase

During the Data Collection and Surveying Phase, WithersRavenel's in-house data collection and surveying professionals will complete the following:

- Review any current owner-provided inventories, maps, GIS data, reports, and studies
- Provide the appropriate level of surveying to complement the existing data on the site
- Build existing conditions base file for use in design and permitting efforts
- Utilize in-house survey and GIS experts

Conceptual Design Development

We will meet with the Town representatives to determine preferred design, based on the Alternatives Analysis and FEMA approval.

Additionally, we will perform any further data collection required to supplement previous analysis and design, and develop a Basis of Design. In this phase of the project, we will develop preliminary plan and profiles for the WWTP, develop preliminary construction drawings for comments from the Town, and develop a preliminary engineer's opinion of probable costs.

Technical Approach

Final Design Development

During this phase, our engineers will develop the final design plans and specifications for the project. Steps taken will include:

- Develop final design plans and specifications
- Verify compliance with current Town ordinances and standards, FEMA contract requirements, including Buy America, Build America (BABA) requirements
- Prepare contract documents for bidding for FEMA submittal of design and bid documents per the Grant Milestone Schedule
- Final Environmental Permitting
- Prepare any necessary permit applications
- Develop on-site mitigation plan, if appropriate
- Secure permits

Bidding Phase, Construction Administration and Observation Phase

Upon approval of the Design and Bid Package, WithersRavenel will assist the Town to provide electronic copies of construction documents for advertising and bidding. WithersRavenel will also schedule and conduct a pre-bid conference while addressing any clarification to the construction documents by Addendum and will also conduct the bid opening. Once bids are received, we will tabulate and review bids while checking contractor references. Based on those findings, we will provide a recommendation of award to the Town.

Once the Town awards the work, the project then proceeds to the Construction Contract Administration Phase. Critically, we will provide oversight of the project as the Town's representative. This covers a variety of tasks, including:

- Coordination with the Town's Project Manager throughout the project
- Review of shop drawings for general compliance with the current Town standard specifications and general compliance with the intent of the plans and specifications
- Attendance at regular construction meetings with the Contractor to ascertain project status and construction schedule and report findings to the Town
- Addressing emails, phone correspondence, and letters to communicate with the contractor, client, and/or Town

Technical Approach

WithersRavenel will also provide periodic site visits, either by the construction representative or together with members of the project team. Services provided will include observation and documentation concerning the construction of the project which includes photos and field reports, monitoring operations and progress of contractor, monitoring the quality of work, and general compliance with the Town's and funding requirements. We will provide weekly reports to obtain real-time information including pictures. This service is complemented by on-site meetings with Town staff and/or contractor to discuss schedule, contractor issues, Town issues, etc. This information will be passed to the Town for action.

Our staff will identify non-conforming work observed on the date of the observation and provide field-engineered corrective action solutions, communicate solutions, and monitor repairs. We will also review and approve all changes to the design by our Professional Engineers and the Town.

We will provide quick, on-site solutions using our field staff and Smart Level/Laser Level equipment, and provide sketches for review by our professional engineering staff. As needed, we will offer value-engineered solutions in partnership with the contractor. We can provide a field-dedicated professional during periods of significant construction and when work is being done to help with situations that need immediate attention.

From a longer-term perspective, we will review monthly contractor payment requests and provide recommendations to the Town for financial processing and funding agency approval. We will also provide assistance, documentation, and recommendations concerning change orders, and discuss and provide answers to RFI's received by contractor. Our staff will also keep a running punch list as the project progresses for items that are outstanding. We will work with the contractor and utility companies to relocate utilities if needed, and send all information cited above as needed to the Town for their use and action item needs.

WithersRavenel has its own Field Operations Manual to supplement the requirements from the Town to ensure proper construction practices are being utilized and checks are intentionally incorporated into the process.

Once the project is substantially complete, we will produce a punch list and provide it to the contractor for their action. We would also obtain a schedule to complete the work. We would attend punch list inspections with the contractor until completed. Once completed to our satisfaction, we will coordinate and attend an acceptance inspection of the improvements with the Town. Upon completion, we will also provide as-built drawings to the Town in the format identified by the Town.

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Project Team

ORGANIZATIONAL CHART

TOWN OF SPRUCE PINE

Freddie Harrill
Client Officer

Glynn Fleming, PE, CFM
Principal

Carolyn Hawkins, PE, PMP
Director of Treatment

Lindsay Mize, PE
Project Manager/Design Lead

Thor Young, PE, BCEE
QA/QAC Manager/GHD

Alternative Analysis

Casey Garland, PE, PHD
Design Engineer

Michael Wicker, PE
Senior Wastewater Treatment Technical Consultant

Dana Bolden, PE
Western NC Utilities Engineer

Lindsay Diaz, PE
Process Engineer/GHD

Travis Junker, PE
Project Engineer/GHD

Karthik Manchala, PE, ENV
Biowin Process Modeler/GHD

Civil Engineering

Paul Devlin, PE
Site Civil Engineering

Stormwater

David Perry, PE, CFM
Stormwater Lead

Alisha Goldstein, PE
Stormwater Engineer

Design

Casey Garland, PE, PHD
Design Engineer

Michael Wicker, PE
Senior Wastewater Treatment Technical Consultant

Lindsay Diaz, PE
Process Engineer/GHD

Brandon Gott, PE, BCEE
Project Engineer/GHD

Will Allen, PE
Project Engineer/GHD

Electrical/I&C

Randy Sturgill, PE, LEED AP
Electrical Engineer/Sturgill

Bob Geist
Process Instrumentation and Controls Engineer/GHD

Geomatics

Marshall Wight, PLS
Survey Manager

Will Adgate
SUE Manager

Geotechnical/Structural

Anthony Rentz, PE
Structural Engineer/Summit

Robert Botzenmayer, PE
Geotechnical Engineer/Summit

Environmental

Troy Beasley
Senior Environmental Consultant

Warren Eadus, PG
Wetlands/Permitting

Lindsey Woolridge
Site Assessments

Gary Kreiser, LSS
NEPA Assessments

Construction

Alan Mackey
Senior Resident Project Representative

Funding

Amanda Whitaker
Director of Funding

Michele Faison
FEMA and Funding Specialist

Project Team: Key Principal and Design Lead

GLYNN FLEMING, PE, CFM

Key Principal

Glynn is WithersRavenel's Practice Area Lead for Utilities. He specializes in providing engineering management and general consultation services to developing cities and towns, resident-board water districts, special districts, and state/regional authorities. His technical expertise includes oversight of construction of treatment plants, water transmission and distribution systems, wastewater collection and conveyance systems, and systems condition assessment and rehabilitation. He will be the authorized representative binding the team on this contract, and ensuring all goals are met.

EDUCATION

- MS, BS, Civil/Structural Engineering, University of Alabama

LICENSURE

- Professional Engineer: NC, #044797
- Certified Floodplain Manager: NC-17-0666

PROJECT EXPERIENCE

- WWTP Bridge Repair, Maggie Valley, NC. Principal
- Plant Access Bridge and Dam Spillway Assessment, Woodfin, NC. Principal
- Phase I ESA, Spruce Pine, NC. Principal
- WWTP Resiliency Improvements, Clinton, NC. Project Manager
- ECIA Transmission Improvements, Clayton, NC. Project Manager
- Replacement of Water Lines on US 221 North, Marion, NC. Principal

LINDSAY MIZE, PE

Project Manager/Design Lead

Lindsay has more than 36 years of experience as a professional engineer, working with both private consulting firms and North Carolina municipal agencies. His background in water and wastewater project development, design, and management has helped facilitate growth in communities. Specifically, Lindsay spent more than a decade leading the South Granville Water and Sewer Authority. From its genesis, Lindsay managed an authority that ultimately had more than 40 employees, an annual budget of $12 million, and served nearly 20,000 people. He provides our clients with valuable insights and perspective as they solve challenging water, wastewater, and compliance issues. Lindsay focuses on efficient problem-solving, communication, and customer service. Lindsay will lead and be responsible for overall design efforts, working with team leads from kickoff to construction. He will communicate closely with the Town every step of the way during this project.

EDUCATION

- BS, Biological and Agricultural Engineering Technology, North Carolina State University

LICENSURE

- Professional Engineer: NC, #022526

PROJECT EXPERIENCE

- Helene Response, Spruce Pine, NC. Utilities Engineer
- WTP Expansion, Weaverville, NC. Utilities Engineer
- Pine Swamp WWTP Rehabilitation, Burnsville, NC. Utilities Engineer
- Fox Run Pipe Bridge FEMA EM, Maggie Valley, NC. Project Manager
- Generator Placement, Weaverville, NC. Utilities Engineer
- Disaster Recovery Professional Services, Old Fort, NC. Utilities Engineer
- WWTP Rehabilitation, Rutherfordton, NC. Utilities Engineer
- Helene Response, Burnsville, NC. Utilities Engineer

Project Team

CAROLYN HAWKINS, PE, PMP

Director of Treatment

Carolyn leads our team of treatment system engineers. She is an experienced project engineer and manager with a strong background in chemical and environmental engineering, specializing in the design of wastewater and water treatment systems. She has experience in treating both ground and surface water, customizing treatment strategies to address source water variability and community-specific challenges. Her wastewater expertise spans from plant performance evaluation and the design and optimization of pre-treatment, primary, secondary/biological, and tertiary treatment systems. Carolyn also brings valuable experience with BioWin, a leading wastewater process simulation tool, allowing her to deliver data-driven, customized solutions to meet the specific needs of each community. She will work with Lindsay Mize and Thor Young throughout the project ensuring deliverables align with expectations and the targets set by the Town and our own QA/QC standards.

EDUCATION

- MS, Environmental Engineering, North Carolina State University
- BS, Chemical Engineering, Pennsylvania State University

LICENSURE

- Professional Engineer: NC, #054923
- Project Management Professional

PROJECT EXPERIENCE

- Helene Response, Spruce Pine, NC. Director of Treatment
- Disaster Recovery Professional Services, Old Fort, NC. Director of Treatment
- Pine Swamp WWTP Rehabilitation, Burnsville, NC. Project Manager
- Helene Response, Burnsville, NC. Director of Treatment
- Water Treatment Plant Expansion, Weaverville, NC. Project Manager

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THOR YOUNG, PE, BCEE

QA/QC Manager/GHD

Thor has more than 30 years of experience in the planning, design, and construction management of water and wastewater systems. He specializes in advanced wastewater treatment facility design and plant operations, having managed projects from study through design and construction up to $150 million in capital cost. Thor has designed over two dozen WWTPs achieving enhanced nutrient removal and/or water reuse quality effluent and is a recognized specialist in MBR technology. He has been involved in 14 MBR projects for GHD in the US and Canada and has published and presented numerous papers on MBR treatment advancements. Thor managed the Cox Creek WRF ENR Upgrade which included facilities planning, design engineering, and commissioning for a new MBR-based treatment system to meet 3.0 mg/L total nitrogen and 0.3 mg/L total phosphorus limits and to expand peak flow capacity from 30 to 45 MGD. Thor will provide overall the QA/QC diligence required on deliverables of this project, and he will be working closely with the project manager and team leads.

EDUCATION

- ME.C, Environmental Engineering, Cornell University
- BS, Civil and Environmental Engineering, Cornell University

LICENSURE

- Professional Engineer: NC, #048608
- Board Certified Environmental Engineer

PROJECT EXPERIENCE

- William Tyson WWTP MBR Upgrades, Arcadia, FL. Project Director
- WWTP MBR Upgrades, Bath, NY. Technical Advisor
- Cox Creek WRF ENR Upgrade, Anne Arundel County, MD. Technical Advisor
- Brush Creek WPCF Upgrade, Cranberry Township, PA. Technical Advisor
- Little Patuxent Water Reclamation Plant Facilities Plan, Howard County, MD. Project Manager

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Project Team

CASEY GARLAND, PHD, PE

Design Engineer

Casey is an experienced water and wastewater treatment design engineer. She has worked on all aspects of wastewater projects including developing flow projections and allocations, conveyance and pump station, alternatives analysis, pre-treatment, hydraulic modeling, process selection and design, sludge processing and management, lifecycle cost analysis, and lagoon sampling and decommissioning. In addition to municipal wastewater, she has also worked on industrial wastewater treatment projects. She is a North Carolina native and has worked across the state on water and wastewater projects. Casey will work with the project manager during design and construction phases, ensuring schedules, budgets and targets are being met. She will also provide insights on the alternatives analysis.

EDUCATION

- PhD, Civil/Environmental Engineering, Cornell University
- MS, Biological and Environmental Engineering, Cornell University
- BS, Biological and Agricultural Engineering, North Carolina State University

LICENSURE

- Professional Engineer: NC, #049605

PROJECT EXPERIENCE

- WTP Expansion, Weaverville, NC. Project Engineer
- WWTP Resiliency Improvements, Clinton, NC. Project Engineer
- Disaster Recovery Professional Services, Old Fort, NC. Project Engineer
- ONWASA Dixon WTP Expansion Final Design A, Jacksonville, NC. Project Engineer
- ONWASA Site and Treatment Evaluation PER, Jacksonville, NC. Project Engineer
- WTP Expansion, Franklin, NC. Project Engineer
- Little Creek Regional Pump Station, Force Main and Gravity Sewer Transmission Project, Clayton, NC. Project Engineer

MICHAEL WICKER, PE

Senior Wastewater Treatment Technical Consultant

Michael specializes in water and wastewater systems planning, design, construction and operation. He has more than 40 years of experience in civil and environmental engineering. From 17 years of employment with NCDEQ, he is well-versed in regulatory permitting and financing opportunities for wastewater projects. For the past 23 years in the private sector, he has provided supervision and served as Engineer of Record for many municipal and county-wide sewer projects. Throughout his career, he has been involved in the design, permitting, and construction of more than 100 wastewater treatment plants throughout North Carolina. Michael will provide his insights particularly about regulatory compliance on projects of this nature, along with ensuring efficiencies through the design process to keep the project within budget and on schedule.

EDUCATION

- MPA and MCE, North Carolina State University
- BS, Civil Engineering, North Carolina State University

LICENSURE

- Professional Engineer: NC, #011325

PROJECT EXPERIENCE

- WWTP Asset Assessment, Gastonia, NC. Senior Technical Consultant
- WWTP Rehabilitation, Rutherfordton, NC. Senior Technical Consultant
- Little Creek Regional Pump Station, Force Main and Gravity Sewer Transmission Project, Clayton, NC. Senior Technical Consultant
- ONWASA Site and Treatment Evaluation PER, Jacksonville, NC. Senior Technical Consultant
- ECIA Transmission Improvements, Clayton, NC. Senior Technical Consultant

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Project Team

DANA BOLDEN, PE

Western North Carolina Utilities Engineer

Dana is a native of Western North Carolina. He is a longtime professional engineer with more than 30 years of experience. His background includes project management and design for a range of water, sewer, stormwater, roadway, and site development projects. He also has a multitude of experience coordinating with NCDOT, regulatory, and permitting agencies. Dana is familiar with similar projects in his work throughout WNC, and he will be providing his inputs throughout the project, especially as part of the alternatives analysis effort. He will also be available to the Town at short notice and provide the support they need.

EDUCATION

- BS, Biological and Agricultural Engineering, North Carolina State University

LICENSURE

- Professional Engineer: NC, #028945

PROJECT EXPERIENCE

- Pine Swamp Wastewater Rehabilitation, Burnsville, NC. Project Manager
- Maggie Valley Sanitary District Comprehensive Disaster Recovery & Mitigation Grant Administration Services, Maggie Valley, NC. Utilities Engineer
- Disaster Recovery Professional Services, Old Fort, NC. Utilities Engineer
- Helene Response, Maggie Valley, NC. Senior Technical Consultant
- Sewer Extension Creek Crossing Elimination, Maggie Valley, NC. Project Manager
- WTP Expansion, Weaverville, NC. Project Manager
- WWTP Plant Levee Repair, Maggie Valley, NC. Project Manager

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BRANDON GOTT, PE, BCEE

Project Engineer/GHD

Brandon has more than 22 years of experience in the planning, design, and construction management of municipal water and wastewater facilities. He has directly managed projects ranging from $5 million to over $100 million. This includes process evaluations, BNR/ENR upgrades, and expansions of wastewater treatment facilities. He has experience with alternative advanced treatment technologies evaluations, expansion, and green field WWTP design. He has managed numerous water and wastewater treatment plant rehabilitation, upgrade projects and he understands the critical importance of sequence planning during design and effective communication/MOPO during construction. Brandon has played an integral part in many of GHD's highest-profile proejcts across the Carolinas and brings a strong understanding of plant operations interfacing and process commissioning.

EDUCATION

- ME, Environmental Engineering, Johns Hopkins University
- BS, Environmental Engineering, University of Central Florida

LICENSURE

- Professional Engineer: NC, #045973
- Board Certified Environmental Engineer

PROJECT EXPERIENCE

- Mauldin Road WWRF Dewatering Building Upgrade, Greenville, SC. Project Manager
- Marley Run WWTP Upgrade and Expansion Calvert County, MD. Design Manager
- WWTP ENR and Biosolids Upgrade, Westminter, MD. Project Manager
- Poplin Pump Station Interim Improvements, Union County, NC. Design Project Manager
- William Tyson WWTP MBR Upgrades, Arcadia, FL. Technical Advisor
- Cox Creek WRF ENR Upgrade, Anne Arundel County, MD. Project Manager

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Project Team

LINDSAY DIAZ, PE

Process Engineer/GHD

Lindsay has nine plus years of industry experience with wastewater treatment facility upgrade and expansion design and specializes in biological treatment systems and treatment facility evaluations. She has completed numerous condition assessments, flow and load analyses, and PER studies over the course of her career. She has a reputation as a communicative, detail-oriented engineer who emphasizes quality in delivery, MOPO and constructability, and will put in the same efforts required as the process engineer for this project.

EDUCATION

- MS, Civil Engineering, UNC Charlotte
- BA, Environmental Engineering Studies, UNC Charlotte

LICENSURE

- Professional Engineer: NC, #052320

PROJECT EXPERIENCE

- William Tyson WWTP MBR Upgrades, Arcadia, FL. Process Lead
- Mauldin Road WWRF Dewatering Building Upgrade, Greenville, SC. Design Manager
- Flintstone and Oldtown WWTP PERs, Allegany County, MD. Lead Process Engineer
- WWTP Expansion Evaluation, Elkton, MD. Lead Process Engineer
- WWTP PER, Union Bridge, MD. Lead Process Engineer
- WWTP Expansion, Leonardtown, MD. Process Engineer
- WWTP MBR Upgrades, Bath, NY. Lead Process Engineer

TRAVIS JUNKER, PE

Project Engineer/GHD

Travis has nine years of experience in wastewater and water engineering services. He has been instrumental in the design and construction of municipal wastewater treatment plant and linear infrastructure projects. He has experience with various wastewater and water processes such as pump stations, screening and grit removal, chemical systems, aeration systems, biosolids drying and thickening systems, septage receiving processes, etc. He has contributed technical knowledge to preliminary engineering reports, feasibility studies, condition assessment studies, capacity allocation reports, plant hydraulics, and has provided engineering construction services for water and wastewater projects. Travis will provide his design insights as part of the alternatives analysis team.

EDUCATION

- BS, Civil Engineering, North Carolina State University

LICENSURE

- Professional Engineer: NC, #052498

PROJECT EXPERIENCE

- Bulk Caustic Tank Replacement, Asheville, NC. Project Engineer
- Poplin Pump Station Interim Improvements, Union County, NC. Project Engineer
- WWTP MBR Upgrades, Bath, NY. Project Engineer
- WWTP ENR and Biosolids Upgrade, Westminter, MD. Project Engineer
- WWTP Biosolids Upgrade Phase 1B DAFT Rehabilitation, Hagerstown, MD. Construction Coordinator
- AlexRenew Preliminary and Primary System Upgrades, Alexandria, VA. Project Engineer

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Project Team

WILL ALLEN, PE

Project Engineer/GHD

Will has experience in wastewater design and construction engineering across the east coast. He has performed condition assessments of WWTPs, developed recommended upgrades, designed those upgrades and assisted with construction. Most recently Will designed a new WWTP for Aqua's Rivercrest community. Will was the lead designer who sized blowers, tanks, sludge holding, and chemical feeds. Will also recently lead a PER for the expansion of the Westfall WWTP in Chapel Hill, NC. He is now acting as the client manager for the design of the project which was fast tracked to assist the client. Will is part of the design effort on this project.

EDUCATION

- BS, Civil Engineering Studies, UNC Charlotte

LICENSURE

- Professional Engineer: NC, #048720

PROJECT EXPERIENCE

- Treatment and Residuals Study, Asheville, NC. Project Manager
- Charlotte Water Miscellaneous Engineering On-Call, Charlotte, NC. Project Engineer
- Aqua Westfall WWTP Expansion, Chapel Hill, NC. Client Manager
- Poplin Road Pump Station Interim Improvements, Union County, NC. Construction Manager
- Aqua Rivercrest WWTP Upgrade, Tunkhannock Township, PA. Process Mechanical Lead

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KARTHIK MANCHALA, PE, ENV SP

Biowin Process Modeler/GHD

Karthik Manchala has about 17 years of technical and project/program management experience in the field of wastewater and biosolids treatment for industrial and municipal clients. He is currently pursuing a PhD in Civil Engineering at Virginia Tech focusing on mathematical modeling for wastewater applications. His wastewater and biosolids treatment plant experience include management and design of flow equalization, influent screening, grit removal, aeration system, secondary clarification, tertiary filtration, ultraviolet disinfection, biosolids/residuals handling, and odor control system. Karthik has experience in all aspects of projects, including feasibility studies, concept design and technology selection, detailed design, bid documents, equipment specifications, construction, commissioning, and plant start-up. He has extensive experience in advanced modeling software tools such as GPS-X, BioWin, Sumo Computational Fluid Dynamics (CFD) Analysis, EPA net, and Industrial Source Complex version 3 (ISCST3), as well as 3D modeling for process and mechanical design. He will provide BioWin modeling as part of the alternatives analysis component of the project.

EDUCATION

- MS, Environmental Engineering, Virginia Tech
- BE, Civil Engineering, Osmania University

LICENSURE

- Professional Engineer: MD, #042572
- Envision Sustainability Professional

PROJECT EXPERIENCE

- William Tyson WWTP MBR Upgrades, Arcadia, FL. QA/QC Manager
- Cryogenic Oxygen Production Facility Replacement, Newark, NJ. Senior Process Engineer
- Inland Bays WWTP, Sussex County, DE. Process Lead
- Patuxent WRF ENR Upgrade, Anne Arundel County, MD. Process Engineer

WITHERSRAVENEL

Project Team

PAUL DEVLIN, PE

Site Civil Engineer

Paul has developed his engineering knowledge and skills by working on a diverse range of projects, where he provides everything from grading design, utility design, and stormwater management design. He has gained proficiency with all components of site design and the interconnected nature of all components within a site, and can provide associated site improvements necessary for infrastructure. He strives to provide high-quality and efficient designs that meet the needs of the municipalities and developers. For this project, he will lead site civil tasks working closely with the project design team.

EDUCATION

- BS, Civil Engineering, Virginia Tech
- AS, Engineering, Central Virginia Community College

LICENSURE

- Professional Engineer: NC, #049219

PROJECT EXPERIENCE

- Pine Swamp WWTP Rehabilitation, Burnsville, NC. Site Civil Engineer
- WTP Clearwell and High Service Pump Stations, Franklin, NC. Site Civil Engineer
- Industrial Park Site, Ashe County, NC. Project Engineer
- Project Forge, Sanford, NC. Lead Project Engineer
- Industrial Park Development, Yancey County NC. Project Engineer
- Thomas Betts Peele Road Property Site Development, Rocky Mount, NC. Project Manager
- Amazon Sort and Distribution Center, Garner, NC. Project Engineer

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DAVID PERRY, PE, CFM

Stormwater Lead

David leads stormwater projects as Senior Project Manager in the team at WithersRavenel. He ensures stormwater infrastructure that meets client goals. He is responsible for the delivery of practical solutions for hydraulic designs to address water quality, peak flow mitigation, system capacity, and flood control. His experience includes design of closed systems, flood control measures, floodplain analysis, SCM, and stream restoration. He understands the challenges that governments face, from issues with permitting and sustainability to dealing with stakeholders and City Councils. David will lead overall stormwater tasks necessary on this project.

EDUCATION

- MS, Civil Engineering, UNC Charlotte
- BS, Civil Engineering, Carnegie Mellon University

LICENSURE

- Professional Engineer: NC, #031396
- Certified Floodplain Manager: NC-20-0808

PROJECT EXPERIENCE

- Stormwater Assessment & Planning, Spruce Pine, NC. Project Manager
- WWTP Plant Levee Repair, Maggie Valley, NC. Stormwater Lead
- Yancey County Industrial Park Development, Burnsville, NC. Stormwater Lead
- Sports Complex Engineering Services, Henderson County, NC. Stormwater Lead
- LASII Residential Drainage Improvements Study, Kannapolis, NC. Project Manager
- Long Street Storm Drainage Improvements, Salisbury, NC. Project Manager
- On-Call Stormwater Review, Waynesville, NC. QA/QC Manager
- MS4 Permit Advising, Morganton, NC. Project Manager

WITHERSRAVENEL

Project Team

ALISHA GOLDSTEIN, PE

Stormwater Engineer

Alisha is a seasoned stormwater engineer with a variety of experiences as a private consultant, municipal government employee, federal government reviewer, and academic researcher. She has acted as a municipal reviewer and a third party reviewer for stormwater plans and permits across multiple jurisdictions. While working for the Town of Chapel Hill, she co-authored the MS4 annual report. Alisha is committed to regulatory compliance and client communication. She is proficient in a variety of programs, including EPA SWMM, ArcGIS, HEC-RAS, HydroCAD, TR-55, AutoCAD, and Bluebeam Studio. Alisha will complete stormwater engineering tasks on this project.

EDUCATION

- BS, Earth and Environmental Engineering, Columbia University
- MS, Civil Engineering: Water Resources, Drexel University

LICENSURE

- Professional Engineer: NC, #049642

PROJECT EXPERIENCE

- Stormwater Assessment & Planning, Spruce Pine, NC. Project Engineer
- WWTP Levee Repair, Maggie Valley, NC. Stormwater Engineer
- NPDES Phase II MS4 Audit (2025), Mount Holly, NC. Project Manager
- Niblick Drive Culvert Replacement, Gastonia, NC. Project Engineer
- Stormwater Assessment and Planning, Dallas, NC. Project Engineer
- Long Street Storm Drainage Improvements, Salisbury, NC. Project Engineer
- Watershed Management Plan, Indian Trail, NC. Project Engineer
- Altondale SDIP, Charlotte, NC. Project Engineer

RANDY STURGILL, PE, LEED AP

Electrical Engineer/Sturgill Engineering

Randy is a skilled engineer and owner of Sturgill Engineering with more than 30 years of electrical engineering experience in the water/wastewater industry. He also has extensive experience in power, instrumentation, and SCADA system design. He has done extensive work at treatment plants, and pump and lift stations. His experience includes power flow calculations and analysis, short circuit calculations, arc flash calculations, light level calculations, energy studies, voltage drop calculations, and equipment sizing. Randy will provide electrical engineering expertise on this project.

EDUCATION

- BS, Electrical Engineering, Virginia Tech

LICENSURE

- Professional Engineer: NC, #016871
- LEED Accredited Professional

PROJECT EXPERIENCE *(ALL AS SUBCONSULTANT TO WITHERSRAVENEL)*

- Pine Swamp WWTP Rehabilitation, Burnsville, NC. Electrical Engineer
- WWTP Decommissioning and Pump Station, Lowell, NC. Electrical Engineer
- WTP Improvements (SRF-funded), Hertford, NC. Electrical Engineer
- WTP Expansion, Weaverville, NC. Electrical Engineer
- WTP Rehabilitation, Clearwell and High Service Pump Stations, Franklin, NC. Electrical Engineer
- Project Butter (Collection System Improvements), Goldsboro, NC. Electrical Engineer

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Project Team

BOB GEIST, PE

Process Instrumentation and Controls Engineer/GHD

Bob has 35 years of experience in management, design, and construction of water, wastewater, and infrastructure projects, including nearly four years of on-site contract administration for a $200 million wastewater treatment plant expansion. His experience includes both large and small multi disciplinary facility projects, sewer collection and water distribution projects, and design build projects. Robert has extensive experience with developing construction sequencing constraints and temporary facilities required to maintain continuous operation/ treatment during retrofit and upgrade projects. In addition, he has extensive experience with testing, startup, controls, and troubleshooting. Bob will be the lead on I&C engineering tasks required on this project.

EDUCATION

» BS, Civil Engineering, University of Maryland

LICENSURE

» Professional Engineer: MD, #024168

PROJECT EXPERIENCE

» North Branch Sewage Pumping Station Upgrade, Allegany County, NC. Senior Engineer

» WWTP ENR and Biosolids Upgrade, Westminster, MD. Senior Engineer

» WWTP Phase 2: Dryer Rehabilitation, Hagerstown, MD. Senior Engineer

» Cox Creek WRF Replacement Maintenance Building, Anne Arundel County, MD. Project Manager

» WWTP Miscellaneous Improvements, Hagerstown, MD. Engineering Manager

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MARSHALL WIGHT, PLS

Survey Manager

Marshall is a surveyor and survey director with a background in conventional and GPS field procedures, research, and data processing. He performs boundary topographic surveys; bathymetric surveys; boundary resolution; as-built; monitoring; planimetric and topographic mapping, recombination, right-of-way dedication, and easement mapping. Marshall specializes in remote sensing technologies, including high definition 3D laser scanning, unmanned aerial systems (UAS) legality, flight planning, 3D modeling, orthophoto/surface model generation. He has expertise in mapping, designing, and analyzing stream projects from a variety of geographical areas. He also has experience in soil and concrete testing.

EDUCATION

» BS, Agriculture Environmental Technology, North Carolina State University

LICENSURE

» Professional Land Surveyor: NC, L-5034

PROJECT EXPERIENCE

» Downtown Streetscape, Spruce Pine, NC. Survey Manager

» NC-226 Water Line Extension, Spruce Pine, NC. Survey Manager

» Pine Swamp WWTP Rehabilitation, Burnsville, NC. Survey Manager

» Interceptor Replacement Project (CDBG-I Funded), Burnsville, NC. Survey Manager

» Water Treatment Plant Expansion, Weaverville, NC. Staff Team

» WWTP Levee Repair, Maggie Valley, NC. Survey Manager

» Yancey County Industrial Park Development, Burnsville, NC. Survey Manager

» East Main Sewer Interceptor Improvements (ARPA Funded), Burnsville, NC. Survey Manager

WITHERSRAVENEL

Project Team

WILL ADGATE

SUE Manager

Will serves as the Subsurface Utility Engineering (SUE) Manager for the Asheville office and is responsible for overall SUE project management and personnel allocation. With nearly 10 years of experience, he has worked with a range of technologies to solve complex geophysical and utility mapping problems. He has performed and managed numerous SUE and geophysical investigations for a wide range of clients. He also has an extensive background coordinating with surveying professionals on a variety of projects for public and private clients.

EDUCATION

- BS, Geology, University of Georgia

PROJECT EXPERIENCE

- Helene Response, Spruce Pine, NC. SUE Manager
- Downtown Streetscape, Spruce Pine, NC. SUE Manager
- WWTP Rehabilitation, Rutherfordton, NC. SUE Manager
- Interceptor Replacement Project (CDBG-I Funded), Burnsville, NC. SUE Manager
- Helene Response, Burnsville, NC. SUE Manager
- John Smith Road Pump Station and St. Gabriel's Sewer Extension, Rutherfordton, NC. SUE Manager
- WWTP Resiliency Improvements, Clinton, NC. SUE Manager
- WTP (SRF Funded), Hertford, NC. SUE Manager

ANTHONY RENTZ, PE

Structural Engineer/Summit Engineering

Anthony has over 29 years of experience in design engineering from plan production, design, documentation, and calculations for structures, hydrology, hydraulics, site grading, utilities, subdivisions, and master land development projects. At Summit, he excels in the structural design and detailing for municipal and commercial buildings of a wide variety of materials and sizes. Anthony is adept at working with existing structures, and strives to make as few impacts on building systems as possible while updating structural elements to modern standards, minimizing costs for owners.

EDUCATION

- BS, Civil Engineering, Georgia Institute of Technology

LICENSURE

- Professional Engineer: NC, #040192

PROJECT EXPERIENCE

- Hurricane Helene Woodfin WTP Plant Damage Assessment and Repair Design for FEMA Applications, Woodfin, NC. Structural Engineer (*With WithersRavenel*)
- Eastside Pump Station, Dunn, NC. Structural Engineer *(With WithersRavenel)*
- Solar Farm Operations & Maintenance Facility Prototype Building, Wythe County, VA. Structural Engineer
- Huntsman New Chemical Storage Building, Rock Hill, SC. Project Manager/Structural Engineer
- Brunswick Nuclear Power Plant Turbine Building, Brunswick, NC. Project Manager/ Structural Engineer

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Project Team

ROBERT BOTZENMAYER, PE

Geotechnical Engineer/Summit Engineering

Robert has managed drilling and engineering services throughout the Mid-Atlantic region from Maryland to Georgia over the past 15 years. His geotechnical experience with Summit and other firms includes geotechnical instrumentation, mass grading projects, mixed-use, multifamily, mid-rise buildings, pavement rehabilitation, cast in place retaining wall design, segmental block retaining wall design, and reinforced earth slope design.

