

Innovative. Waterfront. Design.

Request for Qualifications
Traverse City Public Pier

June 12, 2014

SMITHGROUPJJR

salmon

laker

steelhead

walleye

smallmouth

imagine a pier

imagine access



E B A Y

WAY

ARDMAN RIVER



June 12, 2014

Ms. Missy Luick
Planning and Engineering Assistant
City of Traverse City
2nd Floor, Governmental Center
400 Boardman Avenue
Traverse City, Michigan 49684

RE: SmithGroupJJR Response to Request for Qualifications: Traverse City Public Pier

Dear Ms. Luick:

SmithGroupJJR is pleased to provide our response to the City's Request for Qualifications (RFQ) regarding the Traverse City Public Pier planned at the mouth of the Boardman River in the west bay of Grand Traverse Bay. First off, congratulations to the City for securing a Fisheries Trust Fund Grant for this project; this grant signifies that your project is considered among the best proposed for providing public access to the waterfront, and allowing passive and active recreation to the waters of the Great Lakes State!

Traverse City should also be recognized for its commitment to establishing a waterfront master plan and working toward its implementation. The *Your Bay, Your Say* initiative, which continued through the West Bayfront Master Plan, is an excellent road map. It will help position Traverse City as a top contender for attracting and retaining businesses, residents, visitors and conferences and being listed in the top tier of places to live and visit in Michigan, the region and nationally.

SmithGroupJJR is proud of our involvement with the City's Bayfront Master Plan, as well as our work on the Clinch Marina. We have a long-term, proven relationship with the City and continue to monitor the master plan implementation progress with excitement and interest. Although our team continues to visit and observe the variety of bay front improvements, this does not differentiate our firm or make us uniquely qualified for this next opportunity—everybody loves to visit Traverse City and many other firms have also worked with the City over the years.

What differentiates SmithGroupJJR, and what uniquely qualifies our team to collaborate with the City on this project is:

Passion – Our team is passionate about waterfronts, passionate about creating special places and passionate about placing communities in Michigan on the map for places to live, work and play.

Community Knowledge – We have a familiarity with Traverse City through our public engagement efforts with the Bayfront Master Plan, and the continued interaction with the City and region. Our team is supplemented by a local engineering firm, Gourdie-Fraser Associates, a firm with roots in the City and knowledge of its systems.

Green Infrastructure Expertise – We are leaders in sustainable, community-based planning that makes cities more walkable, connected and attractive to a diverse population. Green infrastructure is more than just stormwater management and greenways; it's about connectivity, placemaking, asset and value management and understanding of a community's special needs.

National Waterfront Expertise – From Navy Pier in Chicago to Elmwood Township’s Waterfront District Master Plan, we have built much of our practice on providing innovative planning and design for waterfront communities across North America. Specifically, no other firm has played a greater role in the design and planning of the great waterfronts of the Great Lakes. We understand the water, its assets and the technical issues associated with litorol drift, coastal wave environments, the natural systems of coastal zone wetlands and the forces that coastal and waterfront structures are subject to during construction and throughout the life of the structures and facilities.

Project Leadership, Management and Facilitation – We are known for project and client leadership; management of process facilitation; cost understanding and scheduling; facilitation; and development of implementation strategy. Our project management, based on communication, quality and knowledge, has resulted in a comprehensive portfolio of successful projects from vision to implementation and beyond, including operation, maintenance and warrantee management.

Innovation – In every aspect of our work, we encourage innovation—from our team and partners to clients, owners, the public, users and contractors. Innovation of process, materials, systems, approaches and strategies improve the quality, delivery and use of spaces and is critical to the creation of special and unique community environments. It is critical and free thinking that creates our passion for public spaces—the freedom to think outside of the ordinary and explore what makes a community successful.

Thank you, again, for the opportunity to respond to the City’s latest bay front implementation initiative. SmithGroupJJR has a sincere desire to continue our project experience and working relationship with Traverse City. We are eager about the possibility of interviewing to discuss our capabilities in greater depth. In the interim, if you have questions or require any additional information, please contact Pat Doher, team leader and direct contact for this project, at 734.669.2766 or pat.doher@smithgroupjjr.com

Thank you for the opportunity, and congratulations again on winning the grant!

Sincerely,



Patrick M. Doher, PE, LEED AP
Senior Vice President



Robert Doyle, RLA
Principal

PRIMARY CONTACT:

Pat Doher, Senior Vice President

201 Depot Street, Second Floor
Ann Arbor, Michigan 48104
pat.doher@smithgroupjjr.com
734.669.2766

OUR TEAM/

SMITHGROUP JJR

SmithGroupJJR is the longest continuously operating architecture, engineering, and planning firm in the U.S. With a staff of over 800 in 9 regional offices throughout the country and 1 in Shanghai, SmithGroupJJR's integrated practice offers depth in all disciplines serving the built and natural environment, including architecture, engineering, landscape architecture, urban design, and environmental science.

Depth of Waterfront Experience.

As a national leader in waterfront design, SmithGroupJJR's highly experienced waterfront designers, coastal engineers, and urban planners have provided innovative planning and design, coupled with the most current technical approaches and standards, for waterfront communities across North America. We have a proven track record of helping clients get the most out of their waterfront investments.

Sustainable Design.