Robert began his engineering career as a lab and field technician during college. Since then, he has held most of the technical positions in the industry from Driller helper and CMT technician to Geotechnical Department Manager.

EDUCATION

- BS, Civil Engineering, UNC Charlotte

LICENSURE

- Professional Engineer: NC, #044443

CERTIFICATIONS

- WACEL Concrete Level I
- USACE Contractor Quality Control

PROJECT EXPERIENCE

- Big Pine Solar Site, Sussex County, VA. Geotechnical Engineer
- Lumber Processing Facility Soil & Cement, Henderson, NC. Geotechnical Engineer
- Charlotte Douglas International Airport Bus/Car Loop Renovation, Charlotte, NC. Geotechnical Engineer
- Pureflow Inc. High Purity Water Systems Headquarters, Graham, NC. Geotechnical Engineer
- Oakwood Residential Subdivision, Mebane, NC. Geotechnical Engineer

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TROY BEASLEY

Senior Environmental Consultant

Troy is WithersRavenel's Director of Natural Resources and specializes in coordination with local, state, and federal regulatory agencies for environmental permitting and consistency with current regulations. His experience includes environmental assessments of property for due diligence, wetland delineations, riparian buffer determinations, endangered species surveys, CAMA permitting, riparian buffer coordination and permitting, and Section 401/404 environmental permitting. His background includes training by the U.S. Army Corps of Engineers in wetland delineations, Section 7 Consultation for Endangered Species Permitting by the US Fish and Wildlife Service and has received certification for Surface Water Identification from the NC Division of Water Resources.

EDUCATION

- BA, Parks & Recreation Natural Resources Management, UNC Wilmington

CERTIFICATION

- NPDES Training
- Regulatory IV Training, Wetland Delineations
- NC Wetland Assessment Method Training

PROJECT EXPERIENCE

- Ashe County Industrial Park, West Jefferson, NC. Environmental Scientist
- Yancey County Industrial Park Development, Burnsville, NC. Environmental Scientist
- East Yancey Sewer Improvements, Burnsville, NC. Environmental Scientist
- Country Club Dam Removal (WATAU-021), Blowing Rock, NC. Environmental Scientist
- East Main Sewer Interceptor Improvements, Burnsville, NC. Environmental Scientist
- Basil Holt–Burlington Force Main, Green Level, NC. Environmental Scientist
- Kersey Valley Road, High Point, NC. Environmental Scientist

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Project Team

WARREN EADUS, PG

Wetlands/Permitting

Warren has 25 years of professional work experience in geology and environmental science. The early part of his career dealt chiefly with soil and groundwater contamination assessment and mining work in North Carolina and South Carolina, and project and operations management. The last 20 years have been spent preparing CAMA Major Permits and SEPA and NEPA documents, conducting landfill assessments, Phase I ESAs, Brownfields, wetland and stream delineations, and working on restoration and enhancement projects.

EDUCATION

» BS, Geology, East Carolina University

LICENSURE

» Professional Geologist: NC, #1954

PROJECT EXPERIENCE

» FEMA Helene Response, Polk County, NC. Project Manager

» Reservoir Dam Inspection Helene Disaster Recovery, Woodfin, NC. Environmental Scientist

» Helene Disaster Recovery Services, Montreat, NC. Environmental Staff

» Yancey County Industrial Park Development, Burnsville, NC. Environmental Scientist

» Environmental Site Assessment for Foothills Regional Airport Industrial Park, Caldwell County, NC. Project Manager

» Rosman Greenhouse - Transylvania Economic Development, Transylvania County, NC. Environmental Scientist

» East Main Sewer Interceptor Improvements (ARPA Funded), Burnsville, NC. Environmental Scientist

LINDSEY WOOLRIDGE

Site Assessments

Lindsey performs ASTM Environmental Phase I and Phase II Limited Site Assessments, Transaction Screen Assessments, FCC NEPA Compliance Checklists, and FCC NEPA Environmental Assessments. Her specific experience includes report writing, the use of CAD and other related programs, the supervision of monitoring well installations, soil and groundwater sampling, and wetland/stream delineation.

EDUCATION

» BS, Natural Resources Policy & Administration, North Carolina State University

PROJECT EXPERIENCE

» Phase I ESA, Spruce Pine, NC. Project Manager

» Downtown Streetscape, Spruce Pine, NC. Due Diligence Manager

» East Yancey Sewer Improvements, Burnsville, NC. Due Diligence Manager

» WTP Expansion, Weaverville, NC. Due Diligence Manager

» 484 Merrimon Avenue Property Assessment, Asheville, NC. Project Manager

» Little Creek Regional Pump Station, Force Main and Gravity Sewer Transmission Project, Clayton, NC. Due Diligence Manager

» Church & King Streets Water & Sewer Improvements, Hendersonville, NC. Due Diligence Manager

» WWTP Rehabilitation, Hertford, NC. Due Diligence Manager

WITHERSRAVENEL

Project Team

GARY KREISER, LSS

NEPA Assessments

Gary specializes in coordination with local, state, and federal regulatory agencies for environmental permitting and consistency with current regulations. He is responsible for overseeing and completing NEPA/SEPA and Section 106 review and documentation for various types of public and private development projects. His experience includes environmental assessments of property for due diligence, wetland delineations, riparian buffer determinations, endangered species surveys, riparian buffer coordination and permitting, and Section 401/404 environmental permitting. He is a licensed soil scientist with experience in soil evaluation for a variety of land uses. He has received certification for Surface Water Identification from the NC Division of Water Resources.

EDUCATION

- MS, Soil Science, North Carolina State University
- BS, Biology, UNC Wilmington

LICENSURE

- Licensed Soil Scientist: NC, #1276

PROJECT EXPERIENCE

- Collection System Improvements, Liberty, NC. Environmental Scientist
- US Highway 321 Multi-Use Trail, Blowing Rock, NC. Environmental Permitting Specialist
- WTP Preliminary Engineering Report, Franklin, NC. Environmental Scientist
- Interceptor Replacement Project (CDBG-I Funded), Burnsville, NC. Environmental Scientist
- WWTP Levee Repair, Maggie Valley, NC. Environmental Scientist
- WWTP Decommissioning and Pump Station, Lowell, NC. Environmental Scientist
- WWTP Rehabilitation, Hertford, NC. Environmental Scientist

ALAN MACKEY

Senior Resident Project Representative

Alan has more than 30 years of experience in the construction industry. He has served as a field representative, foreman, and inspector. He is very familiar with the complex regulatory issues concerning water and wastewater facility construction. His many years of experience in this region have given him a broad understanding of the topography, surface waters and climate of Western North Carolina. Alan will be the team's resident project representative providing construction administration and observation services.

EDUCATION

- AAS, Building and Construction, Asheville-Buncombe Technical Community College

PROJECT EXPERIENCE

- NC-226 Water Line Extension, Spruce Pine, NC. Resident Project Representative
- Hwy 19E Force Main Relocation, Spruce Pine, NC. Resident Project Representative
- Helene Response, Spruce Pine, NC. Resident Project Representative
- Ashe County Industrial Park, West Jefferson, NC. Resident Project Representative
- Pine Swamp WWTP Rehabilitation, Burnsville, NC. Resident Project Representative
- Stream Restoration (DWI Funded), Biltmore Forest, NC. Resident Project Representative
- Fox Run Pipe Bridge FEMA EM, Maggie Valley, NC. Resident Project Representative
- Interceptor Replacement Project (CDBG-I Funded), Burnsville, NC. Resident Project Representative
- WTP Expansion, Weaverville, NC. Resident Project Representative

WITHERSRAVENEL

Project Team

AMANDA WHITAKER

Director of Funding

Amanda's experience is concentrated in grant writing, grant administration, and community and economic development projects. She has successfully written and administered grants for projects all over North Carolina for hazard mitigation, resiliency, economic development, neighborhood stabilization, housing rehabilitation, parks and recreation, public infrastructure, and downtown revitalization.

EDUCATION

- MPA, Community and Economic Development, UNC Greensboro
- BA, Political Science, North Carolina State University

PROJECT EXPERIENCE

- Water and Sewer Asset Inventory & Assessment Applications, Spruce Pine, NC. Director of Funding
- BIL Lead Service Line Application, Weaverville, NC. Project Manager
- Helene Response, Maggie Valley Sanitary District, NC. Project Manager
- Helene Response, Woodfin, NC. Project Manager
- East Yancey Sewer Improvements, Burnsville, NC. Director of Funding
- Little Creek Regional Pump Station, Force Main and Gravity Sewer Transmission Project, Clayton, NC. Director of Funding
- WWTP Decommissioning and Pump Station, Lowell, NC. Director of Funding

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MICHELE FAISON

FEMA and Funding Specialist

Michele has more than 15 years of experience working for state agencies that provide direct public assistance to local governments and nonprofit organizations. Previously, she worked with the Recovery Section of NCEM as a Senior Grants Manager representing several counties in Western NC, provided management and support of statewide COVID non-congregate sheltering activities, and moved on to perform the duties as the Recovery Section Finance and Business Compliance Manager. As the NCEM State Finance and Business Compliance Manager, her experience and management approach offers clients clarity and hands-on financial compliance guidance as well as opportunities for supplemental funding. She led NCEM's 30-person grant management, supervisory and management staff in reimbursement requests for more than nine active disasters and led the technical assistance related to FEMA requirements with newly expanded NCEM EMGrants capacity. Her fiscal reporting to NCEM IA/PA Recovery Section leadership for frequent NC Governor's Briefings provided significant awareness and identified opportunities for continuous improvement.

EDUCATION

- BS, Emergency and Disaster Management, Western Carolina University
- AA, Accounting, Strayer University

PROJECT EXPERIENCE

- Helene Response, Spruce Pine, NC. Project Manager
- Dam Spillway Assessment, Woodfin, NC. Funding Specialist
- Comprehensive Disaster Recovery & Mitigation Grant Administration Services, Maggie Valley Sanitary District, Maggie Valley, NC. Project Manager
- Disaster Recovery Professional Services, Maggie Valley, NC. Project Manager

WITHERSRAVENEL

Project Team

FREDDIE HARRILL ▪ CLIENT OFFICER

"Our People, Your Success" are not mere words for us—we go above and beyond through value-added approaches that we bring to our clients and projects. One way we put this philosophy into practice is a Client Officer, which is a complimentary service and will give this contract the attention it deserves. As Client Officer, Freddie Harrill will routinely check in with you to ensure all milestones for this project are being met and address any concerns or questions the Town of Spruce Pine may have.

Team Member	Role	Availability
Glynn Fleming	Principal	**15%**
Freddie Harrill	Client Officer	**As Needed**
Lindsay Mize	Project Manager/Design Lead	**70%**
Carolyn Hawkins	Director of Treatment	**60%**
Michael Wicker	Senior Wastewater Treatment Technical Consultant	**40%**
Casey Garland	Design Engineer	**75%**
Dana Bolden	Western NC Utilities Engineer	**55%**
Marshall Wight	Survey Manager	**55%**
Will Adgate	SUE Manager	**60%**
Alan Mackey	Senior Resident Project Representative	**70%**
Troy Beasley	Senior Environmental Consultant	**20%**
Warren Eadus	Wetlands/Permitting	**55%**
Lindsey Woolridge	Site Assessments	**30%**
Gary Kreiser	NEPA Assessments	**30%**
David Perry	Stormwater Lead	**25%**
Alisha Goldstein	Stormwater Engineer	**55%**
Amanda Whitaker	Director of Stormwater	**20%**
Michele Faison	FEMA and Funding Specialist	**45%**
Thor Young	QA/QC Manager/GHD	**45%**
Lindsay Diaz	Process Engineer/ GHD	**55%**
Brandon Gott	Project Engineer/ GHD	**50%**
Travis Junker	Project Engineer/ GHD	**65%**
Will Allen	Project Engineer/ GHD	**70%**
Karthik Manchala	Biowin Process Modeler/ GHD	**30%**
Bob Geist	Process Instrumentation and Controls Engineer/ GHD	**35%**
Randy Sturgill	Electrical Engineer/Sturgill	**35%**
Anthony Rentz	Structural Engineer/Summit	**30%**
Robert Botzenmayer	Geotechnical Engineer/Summit	**35%**

Experience and References

Pine Swamp WWTP Rehabilitation

YANCEY COUNTY/BURNSVILLE, NC

CLIENT CONTACT

Lynn Austin
County Manager
Yancey County
828-682-3971
lynn.austin@
yanceycountync.gov

SIZE

18,470 (2020 Census)

TOTAL COST

$13,540,000 (Bid)

STAFF INVOLVED

- Lindsay Mize
- Dana Bolden
- Michael Wicker
- Carolyn Hawkins
- Paul Devlin
- Alan Mackey
- Marshall Wight

The Town of Burnsville WWTP and 0.5 MGD contact stabilization process reached the end of useful life and required replacement to reliably maintain wastewater services for the Town and Yancey County. WithersRavenel developed cost opinions for the County to complete rehabilitation/replacement for applicable parts of the plant, along with providing design and construction services.

The scope of work included headworks replacement, a new extended aeration process, chlorination and dechlorination equipment replacement, and tank refurbishment.

The project is currently in the bidding process with construction set to start later this year and an estimated completion in 2026.

Sewer System and WWTP Rehabilitation

HERTFORD, NC

CLIENT CONTACT

Doris Walton
Assistant Town Manager
Town of Hertford
252-426-5311
dwalton@
townofhertfordnc.com

SIZE

1,912 (2020 Census)

TOTAL COST

$3,061,490 (bid)

STAFF INVOLVED

- Carolyn Hawkins
- Lindsay Mize
- Michael Wicker
- Michele Faison
- Will Adgate
- Gary Kreiser

WithersRavenel's team worked on the design of the Meads Lift Station replacement, 8,200 LF of 8-inch gravity sewer rehabilitation, and WWTP headworks replacement, and electrical upgrades.

In addition to our role in ensuring funding compliance, we completed an engineering report to satisfy funding requirements, along with completing closed-circuit television video and manhole assessments using the services of a subconsultant partner.

Our survey team performed topographic and tree survey of the lift station lot. A locate survey was also conducted along the sewer rehabilitation route that included an approximate 60-foot corridor along the centerline of the right-of-way of the existing sewer main. We have completed the design and the requisite permitting, including NCDOT encroachment agreement and NCDEQ erosion control permit. The project bid process was completed and construction is underway.

Experience and References

WWTP Resiliency Improvement

CLINTON, NC

CLIENT CONTACT

Chris Medlin
Director of Public Works & Utilities
City of Clinton
910-299-4905, ext. 3059
cmedlin@cityofclintonnc.com

SIZE

8,383 (2020 Census)

TOTAL COST

$5,491,517

STAFF INVOLVED

- Glynn Fleming
- Casey Garland
- Carolyn Hawkins
- Lindsay Mize
- Michael Wicker
- Michele Faison
- Will Adgate
- Gary Kreiser

The existing influent pump station that serves the City of Clinton's Norman Larkins WWTP is located within the mapped Special Flood Hazard Area (SFHA), and critical components are situated below Base Flood Elevation.

In October 2016, Hurricane Matthew inundated the WWTP as approximately 10 inches of rain fell over the area in a 24-hour period. The event resulted in flooding of the pump station's below-grade dry pit and pumps, and the above-grade electrical control panels and vertical shaft drive pump motors.

The resultant disruption in wastewater treatment services impacted the City's customer base for weeks. In September 2018, Hurricane Florence again inundated the WWTP as approximately 34 inches of rain fell over the area in a 72-hour period.

Similar flooding of the pump station, damage to critical components, and service interruptions were also noted as a result of this event.

In the Spring of 2020, WithersRavenel assisted the City in preparing an application for financial assistance under NCDWI's Additional Supplemental Appropriations for Disaster Relief Act of 2019 (ASADRA) and was instrumental in shepherding the application through the review and approvals process.

In February 2021, the City's application was rated as the highest scoring project in the State, and the City was awarded ASADRA funds totaling approximately $3,000,000 in the form of a 100% principal forgiveness loan. WithersRavenel provided engineering design, permitting, SUE, and bidding services, and is providing construction phase services for a new influent pump station located outside of the SFHA and featuring triplex submersible pumps, enhanced electrical controls, and a dedicated permanent standby generator, as well as decommissioning and abandonment of the existing influent pump station.

The project was completed in April 2025.

WWTP Improvements

GARLAND, NC

WithersRavenel is working with the Town of Garland to provide improvements to their Wastewater Treatment Plant utilizing funds acquired through the American Rescue Plan Act (ARPA).

The full design scope for the project involves the addition of an influent mechanical bar screen structure to the WWTP headworks, design of an on-site dual train chlorine contact chamber and dechlorination chamber with added chlorination and dechlorination flow paced effluent sampling to replace the existing chlorination/dechlorination outfall system.

The design also includes lagoon structural repairs (approximately 16,000 cubic yards), new lagoon floating baffle curtains (approximately 2,200 LF), and dredging and disposal of wastewater sludge from the three lagoons (approximately 1,180 dry tons).

WithersRavenel also provided wetland delineation, survey, SUE, NCDEQ permitting, and bidding services.

Based on prices received for construction, the completed project was value-engineered to focus funds toward the most crucial elements of the project, as determined by collaboration between the Town and WithersRavenel. These elements being the installation of an influent mechanical bar screen structure, a portion of the lagoon structural repairs (approximately 3,000 CY), a portion of the new lagoon baffles (approximately 1400 LF), and dredging of wastewater sludge from the first lagoon (approximately 160 dry tons).

Construction began in June 2025, and is scheduled for completion in 2026. WithersRavenel is providing construction administration and observation services.

CLIENT CONTACT

Samantha Wullenwaber
Deputy Executive Director
Mid-Carolina Regional Council of Governments
919-632-5397
swullenwaber@mccog.org

SIZE

595 (2020 Census)

TOTAL COST

$ 4,498,834.49 (current)

STAFF INVOLVED

- Carolyn Hawkins
- Lindsay Mize
- Michael Wicker

The design also includes structural repairs to the lagoons at the site.

Experience and References

WWTP Influent Screen Replacement

CLARKTON, NC

CLIENT CONTACT

Kentrina Woods
Town Clerk/Finance Officer
Town of Clarkton
910-519-0406
kwoods@townofclarktonnc.com

SIZE

614 (2020 Census)

TOTAL COST

$249,000

STAFF INVOLVED

» Michael Wicker

The Town of Clarkton received FEMA grant funding and Golden LEAF Grant funding to replace the existing WWTP influent screen that is located prior to the influent pump station.

WithersRavenel provided engineering services consisting of design; preparation of construction plans, specifications, and contract documents; bidding services; and construction administration and observation to replace the existing screw screen and static screens at the WWTP.

WithersRavenel prepared the Opinions of Costs to assist with the acquisition of grant funding, the contractor contract documents, contractor solicitation, construction management and observation services, and construction schedule updates necessary for compliance with the grant conditions.

ADDITIONAL WWTP EXPERIENCE

WithersRavenel has worked on scores of WWTP plant projects across North Carolina. The matrices on the following pages provide more examples—though some have been completed more than five years ago—of our successful WWTP work, with many projects receiving state or federal funds.

Project Information	Project Description/Performance	Services Provided
WWTP Improvements *Maggie Valley, NC*	Preliminary and final design of chemical feed improvements to discern the cause and potential solutions related to low pH at the plant.	» Design Services » Permitting » Construction Administration & Inspection Services
The Cape WWTP Upgrades *Wilmington, NC*	Preliminary engineering analysis, permitting and design of existing 0.260 MGD public utility package WWTP expansion to 0.400 MGD with tertiary treatment, flow equalization, new influent pump station, screening, filtration, and ultra-violet disinfection.	» Design Services » Permitting » Environmental Services » Erosion Control » Stormwater Design
WWTP Upgrade & Sewer Line Extension *Clarkton, NC*	Upgrade to the existing 0.240 MGD WWTP; upgrade design for and influent pump station; and design of a standby generator.	» Design Services » Permitting » Grant Application and Administration
WWTP Upgrade & Sewer Line Rehabilitation *Maysville, NC*	Upgrades to the existing 0.180 MGD WWTP include improvements to the aeration system, clarifiers, sludge return system, grit chamber, influent screening, chlorine feed system and the addition of mixers, filtration, and ultraviolet disinfection.	» Design Services » Permitting » Grant Application and Administration

WITHERSRAVENEL

Experience and References

Project Information	Project Description/Performance	Services Provided
Terrible Creek WWTP Bar Screen *Fuquay-Varina, NC*	Evaluation of the expansion of the existing 1 MGD WWTP and design and permitting to relocate existing bar screen from abandoned plant to Terrible Creek WWTP.	» Design Services » Permitting » CIP
Brighton Forest WWTP *Fuquay-Varina, NC*	Engineering alternatives analysis for four private NPDES WWTP dischargers to regionalize systems, go to Fuquay-Varina, or develop reclaim water facilities. Selected alternative involved the design, permitting, and construction of 0.120 MGD package WWTP.	» Design Services » Permitting » Construction Administration & Inspection Services
WWTP Review *Cleveland, NC*	Prepared a conceptual expansion design to convert the Town's existing WWTP from 0.27 MGD to either 0.40 or 0.50 MGD. Options include installation of sludge thickening processes to reduce sludge volume, and the installation of a new aeration basin and secondary clarifier.	» Design Services » Sewer Basin Flow Study
WWTP Supernatant Pump Station *Brevard, NC*	Design required WWTP coordination to bypass pump station. Prepared project drawings and specifications for a complete pump station renovation including new pumps, new mounts, rails and hardware, and new pump controls	» Design Services » Bidding » Construction Administration & Observation
WWTP Value Study *Ocean Isle, NC*	WithersRavenel provided the original design of the plant, and was asked to assess the value and capacity of the facility as a merger was being considered. We used the original construction pricing, RSmeans, and Engineering News-Record construction cost indexing, and solicited new contractor quotes to determine the depreciation and current replacement value of the equipment and facilities at the plant. The Town was able to use this as a basis of negotiation for the transfer of ownership and operations of the wastewater treatment plant to Brunswick County.	» Design Services » Evaluation
WWTP Evaluation *Wallace, NC*	Evaluated the existing 40-year-old 1.0 MGD WWTP for their NPDES Permit Renewal. The evaluation considered each treatment unit, impacts of new NDPES limits, recommendations and cost estimates for improvements necessary to maintain compliance. In addition the evaluation considered elimination of the WWTP through the construction of a new pump station and force main to the proposed regional WWTP in the area.	» Design Services » Evaluation
Bynum WWTP Evaluation *Chatham County, NC*	Evaluation of 25,000 GPD package facility included improvements to the existing lime feed system, addition of an equalization basin, more stringent grease trap inspections, renovations to the existing blower and aeration piping, and improvements to the disinfection system to either UV disinfection or liquid chlorination/dechlorination.	» Design Services » Evaluation

WITHERSRAVENEL FUNDING EXPERIENCE

DISASTER RESPONSE & RECOVERY

WithersRavenel has provided emergency and on-call disaster response and recovery services since 2008. Our professionals can be on-site within 24 hours—and often faster—to perform initial assessments, notify the appropriate regulatory agencies, and direct mitigation and cleanup efforts. We have addressed the following disaster situations in North Carolina during the past decade:

- Hurricane & Tropical Storm Damage
  - Hurricane Helene (2024)
  - Tropical Storm Fred (2021)
  - Hurricane Florence (2018)
  - Hurricane Matthew (2016)
- Riverbank Slope Failures
- Utility Infrastructure Failures
- Dam, Dike & Levee Failures
- Drone Mapped Debris Damages
- Man-Made Utility Damage
- Mitigation and Elevation Design

The team presented in this proposal has ample experience in funding programs related to disaster recovery:

- FEMA Public Assistance and HMGP Grants
- State Allocations for Disaster Assistance
- CDBG-DR Housing and Infrastructure "Third Tranche" Funding
- Community Development Block Grants (CDBG-I, and CDBG-ED) for additional housing rehabilitation, public utilities upgrades and economic development projects
- Written Requests and Justification of State Earmarks
- Legislative Day Representative Meetings

FEMA REIMBURSEMENT EXPERIENCE

WithersRavenel has recent experience completing projects utilizing FEMA funds:

- Assisted the Town of Clarkton in repairing/replacing stormwater infrastructure damaged during Hurricane Matthew with FEMA funds. In addition, handled the FEMA grant administration, which included submitting cost reimbursements and project documentation on behalf of the Town.
- Wrote the grant that won $4.7 million for the Duffyfield Stormwater project and worked with the City of New Bern to finalize the project scope and secure $2.5 million in NCEM funding for critical Duffyfield Stormwater project needs.

The WithersRavenel project team has attended numerous FEMA disaster recovery, damage assessment, insurance (NFIP), mitigation and debris assessment trainings. These have included the following:

- Designed and led statewide in-person and online training for the FEMA Grants Portal at its inception in 2018
- Procurement and Bidding/Vetting Training
- Debris Management and Operations Training
- 2 CFR Monitoring & Compliance Training
- 2 CFR Internal Controls Training
- 2 CFR Financial Management Training
- Grant Management Systems Training

The proposed team has led numerous county-wide applicant briefings for multiple federal and state disasters in North Carolina. We have the expertise needed to competently manage and close out disaster-funded projects of every type.

$9.2+ million
in FEMA Grants secured
$41.1+ *million additional likely to be awarded*

GHD'S WWTP EXPERIENCE

WWTP Preliminary Engineering Report

UNION BRIDGE, MD

GHD was contracted by the Town of Union Bridge, Maryland, to evaluate and recommend upgrades to their WWTP to meet future growth needs and enhanced nutrient removal (ENR) discharge limits. GHD developed a preliminary engineering report (PER) in accordance with Maryland Department of the Environment (MDE) requirements for Clean Water State Revolving Fun Program funding.

The Union Bridge WWTP, located in Union Bridge, Maryland, was originally constructed in 1962 and last upgraded in 1994. Most of the existing equipment and infrastructure has aged past their useful life expectancy. The plant, with a permitted capacity of 200,000 GPD, is in need of upgrades to meet future development growth, discharge permit requirements, and to address aging infrastructure.

The existing WWTP site faces several spacing issues due to its location within the 100-year floodplain and limited available space for expansion. The existing site constraints pose numerous construction and accessibility challenges making it difficult to add new treatment processes or expand existing ones. To address these issues, a new location has been proposed. This location is outside of the floodplain and offers ample space for future expansion.

Two growth projections were developed: one based on historical growth rates and the other on future proposed developments. Historical growth rates indicate stagnant population growth for the Town. However, several developers have expressed interest in constructing new developments within the Town limits that could double the capacity required for the WWTP. For the analysis, each alternative was evaluated at both existing and expansion design flows. During the study, plant staff routinely collected influent wastewater samples. Due to a lack of historical influent data, influent design loads for each alternative were based on typical medium strength wastewater concentrations.

Alternatives Evaluation

Eight treatment alternatives were considered, including SBR, MBR, and Oxidation Ditch technologies.

CLIENT CONTACT

Perry Jones
Mayor
Town of Union Bridge
410-775-2120
unionbr@carr.org

SIZE

936 (2020 Census)

TOTAL COST

$17 million (estimated)

GHD STAFF INVOLVED

» Lindsay Diaz

Each alternative was evaluated for technical performance, ability to meet effluent permit requirements, site layout considerations, capital and operation and maintenance (O&M) costs, and non-monetary factors. The alternatives also considered feasibility of constructing on the existing site. Process flow diagrams and preliminary site layouts were also developed for each alternative.

The PER recommendation is to construct a new WWTP on a new parcel using Oxidation Ditch technology to meet ENR effluent discharge limits. This alternative was selected based on its ability to meet ENR cost-effectiveness criteria, capital costs, non-monetary factors, and overall project lifecycle costs.

The PER was submitted to MDE and is awaiting final approval. The total project capital cost estimated for the recommended alternative is approximately $17,000,000 with an annual operating budget of $335,300.

Experience and References

Flintstone WWTP Upgrade

ALLEGANY COUNTY, MD

The Flintstone WWTP in Allegany County, Maryland, was originally constructed in 1980, and several key components are reaching the end of their useful life. Identified deficiencies and operations challenges include:

- Site flooding due to location within the floodplain and proximity to nearby creek
- Original in-ground steel tanks are failing due to corrosion
- Inefficient air diffusers require oversized aeration blowers and constantly operate multiple blowers
- Site power is only 208V, not 480V, which constrains equipment selection
- No redundancy for UV disinfection
- The existing comminutor vaults require confined space entry
- Generator located within operations building causes fumes and nuisance odors while running
- Decanting the aerobic digester is difficult with existing equipment
- The current treatment plant cannot easily be upgraded for nutrient removal

GHD completed a PER and condition assessment to evaluate alternatives to upgrade the facility to address identified deficiencies and consider compatibility for future nutrient removal requirements. Detailed evaluations were completed to confirm influent flows and loads, growth projections and sizing of alternative treatment technologies to meet the effluent criteria. Following approval of the PER by State regulators, GHD was retained to provide design engineering to develop Bid Drawings and Specifications for the plant upgrade. GHD was responsible for all aspects of the new design including civil, structural, architectural, process mechanical, HVAC, electrical, and controls design. GHD coordinated closely with Allegany County operations and maintenance staff throughout the project for the process design, selection of equipment, and control system coordination.

A new greenfield WWTP was designed on an adjacent parcel of land purchased by the County. This allowed the existing facility to remain in service throughout construction of the new facility.

CLIENT CONTACT

Brynn Lair, PE
Engineer III
Allegany County
301-876-9266
blaird@alleganygov.org

TOTAL COST

$3.8 million

GHD STAFF INVOLVED

- Thor Young
- Lindsay Diaz

SIZE

68,106 (2020 Census)

Major components of the new design included:

- New Electrical Building and emergency generator, on a platform above the flood elevation
- New Influent Pumping Station and valve vault, with comminutor for ragging control
- Two new cast-in-place concrete aeration tanks, with externally mounted aeration blowers and fine bubble diffusers, designed for complete year-round nitrification
- Two new rectangular cast-in-place concrete clarifiers
- New UV disinfection channel
- New Post aeration tank
- Ability to tie-in future denitrification filters for future nutrient removal
- New outfall connection to receiving creek

All new structures are located at least two feet above the floodplain for flood protection. Design completed in 2024 and the project bid is pending.

Experience and References

William Tyson WWTP Improvements

ARCADIA, FL

The 2.0 MGD William Tyson WWTP in Arcadia, Florida, has been under consent order with the Florida Department of Environmental Protection (FDEP) since 2017. Process evaluations completed by GHD found that existing trickling filter treatment system was not capable of reducing influent wastewater loads sufficiently to meet current or future discharge limits. GHD evaluated several treatment alternatives that were workshopped with City staff. The City ultimately chose to replace the existing system with a new MBR treatment system.

GHD developed a preliminary engineering report and detailed design documents for the WWTP upgrades. The City was able to secure grant funding to complete the design and construction. Major considerations for the design included handling of peak flows, improved grit removal, provisions for future expansion, and MOPO during construction. Additional components of the upgrade included:

- New headworks facility with coarse screening and grit removal upstream of a new 7.5 MGD influent lift station along with fine screening downstream to the lift
- A conversion of the existing trickling filters and clarifiers to flow equalization tanks
- A New two train secondary reactor with pre and post-anoxic zones.
- A new three-train MBR system and adjacent MBR building with the ability to add a fourth MBR train in the future.
- A new open channel self-cleaning UV system sized to accept additional UV banks in the future.
- A new bulk chemical storage area for supplemental carbon and metal salt
- New site generator and electrical upgrades
- A civil improvements including new paving and plant entrance

The project is awaiting final permitting approval from FDEP prior to bidding. As an added scope item, GHD performed evaluation of solids handling system for the plant to assess the feasibility of producing Class B biosolids.

CLIENT CONTACT

Beth Carsten
City Administrator
City of Arcadia
863-494-4114
ecartsen@arcadia-fl.gov

SIZE

7,420 (2020 Census)

TOTAL COST

$40 million (estimated)

GHD STAFF INVOLVED

- Lindsay Diaz
- Brandon Gott
- Thor Young
- Karthik Manchala
- Bob Geist

Experience and References

Water Resource Recovery Facility

MASHPEE, MA

GHD worked with the Town of Mashpee, Massachusetts, on a Watershed Nitrogen Management Plan. This plan recommended a new treatment facility to meet Nitrogen TMDLs.

The Town of Mashpee chose GHD to complete a nitrogen management plan. The purpose of the plan was to address nitrogen TMDLs that had been assigned to several of the Town's watersheds. The plan that is intended to be implemented is one that is a hybrid in that it consists of traditional sewering solutions and non-traditional solutions. The initial step in the plan was the implementation of a municipal wastewater collection and treatment system. The treatment system (water resource recovery facility) will be a greenfield facility.

The water resource recovery facility consists of: a new preliminary treatment system, new four-stage Bardenpho MBRs, a new UV system, a new sludge holding tank system, an odor control system, a SCADA system upgrade, and other ancillary improvements such as plant water systems, pumping systems and chemical feed systems.

GHD has designed a state-of-the-art membrane bioreactor facility to meet limit of technology nitrogen limits (3 mg/L) as well as set the Town up to provide effluent for water reuse applications.

CLIENT CONTACT

Jared Meader
Superintendent of Wastewater Management
Town of Mashpee
508-539-1400
jmeader@mashpeema.gov

SIZE

15,060 (2020 Census)

TOTAL COST

$28 million

GHD STAFF INVOLVED

» Thor Young

The following new facilities are planned to be constructed:

» Preliminary Treatment Building
» Process Building with membrane bioreactor tanks and associated equipment as well as ultraviolet disinfection
» Sludge holding tanks
» Effluent sand beds

A unique feature is that the MBR will produce an effluent that will nearly meet water reuse standards. The overall project cost is $28 million and is part of an over $50 million appropriation. This work is all funded through the SRF program.

Experience and References

WWTP Facility

OAKS BLUFF, MA

GHD worked with the Town of Oak Bluffs, Massachusetts, on a Comprehensive Wastewater Management Plan. This plan recommended an upgraded treatment facility to meet nitrogen TMDLs.

The Town of Oak Bluffs chose GHD to complete a comprehensive wastewater management plan. The purpose of the plan was to address TMDLs that had been assigned to several of the Town's watersheds. In addition, the existing comprehensive wastewater management plan was outdated and a new one was needed to address new growth needs in the Town. The plan that is intended to be implemented is one that is a hybrid in that it consists of traditional sewering solutions and non-traditional solutions such as inlet widening, permeable reactive barriers, and enhanced I/A systems. The initial step in the plan was the upgrade of its existing wastewater treatment facility.

The wastewater upgrade consists of: a new four-stage Bardenpho membrane bioreactor to replace the existing SBRs, a new UV system, a new sludge dewatering system, odor control systems, a SCADA system upgrade, and other ancillary improvements.

GHD is designing a membrane bioreactor facility to allow the Town to continue to discharge treated effluent into a sensitive watershed as well as to a drinking water aquifer (Zone II).

CLIENT CONTACT

Patrick Hickey
Facilities Manager
Town of Oaks Bluff
508-693-0343
phickey@oakbluffsma.gov

SIZE

5,341 (2020 Census)

TOTAL COST

$27 million

GHD STAFF INVOLVED

» Thor Young

The following new facilities are planned to be rehabilitated:

» SBRs are planned to be converted to membrane bioreactors
» Existing filters will be demolished and area used for sludge dewatering
» The existing UV system will be replaced

The project will maintain two effluent discharge locations. – The overall project cost is expected to be $27 million. The Town is proceeding through the SRF program for construction funds. Most construction funds are expected to be a 0% loan.

Proposed Work Plan and Schedule

TIMELINE FOR THE PROJECT

The Town of Spruce Pine is looking to either rehabilitate the existing WWTP or build a new WWTP, dependent on the alternatives analysis and FEMA's approval. The proposed schedule is based on building a new WWTP, our team's experience, highlighting major project engineering milestones, and is to be refined upon review with FEMA and coordination with the Town. Please note that items listed within this scope of services may be reduced or modified based on the results of the alternatives analysis. The schedule may also be reduced, dependent on FEMA and Permitting review times.

Milestone	Project Task Milestone	Dependency	Estimated Completion
1	Submit Alternatives Analysis and Engineering Report (ER) to Town and FEMA		6 Months after Notice to Proceed (NTP)
2	Concurrent Agency Reviews: » Environmental & Historic Preservation (EHP) Review Initiation » Permitting Coordination & Preliminary Regulatory Consultations » FEMA Review/Obligation of Alternatives Analysis/ Engineering Report	1	12 Months after NTP
3	Complete Field Services	2	15 months after NTP
4	Complete 30% Design and Review	3	18 months after NTP
5	Complete Final Engineering Design, Review, and Permit Submittals	4	30 months after NTP
6	Submit Bid & Design Package to FEMA	5	30 months after NTP
7	Obtain Applicable Permits	5	36 months after NTP
8	Obtain Approval from FEMA of Final Bid & Design Package	5 & 7	36 months after NTP
9	Advertise for Bids	8	37 months after NTP
10	Receive and Submit Bids to FEMA	9	39 months after NTP
11	Award Construction Contracts	10	41 months after NTP
12	Execute Construction Contracts	11	42 months after NTP
13	Start Construction	12	43 months after NTP
14	Construction Completion and Startup	13	67 months after NTP

Acknowledgment of Federal Provisions

Upon selection by the Town of Spruce Pine, WithersRavenel, Inc. and its team will comply with the federal contract provisions listed below as part of Exhibit A in the RFQ.

EXHIBIT A - FEDERAL PROVISIONS FOR PROFESSIONAL SERVICES CONTRACTS

The following federal contract provisions apply to any Agreement that results from this RFQ. These provisions are provided for your review in developing a response to this RFQ stage. The firm ultimately selected for award will be required to comply with all provisions, which will be incorporated into the contract. Where "CONSULTANT" is referenced, it shall mean the selected firm (and all subcontractors); where "TOWN" is referenced, it shall mean the Town of Spruce Pine. These provisions flow-down in their entirety to all lower-tier subcontracts.

CONTENTS

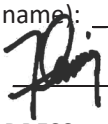
ATTACHMENT B – CERTIFICATION FORM

I have carefully examined the Request for Qualifications and any other documents accompanying or made a part of this Request for Qualification.

I hereby propose to furnish the professional consultant services for the Town of Spruce Pine in accordance with the instructions, terms, conditions, and requirements incorporated in this Request for Qualification. I certify that all information contained in this response is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

NAME OF FIRM: WithersRavenel, Inc.

BY: (printed name): Glynn Fleming

SIGNATURE: 

MAILING ADDRESS: 167 E. Chatham Street, Suite. 210

CITY/STATE/ZIP CODE: Cary, NC 27511

TELEPHONE NUMBER: 919-238-0313

FAX NUMBER: 919-467-6008

EXHIBIT C – NON-COLLUSION AFFIDAVIT

State of North Carolina
County of Mitchell

C. Chan Bryant _____, being first duly sworn, deposes and says that:

1. He/She is the **Senior Vice President** _____ (title) of **WithersRavenel, Inc.** _____ (firm's name), the CONSULTANT that has submitted the attached response;

2. He/She is fully informed respecting the preparation and contents of the attached response and of all pertinent circumstances respecting such response;

3. Such response is genuine and is not a collusive or sham response;

4. Neither the said CONSULTANT nor any of its officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other CONSULTANT, firm or person to submit a collusive or sham response in connection with the contract for which the attached response has been submitted or to refrain from responding in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other CONSULTANT, firm or person to fix the price or prices in the attached response, if applicable, or of any other CONSULTANT, or to fix any overhead, profit or cost element of the response price of the response, if applicable, of any other responder or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of Spruce Pine or any person interested in the proposed contract.

C. Chan Bryant
_____
Signature

Senior Vice President _____
Title

NOTARIZE

Subscribed and sworn to before me,
This 25th day of July, 2025
Notary Public Karen Hancock
My Commission Expires: 5-13-2030

Karen Hancock
Notary Public
Wake County
North Carolina
My Commission Expires 05/13/2030

EXHIBIT D – E-VERIFY AFFIDAVIT

State of North Carolina
County of Mitchell

NOW COMES Affiant, first being sworn, deposes and says as follows

1. I have submitted a response to an RFQ to enter a contract with the Town of Spruce Pine;

2. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

x After hiring an employee to work in the United States I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ I employ less than twenty-five (25) employees in the State of North Carolina.

3. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

x After hiring an employee to work in the United States the subcontractor verifies the work authorization of said employee through E-Verify and retains the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ Employ less than twenty-five (25) employees in the State of North Carolina.

4. Specify subconsultant(s) / subcontractor(s):
_Summit Design and Engineering Services_____
__Sturgill Engineering_____
__GHD_____

This the __ 25th ____ day of _ July _____, 20 25 __.

_____
Affiant

NOTARIZE

Subscribed and sworn to before me,
This 25th day of July, 20 25
Notary Public Karen Hancock
My Commission Expires: 5-13-2030

Karen Hancock
Notary Public
Wake County
North Carolina
My Commission Expires 05/13/2030

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Simple Search | Search Editor

- Any Words
- All Words
- Exact Phrase

Acknowledgment of Federal Provisions

e.g. 123456789, Smith Corp

withersravenel ×

Classification

Excluded Individual

Excluded Entity

Federal Organizations

Exclusion Type

- ✓ Ineligible (Proceedings Pending)
- ✓ Ineligible (Proceedings Complete)
- ✓ Prohibition/Restriction
- ✓ Voluntary Exclusion

Exclusion Program

Location

Dates

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THANK YOU!

WithersRavenel

Our People. Your Success.

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777

MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 9/8/2025
Subject: RFQ Recommendation – Riverside & Riverbend Parks

Included in the packet are two (2) RFQs, responding to a public bid that was published July 22, 2025. The Town received 5 bids in total. The Town formulated a bid tabulation as well score criteria that ranked each firm based on their responsiveness to the bid.

The seven (7) factors used to weight their response is as follows:

- Firms ability to perform the work
- Specialized experience similar or related projects
- Competence of lead design
- Competence of other personnel
- Ability to meet time and projected budget allocations
- Past experience with bidding and construction administration in similar funding stacks
- Veteran, Minority or Woman owned/HUB

After careful review and consideration, the request is for Council to grant staff approval to enter into negotiations with Benesch for engineering services for the permanent design and reconstruction of Riverside and Riverbend Parks. As an alternate, staff requests Council to grant approval to enter into negotiations with WithersRavenel should the Town not be successful with Benesch.

Respectfully,

Daniel Stines
Town Manager

Town of Spruce Pine

RIVERSIDE & RIVERBEND PARK ARCHITECTURE & ENGINEERING SERVICES

August 13, 2025

benesch

Table of Contents

August 13, 2025

Town of Spruce Pine
Daniel Stines
Spruce Pine Town Hall
11050 S. 226 Hwy
Spruce Pine, NC 28777

RE: **Town of Spruce Pine - Riverside and Riverbend Park Architecture & Engineering Services**

Dear Mr. Stines and the Selection Committee:

This project requires a team experienced in the recovery and revitalization of parks impacted by severe weather events. **Benesch**, in partnership with Domokur + Associates, Holmes Geospatial, SWCA and ECS Southeast, are that team. We will assist with architectural design, preliminary engineering, environmental reviews, funding coordination, cost estimating, value engineering, permitting, bidding and construction administration. We understand the importance of conducting a thorough alternatives analysis to evaluate options for repairing or replacing damaged park features, as well as preparing a comprehensive cost analysis to compare all recommended solutions. Central to our approach is a community-driven planning process, which includes robust stakeholder engagement to ensure that the final outcomes reflect the needs and priorities of the community. By integrating technical expertise with meaningful public involvement, we deliver resilient, cost-effective and sustainable park improvements that restore recreational assets and enhance community well-being. **When you choose the Benesch team, you can expect the following key advantages:**

DEMONSTRATED ECOLOGICAL RESTORATION: We are here to help restore your parks. With our in-depth experience through successful past projects such as the Neuse River Park in Raleigh, where our team, including ***SWCA***, restored degraded streams and wetlands, enhanced prairie ecosystems and implemented innovative solutions to improve water quality, stabilize stream banks and support amphibian habitats. Our approach balances ecological restoration with public access and long-term monitoring to provide sustainable outcomes.

GRANT EXPERTISE: Benesch has extensive experience assisting municipalities in securing Parks and Recreation Trust Fund (PARTF), Land and Water Conservation Fund (LWCF) grants and FEMA grant assistance. Additionally, our teaming partner *Domokur + Associates* is presently providing FEMA grant assistance for the Town of Canton. Our team has successfully written and administered grant applications for dozens of communities across North Carolina, resulting in millions of dollars in funding for park and greenway development. We are well-versed in the unique needs of small towns and have guided municipalities through every step of the grant process, from master planning and public engagement to cost estimating and compliance, ensuring projects like Epsom Park, Badin Waterfront Park and Spencer Town Park achieve their funding and community goals.

TRANSFORMATIONAL SMALL DOWNTOWN: Benesch has delivered transformational park projects in small North Carolina downtowns, such as Waxhaw Downtown Central Park, Spencer Downtown Park and Village Park in Kannapolis, by creating vibrant, multi-use spaces that serve as catalysts for community revitalization. Our team led the master planning, design and successful PARTF grant applications for these projects, resulting in new parks that provide flexible event spaces, inclusive play areas and enhanced connectivity—all while reflecting the unique character and history of each community.

We are confident that our collaboration with Domokur + Associates, Holmes Geospatial, SWCA and ECS Southeast, combined with our advanced technical capabilities, position the Benesch Team as the ideal partner for the Town of Spruce Pine's Riverside and Riverbend Park projects. Our track record of delivering high-quality architecture and engineering services for parks throughout North Carolina, as further shown in our proposal, speaks to our commitment to restoring storm-damaged parks with resilient, community-focused solutions that enhance recreational opportunities, promote long-term sustainability and support the well-being of the communities we serve. *Benesch does not anticipate any conflicts of interest. Our subconsulants are properly licensed and in full compliance with all applicable state and federal licensing requirements.*

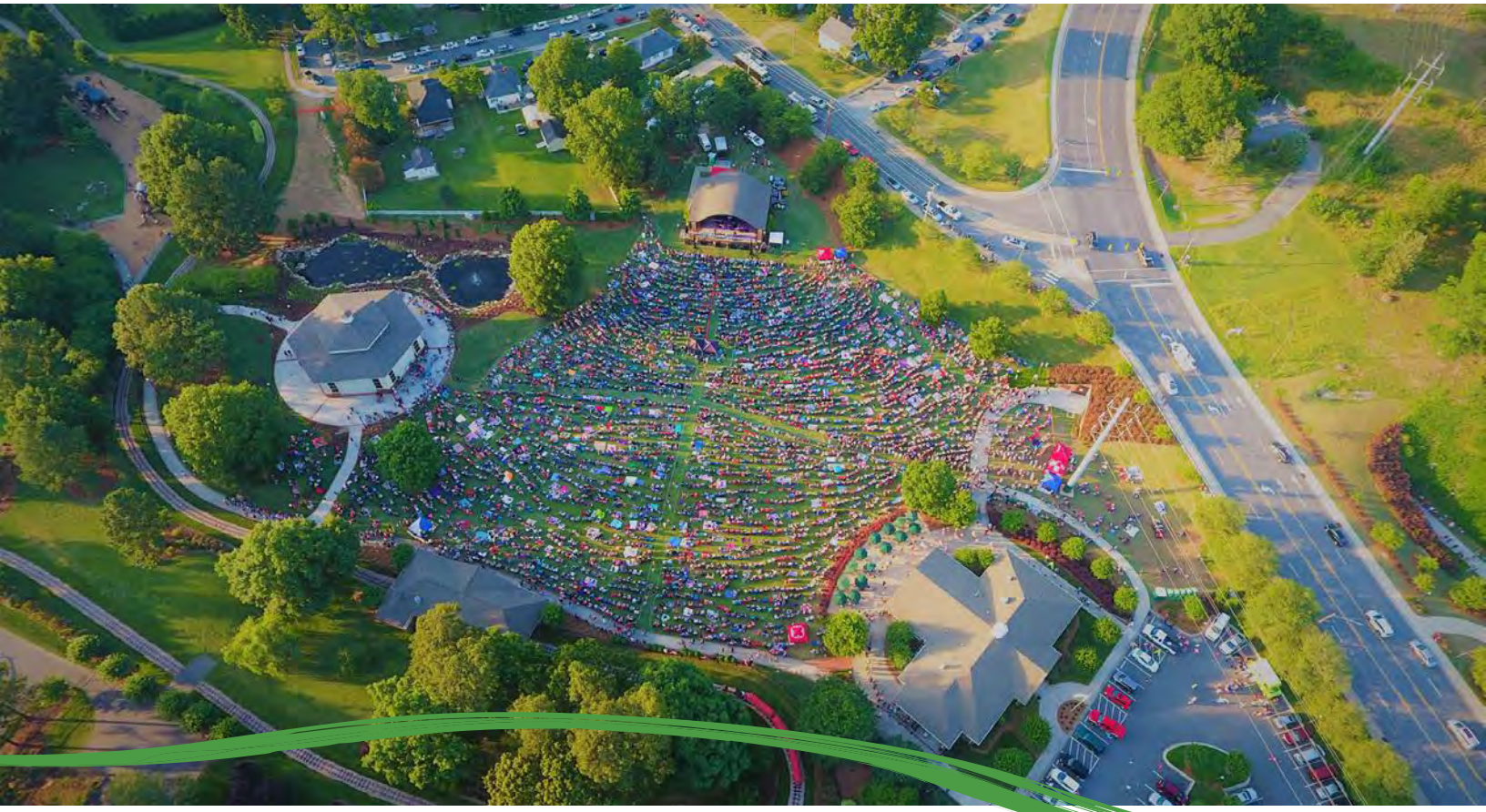
Sincerely,

Jeffery Ashbaugh, PLA
Key Principal/ Sr. Project Manager

Jon Wood, PLA, CLARB
Assistant Project Manager

Greg Stewart, PE
VP, NC Division Manager
Authorized Signator

Section 1 // Firm Qualifications



benesch

WHO WE ARE

Benesch (Alfred Benesch & Company) is a multi-disciplined engineering and professional services firm. We enhance infrastructure and communities across the country, creating spaces and providing connections in ways that make a difference. Founded in 1946 (Chicago, IL) Benesch has expanded to 20 states in the past 79 years and has served the Carolinas for over 35 years.

NORTH CAROLINA OFFICES
Charlotte | Raleigh | Wilmington

Local Office for this Project:
2359 Perimeter Pointe Parkway, Ste. 350, Charlotte, NC 28208
Phone Number: 704-521-9880

WHAT WE DO

Benesch offers comprehensive expertise in park design and construction, delivering innovative, sustainable and community-focused solutions for a wide range of public spaces. Our multidisciplinary team excels in master planning, landscape architecture, civil and environmental engineering and green storm water infrastructure, promoting resilience, accessibility and environmental responsibility in each project. We provide end-to-end services from public engagement and permitting to bidding assistance and construction administration, consistently transforming sites into vibrant, functional parks that enhance quality of life and reflect the unique character of each community.

VALUE FOCUSED. **COMMUNITY** MINDED. **QUALITY** DRIVEN.

Serving a broad range of markets, Benesch is committed to enhancing infrastructure and communities across the country.

1,000 EMPLOYEES | 50 LOCATIONS | 20 STATES | 1 TEAM

- **Number of Employees:** 1,000
- **Location:** Chicago, IL (HQ); Charlotte, NC (Local Office)
- **Years in Business Under Current Name:** 79

OUR SUBCONSULTANTS

Our team includes a select group of subconsultants chosen for their specialized expertise and proven track record in delivering high-quality results on park and recreation projects. Each subconsultant brings unique skills that complement Benesch's core services, ensuring a comprehensive and integrated approach to design, engineering and project delivery.

DOMOKUR + ASSOCIATES | ARCHITECTURE

Our team lead for architecture, Domokur will bring a collaborative approach to provide practical solutions for design challenges during the development of Riverside and Riverbend Parks.

- **Location:** Brevard, NC

SWCA | WETLANDS / ENVIRO. / JURISDICTIONAL WATER

SWCA Environmental Consultants will lead our team in wetland construction, environmental engineering and jurisdictional water permitting. With over 40 years of expertise in ecosystem design, climate adaptation and resiliency planning, environmental planning, regulatory compliance and both natural and cultural resources management, SWCA will tailor designs and techniques to meet the Town of Spruce Pine's specific needs while considering time and budget constraints.

- **Location:** Charlotte, NC

HOLMES GEOSPATIAL | SURVEY

Holmes will lead survey for the Riverside and Riverbend Park projects, delivering coordinated, high-quality survey solutions backed by advanced certifications and a commitment to documentation and communication.

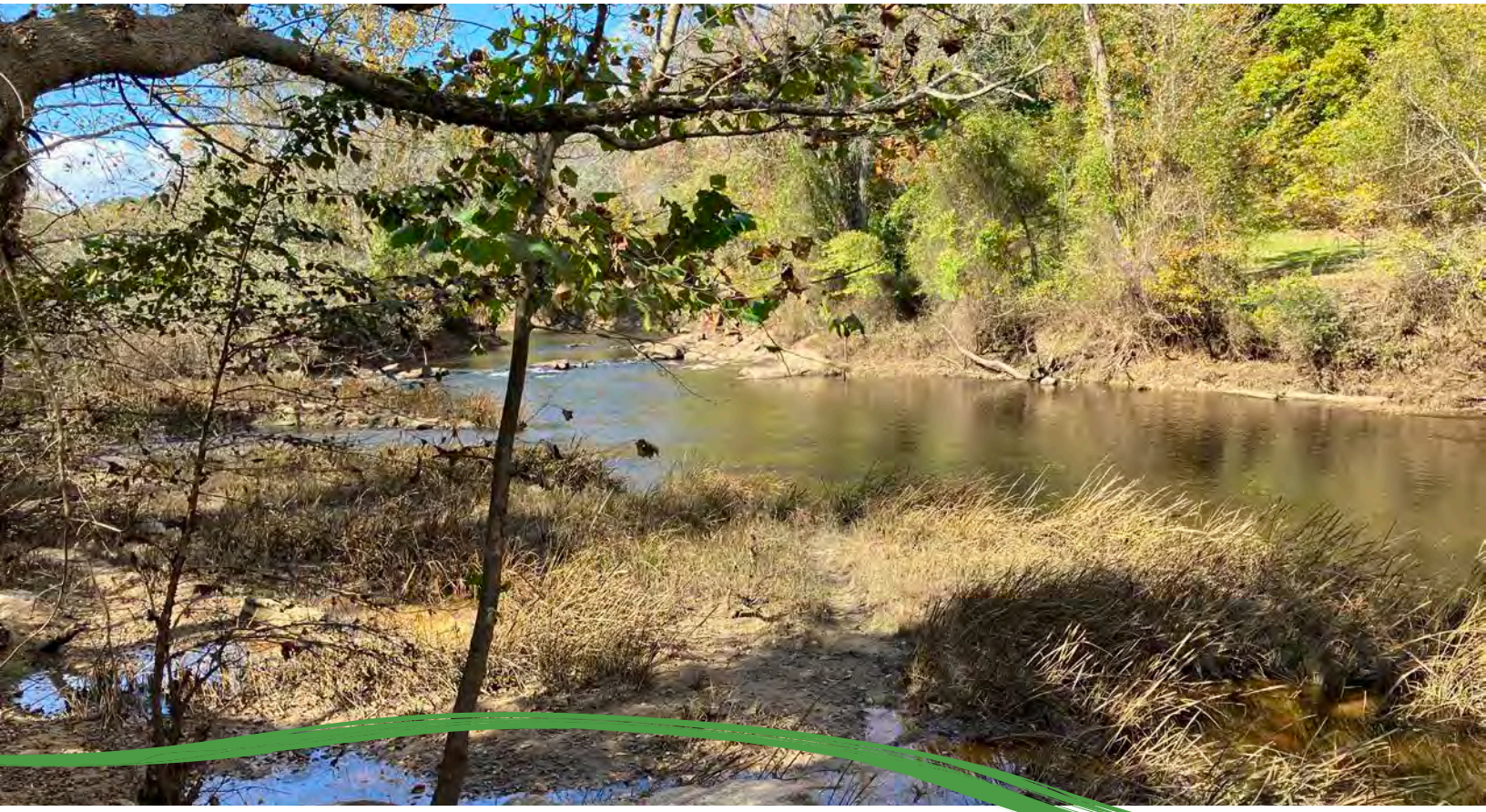
- **Location:** Asheville/Hickory, NC

ECS | GEOTECHNICAL

ECS is a leader in geotechnical, environmental, construction materials and facilities engineering. They are currently ranked 64 in Engineering News- Record's Top 500 Design Firms (April 2022) and 38 in Zweig Group's Hot Firms (June 2022) They will lead geotechnical engineering needs for Riverside and Riverbend Parks development.

- **Location:** Asheville, NC

Section 2 // Firm Capacity & Capability



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PARK CAPABILITY AT A GLANCE

Similar considerations.

Benesch has successfully completed design and construction for numerous parks and river parks with similar considerations to those of Riverside and Riverbend Parks. A few examples are outlined in the table below as well as in our project experience section.

River Access	Multi-Use Trails	Sports Courts	Event Space/Amphitheater	Flood-Resilient Design	Historical Preservation	Grant Compliance/Admin.	Park Name	Park Location
●	●			●	●	●	River Park Recreation Access	Rock Hill, SC
●	●		●	●	●	●	Yadkin River Park	Davidson County, NC / Spencer, NC
	●	●	●			●	Downtown Park	Waxhaw, NC
	●				●		Reedy Creek Greenway	Mecklenburg County, NC
	●	●		●			Paw Creek Greenway	Mecklenburg County, NC
	●	●	●	●		●	Granite Civic Park	Granite Quarry, NC
●				●		●	Smoot Park	North Wilkesboro, NC
	●		●	●		●	Linwood Springs Park	Gastonia, NC
●	●		●	●	●	●	Little River Park	Zebulon, NC
●	●		●	●	●		Neuse River Park	Raleigh, NC
●	●	●	●	●		●	Canton Recreation Park	Canton, NC
●	●			●		●	Lake Corriher Wilderness Area	Landis, NC
●	●			●		●	Yadkin Memorial Park	Yadkin County, NC
●	●			●		●	Rankin Lake Park	Gastonia, NC

EXTENSIVE PARK EXPERIENCE

TRUSTED PROJECT LEADERSHIP

Benesch has assembled an experienced Parks and Recreation team with expertise across all essential disciplines for the successful development of both Riverside and Riverbend Parks.

COMMUNITY FOCUSED

SUCCESSFUL PARTF GRANTS

Jon Wood, PLA, CLARB
Project Manager

CAPACITY AND CAPABILITY

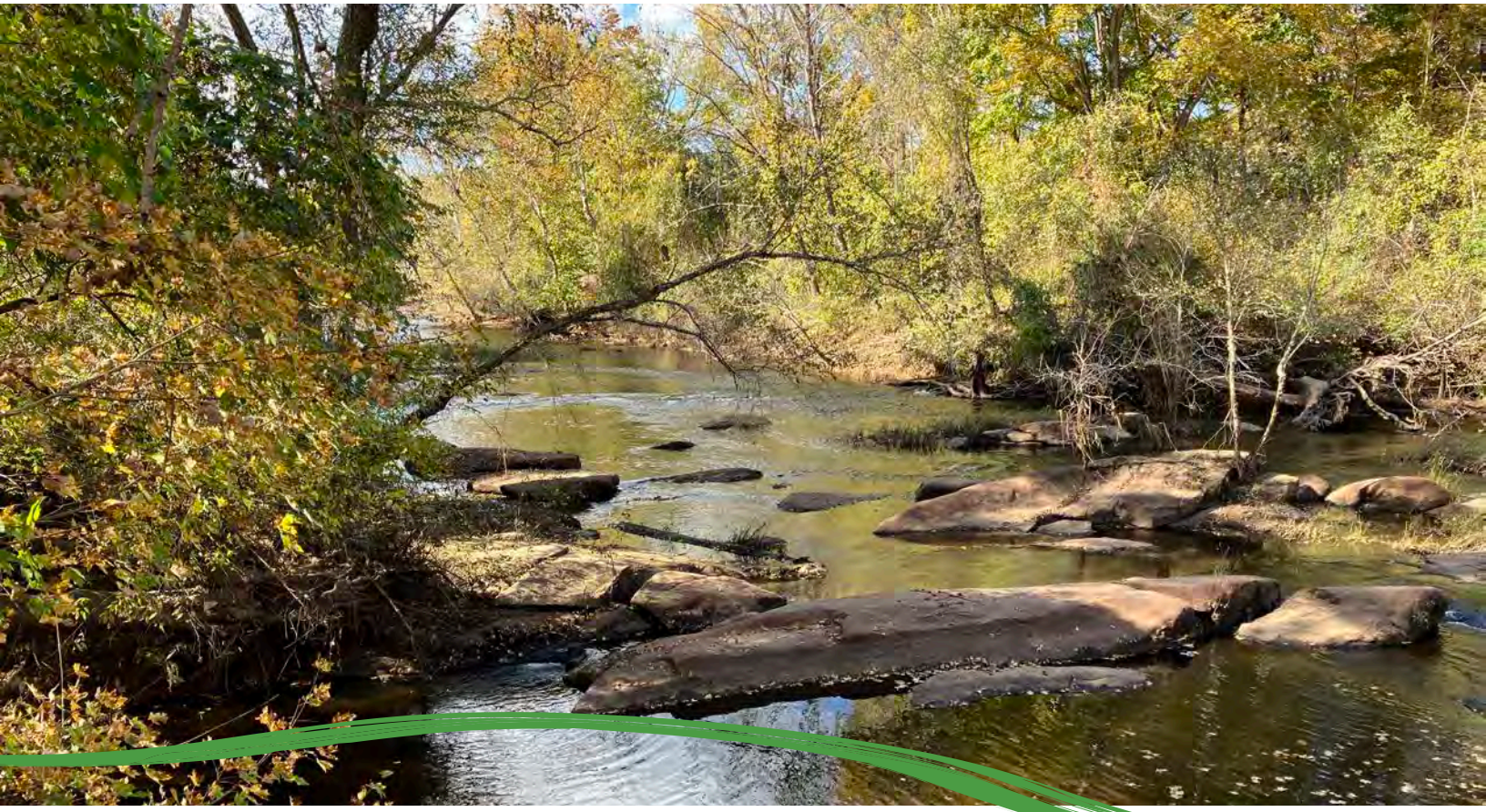
With more than 40 years of experience in landscape architecture, Jon Wood demonstrates exceptional capability and capacity in the planning, design, and implementation of town park projects throughout the Carolinas. He has successfully led the development of new parks, such as Downtown Park in Waxhaw, NC, and Woodleaf Community Park in Rowan County, NC, showcasing his expertise in project management, business development, community engagement, grant writing, planning and design, design review, and quality assurance. Jon's leadership shows the delivery of inclusive, accessible and multi-functional park spaces that address the evolving needs of communities, making him a trusted resource for parks and recreation master planning.

Jeff Ashbaugh, PLA
Key Principal

CAPACITY AND CAPABILITY

With more than 35 years of experience in landscape architecture, Jeff Ashbaugh offers outstanding capability and capacity in the planning, design, and construction of town parks and recreational facilities across the Southeast. His expertise includes master planning, site analysis and the development of construction documents for a wide range of park projects. Jeff has successfully led the redevelopment of Linwood Park in Gastonia, NC, improvements at Village Park in Kannapolis, NC, and managed the design and phased implementation of Yadkin River Park in Davidson County, NC. His leadership has helped communities secure funding and deliver high-quality, accessible park spaces that address diverse recreational needs.

Section 3 // Technical Approach



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TRANSFORMATIONAL APPROACH

Existing Park | Spruce Pine, NC

PROJECT UNDERSTANDING

The Town of Spruce Pine seeks to restore and enhance Riverside Park and Riverbend Park following damage from Tropical Storm Helene. The goal is to develop resilient, community-driven recreational spaces that reflect pre-storm uses while integrating new features and future connectivity plans.

Through our extensive experience developing public river park facilities, Benesch provides a team that understands the necessary steps to assist the Town with this effort. We will work with the Town, public, stakeholders, and government funding agencies to reimagine the park spaces to meet current and future needs of the community and restore their access to the river.

PROJECT MANAGEMENT

Benesch has assembled an experienced team of design professionals that has successfully delivered river park development projects for numerous public agencies. Principal Jeff Ashbaugh, PLA and Senior Project Manager Jon Wood, CLARB have over 75 years of combined experience in all phases of park design and construction. They have successfully delivered over 200 park projects of varying sizes for dozens of varying public agencies and will lead the project from start to finish. Mr. Ashbaugh, with involvement from Mr. Wood, will work with the Town's project manager and communicate regularly during the design process through virtual conferences, in-person meetings and email correspondence. We welcome the opportunity to partner with the Town to restore these parks to a usable space to serve the community.

PROJECT PHASES & WORK PLAN

Public projects usually follow the design-bid-build delivery method. Once the Town gives Benesch a Notice to Proceed, we will begin work within two weeks or sooner, depending on the Town's needs. Our project team will work closely with Town staff to prepare deliverables and keep the project moving to completion. Mr. Ashbaugh will stay heavily involved during the production process assisting with design, performing quality control reviews, cost estimating, bidding and construction administration with assistance from the engineering staff. Please refer to the schedule on the previous page for more information about specific milestones.

Our team philosophy is to exceed the Town's expectations through collaboration and attentive listening. Our job is to make the Town's job as easy as possible while maintaining a positive public image.

CASE STUDY:
Village Park

KANNAPOLIS, NC

Village Park is a multi-phase community park that transformed underutilized green space into a vibrant, accessible and environmentally resilient community destination.

- **Environmental Considerations**
- **PARTF Funded**
- **Relevant Features & Popular Amenities:**
  - Multi-Purpose Event Space
  - Amphitheater Stage
  - Recreational Areas
  - Environmental Features
  - Parking

PROPOSED WORK PLAN

Information Gathering & Project Start-Up

Immediately following the Notice to Proceed, the design team will begin gathering information related to the design of the parks. This information will include all survey data, previous planning, and design information, including permitting requirements, environmental reports, and other pertinent information.