Planning and design initiatives should build resilient economies and communities, regenerate damaged ecosystems, encourage healthier lifestyles, and reduce global impacts. We recognize that urban planning issues are highly interrelated across scales and systems and that integrating sustainability principles throughout the planning process allows us to respond efficiently to complex issues and develop solutions that enrich the urban experience, breathing new life, social equity, and economic vitality into the community.

Permitting + Regulatory Coordination.

SmithGroupJJR's multidisciplinary team can accurately identify the federal, state, and local permitting requirements of your project and our experience with and knowledge of local regulatory agencies facilitates interactions that represent the client's best interests.



Gourdie-Fraser, Inc.

GFA, established in downtown Traverse City in 1948 as the John C. Norton Company, is celebrating its 66th year in the City of Traverse City. We've completed well over 100,000 projects in that time, including many notable landmark projects within the city limits and studies that weigh options, like Boardman Lake Avenue. As long-term residents of the city we are proud to contribute to the city's success and vitality, and the region's economic strength as a whole.



Interpretive Ideas
Planning Training Design GIS

Interpretive Ideas develops plans and educational materials for natural resource agencies, parks, waterfronts, and recreation destinations. With a focus on integrating signage into the concept of a site, projects include interpretive plans, sign and exhibit design, training workshops, college courses, and educational publications. Interpretive Ideas has worked with various notable clients, including the Michigan Department of Natural Resources, U.S. Army Corps of Engineers, The Nature Conservancy, the Port Huron Community Foundation, the USDA Forest Service, and several other municipal agencies and architectural firms.

TEAM MEMBERS/

Patrick M. Doher, PE, LEED AP

Principal-in-Charge | SmithGroupJJR

Patrick has extensive experience managing urban design, waterfront, and civil engineering projects that involve river and lakefront recreational facilities, parks, and public and private developments. He successfully works with clients from the concept phase, through permitting, to implementation and completion of construction.



Education

BS, Civil Engineering,
Wayne State University,
1981

Registrations

Professional Engineer:
FL, IL, MI, OH, OR

Elmwood Marina District Plan,
Elmwood Township, Michigan

Navy Pier Marina Feasibility Study
and Revitalization, Chicago, Illinois

Bay County Waterfront
Development Study, Bay County,
Michigan

William G. Milliken State Park and
Harbor, Detroit, Michigan

South Haven Marina Park and
Riverfront Improvements Plan,
South Haven, MI

Robert Doyle, ASLA

Project Manager | SmithGroupJJR

With over 27 years of professional experience, Bob successfully serves public, institutional and private sector clients as a project manager and landscape architect. The project types managed and designed by Bob include parks and recreation, campus planning and improvements, community planning and urban design, brownfield redevelopment and waterfronts.



Education

B, Landscape Arch.,
Michigan State
University, 1985

Registrations

Landscape Architect: MI
Residential Builder: MI

Elmwood Marina District Plan,
Elmwood Township, Michigan

Fishtown Site Study Design and
Master Plan, Leland, Michigan

Kalamazoo Harbor Master Plan,
Saugatuck and Douglas, Michigan

Sheboygan Marina and Public
Launch Facility, Sheboygan,
Wisconsin

William G. Milliken State Park and
Harbor, Marina Enhancements,
Detroit, Michigan

Neal Biletdeaux, ASLA, LEED AP BD+C

Environmental Designer + NEPA Specialist | SmithGroupJJR

Neal's strong background in ecology gives him a unique understanding of how environmental issues play an important role in today's planning projects. He has worked on projects ranging from habitat restoration of terrestrial and aquatic ecosystems to site planning and design at multiple scales with emphasis on ecosystem and stormwater management.



Education

MLA, Landscape
Architecture, University
of Michigan, 1987

Registrations

Landscape Architect: MI

Blue Water Bridge Landscape/
Wetland Enhancement, Port Huron,
Michigan

Portage Lakefront Park and
RiverWalk, Indiana Dunes National
Lakeshore, Portage, Indiana

Glen Haven Village Historic District,
Sleeping Bear Dunes National
Lakeshore, Glen Haven, Michigan

Boardman River Crossing Mobility
Study, Traverse City, Michigan

Detroit East RiverWalk, Detroit,
Michigan

Emily McKinnon, PE, LEED AP

Civil Engineer | SmithGroupJJR

Emily has 13 years of experience in design and engineering services for municipal, institutional, and commercial clients. She uses her expertise in stormwater management design, hydrologic/hydraulic analyses, utility design, grading, permit acquisition, and construction administration on a variety of cities and communities, parks and recreation, and waterfronts projects.



Education

BS, Engineering,
University of Michigan,
2000

Registrations

Professional Engineer:
MI, MD, OH, UT

Port Huron South Waterfront
Master Plan, Port Huron, Michigan

Shades Beach Park, Harborcreek
Township, Pennsylvania

Waterfront Master Plan and Beach
Expansion Sediment Transport
Study, Sister Bay, Wisconsin

Lower Rouge River Non-Motorized
Trail, Canton, Michigan

Huntington Reservation Shoreline
Management and Facilities Plan,
Bay Village, Ohio

TEAM MEMBERS/

Margaret Boshek, PE

Coastal + Marine Engineer | SmithGroupJJR

Margaret has over 9 years of experience in the ocean and coastal engineering field specializing in coastal structure design, waterfront development, and marina master planning and design. She has extensive experience with several technical modeling programs and field work experience including underwater survey and systems deployment.