The purpose of this step is to evaluate all readily available information that may be beneficial to the park designs and to identify any "gaps" where additional information is needed. After a quick review of all available information, we will determine an action plan to obtain any additional information that may be needed for the park designs. For example, if a topographical survey has yet to be completed for the project, we will work with our surveyor to determine an appropriate level of survey. We will provide the Town with a site plan that defines the limits of survey and submit it to the Town for approval. After Town approval we will work with Holmes Geospatial to prepare a physical survey for the project areas.

We have also included SWCA on our team to assist with any environmental engineering such as jurisdictional waters determination and delineations, threatened and endangered species reviews and any other environmental services this project will require.

A historic or prehistoric cultural resources study will also be conducted if required by regulatory authorities or grant authorities.

We anticipate the following deliverables for this stage:

- Physical Survey and bathymetry (if needed for river access points)
- Jurisdictional Delineation and Threatened and Endangered Species Reports
- Readily available aerial and GIS site plans

Once information is gathered for each park, we will lead a Pre-Design/Programming Workshop with the Town. This meeting can be held in person or virtually.

The purpose of this workshop is to provide the Town with an opportunity to voice their opinions, goals, needs, and to share any other relevant project information. The work session will quickly refine, resolve, and confirm the park re-development programs.

At this programming workshop we will:

- Discuss and confirm the proposed work plan, project goals and project schedules.
- Discuss and confirm the level of community and stakeholder engagement desired.
- Identify any user preferences regarding the park designs including river access points, overlooks, play areas, pavilions, trails, parking, planting, stormwater features, art, and any other proposed park facilities.
- Discuss the amphitheater venue to better understand what type and size of events the Town will use it for.
- Discuss water, sanitary sewer, power and data/com needs.
- Identify and discuss what is important to the Town for us to know about this project.

PHASE I: PLANNING & ALTERNATIVES ANALYSIS

Site and Building Assessment

The next step in the process will be to conduct a detailed site and building damage assessment for each park. Benesch will focus on the site assessments and Domokur + Associates will assess the restroom building.

Our assessment team will inspect a variety of physical features of the park, both man made and natural, and collect information to accurately document damage. Items to be field reviewed include (but not limited to):

- **TERRAIN/TOPOGRAPHY**: for land loss, erosion, siltation and level of smoothness.
- **TRAILS:** for erosion, firmness and stability (ADA), and condition of asphalt or gravel surface.
- **LANDSCAPING:** for condition of plant materials, coverage of vegetation, and invasives.
- **RIVER BANKS/ECOLOGY:** Stability, condition of vegetative establishment, environmental impacts.
- **SPLASHPAD:** for condition of surfacing, infrastructure and functionality.
- **PLAYGROUND:** for condition of surfacing, equipment and any edging.
- **PARKING:** for condition of paving, signage and pavement markings.

- **INFRASTRUCTURE:** for condition of stormwater piping, water, sanitary sewer, and power.
- **HYDROLOGY/FLOODPLAIN:** to understand how water moves through the park sites and relationship of amenities to the river.
- **FLOOD RESILIENCY:** for use of durable building materials.
- **BUILDING:** Exterior and interior materials, walls (mold remediation), ceiling, mechanical, plumbing, and electrical systems, condition of roofing, and code compliance (ADA). We understand a structural assessment has already been completed by others for the restroom and the building has been deemed structurally sound.

Findings and damage will be documented in a report with photographs, descriptions of damage, and notes. Through this assessment process we will have a firm understanding of what facilities need to be restored and replaced.

Alternatives Development

At the conclusion of the assessment phase, our engineering and architectural team will conduct a repair versus replacement analysis for each park to evaluate the redevelopment scenarios. Work at a minimum will consist of preparing comparative evaluations of alternatives including life-cycle costs, maintenance implications, permitting considerations, physical and engineering constraints, and phasing strategies.

Reconstruction after the devastating storm allows the community to reassess how the parks can currently serve the community needs and enhance their connectivity to the surrounding areas while at the same time rebuilding in a way that reduces future disaster losses.

The conceptual plans will illustrate how various amenities can be repaired or replaced physically within each park site, as well as exploring options for relocating amenities, or developing any potential new amenities. The conceptual site plan will illustrate and describe the location of each project element and structure and the inter-relationship of one project element to another as well as the necessary supporting infrastructure. Any recommended land acquisition that could improve the connectivity between parks will also be identified. During this phase, the Town has identified these tasks:

- Evaluate relocation of amenities (e.g., amphitheater to community garden site).
- Explore new features (e.g., kayaking/tubing entry)
- Alignment with the Town's 2008 Greenway Feasibility Plan and future connectivity goals: Explore greenway plan and sewer easement for park linkage.

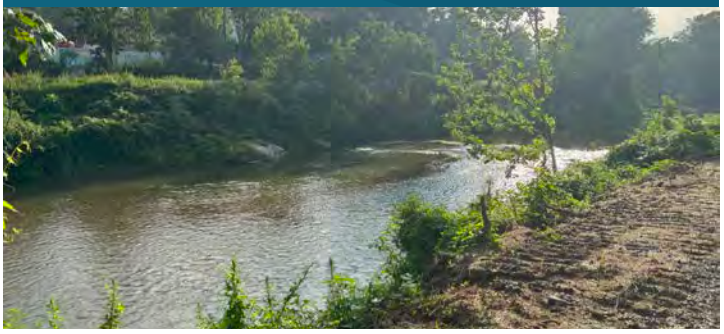
Cost Analysis

Having a firm understanding of the capital and operational cost for park facilities is important for the success of any construction project. The knowledge and experience of our estimators is best in class. We will use a variety of techniques to develop cost estimates for your project. We frequently bid park construction work and have an accurate and up to date database of park construction costs. We have numerous projects under construction at any given time and stay in active communication with local contractors about current construction costs. When requested, we employ third party certified estimators to assist with estimates. Cost analysis and estimates will:

- Compare capital, permitting, and long-term O&M costs for each alternative.
- Include lifecycle cost evaluations and phasing strategies.

During the design process, including the alternatives development phase, we will develop multiple cost estimates for your project to ensure the scope of work aligns with the budget, to aid in decision making, and for negotiations with FEMA.

When evaluating whether a damaged facility is eligible for replacement, FEMA compares the eligible repair cost with the eligible replacement cost and evaluates the feasibility of repairing the facility. A facility is considered repairable when disaster damage does not exceed 50% of the cost of replacing a facility to its pre-disaster condition. If the estimated repair cost exceeds 50% of the estimated replacement cost, the actual cost is eligible.



PHASE II: COMMUNITY & STAKEHOLDER ENGAGEMENT

Community engagement is a crucial step in the re-development of parks. We utilize a variety of community engagement methods and know how to tailor each process to fit the specific needs of the community. We anticipate having a conversation with the Town to determine the level of input needed for this project. Based on the RFQ, the park will have several forms of community engagement.

Engagement Strategy

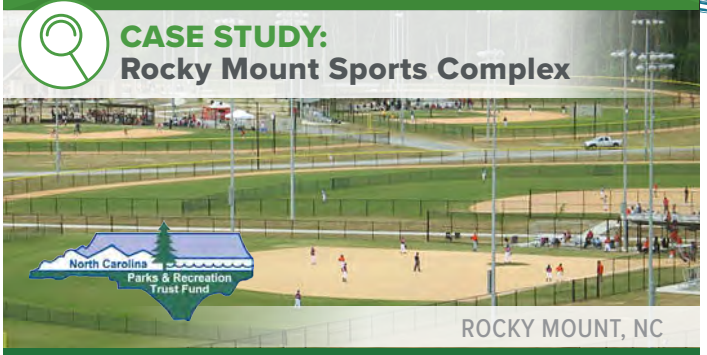
There are a variety of methods for conducting community engagement sessions. We find the most successful method is the walk-in open house format. This way residents and users can quickly visit and participate in a series of interactive activities with the opportunity for one-on-one time with the design professionals and Town staff. We will work with Town staff to manage outreach logistics and to confirm an appropriate level of engagement. In addition to meeting with residents of the community, it may be beneficial to identify and meet with focus groups and individual stakeholders and/or form a Community Advisory Group to provide feedback on park designs.

We also encourage Town staff to stay involved throughout the public input process. We would suggest engaging any stakeholder groups in a one to two-hour workshop to identify and/or validate goals and objectives for the park. This group would be engaged throughout the process with regular updates as plans are implemented.

Feedback Integration

In efforts to make providing feedback convenient we will use a web-based online survey instrument to engage the public. Benesch (working with the Town) will prepare a community survey to be posted on the Town's website to collect additional information related to the park projects. Benesch will also coordinate with Recreation Resources Service (RRS) to ensure the survey is conducted in such a way that all responses and data collected can be used in support of a future PARTF/LWCF application.

CASE STUDY:
Rocky Mount Sports Complex



ROCKY MOUNT, NC

The Rocky Mount Sports Complex is a 150-acre, award-winning regional facility developed on a former municipal airport site.

Similarities:

Environmental Considerations

- Demolition and recycling of over one mile of asphalt runways and remediation of contamination
- Preservation of wetlands and improved site drainage

PARTF Funded

- PARTF support was instrumental in making the project possible, enabling the transformation of a brownfield site into a vibrant community asset

Flood Resiliency

- Located within the Tar River flood plain (100% of park)

PHASE III: DESIGN DEVELOPMENT & PERMITTING

At the conclusion of Phase 1 work and with the general vision for the parks now established, the team will work diligently to develop design documents.

Conceptual Design (Schematic Design/Design Development)

During this phase, we will expand our design assessment of the proposed program with a more detailed design for each new or replacement component (circulation, access, play areas, trails, features, public art, infrastructure, etc.).

We will continue to update the site and building plans and design any improvements needed to restore the parks back to usable community spaces.

When developing public parks, many design elements are considered early in the design process including:

- ADA compliance and circulation
- Roadway and sidewalk connection components
- Efficient use of available or intended funding
- Future maintenance and phasing
- Environmental constraints (topography, Man made constraints (roadway crossings, utility easements/ coordination, property, etc.)
- Overall drainage patterns (floodplain, floodway, drainage areas)
- Future expansion and connectivity opportunities
- Connectivity – neighborhoods, schools, other greenways
- Adjacencies
- Park/greenway experience/scenic value
- Potential property impacts
- Permitting process
- Public and stakeholder involvement
- Resilience & Sustainability - Design with flood mitigation and long-term durability in mind.
- Construction access
- Site furniture (benches, trash/recycling cans, etc.)
- Playground equipment

We believe the design of the playground will be an interactive process. We will work closely with Town staff and/ or preferred vendors to select playground equipment and surface. The outcome of this process will be a safe, inclusive, fun and exciting experience.

Community Garden: Spruce Pines, NC

This project provides a wonderful opportunity to promote recreation, conservation, and responsible use of natural resources. SWCA has been included on the team to assist with Ecological Preservation and Restoration for the project and will focus on designing and permitting these improvements.

Domokur + Associates will design all improvements to refurbish the restrooms.

The design development plans will be submitted to the Town with a budget estimate for review.

Final Design (Construction Documents & Permitting)

Upon approval of the design development plans and budget by the Town, the design team will continue working on construction documents. Plans will be finalized for each park including erosion control, utilities, and other improvements. Construction details will be designed for key areas of the project including the amphitheater, playground, restroom, trails, river access, and other improvements. Detailed specifications will be prepared for all improvements. Once plans have been completed, the design team will submit them to all relevant review agencies, both state and local. Following the initial submittal, we will monitor the review process and respond to plan reviewer questions until permits have been secured.

As river access is one of the most important features for both parks, we have included SWCA to design and permit any river access points or canoe/kayak launch improvements, and riverbank/tributary restoration and stabilization. They will submit and obtain approval for 404/NCDWR 401 Certification through the United States Army Corps of Engineers, and a floodplain development permit.

We will submit plans to the Town for design review with a cost estimate at the end of this phase. In today's volatile construction climate, project cost can change rapidly, so we believe in estimating cost frequently throughout the design process. After each design review, a design review meeting will be held between the Town and design team to ensure we have a solid understanding of the scope, budget, and schedule. Meetings can be held in person or virtually as decided by the Town.

PHASE IV: FUNDING & GRANT SUPPORT

Benesch and *Domokur + Associates* have experience with FEMA, CDBG, PARTF, LWCF, Great Trails, Accessibility, and other grant guidance and coordination, particularly in the areas of hazard mitigation, flood risk reduction and infrastructure resilience. Our team has successfully supported clients through the full lifecycle of FEMA funded projects, including the Building Resilient Infrastructure and Communities (BRIC) program and Hazard Mitigation Assistance (HMA) grants.

Our experience includes preparing and submitting grant applications, developing required documentation, understanding, and managing grant agreement stipulations and participating in regular check-in meetings with FEMA and state agencies. We also have provided ongoing support for project reporting, reimbursement requests and compliance with all administrative requirements. Our team is experienced in developing benefit-cost analyses, project scoping to maximize grant competitiveness and aligning projects with Notice of Funding Opportunity (NOFO) criteria.

We will be happy to provide the grant coordination identified in the RFQ and listed below:

- Assist with documentation for FEMA PA, HMGP, CDBG-DR, PARTF, and other applicable funding sources

PHASE V: CONSTRUCTION ADMINISTRATION

The Benesch Team will support the Town throughout this phase by delivering a comprehensive suite of services tailored to the project's specific needs, ensuring effective collaboration and successful project outcomes.

Bidding

Following approval of the plans by the Town and regulatory authorities, the design team will assist the Town during the bidding phase.

Typically, this phase includes the following work:

- Advertising the project for bid and distributing plans to bidders.
- Conducting a pre-bid conference.
- Responding to bidder's questions.
- Issuing addenda as required to clarify bid documents.
- Working with the Town to conduct the bid opening, tabulate bid and recommend bid award.
- Assisting in preparing and executing the construction contract.

Construction Oversight

We will tailor our services in this phase to meet the Town's needs by providing supervision and quality assurance.

We anticipate providing the following services during construction:

- Lead a pre-construction meeting to discuss project administration, expectations, schedule and other critical aspects of the project.
- Work with the Town and general contractor to meet regularly throughout the construction contract to observe, inspect and document the progress of construction activities.
- Review and certify pay applications and shop drawing submittals.
- Conduct operations test for the water and sewer systems.
- Conduct general coordination, communication, project management and administration.
- Assist in final job close out as needed: coordinating, collecting, and furnishing all certificates of warranty, guarantees, etc.
- Coordinating, collecting and forwarding record drawings from the contractor.
- Providing required certifications to local and state agencies.
- Providing post construction inspections, if needed.

Please note this project follows the Town's process identified in the RFQ and can be adjusted after discussion and input from the Town.

Section 4 // Project Team

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ORGANIZATIONAL CHART

Sr. Project Manager
- Jeff Ashbaugh, PLA

Assistant Project Manager
- Jon Wood, PLA, CLARB

Landscape Architecture
- Carrie Cranwill, PLA, EI

Greenway
- Michael DelVecchio, EIT

Civil Engineer
- Morgan Woolner, PE

Survey and Mapping
- J. Dallas Gordon, PLS
- Philip White, PLS

Structural Engineer
- Travis Stump, PE

Hydraulic Engineer
- Brian Ralstin, PE, VMA

Ecological Preservation and Restoration
- Josh Allen, PE, CFM

Geotechnical Engineering
- Chris Conway, PE

Public Engagement
- Faith Lamb
- Jeff Ashbaugh, PLA
- Jon Wood, PLA, CLARB

Architecture
- Michael Dokomur, RA

Subconsultant Legend
- Dokomur + Associates
- Holmes Geospatial
- SWCA Environmental Consultants
- ECS

KEY PRINCIPAL

Jeff has extensive experience in landscape architecture in both the public and private sector. His experience ranges from master planning, site analysis, site design, and construction documents of park and recreational facilities, athletic complexes, NCAA sport facilities and trails. As the Key Principal for the Riverside and Riverbend Park projects, he will provide leadership and oversight, drawing on his expertise in recreational design for state, county, and local government park and trail projects, and makes sure all designs meet relevant ADA requirements.

Jeff Ashbaugh, PLA
Key Principal

Jeff Ashbaugh, PLA

Senior Project Manager/Key Principal

Mr. Ashbaugh has over 35 years of experience in landscape architecture in both the public and private sector. His experience ranges from master planning, site analysis, site design and construction documents of park and recreational facilities, athletic complexes, NCAA sport facilities and trails. As a senior project manager, his expertise is on recreational design for all types of state, county and local government park and trail projects.

City of Rock Hill Recreational Access Area - Rock Hill, SC

Project Manager/Landscape Architect: With the growing popularity of the River Park Canoe/Kayak launch and Catawba River Trail network, PRT and Public Works partnered together to develop this new +/-5.0 acre recreational access area in River Park. Mr. Ashbaugh served as the project manager and design support for several phases of park development. Improvements included trail, roadway, utilities, picnic shelter, parking, and two kayak launches.

Town of Canton - Recreation Park and Pigeon River Boat Launch - Canton, NC

Project Manager/Landscape Architect: Benesch worked with the Town to design a phased master plan and detailed design to refresh the 60 year old park. Renovations included a pool replacement, corn hole courts, picnic shelter and plazas. Benesch was the project lead and provided design, permitting, bidding and construction administration.

Town of Spencer - Downtown Spencer Park - Spencer, NC

Project Manager/Landscape Architect: Mr. Ashbaugh served as the project manager and park designer for the development of Spencer Town Park in downtown Spencer. The high visibility civic park is located in Town Center complex on Salisbury Avenue. Mr. Ashbaugh's responsibilities included directing the design team, designing the park, cost estimating, bidding, and construction administration.

City of Kannapolis - Village Park Improvements - Kannapolis, NC

Project Manager/Landscape Architect: From 1996 to present Mr. Ashbaugh has led several improvement projects at Village Park, a 17-acre park in downtown Kannapolis, NC. Projects included development of a new multi-purpose special events center, custom band shell, concert lawn, miniature railroad, splash pad, pedestrian tunnel, walks, parking, park entrance, landscaping, and infrastructure. Responsibilities included assisting with the design of the park master plan, managing subconsultants, detailed design, permitting, bidding and construction administration. Mr. Ashbaugh recently assisted the City with development of a new green room for the bandshell.

Mecklenburg County - Paw Creek Greenway - Charlotte, NC

Project Manager/Landscape Architect: This +/- 2.1 mile multi-use path in the western region of Mecklenburg County follows Paw Creek and connects numerous Paw Creek neighborhoods with Robert L. Smith Park. Mr. Ashbaugh's responsibilities included development of the greenway alignment, design documents and budget estimates.

City of Gastonia - Rankin Lake Park - City of Gastonia, NC

Project Manager/Landscape Architect: Mr. Ashbaugh served as project manager and landscape architect for revitalization of this 150 AC passive community park. He worked with the City of Gastonia to develop a master plan for the park that restored and enhanced lake use. Phase One improvements included a 1.3 mile paved trail around the 80 acre lake, group and family picnicking nodes, paddle boat and canoe rentals and fishing piers. Mr. Ashbaugh's responsibilities included design documents, budget estimates, permitting and plan implementation.

Education
Bachelor of Landscape Architecture, University of Georgia

Years of Experience: 35

Registrations and Certifications
Professional Landscape Architect:
NC: 943
GA: LA001849
SC: LSA486

Jon Wood, PLA, CLARB

Assistant Project Manager

Mr. Wood has managed a variety of park planning projects throughout the Carolinas. His primary responsibilities include project management, business development, community engagement, grant writing, planning and design, design review, and quality assurance. With 40 years of experience in landscape architecture, primarily in the parks and recreation field, Mr. Wood's experience ensures that high quality planning and design occurs within our communities and beyond.

Education
BS, Landscape Architecture, The Ohio State University

Years of Experience: 40

Registrations and Certifications
Landscape Architect:
North Carolina: 557
South Carolina: 703
Tennessee: 1128
Kansas: 905
Pennsylvania: 3278

CLARB Certified Landscape Architect

Pasquotank County - Newland Park - Phase I - Pasquotank County, NC

Project Manager: Mr. Wood oversaw the site assessment, master planning, detailed design, permitting and bidding process for this new 48-acre park in the northern end of rural Pasquotank County. Long desired for the community, there were two well attended community engagement sessions held during the pandemic to gather input and support for the park elements. Mr. Wood is now overseeing the construction for phase one which began in August 2024. The ribbon cutting for the first phase was held in late June 2025. The 10-acre first phase includes a half mile paved walking loop, basketball court, two pickleball courts, large multi-use pavilion, small shelter, playground with senior exercise equipment and restrooms.

Rutherford College - Greenway Park Master Plan - Rutherford College, NC

Project Manager/Landscape Architect: Located adjacent to the Town Hall in Rutherford College, NC, this five acre passive park will feature an amphitheater/outdoor classroom, restrooms, picnic shelters, "natural play" areas, story walk, lending library, community gardens and walking paths. Mr. Wood's responsibilities included overseeing site assessment, master planning, community engagement, budget estimation, as well as design development and construction documentation for phase one which is now under construction.

Town of Harrisburg - Harrisburg Park - Harrisburg, NC

Project Manager/Landscape Architect: Benesch developed an updated site master plan for this existing central park facility in Harrisburg. The town acquired an additional 34 acres to double the size of the park allowing for renovation and expansion. This renovated park features four soccer fields, one multi-purpose field area, picnicking facilities, walking trails and loops, amphitheater and stage, splash pad, inclusive playground and provides space for a future recreation center. Mr. Wood's responsibilities included overseeing the site assessment, sub consultants, detailed design, coordination with the CMR and Client. Mr. Wood also wrote and prepared a 2019 PARTF grant application/package for the project, for which the Town was awarded a $350,000 grant.

Town of Waxhaw - Downtown Central Park - Waxhaw, NC

Project Manager: Mr. Wood oversaw the master planning and public involvement process for this new 10-acre Downtown Park, which features picnic and event space, an amphitheater walking paths, a pump track, a sports court, inclusive play areas and public art. Mr. Wood also prepared a successful PARTF grant for which the Town was awarded $425,000 in 2021. This park will be connected to two other new parks forming a Downtown "Central" Park. Benesch provided full design services for the project, which opened to the public in May 2024.

City of Pineville - Lake Park Splash Pad - Pineville, NC

Project Manager/Landscape Architect: This project adds a destination node within the existing Pineville Lake Park. The Town received a PARTF grant for development of the splash pad, deck and restroom/shelter structure overlooking the lake. Mr. Wood was responsible for client coordination and overseeing the detailed design and construction documents, permitting, bidding and construction administration. The splash pad opened in July 2019.

Carrie Cranwill, PLA, EI

Senior Landscape Architect

Ms. Cranwill is an experienced designer with over three decades of experience in public and private site development. Her skills include managing and executing construction document production, peer drawing reviews, specifications, bidding projects, client relations, monthly fiscal management of project budgets and mentoring designers.

Cabarrus County - Frank Liske Park Second Entry - Cabarrus County, NC

Landscape Architect: This project includes the preliminary parking and road improvements to provide a second entrance to the existing park. This improvement will consist of site layout, grading, storm drainage, erosion control and a traffic improvement study.

City of Kannapolis - Irish Buffalo Creek Pedestrian Bridge - Kannapolis, NC

Landscape Architect: Ms. Cranwill is a landscape architect providing schematic design for the installation of a pedestrian bridge to improve greenway access.

Iredell County - Farmer's Market Improvements - Iredell County, NC

Landscape Architect: As a subconsultant to CPL, this project includes a proposed assembly building and improved parking. Project to consist of site layout, grading, storm drainage and erosion control.

Carrie's experience prior to Benesch includes:

Town of Valdese - Family Splash Park - Valdese, NC

Landscape Architect: Ms. Cranwill was a team member for a new park development containing baseball/softball fields, multipurpose fields, playground, pickleball, tennis Courts, splash pad, parking, restroom and concession buildings, maintenance building. She worked on site layout, grading, storm drainage, details and specifications.

Alexander County - Heritage Farm Park - Alexander County, NC

Landscape Architect: Ms. Cranwill was responsible for design, permitting and bidding/award. Project of a combination Community Center and picnic shelter building, paved parking and additional trails.

Town of Oak Ridge - Heritage Farm Park - Oak Ridge, NC

Landscape Architect: Ms. Cranwill was responsible for design, project coordination, subconsultant coordination, permitting and bidding/award. The park development included two irrigated multipurpose athletic facilities, playground, restroom building, picnic shelter, parking and paved trails.

Town of Lincolnton - City Park - Lincolnton, NC

Landscape Architect: Ms. Cranwill is responsible for design and client and subconsultant coordination for renovating the existing park. The park design includes proposed amphitheater, parking lot, two soccer fields, restroom building with shelter, three picnic shelters, pickleball and half basketball court as well as a walking trail.

City of Asheville - Haywood Street Improvements - Asheville, NC

Landscape Architect: Ms. Cranwill was responsible for design, client coordination, coordination of utility improvements with the Metropolitan Sewerage District for roadway and utility improvements from College St to Vanderbilt Place. The project consisted of road improvements, water and sewer replacement, sidewalk replacement with paver accents and decorative scoring, granite curb, public plaza area, grading and drainage improvements, ADA accessibility, street trees, site furniture and lighting.

Education
BS, Civil Engineering, North Carolina A&T

BLA, Landscape Architecture, University of Georgia

Years of Experience: 31

Registrations and Certifications
Professional Landscape Architect:
NC: 915
VA: 0406001727

Engineering Intern: A-1904

Morgan Woolner, PE

Civil Engineer

Mr. Woolner has experience working on civil site development projects throughout the Carolinas. In addition, he has assisted on parks, recreation facilities, roadways, industrial parks, wastewater and stormwater projects. He also provides services for feasibility studies and other projects requiring cost estimation.

Education
BS, Civil Engineering, University of North Carolina, Charlotte

Years of Experience: 11

Registrations and Certifications
Professional Engineer:
NC: 053444

Town of Mooresville - Willow Valley Park Revitalization - Mooresville, NC

Civil Engineer: Benesch provided the masterplanning, community engagement and is now working on design development, construction documents, permitting, bidding and construction administration for a two-phased revitalization of Mooresville's Willow Valley Park. This revival creates a new focal point with an inclusive playground, updated restroom building, larger shelter with cooking area, walking loops and improved basketball court environs. The park will also be connected via a new greenway to the renovated Liberty Park, War Memorial Recreation Building and Downtown Mooresville. Mr. Woolner's responsibilities include overseeing engineering and utility design and 404/401 permit coordination.

Town of North Wilkesboro - Smoot Park Revitalization - North Wilkesboro, NC

Civil Engineer: The Town of North Wilkesboro prepared a master plan in 2022 for the revitalization of Smoot Park, Wilkes County's first public park opened in 1954. The 5-acre park is located along the Yadkin River and is currently connected to the Yadkin River Greenway, Overmountain Victory National Historic Trail and the Yadkin River State Trail (Blueway). Working as part of a Design-Build team, Benesch has provided inventory and assessment, flood plain modeling, master plan updates, detailed site design, permitting and preparation of 3D renderings. Mr. Woolner is responsible for utility design and 404/401 permit coordination.

City of Monroe - Bearskin Creek Greenway/Creft Park - Monroe, NC

Civil Engineer: Benesch provided site assessment and a master plan for this 1-mile extension of the Bearskin Creek Greenway connecting Don Griffin Park to Creft Park. The plan includes updates and ADA improvements at Creft Park. Prior to the master plan, Benesch also assisted the city with assessing land for easement acquisition for future greenways. Mr. Woolner's responsibilities include overseeing engineering and utility design and 404/401 permit coordination.

City of Monroe - MAFC-PWAC Greenway - Monroe, NC

Civil Engineer: Mr. Woolner provided civil engineering support for the planning and detailed design for this .5 mile greenway connector that links the Monroe Aquatics Fitness Center to Parks Williams Athletic Complex. The 10' paved greenway features two on-road crossings and takes advantage of existing road ROW along with easements.

Town of Harrisburg - Harrisburg Park - Harrisburg, NC

Civil Engineer: Benesch developed an updated site master plan for this existing central park facility in Harrisburg. The town acquired an additional 34 acres to double the size of the park allowing for renovation and expansion. This renovated park features four soccer fields, one multi-purpose field area, picnicking facilities, walking trails and loops, amphitheater and stage, splash pad, inclusive playground and provides space for a future recreation center. Mr. Woolner's responsibilities included stormwater, erosion control and grading design.

Town of Waxhaw - Downtown Central Park - Waxhaw, NC

Project Manager: Mr. Woolner oversaw construction inspections and assisted with construction administration for this new 10-acre Downtown Park, which features picnic and event space, an amphitheater, walking paths, a pump track, a sports court, inclusive play areas and public art. The master plan was adopted in January 2021. This park will be connected to two other new parks forming a Downtown "Central" Park. Benesch provided full design services for the project, which opened in 2024.

Brian Ralstin, PE, VMA

Hydraulics Engineer

Mr. Ralstin takes a common sense, solution oriented approach to hydraulic engineering. In his career he has completed numerous no-rise studies and hydraulic evaluations for park and greenway development projects throughout North Carolina. He is adept in analyzing and designing stormwater piping networks, ditches, bridges, boardwalks, erosion control measures, FEMA permitting, HEC-RAS modeling, and streams.

City of Gastonia - Linwood Park - Gastonia, NC

Hydraulics Engineer: This project includes a +/- 148-acre park site formerly known as Linwood Springs Golf Course in Gastonia, NC. The City desired to redevelop the former golf course into a public park. Utilizing an existing conceptual master plan as a basis of design, park redevelopment will be implemented in phases. Due to the park's location within the Crowder's Creek Flood plain, floodplain permitting and hydraulic analysis was required.

City of Kannapolis - Irish Buffalo Creek Greenway - Kannapolis, NC

Hydraulics Engineer: The Irish Buffalo Creek Greenway in Kannapolis will run approximately seven miles when fully constructed , connecting Bakers Creek Park, Safrit Park, North Cabarrus Park and many other destinations. The greenway is part of the Carolina Thread Trail network. Mr. Ralstin's responsibilities included development the design documents and budget estimates for Phase 1 (Two mile segment with 3 pedestrian bridges).

Gaston County - Dallas Park & Gaston Tech Park Connector - Dallas, NC

Hydraulics Engineer: Benesch worked with Gaston County to design the Dallas Park to Tech Park Connector. This 0.75 mile multi-use path starts at Dallas Park and follows along the creek through the Gaston College Campus and ends at Gaston Tech Parkway. T Improvements included a 10-foot wide multi-use trail and 84-foot repetitive boardwalk over a wetland area.

Education
BS, Civil Engineering, Valparaiso University

Years of Experience: 16

Registrations and Certifications
Professional Engineer:
NC: 045728, TN, KY, FL GA, IN

HEC-RAS to Model Bridges, Culverts, and Floodplains

TDOT Local Public Agency Workshop

TTAP Local Government Guidelines Manual Training

NHI 135095 - 2D Hydraulic Modeling of Rivers at Highway Encroachments

Value Methodology Associate - 202212163

Travis Stump, PE

Structural Engineer

Mr. Stump has nearly a decade of experience working in the construction industry in both commercial and private sectors, as well as with state and federal governments. He has assisted in structural bridge design of various bridge rehabilitation and replacement projects as well as conducted NBIS NCDOT Bridge Inspections.

City of Gastonia - Linwood Park - Gastonia, NC

Structural Engineer: This project includes a +/- 148-acre park site formerly known as Linwood Springs Golf Course in Gastonia, NC. The City desired to redevelop the former golf course into a public park. Utilizing an existing conceptual master plan as a basis of design, park redevelopment will be implemented in phases. Benesch assisted in developing a phasing plan with cost estimating that would help the City secure funding from PARTF, ARPA, Go-Bonds, and CDBG-CV for phase one improvements. For phase one, Benesch will assist in the design, permitting, and construction administration of a new park road, volleyball courts, playground, restroom and picnic shelter, dog park, RV campground, multi-purpose trails and rehabilitation/upsizing of existing bridges and cart paths. Due to the park's location within the Crowder's Creek Flood plain, floodplain permitting and hydraulic analysis was required. Mr. Stump assisted with all aspects of design and plan production for a new vehicular bridge located on a new park access road, as well as the rehabilitation of eight existing bridges to be repurposed as pedestrian bridges.

Mecklenburg County - Paw Creek Greenway - Charlotte, NC

Structural Engineer: This 2.44 mile multi-use path located within a Charlotte Water sanitary sewer easement follows Paw Creek and connects numerous neighborhoods with Robert L. Smith Park. Travis was a structural engineer for the three timber boardwalks and three pedestrian bridges.

Mecklenburg County - Reedy Creek Greenway - Charlotte, NC

Structural Engineer: Reedy Creek Greenway is a +/- 2.74 mile multi-use path around a portion of the Reedy Creek Park perimeter, a 927-acre Nature Preserve in Northeastern Mecklenburg County. Mr. Stump was a structural engineer for the two timber boardwalks. Travis was able to design the structures to span three existing 24" RCP road culverts and prevent the need for a more expensive pedestrian bridge.

Education
BS, Civil Engineering, North Carolina State University

Years of Experience: 10

Registrations and Certifications
Professional Engineer:
NC: 050773
CQMC
OSHA 30

Michael DelVecchio, EIT

Greenway Designer

Mr. DelVecchio is a civil designer specializing in the design of grading, storm drainage and erosion control measures. Mr. DelVecchio has also worked with preliminary cost estimates, design alternatives, field inspections, progress reports and redlines for construction documents. In addition, he has worked and is qualified in AutoCAD, Hydraflow, Bluebeam, BIM 360, Revit 2020, Navisworks and Heavy Bid.