Euclid Harbor Feasibility Study, Euclid, Ohio

Fisherman's Cove Working Waterfront, Bellingham, Washington

Department of Fisheries and Oceans Condition Assessment, Batchawana Bay, Ontario*

Marina Bay Marina Rubble Mound Breakwater Rehabilitation, Quincy, Massachusetts*

Education

MS, Coastal & Marine Engineering and Management, Delft University of Technology, 2009

Registrations

Professional Engineer: BC

Ft. Pierce Marina Physical Model Testing, Fort Pierce, Florida*

Keenan Gibbons, LEED Green Associate

Site Designer | SmithGroupJJR

Keenan's expertise includes urban design and planning, systems analysis, stormwater management, 3D modeling and construction documentation, architectural graphics and renderings, and digital media. As a Traverse City native, Keenan grew up spending time along the lake shore and on the Boardman River and has a unique familiarity with the project site.



Middlegrounds Metropark Master Plan and Implementation, Toledo, Ohio

Midtown Loop Greenway, Detroit, Michigan

Mohawk River Pedestrian Bridge, Amsterdam, New York*

City of Glens Falls Connectivity Feasibility Study, Glens Falls, New York*

Education

MLA, Landscape Architecture, Ball State University, 2011

Awards

2011 Indiana ASLA Student Design Award

Daniel Wagner, PE

Civil Engineer | Gourdie-Fraser, Inc.



Education

BS, Environmental Engineering, Michigan Technological University

Daniel has diverse experience by providing engineering and management services for various types of projects. His varied consulting experience has resulted in a thorough understanding of local, county, state and federal agency permitting and compliance requirements relative to these projects.

Munson Medical Center Tributary A Relocation, Traverse City, Michigan

Peshawbestown Marina Design & Permitting, Grand Traverse Band, Michigan

8th Street Streetscape and Boardman River, Traverse City, Michigan

Gary Wilson, PS

Professional Surveyor | Gourdie-Fraser, Inc.



Education

Associate Degree, Surveying, Ferris State College

As a vice-president at Gourdie-Fraser, Gary has over 44 years of experience managing, mapping, and surveying various projects, including. His projects include bathymetric/hydrographic surveying, utility staking and mapping, boundary surveys, topographic mapping and more for various types of clients.

Manistee River Multibeam and Side Scan Survey, Michigan

Shoal Monitoring - Various Locations along Lake Michigan Shoreline, Michigan

Eastern Lake. Michigan Hydrographic Mapping, Detroit District, Michigan

Lise Schools, CIP

Interpretive Signage | Interpretive Ideas



Education

MS, Education, Northern Illinois University
BS, Recreation, Indiana University

Prior to founding Interpretive Ideas in 1993, owner Lise Schools was a field interpreter and nature center director. Her practical experience gives her an insight into visitor perceptions, staff needs related to interpretation, and implementing successful, integrated, and educational interpretive signage approaches.

Bluewater Riverwalk Interpretive Sign Design, St. Clair County, Michigan

Milliken State Park Interpretive Design, Detroit, Michigan

Reeds Lake Trail Signs, East Grand Rapids, Michigan

DEMONSTRATION OF QUALIFICATIONS /

PRIOR EXPERIENCE

Prior experience constructing a pier in a Great Lake-type environment is a prequalification requirement.

SmithGroupJJR has had extensive experience working with Great Lakes communities across the Midwest. Much of our practice has been built on providing innovative planning and design for waterfront communities. Our highly experienced waterfront designers, coastal engineers, and urban planners provide the latest and best design approaches and technical standards for your project. In the following pages we showcase our experience relative to this project and believe you will see our knowledge and experience to be in line with the needs of your project.

Our Great Lakes Experience/

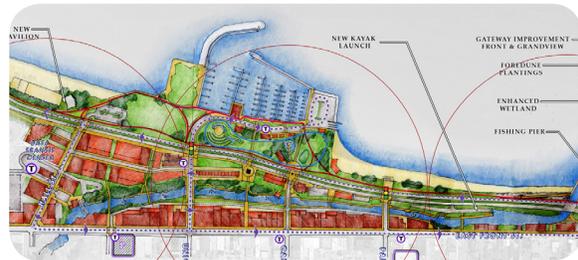


PUBLIC ENGAGEMENT

Using effective strategies and methods to meaningfully engage the general public, including project stakeholders to obtain input in completing similar projects.

A decision-making process that includes multiple interests is essential to successfully meeting planning and design challenges within waterfront communities. The effective communication of ideas and public-based collaborative planning and design processes have remained a hallmark of our work, and our staff possess exceptional skill at working in the public forum. We provide meaningful opportunities for key stakeholders, regulatory and resource agencies, and the public to collaborate in developing, evaluating and implementing project solutions.

We use a wide range of active involvement and communication techniques, including multi-media applications, to build project support and facilitate project implementation. Information is conveyed through newsletters, pamphlets, handouts, mass mailings, telephone hotlines, and other mass media communications. More active involvement includes on-site workshops, visioning, stakeholder outreach, visual listening exercises, citizen advisory groups, community and neighborhood workshops, partnering, advisory boards, and public hearings. These techniques help minimize and resolve project disputes and turn ideas into action.



"Your Bay Your Say"



Public Engagement Session

Responding to questions, ideas and concerns expressed by the general public with regard to similar projects.

Our goal is to effectively convey project information and provide hands-on opportunities for individuals to become actively involved in the decision-making process. We find creative solutions that satisfy and often blend differing points of view.

Effective management of public questions begins with listening carefully, and engaging the public to clarify the concerns behind the question. While

some inquiries from the public are not relevant to the particular project, in nearly every question, idea, or concern expressed there is a kernel of truth which must be addressed in a transparent and respectful way. We have worked on great number of projects which have generated both positive and negative response from a community, and our approach of treating all with respect and without condescension, has been key to our success in getting projects built.

BEST PRACTICES

Identifying and using best practices to achieve successful outcomes with similar projects.

SmithGroupJJR has successfully planned, designed, and implemented a significant number of community based waterfront projects over the last three decades, and we are considered leaders in the Great Lakes region. This depth of experience has given us insights into the best practices for developing waterfront communities and projects, from the broad scale of community planning to the detail of creating waterfront fisheries habitats. Some of the best practices we advocate include:

Public Involvement

- Engage the community through a multi-level community outreach strategy
- Establish a set of goals for the project and for the community upfront, with input from residents, business people and stakeholder organizations
- Communicate planning and design ideas clearly, and provide the public with options to consider, and opportunities to participate in the planning

Balance Goals

- Create habitat while protecting and improving shorelines - it's the less expensive, desired by the community, and benefits the Great Lakes
- Build strong public/private partnerships and recognize common goals



Establish Connections

- Encourage the connection from the waterfront to the community core and amenities
- Create a place that attracts visitors, but also appeals to and serves residents
- Improve quality of life, which translates to a more economically vibrant community

Environmental Protection

- Inventory the environmental assets
- Encourage low impact design through practice and policy
- Protect important wetlands, fisheries habitat, and stream corridors
- Guide development in compact, coordinated patterns
- Link local actions to water quality and health of the valued resources

PERMITTING + STUDIES

Identification of all applicable permits that will or may be required by this project and all studies and construction documents shall be developed to meet all such anticipated permit requirements.

Many of our waterfront and marina projects require coordination with various state agencies in Michigan. SmithGroupJJR has demonstrated experience in the successful planning and execution of projects in full accordance with all applicable local, state, and Federal regulations and with efficient interaction with State of Michigan client agencies, including the MDNR Waterways Commission, MDEQ, and the Department of Technology Management and Budget Design and Construction Division. Our team of professionals has also worked on permit applications with the US Army Corps of Engineers, the Department of Natural Resources (DNR), the Environmental Protection Agency, the National Environmental Protection Act (NEPA) on Environmental Assessments and Environmental Impact Statements.

Our multidisciplinary team can determine the federal, state and local permitting requirements of your project and work quickly to prepare the required reports, studies, data, applications and other documentation required for efficient permit approval. In conjunction with the preparation of preliminary design development plans, our team works with the client and regulatory agency staff from the beginning of the project to establish the pre-application process

for permit applications. Based on the initial review comments from the agencies involved, the project team begins preparation of any permits, documentation, and agreements necessary to advance the project.

SmithGroupJJR has completed numerous permitting projects for waterfront and riverine projects throughout the Great Lakes region, and across the country.

These include:

- U.S. Army Corp of Engineers Permits (Section 404 of the Clean Water Act, and Section 9 and 10 of the Rivers and Harbors Act)
- EPA Water Quality Certificates (Section 401 of the Clean Water Act)
- National Historic Preservation Permits (Section 106 of the National Preservation Act)
- Federal Threatened and Endangered Species Review
- FEMA Permitting
- DNR Shore Protection Permits
- DNR Submerged Lands Lease Agreements
- DNR Coastal Management Consistency Statements
- Stormwater Permitting per the National Pollutant Discharge Elimination System (NPDES)

Environmental Analysis and NEPA

SmithGroupJJR specializes in assisting clients in complying with the National Environmental Policy Act (NEPA) and its requirements for Environmental Assessments and Environmental Impact Statements. Our approach is comprehensive in integrating the NEPA process with other state and federal laws, regulations and permit requirements. Our wide range of professional experience provides for effective assessment of issues including wetlands, natural resources, air and noise quality, environmental justice, community impact analyses, socioeconomics, land use planning, and secondary and cumulative impacts.

Wetland Investigations and Permitting

SmithGroupJJR's wetlands expertise has established the firm as a leader in all aspects of wetland delineation, permitting, mitigation banking, design, construction administration, and monitoring. We have successfully and cost effectively completed over 1,900 acres of wetland design projects throughout the Midwest and offer a unique combination of

field experience and regulatory knowledge. SmithGroupJJR's experience and ability to closely coordinate with regulatory agencies can streamline the process of obtaining permits.

Our environmental and permitting expertise was key to the successful recent implementation of the Upper St. Clair River Habitat Restoration project, which blending the need to remove marine debris with improvements that included new fisheries and riparian habitat, a public multi use trail, future fishing piers, and Great Lakes access points.