Mecklenburg County - Paw Creek Greenway - Charlotte, NC

Designer: This +/- 2.1 mile multi-use path in the western region of Mecklenburg County follows Paw Creek and connects numerous Paw Creek neighborhoods with Robert L. Smith Park. Mr. DelVecchio's responsibilities included assisting with drawing production and construction administration.

Mecklenburg County - Reedy Creek Greenway - Charlotte, NC

Designer: Reedy Creek Greenway is a +/- 2.74 mile multi-use path around a portion of the Reedy Creek Park perimeter, a 927-acre Nature Preserve. The greenway connects to the Preserve's 10-mile trail network and other destinations and a variety of recreation facilities. Mr. DelVecchio assisted with greenway design and construction, permitting, and construction administration

Town of Waxhaw - Downtown Central Park - Waxhaw, NC

Designer: This passive 10-acre park provides a multitude of recreational components including paved walking loops, an inclusive playground, outdoor fitness stations, picnic pods, a large multi-use shelter, event space, a pump track and amphitheater. Mr. Delvecchio's responsibilities included preparation of schematic design and design development packages and construction inspections.

City of Concord - Caldwell Park/Irish Buffalo Creek Greenway - Concord, NC

Designer: Benesch finalizing the construction documents package for an 18-acre park renovation, including a new greenway (2022 PARTF/LWCF Awards). The project also includes ballfields, a multi-purpose field, four basketball courts, a splash pad, an inclusive playground, an amphitheater, community gardens and new shelters and restrooms. Mr. DelVecchio was involved with the preparation of the site engineering packages.

Education
BS, Civil Engineering Technology, University of North Carolina - Charlotte

Registrations and Certifications
Engineer in Training: NC: 21-464-58

Years of Experience: 4

Faith Lamb

Public Engagement

Ms. Lamb works with project owners and stakeholders to develop and implement communication and outreach strategies to facilitate the public information process. Among her public involvement duties at Benesch are coordinating public participation programs, attending public meetings, increasing project visibility via social media messaging, tracking public comments and producing collateral such as presentations, display boards, fact sheets and more. She also is responsible for developing final Public Involvement Reports and documentation of efforts. Her objective is to increase positive project exposure by engaging stakeholders and the general public throughout those projects.

Onslow County - Hines Farm Park & Stables/Onslow Pines Park - Jacksonville, NC

Public Involvement Specialist: Benesch assisted the County with site-specific master plans for their two largest parks: Hines Farm Park & Stables and Onslow Pines Park. The master planning process also included working with city/county-wide stakeholders, conducting a public workshop at each park as well as preparing and monitoring a survey on the County's website for further public input. Faith was responsible for preparing and monitoring the on-line survey component.

City of Arvada - Streets Division 10-year Master Plan - Arvada, CO

Public Involvement Specialist: Benesch quantified existing conditions of street and operations, identified desired future conditions and detected gaps between existing and future conditions. The Benesch Team delivered a data-driven framework that integrates program findings and facilities CIP development in 2022, creating a 10-year Master Plan for the Public Works Streets Division. Faith assisted by reviewing technical reports for grammatical accuracy and clarity.

Gaston County - Dallas Park Master Plan - Gaston County, NC

Public Involvement Specialist: Benesch is assisting the County with site-specific master plan update for the 99-acre Dallas Park. The master planning process includes working with county-wide stakeholders, conducting a public workshop at the park as well as preparing and monitoring a survey on the County's website for further public input. Faith was responsible for preparing and monitoring the on-line survey component.

Education
BA, Art, Hillsdale College

Years of Experience: 7

Professional Affiliations
IAP2 Midwest Chapter, Member

Trainings
IAP2 Planning for Effective Public Participation

IAP2 Techniques for Effective Public Participation

Michael Domokur, RA

Lead Architect

Mr. Domokur has been a member of the firm since 1979 and a Principal since 1989. As owner, he is responsible for strategic focus and business practices, and is directly involved in every project from commencement to completion while overseeing quality of design and technical delivery. He is respected by clients and colleagues for his knowledge of the practice of architecture, relationship-building and problem-solving abilities.

- **Ridgecrest Summer Camps - Master Plan & Architectural Implementation- Ridgecrest, NC**
- **Deerfoot Lodge Blue Ridge - Dining Hall - Glennville, NC**
- **Greenville County Parks and Recreation - Master Plan & Park Pavilions - Greenville, SC**

Education
BA, Architecture, Kent State University

Years of Experience: 46

Registrations and Certifications
NCARB
NC: 10943

Josh Allen, PE, CFM

Environmental Engineer

Mr. Allen leads stream restoration, wetland restoration, surface water quality management and coastal/living shoreline design projects across the United States. Josh's tasks and duties include leading teams to conduct site investigations to assess existing site conditions; locating reference reach sites; completing geomorphic surveys and investigating vegetation/soil conditions; supervising and mentoring staff engineers in the development of construction plans; performing hydrologic and hydraulic analysis and modeling of watersheds, streams, stormwater wetlands, rain gardens and bioswales; and assisting with collection of sediment transport and water quality sampling efforts.

Engineering Services for City of Charlotte On-Call - Charlotte, NC
Burdens Creek Stream Restoration - Durham, NC
Pearl Street Park Renovations - Charlotte, NC
Liberty Park - Mooresville, NC

Education
BS, Biological Engineering, Environmental Concentration, North Carolina State University

Years of Experience: 16

Registrations and Certifications
Professional Engineer
NC: 040761

Section 5 // Experience & References

benesch

The five references listed below are provided for your review. In addition, we have included references for individual projects in the following pages.

Client References

City of Rock Hill
Jesse Holliman
P: 803-242-4817
E: jesse.holliman@cityofrockhill.com

Cabarrus County
Michael Miller
P: 704-798-3092
E: mamiller@cabarruscounty.us

City of Kannapolis
Gary Mills
P: 704-920-4340
E: gmills1@kannapolisnc.gov

Edifice, Inc.
Tim Bender
P: 704-309-4545
E: tbender@edificeinc.com

Town of Waxhaw
Dena Sabinske
P: 704-843-2195
E: dsabinske@waxhaw.com

River Park Recreation Access Area

City of Rock Hill, SC

River Park Recreation Access Area

With the growing popularity of the River Park Canoe/Kayak launch and Catawba River Trail network PRT and Public Works partnered together to develop this new +/-5.0 acre recreational access area in River Park.

Catawba River Trail at River Park

Benesch worked with the City of Rock Hill to design a phased 1.5 mile segment of multi-use trail adjacent to the Catawba River and Manchester Creek. The 10' wide paved trail extension connects to the four-mile Riverwalk mixed-use development trail system. Combined, the six-mile Riverwalk and Catawba River Trail system is part of a network that will connect Fort Mill to Rock Hill.

Catawba River Kayak/Canoe Launch at River Park

Benesch assisted the City of Rock Hill with two separate canoe/kayak launches along the Catawba River. One launch is in the Riverwalk Development and the other launch is at River Park. The projects required permits from Rock Hill Planning and Development, SCDHEC and USACOE.

Key Issues

- Development of a regional river access area along a major river
- Design of passive park, trailhead, trail and park infrastructure connecting to regional greenway network

Dates of Service

1/2018 - 4/2021

Key Personnel

Jeff Ashbaugh, PLA

Total Invoiced:

Construction Cost: $4,000,000

Client Reference

Jesse Holliman
City of Rock Hill Parks,
Recreation & Tourism
E: jesse.holliman@cityofrockhill.com

Catawba River Trail at River Park

Catawba River Kayak/Canoe Launch

Access Area - Picnic Shelter

Waxhaw Downtown Central Park

Town of Waxhaw

Background: The Town of Waxhaw envisioned a new park to function as an innovative series of spaces to hold community events and Town gatherings in a sustainable manner in accordance with their projected growth while serving as an everyday park with multiple experiences.

Eventually, the entire Downtown Central Park will be comprised of the Massey/Horton Property (phase one) connecting through sidewalks to the other components of David G. Barnes Children's Park, Waxhaw Sk8 Park and Community Corner (featuring the Water Tower and Duncan McDonald House).

Scope: Benesch prepared a master plan update for this long-awaited park one block off Main Street. With a 10 AC predominantly wooded site, the new master plan addresses the need for event space through a multi-purpose pavilion, widened promenade, formal lawn areas and an amphitheater that will shift popular festivals from the Downtown streets to the park. As an everyday park, programming includes a series of spaces that feature, walking loops, picnic pods, natural/interpretive play areas, interactive water features, storm water amenities, outdoor fitness, flexible sport court and pump track.

Unique Features: The wooded character has been maintained and the architectural design reflects the railroad history of Waxhaw. Benesch prepared a successful PARTF application for a 2022 award. Benesch has since led the design team in providing detailed design, permitting, bidding and construction administration services. The project opened in Spring 2024.

Key Issues

- Space for flexible community programming; special events
- Connection to David G. Barnes Children's Park, Waxhaw Sk8 Park, Community Corner and Downtown spaces
- Focus on natural, interactive play elements
- Create multiple senses of place

Dates of Service

10/2020 - Completed 2024

Project Cost

Construction: $5.5M

Client Reference

Dena Sabinske
Parks and Recreation Director
PO Box 6
8607 Kensington Drive
Waxhaw, NC 28173
P: 704-843-2195
E: dsabinske@waxhaw.com

Playground

Fitness Cluster and Pavers

Granite Civic Park Revitalization

Town of Granite Quarry, NC

Background: Granite Civic Park was established in 1950 and constructed from 1968 to 1973. The 5.25-acre park is the oldest of the Town's three parks and serves as the location for the annual Granite Fest. Legion Park Branch bisects the park; however, a small pedestrian bridge connects the main park with the American Legion building south of the stream.

The Town developed a master plan in 2024 to re-envision the park and provide much needed accessibility throughout. The master plan led to a successful PARTF grant application for $500,000.

Scope: Redevelopment of Granite Civic Park will include the renovation of the main picnic shelter, addition of a new restroom building, addition of a new amphitheater stage/shelter, small picnic shelters, ADA compliant access routes and walking loops, new expanded inclusive playground, splash pad, basketball court, new ballfield, food truck plaza, a stream restoration and new pedestrian bridge.

Benesch is assisting the Town with the full design including construction documents, permitting, bidding and award, and will provide construction administration services to successfully complete this wonderful park revitalization. Benesch is also preparing an LWCF grant application for the 2025 cycle.

Key Personnel
- Jon Wood, PLA CLARB
- Morgan Woolner, PE

Dates of Service
2025 - Current

Total Invoiced
Construction Budget: $3.5 million

Client Reference
Jason Hord
Town Manager
143 North Salisbury Avenue
Granite Quarry, NC 28072
P: 704-279-5596
E: jhord@granitequarrync.gov

Yadkin River Park

Davidson County and Town of Spencer, NC

Background: Davidson County and the Town of Spencer with its project partners have worked diligently since 2009 to acquire land, secure grants and other funding to develop Yadkin River Park. Park development has included six different phases. Davidson County held a ground breaking for the playground on September 20, 2024. The Environmental Center and Museum are presently under construction.

The park is located adjacent to old U.S. 29 at the Yadkin River. For over 400 years this area has been used as a transportation corridor. The center of the park is Wil-Cox bridge, a 1,300 foot long arch road bridge that has been converted to a pedestrian bridge. The picturesque bridge links several area historic sites (Native American Trading Ford, Revolutionary War historic sites and Civil War's Fort York) and provides links to the County's Blue Way Master Plan and the Daniel Boone Heritage Canoe Trail. Future links to the NC Train Museum in downtown Spencer are also planned. Two regional greenway systems, the Carolina Thread Trail and the Piedmont Legacy Trail converge at this 30+ acre park. The park has a natural focused design to highlight nature and connect people to the Yadkin River. Over 800 people a day visit the park.

Scope: Benesch has assisted both Spencer and Davidson County with all phases of planning, design, bidding and construction administration for all phases of park development.

Key Personnel
- Jeff Ashbaugh, PLA
- Jon Wood, PLA

Dates of Service
Phase 1-6: 2016 - 2024

Total Invoiced
Construction Cost: $1,000,000

Client References
Thomas Marshburn
Davisdon County P&R
P: 336-242-2958
E: thomas.marshburn@davidsoncountync.gov

Joe Morris
Town of Spencer, NC
P: 704-640-7867
E: planner@townofspencer.com

Pigeon River Boat Launch

Town of Canton

Background: Canton, North Carolina is located in the heart of Western North Carolina, just 20 miles from Asheville. Town Park nestled in the center of downtown Canton and along the Pigeon River serves as an attraction for both visitors and surrounding Haywood County.

Scope: Benesch worked with the Town to design a phased master plan to refresh the 60 year old town park, Phase one improvements consisted of replacement of the swimming pool and other recreation facilities. In 2020, Benesch assisted the Town with a new paved parking area, boat unloading zone and boat launch. The launch is ADA accessible, used by local outfitters to launch kayaks and provides river access for emergency vehicles. Benesch was the project lead and provided design, permitting, bidding and construction administration. The project was funded by the Duke Energy Water Resource Fund.

Key Personnel
- Jeff Ashbaugh, PLA

Dates of Service
Completed 2024

Total Invoiced
Construction Cost:
$230,000

Client Reference
Jason Burrell
Town of Canton
P: 860-693-7855
E: jason@cantonnc.com

Smoot Park

Town of North Wilkesboro, NC

Background: The Town of North Wilkesboro prepared a master plan in 2022 for the revitalization of Smoot Park, Wilkes County's first public park opened in 1954. The 5AC park is located along the Yadkin River and is currently connected to the Yadkin River Greenway, Overmountain Victory National Historic Trail and the Yadkin River State Trail (Blueway).

The Town's intent is to transition the new vision for the park, using several grant sources to revitalize the park focusing on a first phase of pool replacement, pool house and pavilion renovations, site-wide ADA and circulation improvements and canoe/kayak launch replacement. The next phases include skate park upgrades and expansion and a volleyball area.

Scope: Working as part of a Design-Build team, Benesch services have included inventory and assessment, flood plain modeling, master plan updates, detailed site design, permitting and preparation of 3D renderings. Now under construction, Benesch will also provide construction services. The phase one project is scheduled for completion in spring 2026.

Key Personnel
- Jon Wood, PLA, CLARB
- Morgan Woolner, PE

Dates of Service
2024 - On-going

Total Invoiced
Construction Cost:
$4,000,000

Client Reference
Scott Whelchel
Wharton-Smith, Inc.
5601 Seventy-Seven Center Drive, Suite 120
Charlotte, NC 28217
P: 704-525-5695 x5322
E: swhelchel@whartonsmith.com

Village Park

City of Kannapolis, NC

Background: Benesch has worked with the City of Kannapolis Parks and Recreation Department since 1998 to present in the development of Village Park. The park was built in multiple phases (12+) to accommodate the different program elements. Benesch worked as the prime designer for the band shell, splash pad, and special events center, miniature railroad, and other improvements in the park.

Scope: Benesch was responsible for civil engineering, landscape architecture and managing architectural subconsultants. The Village Park Band Shell and concert lawn was developed to accommodate the Kannapolis Summer Concert Series and other special events. This is a heavily programmed gathering space for Kannapolis and the neighboring communities.

Key Personnel
Jeff Ashbaugh, PLA

Dates of Service
1/1998 - 6/2024

Project Cost
$2.9 million

Client Reference
Gary Mills
Director
401 Laureate Way
Kannapolis, NC 28081
P: 704-920-4343
E: gmills1@kannapolisnc.gov

Spencer Town Park

Town of Spencer, NC

Background: The Town of Spencer has a vision to revitalize a ± 4-acre parking lot in the downtown Historic District into a new Town Hall and events park. Benesch developed a system-wide masterplan and a site-specific masterplan, led the Town through an accelerated planning process including multiple public engagement sessions, and prepared a PARTF grant submittal and cost estimates for the Town Park.

Scope: Benesch assisted the Town of Spencer with construction documents, bidding, permitting, and is now providing construction admin for this new Town Park across from the N.C. Transportation Museum. Pete Bogle, AIA, designed the multi-purpose pavilion.

Unique Features: The new civic park, developed on the site of an original park demolished in 1964, is located in the historic district and will be used as a civic event space for Winterfest, community gatherings, and downtown green space. New recreational facilities include a signature multi-purpose pavilion, events lawn, landscaping, decorative fountains, gateways, lighting, signage, parking and infrastructure.

Key Personnel
Jon Wood, PLA, CLARB

Dates of Service
Masterplan/PARTF:
1/2022 - 5/2022
Design/Construction:
9/2023 - 6/2025

Project Cost
$2.1 Million

Client Reference
Joe Morris
Special Projects Planner
Town of Spencer
460 S Salisbury Ave
Spencer, NC 28159
P: 704-633-2231
E: jmorris@spencernc.gov

Reedy Creek Park Preserve Greenway

Mecklenburg County, NC

Background: Reedy Creek Greenway is a +/- 3.61 mile multi-use path around a portion of the Reedy Creek Park perimeter, a 927-acre Nature Preserve in Northeastern Mecklenburg County.

Scope: The proposed greenway connects to the Preserve's 10-mile trail network and other destinations including the Historic Rockhouse Ruins, the Dr. James F. Matthews Center for Biodiversity Studies and a variety of recreation facilities. Benesch assisted the County with the greenway masterplan, public engagement session, construction documents, permitting, bidding and construction administration.

The Nature Preserve protects a natural heritage site and is home to a variety of unique plant and animal communities. Benesch worked closely with the Natural Resource and Park and Recreation Department staff to route the greenway using GPS equipment in order to reduce the impact to the preserve. Multiple routes were field staked and vetted to ensure a greenway could be developed while minimizing disturbance to the Nature Preserve.

Benesch worked closely with Mecklenburg County Asset and Facility Management to coordinate part of the proposed greenway and trail access with a new Charlotte water line along Plaza Road Extension. The goal of this task was for the greenway and water line to share a common development corridor, further reducing impacts to the Nature Preserve.

Key Personnel
- Jeff Ashbaugh, PLA

Dates of Service
Master Plan:
5/2020 - 9/2023
Construction:
9/2023 -
March 2025

Total Invoiced
Construction Cost:
$4,963,608

Client Reference
Jennifer Brooks, PLA
Mecklenburg County Asset and Facility Management
P: 980-445-8724
E: jennifer.brooks@mecklenburgcountync.gov

Paw Creek Greenway

Mecklenburg County, NC

Background: This 2.44 mile greenway starts in Robert L. Smith Park located in the western region of Mecklenburg County. The park is named for Officer Robert L. Smith, a police officer slain in the line of duty in the Pawtuckett Community. From the park the new greenway heads west along Paw Creek following the sanitary sewer right of way. Several boardwalks were used for some sections of trail to cross wetlands and small streams. Short spur trails connect numerous neighborhoods. Several pedestrian bridges and an underpass have been constructed across a Charlotte DOT roadway to safely cross Paw Creek and Beckinhall Drive. The first phase of the greenway ends at Beckinhall Drive.

Scope: Benesch was responsible for routing the greenway using the County's greenway master plan as a guide, virtual public meeting assistance, construction documents, securing permits, and construction administration. The construction was completed in March of 2025.

Key Personnel
- Jeff Ashbaugh, PLA

Dates of Service
Completed March 2025

Construction Budget
Construction: $4,588,607

Client Reference
Robert Billings, PE
Mecklenburg County Asset and Facility Management
3205 Freedom Drive, St. 600
Charlotte, NC 28208
P: 704-572-7813
E: robert.billings@mecklenburgcountync.gov

Splash Pad Expertise

Lake Park Splash Pad

Town of Pineville, NC

Benesch was selected to work with the Town's preferred vendor (Vortex) to develop detailed designs for the splash pad.

This splash pad has become a destination node within the existing Pineville Lake Park. The Town received a PARTF grant for the development of the splash pad, deck and restroom/ shelter structure overlooking the lake as well as a dog park that was developed in a previous phase.

Kiwanis Family Park

City of Stanford, NC

The renovation of the park creates a new destination node with the splash pad feature and updated play equipment providing a new economic impact and attracting visitors from across the County. In addition, the playground area features a poured in place rubberized play surface and an in-ground merry-go-around, allowing for an ADA-Compliant, seamless transition from surrounding walkways, therefore increasing general accessibility.

Benesch guided the city through the PARTF grant process and Kiwanis Family Park was awarded a $350,000 grant from the State of North Carolina for the first phase of park renovations.

Village Park Splash Pad

City of Kannapolis, NC

The Village Park splash pad is a 10,000 sq. ft. interactive aquatic playground. It features over twenty unique aquatic play components designed around a railroad theme. Over 40,000 guests visited the splash pad during the summer of 2007 when it opened. Since 2007, attendance has grown to over 100,000 guests per year.

This local park has activities for people of all ages including a miniature railroad. Park guests can enjoy a winding train ride around the park.

Salt Fork State Park Eco-Discovery Center

Ohio Department of Natural Resources

Domokur & Associates and ODNR worked together to build an Eco-Discovery Center at Salt Fork State Park. The center houses exhibits about nature and features sustainable design elements to the public on a relatable scale. Some of these features include; a green vegetated roof, a rainwater harvesting system for irrigation, a raingarden and permeable pavers to accommodate stormwater, photovoltaic, sustainable building materials and more.

Within the state park, the Eco-Discovery Center is located just off the main park road for easy access and high visibility. The site takes advantage of an existing parking lot and sanitary system, while being positioned to address visitors, provide views of the adjacent lake inlet, consider the solar orientation, and minimize the disturbance to the site. Through a series of sloped roofs and large expanses of glass, the structure highlights both the interior exhibits and views of the exterior.

Completed
April 2025

Total Invoiced
$3,500,00

Client Reference
Keith VanDeusen
Project Manager
614.265.6972
E: keith.vandeusen@dnr.state.oh.us

Neuse River Park Master Plan

Raleigh, NC

The approach centered on the design and layout of the river's whitewater features, including tubing, kayaking and rafting options that invite engagement with the water. This comprehensive plan included the creation of river access trails and restoration efforts to ensure the area remains an attractive and functional space for outdoor activities.

By collaborating closely with the City and local stakeholders, Calibre gathered essential feedback that informed our design. This collaborative effort aimed to create a welcoming environment for community events and recreational pursuits. The Neuse River Park master plan seeks to encourage residents to engage with nature, stay active and create lasting memories with friends and family.

Ultimately, the master plan aims to preserve the environmental integrity of the Neuse River while promoting recreation, conservation and responsible use of natural resources.

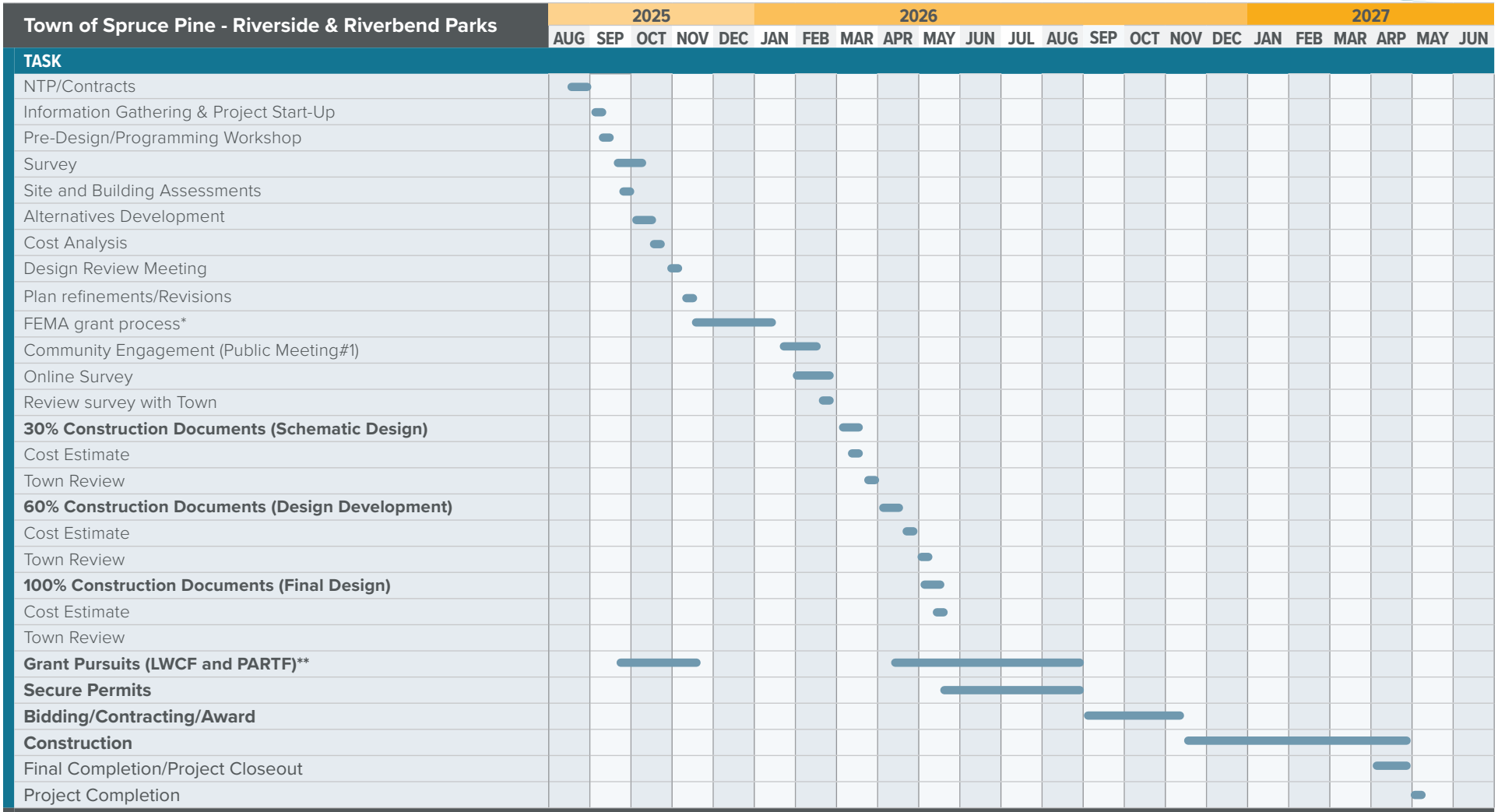
Our team was dedicated to creating an inviting space that enhances the community's quality of life and inspires future generations to appreciate and protect the beauty surrounding them.

Section 7 // Work Plan & Schedule

benesch

PROPOSED PROJECT SCHEDULE & WORK PLAN

Milestones and Key Deliverables to Achieve On-Time Completion



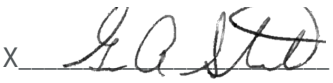
** Duration of FEMA Grant process subject to change based on FEMA response time*

** Should the Town decide to pursue PARTF/LWCF and "stack" other grants additional public meetings will be needed during the design process to satisfy grant requirements

The following federal contract provisions apply to any Agreement that results from this RFQ. These provisions are provided for your review in developing a response to this RFQ stage. The firm ultimately selected for award will be required to comply with all provisions, which will be incorporated into the contract. Where "CONSULTANT" is referenced, it shall mean the selected firm (and all subcontractors); where "TOWN" is referenced, it shall mean the Town of Spruce Pine. These provisions flow-down in their entirety to all lower-tier subcontracts.

CONTENTS

Benesch acknowledges provided Federal Contract Provisions.

X 

ATTACHMENT B – CERTIFICATION FORM

I have carefully examined the Request for Qualifications and any other documents accompanying or made a part of this Request for Qualification.

I hereby propose to furnish the professional consultant services for the Town of Spruce Pine in accordance with the instructions, terms, conditions, and requirements incorporated in this Request for Qualification. I certify that all information contained in this response is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

NAME OF FIRM: Alfred Benesch & Company

BY: (printed name): Greg Stewart, PE

SIGNATURE: X

MAILING ADDRESS: 8000 Regency Pkwy #110

CITY/STATE/ZIP CODE: Cary, NC 27518

TELEPHONE NUMBER: 919-805-2758

FAX NUMBER: 866-410-8678

EXHIBIT C – NON-COLLUSION AFFIDAVIT

State of North Carolina
County of Mitchell

Greg Stewart, PE, being first duly sworn, deposes and says that:

1. He/She is the Vice President, North Carolina Division Manager (title) of Alfred Benesch & Company (firm's name), the CONSULTANT that has submitted the attached response;

2. He/She is fully informed respecting the preparation and contents of the attached response and of all pertinent circumstances respecting such response;

3. Such response is genuine and is not a collusive or sham response;

4. Neither the said CONSULTANT nor any of its officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other CONSULTANT, firm or person to submit a collusive or sham response in connection with the contract for which the attached response has been submitted or to refrain from responding in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other CONSULTANT, firm or person to fix the price or prices in the attached response, if applicable, or of any other CONSULTANT, or to fix any overhead, profit or cost element of the response price of the response, if applicable, of any other responder or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of Spruce Pine or any person interested in the proposed contract.

X _____
Signature

VP/ North Carolina Division Manager
Title

NOTARIZE

Subscribed and sworn to before me,
This 12th day of August, 2025
Notary Public Aimee Lawter
My Commission Expires: June 12, 2029

AIMEE LAWTER
My Commission Expires
NOTARY PUBLIC
June 12, 2029
WAKE COUNTY, NC

EXHIBIT D – E-VERIFY AFFIDAVIT

State of North Carolina
County of Mitchell

NOW COMES Affiant, first being sworn, deposes and says as follows

1. I have submitted a response to an RFQ to enter a contract with the Town of Spruce Pine;

2. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

X After hiring an employee to work in the United States I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ I employ less than twenty-five (25) employees in the State of North Carolina.

3. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

X After hiring an employee to work in the United States the subcontractor verifies the work authorization of said employee through E-Verify and retains the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ Employ less than twenty-five (25) employees in the State of North Carolina.

4. Specify subconsultant(s) / subcontractor(s):
Domokur + Associates, ECS Southeast, SWCA Engineers, Holmes Geospatial

This the 12th day of August, 2025.

X _____
Affiant

NOTARIZE

Subscribed and sworn to before me,
This 12th day of August, 2025
Notary Public Aimee Lawter
My Commission Expires: June 12, 2029

AIMEE LAWTER
My Commission Expires
NOTARY PUBLIC
June 12, 2029
WAKE COUNTY, NC

STATEMENT OF QUALIFICATIONS

TOWN OF SPRUCE PINE

A&E Services — Riverside & Riverbend Parks

WithersRavenel
Our People. Your Success.

August 13, 2025

Project Contact
Emily Buehrer-Douglas, PLA, ASLA
Project Manager
704-258-0939
ebuehrerdouglas@withersravenel.com

August 13, 2025

Daniel Stines, Town Manager
Town of Spruce Pine
11050 S. 226 Hwy
Spruce Pine, NC 28777

SUBJECT: RFQ FOR A&E SERVICES – RIVERSIDE & RIVERBEND PARKS

Dear Mr. Stines and Members of the Selection Committee:

As the Town of Spruce Pine continues to demonstrate strong community stewardship, especially in the wake of Hurricane Helene last September, we at WithersRavenel would be honored to partner with you in ongoing recovery efforts. Our team is deeply familiar with the Town's needs, not only through our years of collaboration on infrastructure projects, but also through our boots-on-the-ground response after the storm.

We will bring the following advantages to this project:

Parks and design are our forte. Our team, in collaboration with our trusted subconsultant partners—**SKA** (structural, electrical, and mechanical), **S&ME** (geotechnical), and **MBP** (cost estimation)—is prepared to support the Town in the evaluation, planning, and design of the community spaces at Riverside and Riverbend Parks. We offer extensive experience designing community parks for towns similar to Spruce Pine and understand the importance of balancing park programming with ecological restoration. Throughout, we will prioritize public safety and environmental sensitivity.

Commitment to schedule and budget. We recognize that timely delivery and budget control are essential. Our team understands the permitting process will be critical to both the schedule and overall success of the project. We are well-versed in navigating the permitting landscape and regularly coordinate with agencies such as USACE, NCDWR, NCDEQ, SHPO, NC Brownfields, and local municipalities.

Proven stakeholder engagement. WithersRavenel has a strong track record of working closely with communities and nonprofit partners to develop comprehensive and sustainable solutions. We will build on the Town's existing partnerships and foster new ones to ensure broad community buy-in and long-term project success.

A deep connection to Spruce Pine. Our relationship with the Town is ongoing and meaningful. We were among the first engineering teams on site to restore non-functional infrastructure post-Hurricane Helene. Currently, we're collaborating with you on both the Downtown Streetscape and a stormwater assessment project. Our team is focused on ensuring these park projects align seamlessly with the Town's broader vision for unified and accessible public spaces.

WithersRavenel is licensed in the state of North Carolina, and has no conflicts of interest with the Town. Our subconsultants are similarly licensed to practice in the state and have no conflicts of interest. Our team, including our subconsultants, are neither debarred, suspended, nor on the Excluded Parties List System in the System for Award Management (SAM). We have provided copies showing WithersRavenel's status, in SAM, and we can provide similar documentation for our subconsultants on request. We also acknowledge the Federal Provisions as listed in Exhibit A of the RFQ, and we will comply with them upon selection.

We are excited about the opportunity to contribute to Spruce Pine's infrastructure resilience and park revitalization. The following pages outline our detailed qualifications. Please contact us for any further questions you may have about our team's qualifications.

Sincerely,
WITHERSRAVENEL, INC.

Courtney Landoll, PLA, ASLA
Principal
clandoll@withersravenel.com | 919-238-0387

Emily Buehrer-Douglas, PLA, ASLA
Project Manager/Design Lead
ebuehrerdouglas@withersravenel.com | 704-258-0939

TABLE OF CONTENTS

WITHERSRAVENEL

Firm Overview

WithersRavenel, headquartered in Cary, is an Employee Stock Ownership Plan (ESOP) company. Our more than 460 employee-owners excel at providing consulting services for our clients. Founded in October 1983 as Withers & Ravenel, Inc., WithersRavenel is equipped with more than 41 years of serving an array of clients and projects through innovative and cost-effective solutions across North Carolina. WithersRavenel has been operating under its current name, WithersRavenel, Inc., since 2015.

CONSCIENTIOUS PARK DESIGN

Thoughtful park design contributes to a community's health by providing diverse recreational opportunities and protecting the integrity of natural systems. Connections made by our parks and greenway projects strengthen people's relationship with the natural environment, cultural history, and to each other. They provide opportunities for communities to come together in equitable spaces. The health of a community and its residents is enhanced by quality parks and greenways.

Incorporating sustainable design principles into our work contributes to community resiliency. By integrating innovative stormwater management solutions, our park and greenway projects also contribute to a community's economic resiliency and enhance quality of life.

From nature-based recreation to inclusive play environments, spaces for community gatherings, events, or a simple walk in the woods, our parks and greenways create meaningful experiences.

This project will be performed primarily from our Asheville, Charlotte, and Raleigh offices.

In addition to our Cary headquarters, WithersRavenel maintains nine branch locations across North Carolina.

- Asheville
- Cary (Downtown)
- Charlotte
- Greensboro
- Pittsboro
- Powells Point
- Raleigh
- Southern Pines
- Wilmington

PROJECT MANAGER

Emily Buehrer-Douglas, PLA, ASLA
Project Manager
201 South Tryon Street, Suite 800
Charlotte, NC 28202
704-258-0939
ebuehrerdouglas@withersravenel.com

LOCAL OFFICE

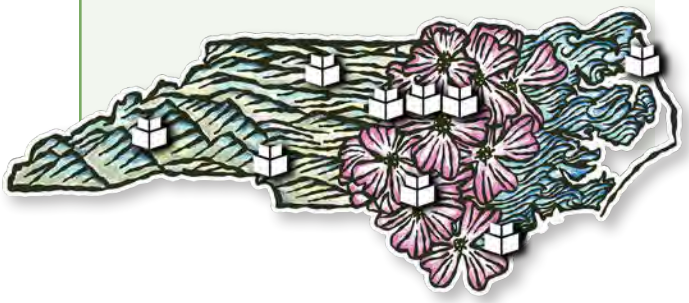
164 Broadway Street, Suite 201
Asheville, NC 28801
828-255-0313

SERVICES PROVIDED

- Asset Management
- Design & Planning
- Economic Development
- Environmental
- Funding & Finance
- Geographic Information Systems
- Land & Site Development
- Public Engagement
- Stormwater
- Surveying, Remote Sensing & Geomatics
- Water & Sewer Utilities

INSURANCE

WithersRavenel has the financial ability to undertake and assume the liability of the work performed under this contract. WithersRavenel maintains the limits of coverage required by the Town.



SUBCONSULTANTS

S&ME will provide geotechnical engineering services. S&ME delivers engineering, environmental, and construction services that meet the increasingly complex demands of projects for the built environment. Founded in 1973, and operating under their current name since 2014, S&ME has grown to 1,100+ employee owners offering a collaborative approach from early site and terrain investigations through materials engineering during the construction phase. They are proud to provide practical solutions to their clients' infrastructure, development, and environmental challenges. S&ME operates in more than 30 offices across Alabama, Florida, Georgia, Indiana, Kentucky, North Carolina, Ohio, South Carolina, Tennessee, and West Virginia. As a 100% employee-owned company, their professionals have a stake in every client.

Contact: Matthew McCurdy, PE **Phone:** 828-687-9080 **Email:** mmccurdy@smeinc.com

Address: 44 Buck Shoals Road, Suite 603, Arden, NC 28704

MBP will provide cost estimating services. MBP, located at 4700 Falls of Neuse Road, Suite 370 in Raleigh, is a leading construction consulting and management firm with a strong reputation for cost estimating expertise. The Raleigh office has been operating under the MBP Carolinas, Inc. name since 2001, and MBP as a whole has been in business since 1989. The company employs more than 350 professionals firmwide, with more than 40 based in the Raleigh office. MBP's cost estimating capabilities are a core service, supporting clients throughout the project life cycle. The team includes certified cost professionals with backgrounds in architecture, engineering, and construction management. MBP provides detailed, fair-market estimates using industry recognized tools and databases. MBP's experience spans public and private sector projects, including higher education, municipal, and state agency work, ensuring estimates reflect current regional market conditions.

Contact: Allan Shad **Phone:** 410-715-9462 **Email:** ashad@mbpce.com

Address: 4700 Falls of Neuse Road, Suite 370, Raleigh, NC 27609

SKA Consulting Engineers will provide electrical, mechanical, and structural engineering services. SKA is an intelligent engineering firm, serving the built environment, committed to enhancing the communities where their clients live and work. From its proud roots as a sole proprietorship in 1957 to a nationally recognized, thriving, diversified firm, SKA's reputation for solving the most complex engineering challenges resulted in the firm's recognition as the #1 Engineering Firm in the Triad by the Triad Business Journal. Located in the Southeast with offices in Greensboro (corporate office), Asheville, Charlotte, Durham, and Wilmington, North Carolina, as well as Charleston, South Carolina, and Charlottesville, Virginia, SKA's footprint spans the east and southeast United States, and Mexico. SKA has been operating under its current name for 13 years and has 95+ employees.

Contact: Aaron Bopp, PE, LEED AP BD+C **Phone:** 336-855-0993 **Email:** abbopp@skaeng.com

Address: 7900 Triad Center Drive, Suite 200, Greensboro NC 27409

Firm Capacity and Capabilities

PROJECT MANAGEMENT

Firm's Availability

We maintain depth and breadth of resources—backed by 460 employees across the state—so we can commit staff to the contract with equally qualified backups ready to respond on short notice.

Capability to Perform Specialized Services

A successful project very often depends on the presence of a knowledgeable and focused project manager who can coordinate and guide the efforts of the project team from beginning to end. For this contract, Emily Buehrer-Douglas will serve as your Project Manager and she brings years of experience in the management and design of parks projects and her involvement with Western North Carolina projects such as the parks work related to Hurricane Helene recovery in the City of Hendersonville. Some of our proposed team members have also worked on projects in the area.

Preparing Schedules/Monitoring Costs

WithersRavenel produces customized work plans for each project. Projects are broken into phases, tasks are identified for each phase, and appropriate milestones are incorporated. Task durations are estimated, and the relationships between tasks are established within the schedule.

All team members are aware of workloads and prioritization based on project needs and upcoming deadlines. Tracking progress in this manner means we are continuously updating our department schedules, keeping our employees efficient, and submitting deliverables on time. Team members have input in creating the schedule, and they assist in defining dependencies, constraints, and the duration of tasks. Throughout the project, the project team assists the project manager with tracking the project, noting the actual start and end dates of various tasks. If they see a problem, they advise the project manager and discuss options for recovering the schedule.

WithersRavenel uses an accounting software system designed for professional services firms. We follow a process to track the cost of the project team's time and other chargeable costs. Our accounting system ensures that invoices accurately reflect every billable dollar for every project, and that project chargeable costs are properly billed to the client.

Estimating Construction Costs

WithersRavenel approaches all of our projects with constructability in mind. We involve our full-time construction administration personnel during the design of our projects. We have include a subconsultant partner MBP, who will work closely, and seamlessly, with WithersRavenel.

Cost Estimation Sample

Project Name	Engineer's Cost Estimate	Bid Amount	Construction Cost
EB-5535 River Link Greenway *Cramerton, NC*	$808,245	$792,157	$702,000

Current Design + Planning Team Work Activities

Project Name	Client	Completion (Est.)
Whiteville Community Space	Town of Whiteville	November 2025
Harris Lake County Park Improvements	Wake County	December 2025
Triangle Swing Racquet + Paddle	Swing Racquet + Paddle	December 2025
Leesville/Strickland Road Parks Master Plan	City of Raleigh	December 2025
Downtown Streetscape	Town of Spruce Pine	April 2026
Downtown Streetscape	Town of Four Oaks	June 2026
Berkeley Mills Sports Complex	Henderson County	September 2026

Firm Capacity and Capabilities

OUR CAPABILITIES

Design + Planning for Parks and Recreation

From concepts to completion, we create and regenerate vibrant and sustainable facilities that promote the well-being of individuals, communities, and the environment.

We bring together planning, landscape architecture, engineering, and ecological science to tackle the challenges of education, sustainability, and environmental stewardship in a collaborative setting. We also guide clients through the process of funding to help bring their visions to life.

At WithersRavenel, we believe that creative, informed, and dedicated minds can transform parks, trails, and open spaces into resilient places that improve the quality of life for all and stand the test of time.

OUR SERVICE OFFERINGS

- Conceptual Design & Master Planning
- Restorative & Sustainable Design
- Landscape Architecture
- Public Meetings & Stakeholder Engagement
- Construction Documents & Bidding
- Construction Administration
- Multi-Use Trail & Greenway Design
- 3D Rendering & Illustrative Graphics

Environmental & Permitting Services to Keep Projects Moving

Whether your need is for investigation and assessment, regulatory permitting and compliance, contamination remediation, or mitigation, our team of environmental engineers, scientists, and geologists have the expertise you need. We work alongside our clients by helping them navigate local, state, and federal regulations while protecting the environment and nurturing smart development.

Permitting and regulatory compliance have the potential to be a stumbling block for an otherwise smoothly executed project. Because nearly every project undertaken by WithersRavenel's civil design practice involves permits of some kind, we have relationships and experience at every level of government to help remove or mitigate these challenges along the way.

Our team of environmental consultants, planners, designers, and engineers anticipates the types of permits that will be required and, where appropriate, initiates the regulatory process as early as possible to minimize permitting impacts on design alternatives, schedule, and budget. WithersRavenel also performs regulatory compliance reviews to verify that all work meets the design and permit requirements, paving the way for a successful project.

Funding Acquisition and Administrative Compliance

Our dedicated funding team works across more than two dozen federal, state, and private funding programs to help communities meet a growing demand for robust, resilient infrastructure. We can identify which programs your projects are eligible for, and advise how to match projects to program criteria to increase your likelihood of being funded, freeing up your budget for other allocations. **We have helped municipalities acquire more than $1 billion in grant and loan funding, and performed grant administration services for many of these clients; this includes millions in FEMA grants. Specific programs and agencies that we have worked with include FEMA, CDBG-DR, PARTF, LASII, and USDA.**

Firm Capacity and Capabilities

DISASTER RECOVERY

WithersRavenel has provided emergency and on-call disaster response and recovery services since 2008. **We have addressed the following disaster situations in North Carolina during the past decade and a half:**

Hurricane & Tropical Storm Flooding Damage Experience

- Hurricane Helene (2024-25)
- Hurricane Dorian (2019)
- Hurricane Florence (2018)
- Hurricane Matthew (2016)
- Streambank/Slope Failures
- Utility Infrastructure Failures
- Dam, Dike, & Levee Failures
- Assessment & Mitigation Design
- Aviation Fuel & Heating Oil Spills
- Man-Made Utility Damage

The team presented in this proposal has ample experience in funding programs related to disaster recovery:

- FEMA BRIC Grants
- Emergency Management HMGP Grants
- CDBG-Disaster Recovery Housing and Infrastructure "Third Tranche" Funding
- CDBG-NR, CDBG-I, and CDBG-ED for housing rehabilitation, public utilities upgrades, and economic development grants
- Written Justification of State Earmarks
- Legislative Day Representative Meetings

FEMA Reimbursement Experience

WithersRavenel has recent experience completing projects utilizing FEMA funds:

- Assisted the Town of Clarkton in repairing stormwater infrastructure damaged by Hurricane Matthew using FEMA funds, and handled FEMA grant administration
- Wrote the grant for $4.7 million for the Duffyfield Stormwater project and worked with the City of New Bern to secure $2.5 million in NCEM funding for additional needs

The WithersRavenel project team has attended numerous FEMA disaster recovery, damage assessment, insurance (NFIP), mitigation, and debris assessment trainings.

These have included the following:

- Designed and led statewide in-person and online training for the FEMA Grants Portal at its inception in 2018
- Procurement and Bidding Training
- Debris Management Training
- 2 CFR Monitoring & Reports Training
- 2 CFR Internal Controls Training
- 2 CFR Financial Management Training
- Grant Management Systems Training & Set Up

Additionally, this team has led county-wide applicant briefings for multiple disasters. We have the training and experience needed to implement, manage, and close out FEMA-funded projects.

WithersRavenel's funding team works across multiple funding streams to help communities meet the need for resilient infrastructure. We work with clients to align community and project goals with program requirements, increasing the likelihood projects will be funded and freeing up funding for other allocations.

Because clients cannot afford to lose funding mid-project—particularly for disaster-recovery projects—our team works hand-in-hand with our engineers and construction administration professionals to maintain documentation and meet compliance requirements as required by North Carolina State Statutes and the federal 2 CFR Part 200 (A – D) and other federal codes and regulations.

Procurement, contracting, documentation, internal controls, risk management, audits, and systems are managed by local governments, which face challenges due to limited resources and staff capacity to comply with various regulatory requirements, including environmental, historic preservation, and performance timelines.

We offer recommendations for financial opportunities if federal grants don't meet local needs, including preparing state appropriation requests for NC's annual budget. At WithersRavenel, we assist with FEMA PA, BRIC, HMGP, and CDBG-DR projects to ensure compliance with the Stafford Act and related regulations throughout all phases of disaster recovery projects.

Firm Capacity and Capabilities

SUBCONSULTANTS

S&ME will staff all engineering and materials testing field work for the project out of their Asheville office which is only about an hour from the site. S&ME also operates one of the largest drilling operations in the Southeast. They own and operate several different types of drill rigs which can be mobilized to nearly any site to collect subsurface data at desired locations. They are skilled in both conventional and innovative drilling and sampling methods and have pioneered new technology and tools for testing and analysis. They also employ local drilling subconsultants to supplement their in-house capabilities. As a result, they can meet demanding schedules. The firm's projected availability is 50 percent.

Current Work Activities

Project Name	Client	Completion (Est.)
SST Tower	Town of Bryson City	September 2025
Asheville Airport Overlook Parking Lot	Asheville Airport Authority	November 2025
Duke Energy Biltmore Substation – Helene Rebuild	Duke Energy	October 2025
Duke Energy Spruce Pine Substation	Duke Energy	November 2025
Avery County Airport New Hangar and Terminal (Construction Materials Testing and Special Inspections)	AVCON	November 2025

MBP will be able to fulfill the Town's requirements in a timely manner, and the firm will be able to source additional support from its more than 40 professionals based in the Raleigh office. The firm's projected availability is 30 percent.

Current Work Activities

Project Name	Client	Completion (Est.)
Resilience Authority of Annapolis and Anne Arundel County, Carrs/Elktonia Park Master Plan Project	City of Annapolis, MD	October 2025

SKA has the capacity to commence work on this project as soon as a notice to proceed (NTP) is provided by the owner. With nearly 95+ professionals on staff, including 21 structural engineers and technicians in addition to 14 MEP engineers and technicians, they are able to level resources, as needed, to accommodate multiple concurrent projects and overlapping deadlines. The firm's projected availability is 30 percent.

Current Work Activities

Project Name	Client	Completion (Est.)
UNC School of the Arts Kudzu Valley Pedestrian Bridge	City of Winston-Salem	October 2025
Maynard Aquatic Center Renovation	Town of Burlington	November 2025
Downtown Streetscape (for subconsultant tasks)	Town of Four Oaks	November 2025

Technical Approach

PROJECT UNDERSTANDING

We understand our role as an extension of your staff on a mission to help the community recover from the damage caused by Hurricane Helene. The recovery efforts include:

- Repair to two parks and their associated infrastructure with a focus on designing to minimize future disaster impacts.
- Help identify and pursue mitigation funding as deemed necessary through FEMA's PA and HMGP opportunities to maximize the Town's reimbursement.

Our team brings a comprehensive skill set that combines expertise in park planning and design with deep experience in FEMA recovery efforts. With strong local knowledge of Spruce Pine and the region's hydrology, hydraulics, and geology, we understand the complex technical requirements involved in rebuilding resilient infrastructure and public spaces.

We have assembled a multidisciplinary team equipped to manage all phases of the project—from site assessment and design to permitting, bidding, and construction administration.

We also understand that when parks and greenways are closed due to storm damage, it disrupts vital spaces where communities gather, recreate, and heal. These closures impact quality of life, physical and mental health, and community cohesion.

With this understanding, we've developed an approach that goes beyond repair: one that supports long-term resiliency, enhances public amenities, and strengthens the community's connection to its parks and natural environment.

Working with WNC Communities

Our team has a strong presence across North Carolina, and WNC is no exception. The team assembled, including WithersRavenel personnel and our partners at S&ME, SKA, and MBP, have been aiding in damage assessment, repair evaluation, and cost estimation since the storm cleared.

We understand the unique needs, especially following Hurricane Helene, of communities and how working thoroughly, but efficiently is imperative for helping residents. We will provide the same diligence and focus to the Town. While the project will be managed from our Charlotte office, our key team members, including stormwater, geotechnical, stream restoration, permitting, funding, and construction administration, are based in Asheville.

Geomatics Staff at Chimney Rock Post Hurricane Helene

Funding Resiliency

WithersRavenel's funding and asset management team excels in navigating various funding streams to support resilient infrastructure in communities. By collaborating with municipalities, our team aligns community and project goals with program requirements, enhancing the likelihood of securing funding and freeing up resources for other needs. It is crucial for communities to maintain funding throughout projects, especially for disaster recovery. Our team has successfully secured and managed more than $1 billion for public projects through programs such as CDBG, ARPA, and LASII.

Since its inception, the team has supported FEMA PA, BRIC, HMGP, and CDBG-DR projects, ensuring compliance with the Stafford Act, 44 CFR, 24 CFR, and 2 CFR Part 200 regulations and policies. This comprehensive support spans the pre-award, award, and post-award phases, preventing regulatory hurdles from impeding client success.

Damage Assessment Update

We would recommend that the original damage assessment be confirmed and updated as necessary. There may be areas of damage that were not identified until well after the storm event. Accurate identification of the damage extent is the foundation to establish the amount of funding received from FEMA. In the immediate aftermath of Hurricane Helene, our team had boots on the ground, and we will use aerial imagery, available publicly and through our geomatics team.

WITHERSRAVENEL

Technical Approach

Management/Communication

Successful project management hinges on consistent communication. We establish a cadence for regular meetings to review progress and adhere to that schedule. We also set milestone meetings at key points in the process to ensure adherence to the project goals and to review plans and documents. Aside from regular meetings, we pride ourselves on being responsive during all phases of design and construction. We aim to respond to emails and phone calls within 24 hours or less and we can be on site quickly during construction.

Our project management strategy involves detailed tracking of decisions, risks, and progress. This ensures that no one is relying on memory for decision-making and provides a clear direction for moving forward. It also helps the project stay on schedule and budget because all decisions are clearly documented. Additionally, detailed documentation helps reduce risk, especially when coordinating with third parties, such as vendors, permitting authorities, or contractors.

Quality assurance and quality control (QA/QC) is a focus for WithersRavenel. We have in place an established system of assuring quality through a systematic review of documents by professional engineers and landscape architects who are not directly involved with the project. This established process minimizes errors and helps make sure that the documents clearly communicate design intent and quality. At the completion of each phase of construction documents, we will meet in person with Town representatives to do a "page flip" through the plans.

Our team will establish a communications strategy for the project that will include consistent meetings over the course of the project design. Once a contractor is selected and the project moves into construction, we will conduct monthly progress meetings on-site.

The following is a task-oriented sequence of services that will serve as the basis for our approach. While there will be some iterative design overlap, this sequence will be followed to ensure successful project completion. The timeframes associated with these tasks are reflected in our schedule.

Surveying

We will conduct a property survey including boundary, above-ground elements, topography, top and bottom of river banks, and critical elevations, using conventional survey tools, and remote sensing capabilities such as drones. We will conduct a subsurface utility engineering (SUE) process to locate underground utilities. Our survey will also confirm the extent of floodways and floodplains. Our team will be ready to mobilize immediately after the notice to proceed.

WithersRavenel's SUE team members

OUR QA/QC PROCESS

QA/QC MANAGER

Checklists appropriate for each type of project are used to verify content and ensure standardization of documents.

A general review of the overall design philosophy and approach is also completed at multiple project phases to ensure the design effort progresses in accordance with the appropriate project approach and good engineering practices.

All technical documents, plans, specifications, opinions of cost, and reports are reviewed and checked in detail by qualified personnel prior to submittal.

PROJECT MANAGER

Every deliverable:

- ☑ Ensure it satisfies scope of work
- ☑ Meets quality standards
- ☑ Client preferences are adhered to
- ☑ Ready for bidding and construction

Technical Approach

Due Diligence

Our team will conduct an on-site analysis and assemble available mapping to complement our survey. This includes GIS and flood mapping as well as documentation of existing vegetation, drainage patterns, off-site influences, and visual assessment of the existing facilities conditions, and also in relation to local codes and industry standards. Our team will confirm the presence or absence of environmental concerns. We will review and compare the FEMA damage reports to our assessments for completeness.

Once we identify the work needed to bring the facilities to current and future functionality, we will start to identify the different alternatives for their repair, renovation, or replacement design. Additional items such as changes in drainage patterns, stream bank locations, flood plain locations, and finished elevations will be reviewed to ensure compliance with current regulations, as well as focus on future flood mitigation and resilience.

The findings, along with prioritized recommendations, will be summarized in a report, which will document the current state of the facilities and help to inform future programming and concept development.

Spruce Pine Downtown Streetscape Community Engagement

Community Engagement & Programming

A successful recovery and revitalization effort must be shaped by the voices of the community it serves. For this reason, meaningful and inclusive community engagement is central to our project approach. In addition to building trust and ownership among residents, strong engagement efforts are often a key requirement for securing and maintaining eligibility for state and federal grant funding. Agencies such as FEMA, CDBG-DR, and others increasingly prioritize projects that demonstrate broad public input and support.

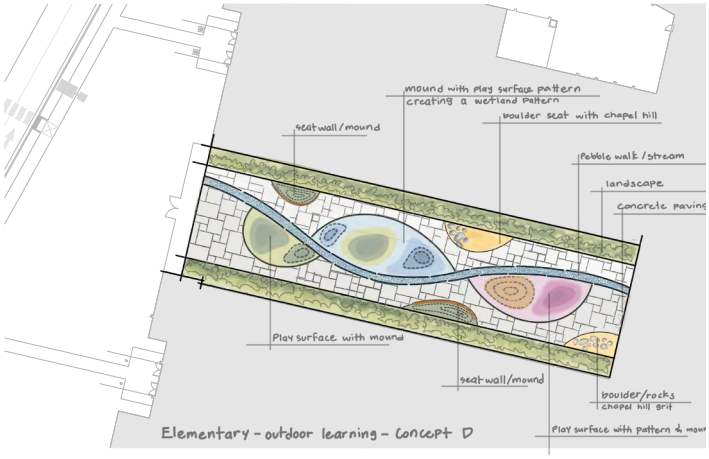
WithersRavenel's team is experienced in working with clients to develop a public engagement plan that is flexible, creative, and responsive to each community's unique context. Engagement can take many forms—public meetings and open houses, pop-up events, stakeholder interviews, interactive surveys, youth and school engagement, site walks, and digital platforms that allow for ongoing input. Our goal is to meet people where they are and ensure that a diversity of voices—especially those historically underrepresented—are reflected in the planning and design process. We have a greater understanding of these requirements, having worked with and in the Town for the streetscape project.

Our programming approach is grounded in the understanding that each park plays a unique role in its community and must be responsive to both current needs and long-term goals.

We will use insights gathered through community engagement—alongside detailed site assessments, existing facility evaluations, and due diligence investigations—to develop context-specific programming for each park.

Technical Approach

This includes identifying which amenities are most valued by residents, understanding how each site was used before the storm, and exploring how the space can be improved for future resilience, accessibility, and inclusivity. By layering public input with technical and environmental considerations, we ensure that repair and restoration efforts are not only responsive to storm damage but also aligned with broader community aspirations. This comprehensive approach allows us to prioritize improvements that have the highest impact and position each site for competitive funding and long-term sustainability.



An example of our iterative concept design

Preliminary Design

With survey data, due diligence findings, and community input in hand, our team will evaluate the existing park site designs to determine their feasibility and alignment with current site conditions, regulatory requirements, and community priorities. This review may reveal the need for revised site concepts, especially if there are changes in environmental constraints, topography, access, or programming needs identified through engagement. Preparing updated concepts allows us to thoughtfully integrate the realities of the site with the community's vision, ensuring that each park is functional, resilient, and inclusive.

These concepts will also form the basis for developing a preliminary estimate of probable cost, which serves as an important early check against the project budget. This estimate will support the Town in its internal planning and strengthen applications for FEMA and other funding sources by clearly demonstrating project scope, justification, and alignment with recovery goals.

Construction Documents

Construction documents include both plans and technical specifications that are prepared in phases. Based on the preliminary design, plans will be further developed to include the technical details needed to permit, bid, and construct the project. At the completion of each phase, we review these documents with the owner and provide an opinion of probable cost. This will be done three times during the preparation of construction documents.

- Schematic Design (25% complete)
- Design Development (60% complete)
- Final Construction Plans (95% complete)

Once owner comments are addressed at the design development level, additional details are added, and the plans will be submitted for permits. Our team will conduct the permitting process and secure the permits required for construction.

If land disturbance exceeds one acre, which we would anticipate, erosion and sedimentation control will need to be permitted through NCDEQ. Nearly every one of our public projects follows this review process, giving us the experience to anticipate challenges and solutions. Following approval of the erosion and sedimentation control permit and just prior to construction, we will help facilitate the NCG01 / eNOI through NCDEQ, ensuring no delays to start construction of the project.

Should other permits be determined to be required, we are prepared to work with the various agencies to apply for and secure those permits. We accustomed to working with USACE, FEMA, NCDWR, and NCDOT, among others.

A rendering from Pleasant Park in Apex

Technical Approach

With comments from permitting agencies resolved, plans will be complete, and a final review with the Town will be conducted. We take a collaborative approach with our team and with the Town and we will seek input from their maintenance staff as well as other stakeholders who will take ownership of the park once the project is completed.

At the completion of design development and final documents, estimates of probable construction cost will be prepared to ensure compliance with the project budget.

Public Bidding

Our team will assist the Town during the public bidding process by conducting a pre-bid conference, addressing any contractor questions with official project addenda, and advising the Town on contractor selection based on bids received and additional considerations to identify the lowest responsible bid. We are experienced in the public bidding process and understand the clarity that needs to be provided to ensure competitive bids.

Construction Administration/Observation

Our team has a successful track record of completing projects on schedule and within budget. Services provided during construction will ensure compliance with project documents. We will serve as the Town's representative during construction, ensuring that the Town gets what they are paying for.

We will conduct biweekly site visits and monthly progress meetings on site at a minimum, and observation services at critical periods during construction. We will address requests for information from the contractor, review payment applications, and provide progress reports on a biweekly basis. Our designers stay involved, maintaining the institutional knowledge and work to solve problems creatively and quickly. Once again, we believe in a team approach that involves the contractor and the Town.

Smith Farm Park in Mars Hill

Rendering of Pleasant Park in Apex

Construction Administration

Project Team

ORGANIZATIONAL CHART

Our skill set and collaborative project approach will allow us to effectively meet project objectives and deadlines. WithersRavenel sees our team as an extension of your staff. Each of the WithersRavenel staff members proposed for this contract is available and committed to fulfilling assigned roles until the project is completed. Should you require additional personnel to complete emergency or specialized tasks not anticipated in the RFQ, we have ample staff to meet those needs, including resources in other North Carolina offices that can be mobilized on short notice.

TOWN OF SPRUCE PINE

Freddie Harrill
Client Officer

Jon Blasco, PLA, ASLA
Senior Technical Consultant

Emily Buehrer-Douglas, PLA, ASLA
Project Manager/Design Lead

Courtney Landoll, PLA, ASLA
Principal

Design + Planning

Curt Blazier, PE
Project Engineer

Kayleigh Gill, PLA
Project Designer

Stormwater

Alisha Goldstein, PE
Stormwater Engineer

Construction Services

Alan Mackey
Construction Administrator

Geomatics

Marshall Wight, PLS
Survey Manager

Will Adgate
SUE Manager

Environmental

Warren Eadus, PG
Environmental Scientist

Joel Lenk, PG
Stream Restoration

Funding

Amanda Whitaker
Director of Funding

Megan Powell
NC Funding Lead

Cost Estimating

Allan Shad
Senior Estimator | MBP

Geotechnical

Matthew McCurdy, PE
Principal Engineer | S&ME

Christopher Fujita-Mentch, PE
Geotechnical Engineer | S&ME

Electrical Engineering

Ron Lawrence, PE
Electrical Engineer | SKA

Structural Engineering

Aaron Bopp, PE, LEED AP BD+C
Structural Engineer | SKA

Mechanical Engineering

Jim Maloney, PE, LEED AP BD+C
Mechanical Engineer | SKA

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Project Team

EMILY BUEHRER-DOUGLAS, PLA, ASLA

PROJECT MANAGER/DESIGN LEAD

Emily is a longtime landscape architect, project manager, and public engagement specialist. She is based in our Charlotte office and has nearly two decades of experience leading projects in the western half of North Carolina. She consistently addresses client needs while actively engaging the public and ensuring community voices are heard and reflected in the final outcomes through a thoughtful and consensus-driven approach. With a background in collaborative and community-focused projects, Emily will lead the team, coordinate the work of consultants, and ensure that deadlines and budgets are met.

EDUCATION

- MBA, University of North Carolina at Charlotte
- BS, Landscape Architecture, Ohio State University

LICENSURE

- Professional Landscape Architect: NC, #1893
- American Society of Landscape Architects

PROJECT EXPERIENCE

- Patton Park, Whitmire Center & Toms Park, Hendersonville, NC. WithersRavenel Project Manager
- Daniel Stowe Botanical Garden, Belmont, NC. Project Manager
- Berkeley Mills Sports Complex, Henderson County, NC. Landscape Architect
- Ezell Farm Park, Mint Hill, NC. Project Designer (prior to WithersRavenel)

Emily's Commitment to the Town

ATTENTION TO DETAIL
As manager, Emily not only focuses on the big picture, but she also understands the nuances that matter with design projects.

PERSONALIZED DELIVERY
Emily works to understand what's most important to clients, helping to deliver satisfying results.

COMMITTED TO SERVICE
Emily is recognized by team members and clients for her communication skills and attention to deadlines and project budgets.

COMMUNITY EXPERIENCE
Emily has worked with many communities on park projects; she is ready to help the Town tackle this project for both parks.

WITHERSRAVENEL

Project Team: Key Principal

COURTNEY LANDOLL, PLA, ASLA
PRINCIPAL

Courtney has 20 years of landscape architectural experience leading and implementing complex, multidisciplinary projects throughout North Carolina while working with clients to achieve rigorous schedule and budgetary demands. She has worked extensively on urban healthcare, office, mixed-use, parks, streetscapes, and campus design projects. With a background in the creative arts and design-build projects, Courtney specializes in design that balances materials and textures to provide an engaging site experience for the user that is functional, cost-effective, and easy to maintain.

Courtney will be the authorized representative of the firm who will bind the firm on this contract.

EDUCATION

- BLA, Landscape Architecture, Virginia Tech

LICENSURE

- Professional Landscape Architect: NC, #2004
- American Society of Landscape Architects

PROJECT EXPERIENCE

- Downtown Streetscape, Spruce Pine, NC. QA/QC Manager
- Patton Park, Whitmire Center & Toms Park, Hendersonville, NC. Principal
- Leesville Community and Strickland Road Neighborhood Park Improvements, Raleigh, NC. Project Manager
- River Cane Wetland Park Master Plan, Raleigh, NC. Senior Technical Consultant
- Carolina Springs Phases 1-5, Holly Springs, NC. Senior Technical Consultant
- Triangle Swing Racquet and Paddle, Raleigh, NC. Project Manager

> The WithersRavenel team was always responsive when questions surfaced on the (Fleming Loop Park) project and made themselves available for site visits when necessary. Throughout the design process, WithersRavenel did an excellent job meeting the timeline outlined in the design/construction documents agreement."

Jonathan Cox
Parks & Recreation Director, Town of Fuquay-Varina

FREDDIE HARRILL, Client Officer

"Our People, Your Success" are not mere words for us—we go above and beyond through value-added approaches that we bring to our clients and projects. One way we put this philosophy into practice is a Client Officer, which is a complimentary service and will give this contract the attention it deserves. As Client Officer, Freddie will routinely check in with you to ensure all milestones for this project are being met and address any concerns or questions the Town of Spruce Pine may have.