St. Clair River Habitat Restoration, Port Huron, Michigan

Completing of coastal studies and assessments that will or may be required by this project, including those required by all permits and other approvals that the respondent believes will be required for this project.

Shorelines often include unique characteristics, restrictive wave conditions and varying water depths that make planning, design and safe access considerations a challenge. SmithGroupJJR addresses each project with site specific solutions that control the coastal experience, wave patterns, littoral current, and sedimentation that affect safe navigation. Our engineers perform the appropriate studies and offer innovative coastal design solutions for wave attenuator systems, sedimentation control, beaches, harbor basin and channel engineering, and dredging. Our team has extensive background in coordinating with the appropriate entities to successfully require permits and approvals to support coastal community project success.

Structural design of the new public pier will require knowledge of hydrodynamic loading from local wind-generated waves, lake swells, and flood river flows. SmithGroupJJR will perform advanced hydrodynamic and hydrologic numerical models of the

project site to determine these environmental loads. Various design criteria will be simulated to ensure continued performance of the pier for years to come.

FLEXIBLE DESIGN ALTERNATIVES

Consideration of options in all elements of projects such as that to be addressed through this RFQ.

Fulfilling our clients' needs with superior design services that lead to memorable design products is of central importance in SmithGroupJJR's design philosophy. For us, every project is distinct and its solutions lie in the needs and mission of the client, underlying community and facility economics, the character of the site, and the nature of the surrounding community. Exploring options, considering all the opportunities, and addressing site constraints are critical to the successes of a project similar to this. We bring an approach that collectively and collaboratively brings to the table various options for client review and allows the process of design to mature.

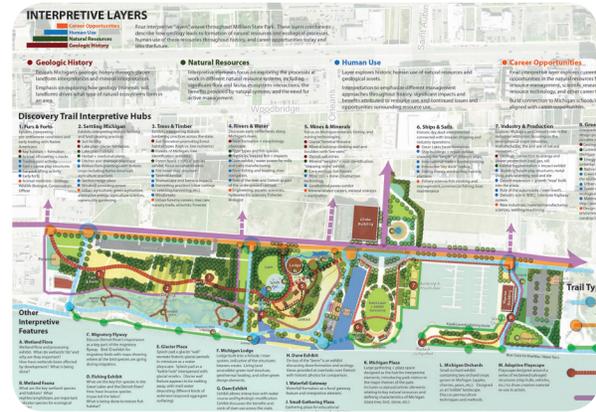
One consistent characteristic of our work is our interest in understanding the broader context of a given project, thoroughly understanding complex program elements, and finding solutions that successfully integrate a broad range of ideas in a unified design that fits the character of the community.

Considering and designing various forms of passive and active recreation to ensure that the design reflects a menu of realistic, safe and appropriate uses and appeals to a broad range of users.

Fulfilling the needs of the project, client, and community requires astute flexibility and consideration of the end user. Not one use can address all individuals. Through a creative design process, SmithGroupJJR has the experience and ability to create a safe and comfortable space that encourages diverse interaction points, activity nodes, and reflection space. Designing for the various needs of different users is critical and a key point to the success of an active and inspiring space along the waterfront.

In our work at Milliken State Park and Harbor we were asked to integrate a complex and lengthy list of programmed space and activities on the park site, including, for example, passive activities such as bird watching, active groups of children learning through

experiential activities, and formal events such as weddings. Given a site that is limited in size, we successfully planned for a series of multi-use spaces that allow for the layering of program elements in an organized coherent way.



Milliken State Park + Harbor, Detroit, Michigan

UNIVERSAL DESIGN + SAFETY

Applying principles of universal design to ensure universal access so that people of all ages, needs and abilities can access, use and enjoy to their fullest the end product of similar design projects.

SmithGroupJJR is dedicated to universal accessibility in public spaces and strives to incorporate seamless integrated solutions in providing access for all. We focus on client-driven, user-inspired designs that blend social spaces, functionality, and usability into a space making it a comfortable and enjoyable place to be. Designing successful and accessible environments involves a high level of specialized expertise. Creating great outdoor places for those with physical or cognitive impairments requires an important understanding of the relationship between the individual and the physical environment. SmithGroupJJR has taken various approaches to creating effective solutions and we are passionate about design that provides a sense of confidence, seamless integration, and encourages all users to feel comfortable and included.

Assessing and ensuring that user safety is considered and addressed to reduce or eliminate risks and that facilities and facility users are readily accessible to first responders or other emergency personnel.

SmithGroupJJR puts safety as a number one priority on every project we are involved in. Safety in regards

to shorelines, piers, and Great Lakes facilities is paramount, and dictates a judicious and conservative approach. Our experience with projects similar to this allows us the understanding and knowledge of how to appropriately address safety needs, eliminate unnecessary risks, and ensure that all user types are considered in the case of emergencies.

INTERPRETIVE + EDUCATIONAL SIGNAGE

Using various forms of media and other resources to educate and inform users of similar facilities about: proper use and care of the facility; safety precautions and procedures; how to use the facility to maximize enjoyment; such as instructions/directions about how and when to fish for various species; how users can become good stewards of the facility, Grand Traverse Bay and Lake Michigan; natural resource information about the Bay, Great Lakes, etc. so that the facility is a hub of useful and interesting information.