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Project Team

JON BLASCO, PLA, ASLA

Senior Technical Consultant

Jon is a parks-focused Senior Technical Consultant on our Design + Planning team. A versatile landscape architect, he has experience designing and managing complex park projects where he applies his creative mindset to design and problem-solving. His ability to carry a project from start to finish is complemented by his deadline-driven background and attention to detail. Jon has a wealth of experience in permitting, construction oversight, and community engagement. Additionally, he has worked on several projects involving master planning and site design that incorporate riverine and wetland environments. His involvement in the project will focus on quality assurance including design oversight ensuring creative and responsive design solutions, community engagement, and constructability.

EDUCATION

- MLA, North Carolina State University
- BS, Visual Communication, Ohio University

LICENSURE

- Professional Landscape Architect: NC, #2069
- American Society of Landscape Architects

PROJECT EXPERIENCE

- Downtown Streetscape, Spruce Pine, NC. Project Manager
- Smith Farm Park, Mars Hill, NC. Project Manager
- Patton Park, Whitmire Center & Toms Park, Hendersonville, NC. Landscape Architect
- Academy-Gibson Park, Concord, NC. Project Manager
- Leesville and Strickland Road Park Improvements, Raleigh, NC. Project Manager
- River Cane Wetland Park, Raleigh, NC. Project Manager
- Harold Rankin Park Improvements, Lowell, NC. Project Manager

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CURT BLAZIER, PE

Project Engineer

Curt is the Director of Engineering for Design + Planning at WithersRavenel. He brings more than 25 years of civil engineering consulting experience and a love for team building, responsiveness, and the betterment of the communities in which he works. He provides technical design and project management experience across a variety of projects with a special emphasis on parks and recreation improvements. He seeks to listen attentively to the needs and expectations of his clients, collaborates with various stakeholders, and pays attention to details to fuel project success. Curt will lead the civil engineering design efforts.

EDUCATION

- BS, Civil Engineering, Virginia Tech

LICENSURE

- Professional Engineer: NC, #033840

PROJECT EXPERIENCE

- Downtown Streetscape, Spruce Pine, NC. Director of Engineering
- Civitan Park Improvements, Kernersville, NC. Civil Engineer
- Smith Farm Park Construction Documents, Mars Hill, NC. Director of Engineering
- US Highway 321 Multi-Use Trail, Blowing Rock, NC. Project Manager
- Fitzgerald Park Project: Phase 1 Improvements, Candor, NC. Director of Engineering
- Leesville Community and Strickland Road Neighborhood Park Improvements, Raleigh, NC. Director of Engineering
- Academy-Gibson Park, Concord, NC. Director of Engineering
- River Link Trail Extension, Cramerton, NC. Director of Engineering

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Project Team

KAYLEIGH GILL, PLA

Landscape Architect

Kayleigh is a landscape architect with experience in parks, streetscape, municipal, and residential development projects. She provides landscape, planting, amenity, and site design services. She also produces conceptual and detailed renderings and construction documents. Her focus is on delivering exceptional results for clients while creating memorable spaces that users will enjoy. Kayleigh will be engaged in landscape design and preparation of construction documents.

EDUCATION

- BS, Landscape Architecture, University of Florida

LICENSURE

- Professional Landscape Architect: NC, #2455

PROJECT EXPERIENCE

- Downtown Streetscape, Spruce Pine, NC. Landscape Architect
- Academy-Gibson Park, Concord, NC. Landscape Architect
- Neills Creek Park Master Planning, Harnett County, NC. Landscape Architect
- Lake Benson Park Master Plan Update, Garner, NC. Landscape Architect
- Municipal Park Master Plan, Holly Ridge, NC. Landscape Architect
- Carolina Pines Comfort Station, Raleigh, NC. Landscape Architect
- Triangle Swing Racquet and Paddle, Raleigh, NC. Landscape Architect

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ALISHA GOLDSTEIN, PE

Stormwater Engineer

Alisha is a seasoned stormwater engineer with a variety of experiences as a private consultant, municipal government employee, federal government reviewer, and academic researcher. She has acted as a municipal reviewer and a third-party reviewer for stormwater plans and permits across multiple jurisdictions. While working for the Town of Chapel Hill, she co-authored the MS4 annual report. She is a member of the City of Asheville's Sustainability Advisory Committee, which has been put on hold since Hurricane Helene. Alisha will be responsible for stormwater-related tasks.

EDUCATION

- MS, Civil Engineering: Water Resources, Drexel University
- BS, Earth and Environmental Engineering, Columbia University

LICENSURE

- Professional Engineer: NC, #049642

PROJECT EXPERIENCE

- Stormwater Assessment & Planning, Spruce Pine, NC. Project Engineer
- Comprehensive Stormwater Master Plan, Waynesville, NC. Stormwater Engineer
- Green Hill Cemetery Master Plan, Waynesville, NC. WithersRavenel Stormwater Engineer
- Watershed Management Plan, Indian Trail, NC. Stormwater Engineer
- On-Call Stormwater Review, Waynesville, NC. Stormwater Engineer
- Stormwater Assessment and Planning, Dallas, NC. Stormwater Engineer
- Long Street Storm Drainage Improvements, Salisbury, NC. Stormwater Engineer
- Juniper Creek Area Stormwater System Improvements, Dunn, NC. Stormwater Engineer

WITHERSRAVENEL

Project Team

ALAN MACKEY

Construction Administrator

Alan has more than 30 years of experience in the construction industry. He has served as a field representative, foreman, and inspector. He is very familiar with the complex regulatory issues concerning water and wastewater facility construction. His many years of experience in this region have given him a broad understanding of the topography, surface waters, and climate of Western North Carolina. Alan will provide administration and observation services during construction.

EDUCATION

» AAS, Building and Construction, Asheville-Buncombe Technical Community College

CERTIFICATIONS

» OSHA 30

WITHERSRAVENEL PROJECT EXPERIENCE

» Helene Response, Spruce Pine, NC. Construction Administrator

» Berkeley Mills Sports Complex, Henderson County, NC. Construction Administrator

» Blue Ridge Street Storm Drainage Replacement, Marion, NC. Construction Administrator

» Stream Restoration, Biltmore Forest, NC. Construction Administrator

» Civitan Park Improvements, Kernersville, NC. Construction Administrator

» Highway19 E Force Main Relocation, Spruce Pine, NC. Construction Administrator

» NC-226 Water Line Extension, Spruce Pine, NC. Construction Administrator

» WWTP Levee Repair, Maggie Valley, NC. Construction Administrator

» Carolina Drive Emergency Culvert Repair, Tryon, NC. Construction Administrator

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MARSHALL WIGHT, PLS

Survey Manager

Marshall is WithersRavenel's Remote Sensing Group Director based in our Asheville office. He is a surveyor and survey project manager with a background in conventional and GPS field procedures, research, and data processing. He performs boundary topographic surveys, bathymetric surveys, boundary resolution, as-built monitoring, planimetric and topographic mapping, recombination, right-of-way dedication, and easement mapping. He specializes in remote sensing technologies, including high-definition 3D laser scanning, unmanned aerial systems (UAS) legality, flight planning, 3D modeling, and orthophoto/surface model generation. He has also worked on stream and wetland restoration projects involving mitigation and monitoring reports, project management, and construction layout and oversight. Marshall will lead our survey team services.

EDUCATION

» BS, Agriculture Environmental Technology, North Carolina State University

LICENSURE

» Professional Land Surveyor: NC, #L-5034

PROJECT EXPERIENCE

» Downtown Streetscape, Spruce Pine, NC. Survey Manager

» Smith Farm Park, Mars Hill, NC. Survey Manager

» Stream Restoration, Biltmore Forest, NC. Survey Manager

» Swannanoa Greenway, Asheville, NC. WithersRavenel Survey Manager

» Patton Park, Whitmire Center & Toms Park, Hendersonville, NC. Survey Manager

» Town Center Core Wetland and Greenway, Morrisville, NC. Survey Manager

» Downtown Cary Park Surveying, Cary, NC. Project Manager

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Project Team

WILL ADGATE

SUE Manager

Will serves as the SUE Manager for the Asheville office and is responsible for overall SUE project management and personnel allocation. With nearly 10 years of experience, he has worked with a range of technologies to solve complex geophysical and utility mapping problems. He has performed and managed numerous SUE and geophysical investigations for a wide range of clients. He also has an extensive background coordinating with surveying professionals on a variety of projects for public and private clients. Will shall lead our SUE team services.

EDUCATION

- BS, Geology, University of Georgia

CERTIFICATIONS

- NC 811 RTE Training
- Red Cross CPR & First Aid

PROJECT EXPERIENCE

- Downtown Streetscape, Spruce Pine, NC. SUE Manager
- Berkeley Mills Sports Complex, Henderson County, NC. SUE Manager
- Helene Response, Burnsville, NC. SUE Manager
- Helene Response, Spruce Pine, NC. SUE Manager
- Harold Rankin Park Improvements, Lowell, NC. SUE Manager
- Leesville and Strickland Road Park, Improvements, Raleigh, NC. SUE Manager
- Elevated Storage Tank, Elkin, NC. SUE Manager
- Daniel Stowe Botanical Garden Phase I Improvements, Belmont, NC. SUE Manager

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WARREN EADUS, PG

Environmental Scientist

Warren has more than 25 years of professional work experience in geology and environmental science. The last 20 years have been spent preparing critical permits, SEPA and NEPA documents, conducting landfill assessments, Phase I Environmental Site Assessments (ESA), brownfields, wetland and stream delineations, and working on restoration and enhancement projects. The early part of his career dealt chiefly with soil and groundwater contamination assessment and mining work in the Carolinas, and project and operations management. Formerly with Quible & Associates, recently acquired by WithersRavenel, Warren now leads our firm's environmental services across Western North Carolina. He will lead environmental permitting efforts on this project.

EDUCATION

- BS, Geology, East Carolina University

LICENSURE

- Professional Geologist: NC, #1954
- Level III-B: Designer of Erosion and Sediment Control for Reclamation Plans

PROJECT EXPERIENCE

- Berkeley Mills Sports Complex, Henderson County, NC. Environmental Manager
- Harmon Field Stream Restoration, Tryon, NC. Environmental Manager
- Helene Response/FEMA, Polk County, NC. Project Manager
- Woodfin Reservoir Dam Inspection/Helene Recovery, Woodfin, NC. Environmental Manager
- Industrial Park Development, Yancey County, NC. Environmental Manager
- Rosman Greenhouse, Transylvania Economic Development, Transylvania County, NC. Environmental Manager

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Project Team

JOEL LENK, PG

Stream Restoration

Joel is a licensed professional geologist in North Carolina with 20 years of experience in environmental consulting. He specializes in mountain and piedmont riverine environments and is well-versed in State and Federal regulations for stream systems, wetlands, and groundwater. Joel's expertise spans environmental restoration, wetland delineation, permitting, and soil and groundwater remediation. He has managed over 30 stream, wetland, and pond/lake projects in Western North Carolina, including those under the North Carolina Dam Safety Program, and has provided expert witness testimony on ecological impacts in the region. Joel will provide overall support on environmental permitting and mitigation issues, in particular those related to stream restoration.

EDUCATION

- BS, Geology, East Carolina University

LICENSURE

- Professional Geologist: NC, #2044
- Certified Wetland Delineator (USACE)

PROJECT EXPERIENCE

- Harmon Field Stream Restoration, Tryon, NC. Project Manager
- Patton Park, Whitmire Center & Toms Parks, Hendersonville, NC. Mitigation Specialist
- Woodfin Reservoir Dam Inspection/Helene Recovery, Woodfin, NC. Mitigation Specialist
- Lake Adger Shoreline Restoration, Polk County, NC. Project Manager
- Helene Disaster Recovery Mitigation Services, Montreat, NC. Mitigation Specialist
- Helene Disaster Recovery Professional Services, Maggie Valley, NC. Mitigation Specialist

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AMANDA WHITAKER

Director of Funding

Amanda's experience is concentrated in grant writing, grant administration, and community and economic development projects. She has successfully written and administered grants for projects all over North Carolina for hazard mitigation, resiliency, economic development, neighborhood stabilization, housing rehabilitation, parks and recreation, public infrastructure, and downtown revitalization. Amanda will provide oversight on funding-related issues.

EDUCATION

- MPA, Community and Economic Development, UNC Greensboro
- BA, Political Science, North Carolina State University

PROJECT EXPERIENCE

- Water and Sewer Asset Inventory & Assessment Applications, Spruce Pine, NC. Director of Funding
- BIL Lead Service Line Application, Weaverville, NC. Project Manager
- Helene Response, Maggie Valley Sanitary District, NC. Project Manager
- Helene Response, Woodfin, NC. Project Manager
- East Yancey Sewer Improvements, Burnsville, NC. Director of Funding
- Little Creek Regional Pump Station, Force Main and Gravity Sewer Transmission Project, Clayton, NC. Director of Funding
- WWTP Decommissioning and Pump Station, Lowell, NC. Director of Funding
- Helene Response, Maggie Valley, NC. Director of Funding

Project Team

MEGAN POWELL

NC Funding Lead

Megan is a leader in funding, grant administration, and disaster recovery projects. She has a strong background working for local governments in North Carolina. She has worked on grant administration for ARRA Funds, sustainability projects that involved outreach to the community. As a budget manager and internal auditor, she managed a team responsible for Henderson County's annual $166 million general fund. Her work involved developing best practices, policies, and procedures, complying with the Local Government Budget and Fiscal Control Act, and ensuring compliance with all local, state, and federal laws. Megan will support our team members on funding-related issues.

EDUCATION

- MPA, Public Management, Appalachian State University
- BS, Political Science, Appalachian State University

CERTIFICATIONS

- Certified Local Government Budget Officer

PROJECT EXPERIENCE

- Disaster Recovery Grant Administration Services, Woodfin Sanitary Water & Sewer District, Woodfin, NC. Funding/Disaster Recovery Specialist
- Berkeley Mills Sports Complex, Henderson County, NC. Funding Specialist
- Disaster Recovery Services, Maggie Valley, NC. Funding/Disaster Recovery Specialist
- Patton Park, Whitmire Center & Toms Park, Hendersonville, NC. Funding Specialist
- Hurricane Helene Emergency Services Response, Laurel Park, NC. Disaster Recovery Specialist
- Comprehensive Disaster Recovery Services, Montreat, NC. Disaster Recovery Specialist

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ALLAN SHAD

Senior Estimator/MBP

Allan has 41 years of experience as an advanced estimator in commercial construction and a total of 34 years of experience in performing construction management services. His areas of expertise include cost estimating, budgeting, contract writing, and negotiations for a variety of projects and markets, as well as purchasing and project management. Allan understands both the financial and logistical aspects of construction and leverages that knowledge and experience to develop comprehensive, organized, and accurate cost estimates. He will be responsible for providing cost estimates and related tasks.

EDUCATION

- BS, Building Construction, University of Florida
- Certificate in Graduate Studies for Historic Preservation, Goucher College

PROJECT EXPERIENCE

- Wake County Public School System, Swift Creek Elementary School Replacement, Raleigh, NC. Project Manager
- New Mooresville Graded Middle School, Mooresville, NC. Senior Consultant
- Lewis Ginter Botanical Garden Master Site Plan, Henrico, VA. Cost Estimation Project Manager
- University of South Carolina, Recreation Facility Master Plan Blatt PE Center, Columbia, SC. Cost Estimation Project Manager
- Maymont Foundation, Maymont Mansion and Animal Habitat Improvements, Richmond, VA. Senior Cost Estimator

WITHERSRAVENEL

Project Team

MATTHEW MCCURDY, PE

Principal Geotechnical Engineer/S&ME

Matthew is a Principal Geotechnical Engineer and Project Manager located in S&ME's Asheville office. In addition to quality experience gained in Asheville, the first part of his 27-year career was spent in Atlanta, Georgia. He is skilled in geotechnical explorations including conventional and complex geotechnical projects, shallow foundations, deep foundations, earthwork, utility installation, pavement design, bearing capacity/settlement analysis, landslide mitigation, and retaining walls. He is well-versed in foundation construction testing and inspection including spread footings, ground improvement, driven piles, drilled shafts, micropiles, and auger-cast. He will lead geotechnical engineering tasks.

EDUCATION

» MS and BS, Civil Engineering, University of Alabama

LICENSURE

» Professional Engineer: NC, #32471

PROJECT EXPERIENCE

» Edwards Park, Hendersonville, NC. Principal Geotechnical Engineer

» Reed Creek Greenway Retaining Wall/Bridges, Asheville, NC. Geotechnical Engineer

» Pebble Creek Stream Stabilization/Wall Design, Asheville, NC. Geotechnical Engineer

» Water Treatment Plant, Spruce Pine, NC. Principal Geotechnical Engineer

» Blue Ridge Regional Hospital (Medical Office Building and East Carolina University Dental School), Spruce Pine, NC. Principal Geotechnical Engineer

» Airport Runway Improvements, New Hangar, and New Terminal Building, Avery County, NC. Principal Geotechnical Engineer

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CHRISTOPHER FUJITA-MENTCH, PE

Geotechnical Engineer/S&ME

Christopher, who is based in Asheville, has experience in a wide variety of geotechnical and construction engineering projects. His experience includes shallow foundations, site improvement, deep foundations, slope stability, pavement design, bearing capacity/settlement analysis, special Inspections and testing, including earthwork, pavements, concrete, masonry, framing, and soil/earthwork/rock excavation. He will undertake geotechnical engineering tasks.

EDUCATION

» BS, Civil Engineering, Florida Gulf Coast University

LICENSURE

» Professional Engineer: NC, #049942

PROJECT EXPERIENCE

» Nantahala Outdoor Center Timber Retaining Walls and Slope Project, Bryson City, NC. Geotechnical Engineer

» Edwards Park, Hendersonville, NC. Geotechnical Engineer

» UNC Asheville Tennis Courts, Asheville, NC. Geotechnical Engineer

» Duke Energy Substation Improvements, Spruce Pine, NC. Geotechnical Engineer

» Airport Runway Improvements, New Hangar, and New Terminal Building, Avery County, NC. Geotechnical Engineer

» Blue Wing and Dave Cucumber Road Pavement Evaluation, Whittier, NC. Geotechnical Engineer

WITHERSRAVENEL

Project Team

AARON BOPP, PE

Structural Engineer/SKA

Aaron serves as a Principal Engineer and project manager in the Structural Engineering Group as well as handling the responsibilities of the Director of Operations for SKA. His primary design responsibilities include structural designs and analysis, preparation of construction documents, and construction contract administration. Aaron has also served as the Special Inspector of Record on numerous projects over the past decade. Throughout his career, he has gained extensive experience in the educational, institutional, commercial, and mixed-use facility markets, with a focus on the design and repair of structural steel, masonry, and reinforced concrete structures of all shapes and sizes. He will lead structural engineering services.

EDUCATION

» BS, Civil Engineering, Virginia Tech

LICENSURE

» Professional Engineer: NC, #029394

PROJECT EXPERIENCE

» Elam Greenway Pedestrian Bridge Replacement, Greensboro, NC. Structural Engineer

» Greensboro Science Center Battleground Park Boardwalk Special Inspections, Greensboro, NC. Structural Engineer

» Piedmont Triad Rail Trail, Winston-Salem, NC. Structural Engineer

» UNC Asheville New Apartment Dorms, Asheville, NC. Structural Engineer

» Town Hall Renovation, Rutherfordton, NC. Structural Engineer

» GKN Automotive Plant Addition & Renovations, Mebane, NC. Structural Engineer

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RON LAWRENCE, PE

Electrical Engineer/SKA

Ron is the Greensboro Group Manager for the mechanical, electrical, plumbing, and fire protection services at SKA. Ron's extensive engineering experience includes project management, studies, peer reviews, condition assessments, and arc-flash analysis. His design experience includes lighting, normal and emergency power distribution, telecommunications, security and TV distribution, fire alarm, contract documents, specifications, and construction administration. Ron will be responsible for electrical engineering tasks.

EDUCATION

» BS, Electrical Engineering, UNC Charlotte

LICENSURE

» Professional Engineer: NC, #037434

PROJECT EXPERIENCE

» Koka Booth Ampitheatre, Cary, NC. Electrical Engineer

» White Oak Amphitheater, Greensboro, NC. Electrical Engineer

» Clayton Community Park, Clayton, NC. Electrical Engineer (with WithersRavenel)

» Hargraves Community Center Park Tennis Court Lighting, Chapel Hill, NC. Electrical Engineer

» Bandera Farms Park Design, Summerfield, NC. Electrical Engineer

» Field Day Park New Structures, Clover, NC. Electrical Engineer

» Downtown Streetscape, Four Oaks, NC. Electrical Engineer (with WithersRavenel)

WITHERSRAVENEL

Project Team

JIM MALONEY, PE

Mechanical Engineer/SKA

Jim is a project manager in the MEPFP group. His experience includes HVAC, fire protection, and plumbing system design with familiarity in utility infrastructures, including hot water and steam heating systems, exhaust systems, energy recovery systems, process steam applications, chilled water generating and distribution systems, and equipment controls. Jim focuses on energy and economic analysis for new and existing commercial, medical, educational, industrial, and senior living facilities. Jim will oversee mechanical engineering and plumbing services.

EDUCATION

» BS, Construction Engineering, Iowa State University

LICENSURE

» Professional Engineer: NC, #033109

PROJECT EXPERIENCE

» Coliseum D League Fieldhouse, Greensboro, NC. Mechanical Engineer

» Twin Lakes Boland Community Center & Gathering Hall, Burlington, NC. Mechanical Engineer

» RAI Plaza Courtyard Renovation, Winston-Salem, NC. Mechanical Engineer

» Greensboro Science Center Renovation, Greensboro, NC. Mechanical Engineer

TEAM AVAILABILITY

Team Member	Role	Availability
Emily Buehrer-Douglas	Project Manager/Design Lead	70%
Courtney Landoll	Principal	15%
Freddie Harrill	Client Officer	As Needed
Jon Blasco	Senior Technical Consultant	45%
Curt Blazier	Project Engineer	60%
Kayleigh Gill	Landscape Architect	75%
Alisha Goldstein	Stormwater Engineer	45%
Alan Mackey	Senior Resident Project Representative	70%
Marshall Wight	Survey Manager	55%
Will Adgate	SUE Manager	60%
Warren Eadus	Environmental Scientist	55%
Joel Lenk	Stream Restoration	20%
Amanda Whitaker	Director of Stormwater	20%
Megan Powell	Funding Lead	45%
Allan Shad	Senior Cost Estimator/MBP	30%
Matthew McCurdy	Principal Geotechnical Engineer/S&ME	50%
Christopher Fujita-Mentch	Geotechnical Engineer/S&ME	60%
Aaron Bopp	Structural Engineer/ SKA	30%
Ron Lawrence	Electrical Engineer/SKA	30%
Jim Maloney	Mechanical Engineer/SKA	35%

WITHERSRAVENEL

Experience and References

TEAM EXPERIENCE

Our team has more than 15 years of experience providing design and implementation expertise needed for your project.

Smith Farm Park Master Plan and Construction Documents

MARS HILL, NC

Located in scenic Madison County, the Smith Farm property is 86 acres of steeply sloping topography. The site includes most of Bailey Mountain's eastern slope, thick forests, Banjo Branch, wetlands, three historic barns, and a farmhouse. The Town of Mars Hill acquired the property in 2019 with the help of funds from the Clean Water Management Trust Fund (CWMTF) and the Land and Water Conservation Fund (LWCF). These funds required that the site be protected from development and remain open to the public for nature access, education, and passive recreation.

The town contracted with WithersRavenel to develop a master plan so the property could become Smith Farm Park under the framework of the funding guidelines. Incorporating the vision presented in previous planning documents, information gathered from walking the site, and the local wisdom of Town stakeholders, WithersRavenel created a plan for the future that was respectful of the property's history.

The Master Plan recommends improvements to the property that encourage passive recreation, preservation, and opportunities for education. To suit the Town's budget and schedule, the Master Plan suggests a phased implementation. The first phase, funded in part by a federal 2021 Parks and Recreation Trust Fund (PARTF) grant, includes:

- Renovations and upgrades to existing barns
- Addition of new barns to create a historic barns complex
- Renovations to a new Discovery Center
- ADA-accessible sidewalk and trail connections
- Mown pathways
- Amphitheater stage with stone seating
- Picnic areas and seating
- Driveway and parking lot improvements
- Educational and wayfinding signage

Phase 2 improvements include enhancements to improve park access and the visitor experience. The plan notes that this phase will include:

- A playground
- Wood picnic pavilions with metal roofs
- Boardwalk stream crossings
- Bear-proof trash and recycling containers

CLIENT CONTACT

Nathan Bennett, Town Manager
Town of Mars Hill
828-689-2301
nbennett@townofmarshill.org

POPULATION

2,843 (2020 Census)

TOTAL COST

$416,216.59

STAFF INVOLVED

- Courtney Landoll
- Jon Blasco
- Curt Blazier
- Kayleigh Gill
- Marshall Wight

The acquisition of, and improvements to, the Smith Farm property also point to a larger plan by the Town to expand the adjacent Bailey Mountain Park. Currently held by the Richard L. Hoffman Foundation, the 197-acre Bailey Mountain Park offers numerous hiking trails and extensive recreation opportunities. Once it is donated to the Town, the community will have access to most of Bailey Mountain through Smith Farm Park, Bailey Mountain Park, and the Bailey Mountain Preserve.

Experience and References

Harmon Field Stream Restoration

TRYON, NC

Streambank erosion was compromising a section of the North Pacolet River at Harmon Field in Tryon. Harmon Field has a rich history centered around equestrian events and is the most used park in Polk County. Visitors to the park come from all over North Carolina and the nation to participate in equestrian events, athletic events and other various activities.

Quible & Associates, P.C., (now WithersRavenel) worked closely with the Town of Tryon to secure the necessary grant funds for the project. Once funding was secured, we designed, permitted, and oversaw the implementation of the stream restoration and stormwater enhancement project. The goal was not only to stabilize streambanks, but also to improve water quality, habitat for wildlife and plants, and increase safety for visitors to the park.

Project geologists, restoration practitioners, and environmental scientists were able to restore approximately 3,400 LF of the river and conserve a nearly 50 feet wide riparian buffer. The stream banks and riparian buffer were planted with native shrubs, trees, and wildflowers.

The newly vegetated riparian buffer, along with bank stabilization and construction of natural riverine features like rock cross veins, riffles, pools, and runs reduced the amount of sediment and pollutants going into the river and increased streambed diversity and dissolved oxygen, which is vital for trout survival.

CLIENT CONTACT

Kelly Gay, Soil & Water Conservation District Director
Polk County
828-894-8550
kgay@polknc.gov

POPULATION

1,562 (2020 Census)

TOTAL COST

$460,000

STAFF INVOLVED

- Warren Eadus
- Joel Lenk

In addition, rain gardens and bioretention basins were designed and installed with native plants throughout the park to promote better stormwater treatment, while also nurturing pollinators.

Signage was added along the river to educate the public and highlight the positive effect the stream restoration project has on water quality and the environment.

Experience and References

Patton Park, Whitmire Center & Toms Park

HENDERSONVILLE, NC

WithersRavenel is providing consulting services for the renovation and repair of Patton Park and Whitmire Activity Center/Tom's Park in Hendersonville, following significant damage from Hurricane Helene in September 2024. The project involves three parcels totaling approximately 19.5 acres, with plans to assess existing facilities and develop conceptual designs in collaboration with the City and community.

Key tasks include site analysis, community engagement, and illustrative planning for both Patton Park, which includes a severely damaged pool and building, and the Whitmire Activity Center, where future options for the activity center will be considered. The outcome will support future implementation of renovation plans, potentially under a separate contract.

CLIENT CONTACT

Richard Shook, Civil Engineer
City of Hendersonville
828-697-3000
rshook@hvlnc.gov

STAFF INVOLVED

- Emily Buehrer-Douglas
- Joel Lenk
- Megan Powell
- Marshall Wight

POPULATION

15,137 (2020 Census)

TOTAL COST

TBD

Stream Restoration (DWI Funded)

BILTMORE FOREST, NC

WithersRavenel successfully assisted the Town of Biltmore Forest with the development of a State Revolving Fund (SRF) Green Infrastructure Funding application to provide the Town with financial resources to restore the stream and riparian corridor to more natural conditions and functions.

The goal of the project was to improve and restore natural stream and riparian corridor functions to a first-order stream. The stream banks were largely lined with failing gabion baskets and had several non-treated stormwater conveyances directly discharging to the stream. The project removed the gabion baskets, stabilized eroding stream banks, and provided innovative pocket wetlands to improve water quality and stream function.

Our Stormwater team assisted the Town with the necessary reporting requirements that were required for the project's no-interest loan funding. The stream and riparian corridor within the Town's park that was enhanced/restored encompasses approximately 370 feet of stream bank and 0.6 acres, respectively, providing more natural functions to the stream and returning it and the riparian corridor to a more natural state.

CLIENT CONTACT

Jonathan Kanipe, Town Manager
Town of Biltmore Forest
828-274-0824
jkanipe@biltmoreforest.org

TOTAL COST

$119,300

STAFF INVOLVED

- Marshall Wight
- Alan Mackey

POPULATION

1,409 (2020 Census)

Experience and References

Pleasant Park

APEX, NC

This 92-acre park near the intersection of I-540 and Old US Highway 1 opened in 2023, and provides multiple recreation opportunities.

During the due diligence phase of the project, WithersRavenel completed a wetland/stream/riparian buffer delineation, obtained USACE and NCDWR approvals of the delineation and completed boundary, topographic, wetland, stream, and buffer surveys for the property.

Following multiple staff interviews, council interviews, and a public design charette, WithersRavenel began the development of multiple park concepts for consideration. It was evident in the feedback received that this park was to be designed to serve both the current and future Town programming, but also become a destination for tournament play in baseball, softball, lacrosse, and soccer.

The proposed concepts accounted for the size, topographic features, access, and infrastructure needs of the planned facilities, while also adhering to the principles outlined in the Town's Parks, Recreation, and Cultural Resources Master Plan. Facilities include multi-use athletic fields for soccer and lacrosse, baseball fields, tennis courts, basketball courts, beach volleyball, splash pad, playgrounds, shelters, a large open play lawn, and a cross-country running course.

WithersRavenel adjusted on the fly during construction to meet the demands of the new trend of pickleball. The racket complex was changed from eight tennis courts to four tennis and six pickleball courts. This project led to unprecedented amenities that are many "firsts" for the Town.

CLIENT CONTACT

Angela Reincke, Parks & Greenways Planner
Town of Apex
919-372-7468
angela.reincke@apexnc.org

POPULATION

58,780 (2020 Census)

TOTAL COST

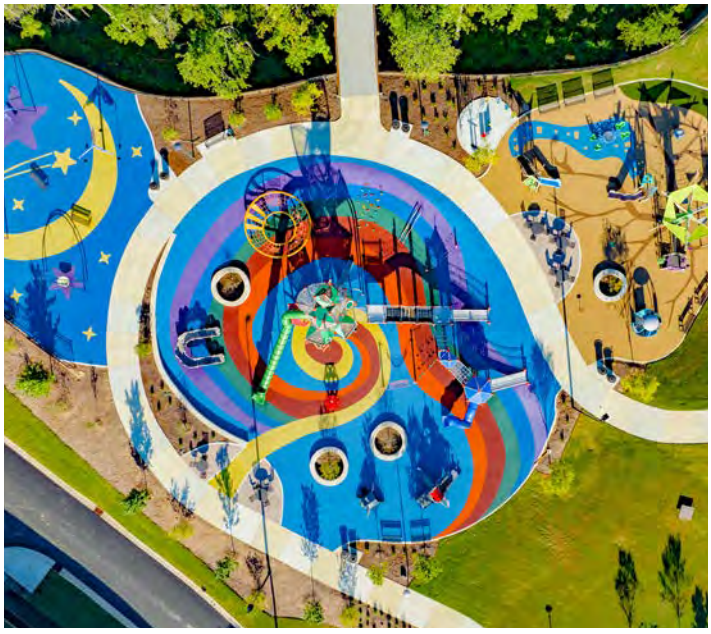
$2,078,335 (WithersRavenel fee)
$33,672,781.61 (construction cost)

STAFF INVOLVED

- Curt Blazier
- Courtney Landoll
- Marshall Wight

In addition to amazing sports fields, the Enchanted Forest brings a new level of themed play to a 1.3-acre amenity area full of creative wonders. Inspired by beloved fairy tales, fables, and popular folklore, this inclusive play space sparks imagination and joy in kids of all ages and all abilities.

In 2024, WithersRavenel won a North Carolina ACEC Engineering Excellence award for the project.



River Cane Wetland Park Master Plan

RALEIGH, NC

The Master Plan for River Cane Wetland Park illustrates a vision of preservation, connectivity, education, community, and play.

The plan, prepared by WithersRavenel, emphasizes a nature-based experience, capitalizing on unique ecological features. The overall mission of the plan is to protect the natural environment while making those environments accessible to the community. This 27.75-acre property includes two streams and a wetland complex that is part of a larger system extending off-site.

To protect the wetland, the plan aligns a portion of the planned greenway through the higher elevations of the site, connecting to adjacent existing and future residential neighborhoods.

Educational opportunities include an outdoor classroom space, the introduction of food forest plantings along the paths and park trails, and a boomerang-shaped boardwalk that provides access to the wetlands, provides space for gathering, and completes a walking loop inside the park. Play within the park includes traditional and natural play opportunities, including a basketball court, playground, and natural play space.

The plan also includes a community garden, restroom, and picnic facilities and supporting infrastructure.