Our team understands the important aspects of interpretive and educational signage. Flexibility, knowledge of technology, and expressing a message or brand through interpretive signage creates a sense of place and discovery. The development of your interpretive message begins at the first project meeting and flows through the entire process. Successful implementation involves seamless integration of the interpretive and educational message into the project as the program develops. A critical understanding and ability to incorporate these elements is what creates a cohesive, engaging, and thoughtful message for users to partake in.



Interpretive Design at Milliken State Park wetland overlook

CONSTRUCTION DOCUMENTS + DESIGN

Developing and assessing design and construction options for facilities such as those included in this RFQ.

Developing design specifications and construction drawings and details in a manner that ensures the success of this and similar projects.

The SmithGroupJJR team is always committed to a high level of quality and client satisfaction. Our clients are entitled to consistent, high-quality design documents that are developed with ingenuity, creativity, and timeliness, yet grounded in their program, budget and schedule. On every project, SmithGroupJJR uses a number of project controls to ensure that both design and document excellence is achieved while ensuring that budgets and schedule are met. Great design and great projects are the result of an interactive, interdisciplinary process that blends science with art and balances beauty with function. SmithGroupJJR embraces this philosophy through a collaborative work environment, encouraging employee creativity while assuring the integrity of the product.

An approach to successfully ensure the development of quality design documents requires open communication and a strong sense of shared purpose, including regular communication, flexibility of team members from the consultant and client side to review draft design documents and specifications, and organization of the design and construction documents to work within the constraints of the waterfront community and expertise of local contractors.

Quality Control/Quality Assurance

SmithGroupJJR has a formalized Quality Control program in place to provide employees a procedural framework to follow for each project so that every product is reviewed by senior technical staff prior to it being issued to the client. As part of this process, SmithGroupJJR employs a Quality Assurance Review. Projects are evaluated at, and professional expectations are set for, each step in the design process.

Specification Writing Credentials and Experience

SmithGroupJJR's project specifications combine our own firm master specifications and AIA/Arcom MasterSpec. SmithGroupJJR's masters, shaped over generations of practice, proactively address construction-phase issues in a way that only extensive field experience can, including contractual as well as quality concerns. In addition, SmithGroupJJR has subscribed to MasterSpec, the most widely-used construction specifications service in the world. SmithGroupJJR uses MasterSpec to ensure that our firm masters are up-to-date with industry standards and practices.

DEADLINES + PHASING

Meeting project deadlines for projects that have multiple phases and include significant opportunities for public participation.

SmithGroupJJR has built its reputation and practice on the proven ability to deliver quality planning both on time and within budget. At the beginning of every project, a schedule is established detailing interim and formal milestones, team meetings and points of coordination and review. The schedule for individual tasks is integrated with those of larger tasks so that all efforts can be monitored. The schedule is continuously updated so that all team members are informed of and comply with coordination and quality review milestones. This proactive management approach allows the team to respond quickly to any changes that impact the schedule over the course of the project.

Our ability to guide a complex planning process is one of our greatest strengths. The key to successful facilitation is developing a framework for decision-making that allows stakeholders to meaningfully assist in developing and implementing goals. These opportunities occur throughout the process and our team incorporates the varying levels of design and phasing into this accordingly. Stakeholders and the community are encouraged to provide input at all stages of the project.

SmithGroupJJR takes a lead role in defining, clarifying, and communicating this decision-making framework to all project partners and stakeholders. The decision-making and input process during

the early phases of the planning process should be carefully choreographed and developed to maximize input and gain community support.

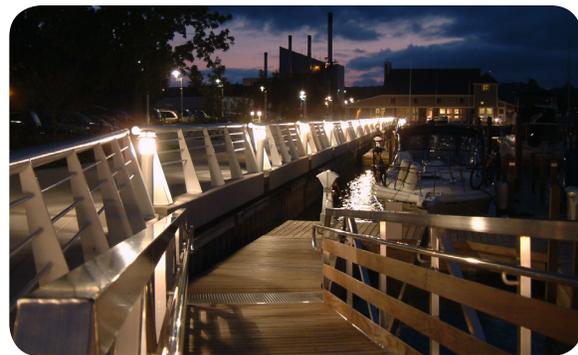
MANAGEMENT COSTS

Identifying all future asset management costs including anticipated operation and maintenance the City to incur should the pier be constructed.

Creating new public facilities does impact municipal budgets for maintenance and upkeep of facilities. The design team needs to recognize the long term impacts of the work being designed, and consideration must be given at each stage of the design process.

During the initial phases of design the SmithGroupJJR team will work with City staff to assess maintenance practices such as snow removal, as well as understand your preferred materials that help to standardize long term requirements. For instance, as lighting design has evolved to incorporate energy saving technologies, which products or approaches has the City used successfully? How many different lighting sources and lamp types are acceptable? As the design process continues, the detailing and material selection need to be carefully considered to insure that initial cost, function and appearance are coupled with long term maintenance as design criteria.

Long term management related to equipment replacement and repair, security, and events are also important considerations. SmithGroupJJR has assisted clients in understanding the long term implications of these issues and developed specific management and maintenance guidelines for projects such as the Detroit Riverwalk, helping to insure the success of the facility, long after construction concludes.



SCOPE + APPROACH/

For discussion purposed we have prepared a draft scope of work and project approach, which can be modified as needed to meet your expectations.

PHASE ONE//////////

SITE INVESTIGATION + SCHEMATIC DESIGN

Task 1.1: Environmental + Site Investigation

The SmithGroupJJR Team will conduct a preliminary review of the available environmental and planning data and determine the implications on the design efforts. This review will include:

Data Collection and Review: Review in detail the environmental investigations and past planning and design efforts completed to date.

Site Visit: Review and document existing site conditions, including plant materials, habitat values, slopes, existing built structures, walls and bridges, paths, and site amenities in the context of evaluating the potential impacts, and feasibility, of the proposed improvements.

Task 1.2: Site Survey

The SmithGroupJJR Team, led by Gordie-Fraser, will complete topographic surveying services as follows:

Topographic Survey: A topographic survey of the project area will be completed in order to document the current existing conditions.

Bathymetric Survey: A bathymetric survey will be completed to provide the current underwater topographic contours within the near shore environment, as needed for hydrographic modeling and preparation of construction documents.

Task 1.3: Establish a Public Outreach Campaign

The SmithGroupJJR Team will conduct a public outreach campaign that includes public meetings, tours of the site led by our team, coordination with local news outlets, and a social media outreach plan.

To help facilitate public involvement, we suggest that you form a Steering Committee made up of commu-

nity citizens, public officials, agencies, organizations, and religious/educational institutions, and other stakeholders to represent the community's interests and provide critical input and guidance. We are also proposing to involve individual property owners, stakeholders, and the general public, in a meaningful way through active listening in personal interviews, presentations and design workshops. We use a variety of potential engagement techniques to allow for all participants and groups to be comfortable in providing input.

Our team is experienced in creating a social media presence through a comprehensive Facebook page, as well as Twitter and other social media outlets. We will post, and link to, project updates, plans, and exciting information to keep the community involved in the process. We have used this approach as a low cost method of tapping into social media, communicating important project information, building community enthusiasm, and soliciting public input.

Our team also collaborates with MindMixer, a social media platform built to streamline the dispersal of project information, facilitate community involvement, and sustain engagement and momentum in a project.



Task 1.4: Kick-off Workshops + Interviews

The SmithGroupJJR Team will travel to Traverse City for a site visit and set up a project workstation within a local office or retail space, preferably within the downtown area. During this initial site visit, we will accomplish a series of activities, as follows:

1. Conduct a Kick-off Meeting with the City staff and the Steering Committee to review project requirements, schedule, and scope of work, and develop a set of project goals and objectives.
2. The consultant team will lead a tour of the project area with City staff and the Steering Committee members. We have found that looking at a familiar place with a larger group can spark productive discussions and fresh observations of the physical environment that often surprise participants.
3. The first public workshop will kick-off broader public engagement for the project. This first workshop will (1) provide an overview of the planning process and schedule; (2) incorporate a visioning process to let the community share their long-term goals and objectives; (3) review draft existing conditions analyses, and (4) use a feedback activity to broadly discuss issues and opportunities from the public's perspectives.



Task 1.5: Coordination with Regulators + Funders

The SmithGroupJJR Team will coordinate a meeting with key regulatory and funding agencies to discuss the potential pier and waterfront improvements. The meeting will cover the planning leading up to the current proposal, the current opportunity to improve habitat and public access to the water, and input from the perspective of the regulatory and funding agencies and organizations.

Task 1.6: Schematic Design Plan

To confirm the scope and design direction of the project, the SmithGroupJJR Team will prepare a Schematic Design Plan. Our efforts will include the following:

Design Workshop: A design workshop to be held in the Traverse City area to collaboratively develop at least three waterfront improvement alternatives for the project area.

These alternatives will consider:

- Pier recreational uses and amenities,
- Paths connecting to downtown, Clinch Marina and Park, and the larger TART system,
- Fishing and water access
- Habitat creation opportunities

The workshop will be structured as an interactive meeting that allows participants to openly comment on the ideas presented, help in the development of new ideas for the plan, and offer input as to preferences. We anticipate that the result of the workshop will be a series of design sketches illustrating the design ideas, a written summary of the conclusions of the group, and a listing of outstanding design issues that require additional study.

Weather permitting, we often like to tour the site with the public as a precursor to the workshop, or conduct the workshop on site.

Alternatives Evaluation: The alternative waterfront improvement plans which result from the workshop will be evaluated for positive and negative attributes, including:

- Anticipated project costs
- Potential environmental and related impacts and challenges
- Benefits to community relative to recreational use of habitat and open water use
- Habitat creation value
- Permitting challenges
- Long range challenges for sediment management

A meeting will be held City staff to review the evaluation, determine the best plan for moving forward, and develop a preliminary list of project budget priorities.

Schematic Design Plan and Workshop: Based on the results of the alternatives evaluation a Schematic Design Plan will be prepared that illustrates the desired harbor improvements, landforms, habitat areas and features, and recreational amenities. The graphic plan illustration will be supplemented with example photographs, cross sections, and sketches to communicate the design and engineering intent. A draft Statement of Probable Construction Costs will also be developed to understand the budget implications of the proposed plan.

The Schematic Design Plan will be accompanied by a memorandum style report which summarizes the proposed actions, anticipated environmental impacts, and potential mitigation measures.