CLIENT CONTACT

Emma Liles, Project Manager
City of Raleigh
emma.liles@raleighnc.gov
919-996-4871

POPULATION

467,665 (2020 Census)

TOTAL COST

$1,310,645

STAFF INVOLVED

- Courtney Landoll
- Jon Blasco
- Curt Blazier
- Marshall Wight

Green infrastructure for managing stormwater and public art are also envisioned by the plan. The planning process engaged the community through periodic surveys and public meetings, a community action group, stakeholders, and City Staff.

Proposed Work Plan and Schedule

PROJECT TIMELINE

The project schedule will be defined following selection and adjusted to meet Town requirements, grants, and community needs, with the understanding that each park may operate on a slightly different schedule depending on the work needed. The schedule illustrated below is our best estimate of the anticipated time per task at this point. As with most projects, the permitting process can present hurdles, and we will work with the agencies to reduce delays along the way.

Tasks	Month																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Project Kickoff	☆																
Survey																	
Due Diligence		☆	☆														
Community Engagement and Programming			☆														
Preliminary Design					☆												
Construction Documents							☆	☆			☆						
Permitting									☆				☆	☆			
Bidding & Contracting															☆	☆	
Start Construction																	☆

☆ Progress/Milestone Meeting Community Meeting/Meeting with Town Council Members

WITHERSRAVENEL

Acknowledgment of Federal Provisions

Upon selection by the Town of Spruce Pine, WithersRavenel, Inc. and its team will comply with the federal contract provisions listed below as part of Exhibit A in the RFQ.

CONTENTS

ATTACHMENT B – CERTIFICATION FORM

I have carefully examined the Request for Qualifications and any other documents accompanying or made a part of this Request for Qualification.

I hereby propose to furnish the professional consultant services for the Town of Spruce Pine in accordance with the instructions, terms, conditions, and requirements incorporated in this Request for Qualification. I certify that all information contained in this response is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

NAME OF FIRM: WithersRavenel, Inc.

BY: (printed name): Courtney Landoll

SIGNATURE: Courtney H. Landoll

MAILING ADDRESS: 137 South Wilmington Street, Suite 200

CITY/STATE/ZIP CODE: Raleigh, NC 27601

TELEPHONE NUMBER: 919-238-0387

FAX NUMBER: 919-467-6008

EXHIBIT C – NON-COLLUSION AFFIDAVIT

State of North Carolina
County of Mitchell

C. Chan Bryant, P.E., being first duly sworn, deposes and says that:

1. He/She is the **Senior Vice President - Corporate Secretary** (title) of **WithersRavenel, Inc.** (firm's name), the CONSULTANT that has submitted the attached response;

2. He/She is fully informed respecting the preparation and contents of the attached response and of all pertinent circumstances respecting such response;

3. Such response is genuine and is not a collusive or sham response;

4. Neither the said CONSULTANT nor any of its officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other CONSULTANT, firm or person to submit a collusive or sham response in connection with the contract for which the attached response has been submitted or to refrain from responding in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other CONSULTANT, firm or person to fix the price or prices in the attached response, if applicable, or of any other CONSULTANT, or to fix any overhead, profit or cost element of the response price of the response, if applicable, of any other responder or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of Spruce Pine or any person interested in the proposed contract.

C. Chan Bryant
Signature

Senior Vice President - Corporate Secretary
Title

NOTARIZE

Subscribed and sworn to before me,
This 8th day of August, 2025
Notary Public Karen Hancock
My Commission Expires: 5-13-2030

Karen Hancock
Notary Public
Wake County
North Carolina
My Commission Expires 05/13/2030

EXHIBIT D – E-VERIFY AFFIDAVIT

State of North Carolina
County of Mitchell

NOW COMES Affiant, first being sworn, deposes and says as follows

1. I have submitted a response to an RFQ to enter a contract with the Town of Spruce Pine;

2. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

_X_ After hiring an employee to work in the United States I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ I employ less than twenty-five (25) employees in the State of North Carolina.

3. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

_X_ After hiring an employee to work in the United States the subcontractor verifies the work authorization of said employee through E-Verify and retains the record of the verification of work authorization while the employee is employed and for one year thereafter; or

___ Employ less than twenty-five (25) employees in the State of North Carolina.

4. Specify subconsultant(s) / subcontractor(s):

__S&ME__________________________
___MBP__________________________
____SKA__________________________

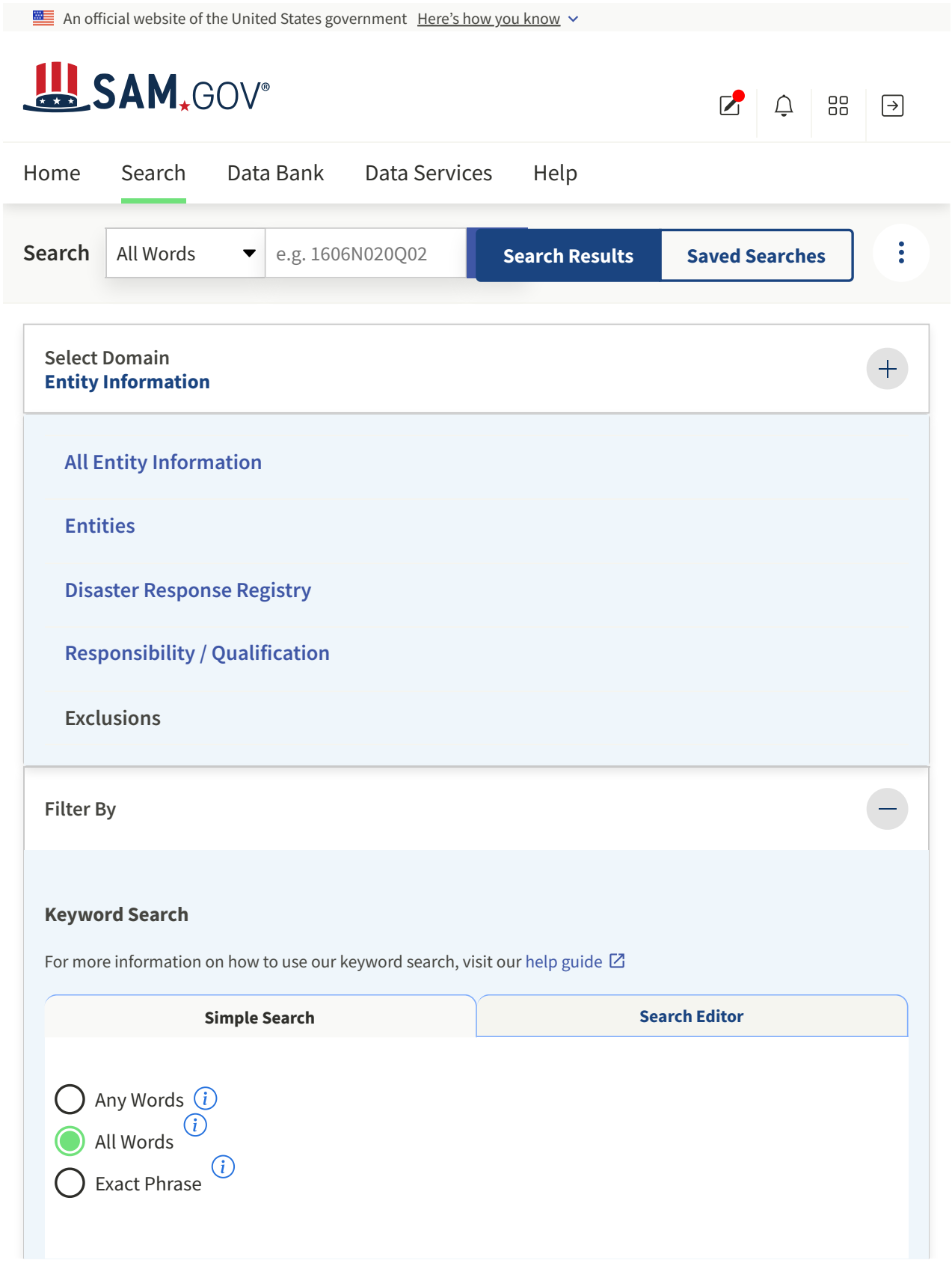
This the _8th_______ day of _August_________, 20_25_.

[signature]
Affiant **Senior Vice President - Corporate Sec.**

NOTARIZE

Subscribed and sworn to before me,
This _8th_ day of _August_, 20_25_
Notary Public _Karin Hancock_
My Commission Expires: _05-13-2030_

Karen Hancock
Notary Public
Wake County
North Carolina
My Commission Expires 05/13/2030


An official website of the United States government Here's how you know
SAM.GOV
Home
Search
Data Bank
Data Services
Help
Search
All Words
e.g. 1606N020Q02
Search Results
Saved Searches
Select Domain
Entity Information
All Entity Information
Entities
Disaster Response Registry
Responsibility / Qualification
Exclusions
Filter By
Keyword Search
For more information on how to use our keyword search, visit our help guide
Simple Search
Search Editor
Any Words
All Words
Exact Phrase

e.g. 123456789, Smith Corp

withersravenel ×

Classification

Excluded Individual

Excluded Entity

Federal Organizations

Exclusion Type

- ✓ Ineligible (Proceedings Pending)
- ✓ Ineligible (Proceedings Complete)
- ✓ Prohibition/Restriction
- ✓ Voluntary Exclusion

Exclusion Program

Location

Dates

Reset

No matches found

We couldn't find a match for your search criteria.

Please try another search or go back to previous results.

Go Back

Feedback

Our Website

About This Site

Our Community

Release Notes

System Alerts

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THANK YOU!

WithersRavenel
Our People. Your Success.

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777

MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 9/8/2025
Subject: Grindstaff & Sons Grading Contract

Included in the packet is a contract for Grindstaff and Sons Grading for the work performed under exigent circumstances related to Helene damage on Sunnybrook Drive.

The Town remains subject to Federal, State and local emergency disaster declarations and is still under exigent circumstances.

The work repaired a damaged culvert, stream crossing and hill-slide on Sunnybrook Drive. Sunnybrook Drive is the only access and entrance to a neighborhood of approximately 20 homes.

Respectfully,

Daniel Stines
Town Manager

STATE OF NORTH CAROLINA
COUNTY OF MITCHELL

SERVICE CONTRACT – GRINDSTAFF & SON GRADING
(Exigent Circumstances – Culvert Replacement and Road Repair)

THIS SERVICE CONTRACT ("Contract") made September 8 2025 effective May 27, 2025 ("Effective Date"), by and between **THE TOWN OF SPRUCE PINE** ("Town") and **GRINDSTAFF & SON GRADING** ("Contractor") (collectively "Parties"), for Sunnybrook Drive culvert replacement and road repair ("Project").

WITNESSETH:

WHEREAS, beginning on September 25, 2024, the Town began experiencing significant damages to its critical infrastructure as a result from Hurricane Helene;

WHEREAS, the Town is currently subject to Federal, State and local emergency disaster declarations and is still under exigent circumstances;

WHEREAS, as a result of Hurricane Helene's impact, a landslide impacted parts of Sunnybrook Drive("Drive") damaging culverts and otherwise sustaining significant damages.

WHEREAS, the Town desires to hire Contractor to replace culverts for the Drive and repair said Drive; and

WHEREAS, Town and Contractor agree to the following terms and conditions:

1. Project Scope and Pricing. The Project's scope and price stated in the Contractor's proposal are accepted and incorporated herein and hereto as Exhibit A.

2. Termination for Cause and Convenience. This Contract may be terminated by Contractor, only with cause, upon Contractor's giving written notice to the Town that Town is in material breach of this Contract and upon such default not having been cured by the Town within thirty (30) days of such notice. The Town may terminate this Contractor, with or without cause, upon providing written notice to Contractor that it no longer requires Contractor's services under this Contract.

3. Payment. Payment shall be made on a monthly basis, via submitted invoice, based on the completion of the work at the time of the submitted invoice.

4. Insurance. As a condition precedent to this Agreement, Contractor shall provide proof of insurance for the Contract term for the required policies and coverages: 1) Workers' Compensation (statutory coverage limits); 2) Commercial General Liability ("CGL") (one-million-dollar occurrence, two-million-dollar aggregate); and 3) Comprehensive Automotive Liability. Town shall be listed as additional insured and a certificate holder on the Contractor's CGL policy. Contractor will submit to the Town a copy of the Certificate of Insurance on the latest

approved North Carolina Department of Insurance Acord Form 25 by an insurer authorized to do business in North Carolina by the North Carolina Department of Insurance and rated A- (minus) or better by A.M. Best Company.

5. Independent Contractor. Contractor is an independent contractor and not a Town employee. Town shall provide Contractor an IRS Form 1099 for the cost paid to Contractor as specified in Section 3 herein. Contractor is responsible for the means and methods in performing the Contract and shall provide its own labor, supplies and equipment when performing the Contract.

6. Indemnification. Contractor agrees to indemnify and hold harmless Town from any claims, causes of action, costs, judgments, damages, losses, expenses, awards and fees (including any attorneys' fees and legal costs incurred by the Town) with respect to any of the services, actions, activities, errors and omissions and tortious acts provided and/or caused by Contractor related to the performance of the Contract.

7. Safety. Contractor shall take all reasonably necessary safety precautions, including compliance with applicable laws, ordinances, regulations, and orders issued by a public authority, whether federal, state, or local. Contractor shall at all times be responsible for providing a safe job site and be responsible for the work performance and safety of all its employees, personnel, equipment, and materials within its care, custody and control. Contractor shall furnish all required safety equipment and ensure all of its employees have and wear personal protective equipment in compliance with applicable safety requirements.

8. Amendments. This Contract may only be amended in a writing signed by Contractor and Town and approved by the Town at a duly called, public meeting with a quorum present.

9. Governing Law and Venue. This Contract shall be governed by the laws of the State of North Carolina and proper venue shall be the state courts located in Mitchell County, North Carolina.

10. Mutually Agreement. The Parties have had the opportunity to be fully and completely represented by counsel of their own choosing in the making and review of this Contract. Accordingly, the Parties agree that any rule of construction of contracts resolving any ambiguities against the drafting party shall be inapplicable to this Agreement.

11. Entire Agreement. The Parties hereby affirm that the only consideration for executing this Contractor are the terms and conditions herein and no other promises or agreements of any kind have been made by any person or entity to cause the Parties to execute this Contract. Further, the Parties agree that if any provisions herein are declared invalid by a court of competent jurisdiction, such invalidation shall not affect the remaining provisions of this Contractor, which shall remain in full force and effect.

12. Authority. The Parties hereby represent and warrant that they have taken all actions and obtained all authorizations, consents and approvals as are conditions precedent to their authority to execute this Contract.

13. **Assignment.** This Contract shall be not assigned without the Town's prior, written consent.

14. **FEMA Provisions.** The FEMA provisions are hereby incorporated herein and attached hereto as Exhibit B. To the extent that there is any conflict with this Contract and Exhibit B, Exhibit B shall control. The separately executed FEMA certifications are hereby incorporated herein and attached hereto as Exhibit C.

SIGNATURES NEXT PAGE

IN WITNESS WHEREOF, Contractor and Town have executed this Contract as of the Effective Date.

GRINDSTAFF & SON GRADING

_____ Date: _____
Print: _____
Title: _____

THE TOWN OF SPRUCE PINE

_____ Date: _____
Daniel Stines
Town Manager

ATTEST:

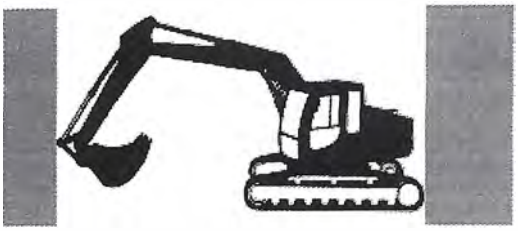
_____ Date: _____
Martha Hoilman, Town Clerk

This instrument has been preaudited in the manner required by the Local Government and Fiscal Control Act.

_____ Date: _____
Christy Young
Finance Officer

EXHIBIT A

Proposal (Scope and Pricing)



GL ~~40-560-27~~

Grindstaff & Son
Travis Grindstaff
626 Stockton Rd.
Marion NC 28752
828-460-9038

Contract Page 6

6-4-25
Town of Spruce Pine
Travis Phillips
Sunny Brooke Drive

- Removed old catch basin and collapsed culvert and installed new catch basin

- Repaired slide on roadway with 216 ton material

83-800-03

Total: $29,500

CH

GL 10-560. n

Grindstaff & Son
Travis Grindstaff
626 Stockton Rd.
Marion NC 28752
828-460-9038

6-4-25
Town of Spruce Pine
Travis Phillips
Sunny Brooke Drive

- Repaired parking lot with ABC Stone

Total: $1,200

83-800-03

Cuf

EXHIBIT B

FEMA Contract Provisions

PART I. REQUIRED CONTRACT PROVISIONS

1. REMEDIES

Pursuant to the Contract, the Parties shall have all remedies available to them under North Carolina law and in equity, including those set forth in the Contract. Upon default by the Town, these remedies shall include payment for the reasonable value of the services rendered by Contractor for work performed consistent with prevailing guidelines. Upon default by Contractor, remedies available to the Town shall include the cost of completion of the project, remediation of improper work, and such other damages as may be incurred.

2. TERMINATION FOR CAUSE AND CONVENIENCE

This Agreement may be terminated by Contractor, only with cause, upon Contractor's giving written notice to the Town that is in material breach of this contract and upon such default not having been cured by the Town within 30 days of such notice. The Town may terminate this Agreement upon providing written notice to Contractor that it no longer requires Contractor's services under this contract. Upon such termination by either party, (i) the Contractor shall continue to perform services and develop a plan for the orderly stoppage of the work, which shall include the delivery, or otherwise making available, to the Town all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Contractor in performing this Contract, whether completed or in process, and (ii) Town shall pay Contractor all fees and expenses due for services rendered through the 30th day after the notice of termination. Notwithstanding any such Termination, Contractor shall use best efforts to assist the Town regarding any unresolved and unsettled reimbursement claims with FEMA, including through first and second level appeals and as otherwise necessary or requested by the Town. Contract rates and payment terms shall apply to any work performed post termination.

3. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract, the Contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in

conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The Town further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the Town so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The Town agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The Town further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

4. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The regulation at 29 C.F.R. § 5.5(b) provides contract clause language concerning compliance with the Contract Work Hours and Safety Standards Act.

Compliance with the Contract Work Hours and Safety Standards Act.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (b)(1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of $27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1) of this section.

(3) Withholding for unpaid wages and liquidated damages. The Town of Spruce Pine shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b)(2) of this section.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of this section.

5. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT

The following terms apply:

Clean Air Act

(1) The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

(2) The contractor agrees to report each violation to the Town of Spruce Pine and understands and agrees that the Town will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

(3) The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

(1) The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

(2) The contractor agrees to report each violation to the Town of Spruce Pine and understands and agrees that the Town will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

(3) The contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance provided by FEMA.

6. DEBARMENT AND SUSPENSION

(1) These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. See 2 C.F.R. Part 200, Appendix II(H); and 2 C.F.R. § 200.213. A contract award must not be made to parties listed in the SAM Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at www.sam.gov. See 2 C.F.R. § 180.530.

(2) In general, an “excluded” party cannot receive a Federal grant award or a contract within the meaning of a “covered transaction,” to include subawards and subcontracts. This includes parties that receive Federal funding indirectly, such as

contractors to recipients and subrecipients. The key to the exclusion is whether there is a "covered transaction," which is any nonprocurement transaction (unless excepted) at either a "primary" or "secondary" tier. Although "covered transactions" do not include contracts awarded by the Federal Government for purposes of the nonprocurement common rule and DHS's implementing regulations, it does include some contracts awarded by recipients and subrecipients.

(3) Specifically, a covered transaction includes the following contracts for goods or services:

(a) The contract is awarded by a recipient or subrecipient in the amount of at least $25,000.

(b) The contract requires the approval of FEMA, regardless of amount.

(c) The contract is for federally-required audit services.

(4) A subcontract is also a covered transaction if it is awarded by the contractor of a recipient or subrecipient and requires either the approval of FEMA or is in excess of $25,000.

7. COMPLIANCE.

The following provides a debarment and suspension clause. It incorporates verifying that contractors are not excluded or disqualified.

Suspension and Debarment

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by the Town. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the Town, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout

the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

8. BYRD ANTI-LOBBYING AMENDMENT

Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

Contractors who apply or bid for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

Required Certification. Upon request, Contractor must sign and submit to the non-federal entity the following certification.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned 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 influencing or attempting to influence 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.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients 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 section 1352, title 31, U.S. Code. 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.

The 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 U.S.C. Chap.38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

_____
Signature of Contractor's Authorized Official

_____
Name and Title of Contractor's Authorized Official

_____
Date

9. PROCUREMENT OF RECOVERED MATERIALS

(1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—

(a) Competitively within a timeframe providing for compliance with the contract performance schedule;

(b) Meeting contract performance requirements; or

(c) At a reasonable price.

(2) Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines web site, https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program.

(3) The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act."

10. DAVIS-BACON ACT. Pursuant to 2 C.F.R. Part 200, Appendix II, the Davis-Bacon Act does not apply to the Public Assistance Program or other FEMA grant cooperative programs outside of the Emergency Management Preparedness Grant Program, Homeland Security Grant Program, Port Security Grant Program, Tribal Homeland Security Grant Program, Port Security Grant Program, and Transit Security Grant Program. As such, those provisions are inapplicable for this contract executed under the FEMA Public Assistance Program.

11. COPELAND ANTI-KICKBACK ACT. Recipient and subrecipient contracts are required to include a provision for compliance with the Copeland "Anit-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations. These provisions are inapplicable for this contract executed under the FEMA Public Assistance Program.

12. PROHIBITION ON CONTRACTING FOR COVERED TELECOMMUNICATIONS EQUIPMENT AND SERVICES.

Pursuant to Section 889(b)(1) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 and 2 C.F.R. §200.216, Contractor shall not obligate or expend funds on certain telecommunication products or from certain entities for national security reasons. As defined in the statutes set forth herein, no party to this contract, including Contractor's subcontractors, shall obligate or expend any funds to do any of the following:

A. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

B. Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or

C. Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

13. DOMESTIC PREFERENCES FOR PROCUREMENT.

As appropriate, and to the extent consistent with applicable law, Contractor shall, to the greatest extent practicable, purchase, acquire, and use goods, products, and materials produced in the United States, including but not limited to iron, aluminum, steel, cement, and other manufactured products.

PART II. ADDITIONAL CONTRACT PROVISIONS

The Uniform Rules authorize FEMA to require additional provisions for non-Federal entity contracts. Although FEMA does not currently require additional provisions, FEMA recommends the following and they are included as follows:

1. ACCESS TO RECORDS

Access to Records. The following access to records requirements apply to this contract:

(8) The Contractor agrees to provide the Town of Spruce Pine, the NC Department of Public Safety, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

(2) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(3) The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

(4) In compliance with the Disaster Recovery Act of 2018, the Town of Spruce Pine and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

2. CHANGES

Any change, modification, change order, or constructive change must be within the scope of the contract, and any changes made must be agreed upon by both parties in writing. Such a change can be made as to the method, price, or schedule of work without breaching the contract so long as the change is allowable, allocable, within the scope of the agreement, and reasonable for the completion of the project scope.

3. DHS SEAL, LOGO, AND FLAGS

Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

4. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS

Contractor and Town acknowledge that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives.

5. NO OBLIGATION BY FEDERAL GOVERNMENT

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

6. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

7. AFFIRMATIVE SOCIOECONOMIC STEPS

When possible, Contractor should take steps that small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms (See U.S. Department of Labor's list) are considered for work under this agreement, which would include consideration of the following steps:
(1) Providing that these business types are included on solicitation lists;
(2) Providing that these business types are solicited whenever they are deemed eligible as potential sources;
(3) Consideration of dividing procurement transactions into separate procurements to permit maximum participation by these business types;
(4) Establishing delivery schedules (for example, the percentage of an order to be delivered by a given date of each month) that encourage participation by these business types; and
(5) Utilizing organizations such as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

8. COPYRIGHT AND DATA RIGHTS

Contractor shall comply with the requirements of 2 C.F.R. §200.315 et seq. regarding intangible property and shall provide the federal government and Town the rights to obtain, reproduce, publish, or otherwise use data produced pursuant to this Contract and shall have the right to authorize others to use such intangible property as deemed appropriate.

EXHIBIT C

FEMA Certifications

BYRD ANTI-LOBBYING CERTIFICATION

Certification for Contracts, Grants, Loans, and Cooperative Agreements-The undersigned 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 influencing or attempting to influence 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.

3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients 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 section 1352, title 31, U.S. Code. 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.

The Contractor Grindstaff & Son Grading 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 U.S.C.Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

_____

Signature of Contractor's Authorized Official

_____

Name and Title of Contractor's Authorized Official

_____

Date

DEBARMENT/SUSPENSION CERTIFICATION

Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (No procurement Debarment and Suspension).

This requirement applies to all FEMA grant and cooperative agreement programs.

Federal Executive Order (E .O.) 12549 "Debarment" requires that all contractors receiving individual awards, using federal funds, and all sub recipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document, you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: www.sam.gov and https://acguisition.qov/far/index.html see section 52.209-6.

The Contractor Grindstaff & Son Grading certifies or affirms by your signature that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

_____

Signature of Contractor's Authorized Official

_____

Name and Title of Contractor's Authorized Official

_____

Date

CIVIL RIGHTS COMPLIANCE PROVISIONS

1. EQUAL EMPLOYMENT OPPORTUNITY (Equal Opportunity Clause)
(For all awarded contracts that meet the definition of "federally assisted construction contract" provided in 41 CFR Part 60-1.3)

During the performance of this contract, the contractor agrees as follows:

1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

   Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or order this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or

vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

_____

Signature of Contractor's Authorized Official

_____

Name and Title of Contractor's Authorized Official

_____

Date

BUILD AMERICA BUY AMERICA ACT SELF-CERTIFICATION

The undersigned certifies, to the best of their knowledge and belief, that: The Build America, Buy America Act (BABAA) requires that no federal financial assistance for "infrastructure" projects is provided "unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States." section 70914 of Public Law No. 117-58, §§ 70901-52. The undersigned certifies that the iron, steel, manufactured products, and construction materials used in this contract are in full compliance with the BABAA requirements including:

1. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

2. All manufactured products purchased with FEMA financial assistance must be produced in the United States. For a manufactured product to be considered produced in the United States, the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55% of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.

3. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

The Contractor, Grindstaff & Son Grading, 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 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

_____

Signature of Contractor's Authorized Official

_____

Name and Title of Contractor's Authorized Official

_____

Date

Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777

MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 9/8/2025
Subject: Ordinance 2025.02 Revising Chapter 8 of the Town Code – Emergencies

Included in the packet is Ordinance 2025.02, an ordinance amending; Chapter 8. Emergencies, of the Town Code.

The current ordinance is out of date and references statutes that have been amended or replaced. The revised ordinance contains updated statutory authorities in G.S. 166A-19.31.

Respectfully,

Daniel Stines
Town Manager

ORDINANCE REVISING CHAPTER EIGHT OF THE TOWN CODE – EMERGENCIES

NOW COMES the Town of Spruce Pine ("Town"), at a duly called meeting of its Council with a quorum established, and hereby adopts this *Ordinance Revising Chapter Eight of the Code – Emergencies.*

WHEREAS, the Town desires to revise Chapter Eight of the Town Code to update the emergency chapter; and

WHEREAS, this Ordinance was presented to the Town Council and approved on first reading on September 8, 2025 and presented for second reading and adoption on September 29, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN that, pursuant to § 1-8(b) of the Code, Chapter 8 is hereby rescinded and replaced and amended to read as follows:

Sec. 8-1. Existence of state of emergency.

A local state of emergency may be declared for any emergency within the town as defined by N.C.G.S. 166A-19.3(6).

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-2. Declaration of emergency by proclamation.

In the event of an existing or threatened state of emergency endangering the lives, safety, health, and welfare of the people within the town, or threatening damage to or destruction of property, the mayor is hereby empowered to issue a public proclamation declaring to all persons the existence of such a state of emergency, and, in order to more effectively protect the lives and property of people within the town, to place in effect any or all of the restrictions authorized by this chapter.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-3. Imposition of restrictions, exemptions.

The mayor is hereby authorized and empowered to do the following:

(1) To limit, by proclamation, the application of all or any part of the provisions of this chapter to any area specifically designated or described within the town and to specific hours of the day or night; and

(2) To exempt from all or any part of the provisions of this chapter law enforcement officers, firefighters, and other public employees, doctors, nurses, employees of hospitals, and other medical facilities, on-duty military personnel, whether state or federal, on-duty employees of public utilities, public transportation companies,

and newspaper, magazine, radio broadcasting, and television broadcasting corporations operated for profit, and such other classes of persons as may be essential to the preservation of public order and immediately necessary to serve the safety, health, and welfare needs of the people within the town.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-4. Authorization of prohibitions and restrictions.

During the existence of a proclaimed state of emergency, the mayor may impose by proclamation any or all of the following prohibitions and restrictions deemed necessary or suitable to a particular state of emergency:

(1) Of movements of people in public places, including any of the following:

a. Imposing a curfew.

b. Directing and compelling the voluntary or mandatory evacuation of all or part of the population from any stricken or threatened area within the Town Council's jurisdiction.

c. Prescribing routes, modes of transportation, and destinations in connection with evacuation.

d. Controlling ingress and egress of an emergency area, and the movement of persons within that area.

e. Providing for the closure, within the emergency area, of streets, roads, highways, bridges, public vehicular areas, or other areas ordinarily used for vehicular travel, except to the movement of emergency responders and other persons necessary for recovery from the emergency. In addition to any other notice or dissemination of information, notification of any closure of a road or public vehicular area under the authority of this section shall be given to the Department of Transportation as soon as practicable.

(2) Of the operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate.

(3) Upon the possession, transportation, sale, purchase, and consumption of alcoholic beverages.

(4) Upon the possession, transportation, sale, purchase, storage, and use of gasoline, and dangerous weapons and substances, except that this section does not authorize prohibitions or restrictions on lawfully possessed firearms or ammunition. As used in this section, the term "dangerous weapons and substances" has the same meaning

as it does under N.C.G.S. § 14-288.1, and the term "firearm" has the same meaning as it does under N.C.G.S. § 14-409.39(2).

(5) Upon other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-5. When Prohibitions and Restrictions Take Effect.

All prohibitions and restrictions imposed by declaration shall take effect in the emergency area immediately upon publication of the declaration unless the declaration sets a later time. Publication shall include at least: (1) posting of a signed copy of the declaration conspicuously posted on the Town's web site; and (2) submittal of notice and a signed copy of the declaration to the Department of Public Safety WebEOC critical incident management system. Publication may also consist of reports of the substance of the prohibitions and restrictions in the mass communications media serving the emergency area or other effective methods of disseminating the necessary information quickly. As soon as practicable, however, appropriate distribution of the full text of any declaration shall be made.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-6. Compliance with prohibitions and restrictions imposed by proclamation mandatory; penalty.

(1) During the existence of a proclaimed state of emergency, it shall be unlawful for any person to violate any provision of any prohibition and restriction imposed by any proclamation authorized by this chapter.

(2) Any person who violates any provision of this chapter shall be guilty of a Class 2 misdemeanor in accordance with N.C.G.S. 14-288.20A.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-7. Extension, alteration, and rescission of proclamation.

Any proclamation of emergency promulgated pursuant to this chapter may be extended, altered, or rescinded by the mayor in any particular area during the continued or threatened existence of a state of emergency by the issuance of a subsequent proclamation.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-8. Expiration of Emergency and Prohibitions and Restrictions.

(1) The state of emergency or any prohibitions and restrictions imposed pursuant to this chapter shall expire upon the earliest occurrence of any of the following:

(a) The prohibition or restriction is terminated by the mayor; or

(b) The state of emergency is terminated by the mayor (in consultation with Town Council).

(2) Notice of Expiration of Emergency and Prohibitions and Restrictions. At the time the emergency and/or the prohibitions and restrictions imposed pursuant to this section expire or terminate, the Town shall do the following:

(a) Post a notice of the expiration or termination of the state or emergency and/or the prohibition or restriction conspicuously on the Town's website; and

(b) Submit a notice of expiration or termination of the state of emergency and/or prohibition or restriction to the Department of Public Safety WebEOC critical incident management system.

(Code 1976, Chapter 8; Ord. 9-29-2025)

Sec. 8-9. Authority to request state police and military forces; martial law.

If, in the sound discretion of the mayor, it shall appear that the emergency is, or that a threatened emergency is likely to be, of such proportions that the means available to the town to maintain law and order within the police jurisdiction of the town are insufficient for such purpose, the mayor shall, promptly and by the most expeditious means of communication, inform the government of the situation and request that such police or military forces of the state be provided promptly, and if, during an actual state of emergency, the mayor shall find that the civil courts within the police jurisdiction of the town are unable to perform their lawful duties and that, by reason of widespread lawlessness, writs and other processes cannot be served or executed, the mayor shall inform the governor of his findings and may recommend to him that a state of martial law be proclaimed within the police jurisdiction of the town.

(Ord. 9-29-2025)

NOW, THEREFORE, pursuant to N.C.G.S. § 160A-75, this Ordinance was approved on second reading. The Ordinance shall be effective upon adoption.

THIS 29th day of September 2025.

_____
Philip Hise
Mayor

Attest _____
Marsha Hoilman
Town Clerk