The Schematic Design Plan will be presented to the City and public at a workshop style meeting in Traverse City to review and get input on the plan and anticipated costs.



PHASE TWO

PRELIMINARY DESIGN

Task 2.1: Hydrological Modeling

Each coastal zone is subject to a different combination of dynamically unique characteristics which can make planning, design, and safe access considerations a challenge. SmithGroupJJR approaches each project with site specific solutions that attempt to compliment the challenges presented by the wind, wave, longshore current, and sedimentation issues which affect each project site. Our engineers have extensive knowledge and experience in working with nature to develop innovative design solutions for wave attenuation, sediment control, beach and shoreline stabilization, coastal structure design, harbor agitation improvement, dredging mitigation, as well as a number of other common coastal zone issues. Our waterfront team has extensive background in coordinating with the appropriate entities to successfully acquire the required permits and approvals to support coastal community project success.

For the development of a new public pier, a full understanding of coastal loading will be required. This metocean study will include an assessment of site specific environmental conditions and an extremal analysis to forecast future extreme events which will form the basis of the structural design. It is likely a review of littoral transport will be required by permitting agencies to mitigate morphological changes directly related to the construction of a new shoreline pier. SmithGroupJJR's engineers have performed numerous studies of this nature throughout the Great Lakes region and are well qualified to efficiently and expeditiously provide design criteria and solutions in line with regulatory practices.

Task 2.2: Preliminary Design

Based on the approved Schematic Plan, input from the regulatory and funding agencies, and the results of the modeling, the SmithGroupJJR Team will prepare a set of Preliminary Design Plans that illustrate the waterfront improvements in sufficient detail to communicate the design intent, measure quantities for cost estimation, and support permit applications and the pursuit of grants.

We anticipate the following drawings will be required as part of this set of preliminary design documents:

- Cover Sheet
- Existing Conditions
- Site Preparations, including typical Dredge and Deposition Cross Sections (if required)
- Grading Plans
- Typical Cross Sections of the pier and site improvements
- Landscape Plans illustrating typical landscape treatments and the location of habitat features

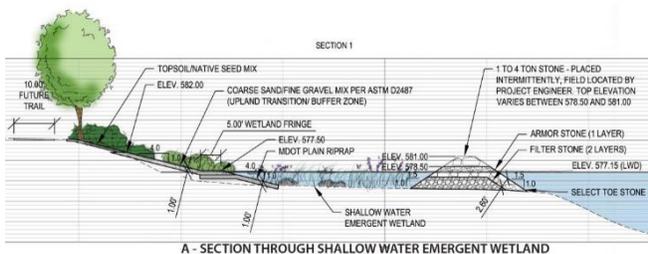
The plans will be supplemented with a Statement of Probable Construction Costs as well as an Implementation Phasing Plan to assist the City in understanding the potential costs of the construction project and the opportunities for phasing implementation over time if necessary.

Task 2.3: Grant and Funding Opportunities

The SmithGroupJJR Team has extensive experience securing grant funding for waterfront projects and we can assist the City with assessing grant and funding opportunities, communication with potential funding sources about the project, and preparing grant and funding applications.

Task 2.4: Regulatory Permitting

Assuming that the project is funded and the pursuit of permits deemed appropriate, a joint permit application will be prepared for and submitted to the USACE and the MDEQ. The permit application will cover all of the anticipated improvements to the waterfront, habitat area, and park amenities based on the completed Preliminary Design Plan. Other regulatory permits will be prepared and submitted as required.



PHASE THREE //

FINAL DESIGN

Task 3.1: Construction Documents

Final Design: Perform civil engineering and landscape architectural services to finalize pier plans, dredging plans, grading and earthmoving, cross sections and details for the pier, shoreline/slope stabilization and habitat creation, landscape plantings, paths and boardwalks, interpretive signage, and displays.

We anticipate the following will be required as part of this set of construction documents:

- Cover Sheet
- Existing Conditions
- Site Removals and SESC
- Layout Plans
- Grading Plans
- Construction Details, including pier, habitat features and shoreline stabilization
- Detailed Habitat Cross Sections
- Landscape Plans
- Landscape and Habitat Details
- Bidding and Contract Documents
- Opinion of Probable Construction Costs

Task 3.2: Bidding Phase

During the bidding phase, the SmithGroupJJR Team can:

- Assist the City with advertisement for bids.
- Provide the City with a list of potential bidders experienced in similar construction to be added to their list of local bidders.
- Attend the Pre-Bid Meeting and Bid Opening.
- Issue addenda to the bid documents as necessary to clarify document intent.
- Review bids and offer recommendation of action.

PHASE FOUR//////////

PROJECT CONSTRUCTION

During the construction phase of work, the City would typically be responsible for the day-to-day administration of the contract. The SmithGroupJJR Team is available to provide the following construction administration tasks:

Submittals: Review and approve shop drawings, samples and other data which the Contractor is required to submit.

Pre-Construction Meeting: Participate in the pre-construction meeting.

Change Documentation: Prepare and distribute bulletins, change orders, and supplemental instructions (e.g., responses to RFI's) including clarifications and progress reports as required to address drawing clarification, field conditions and minor modifications to the work.

Site Reviews: Make visits to the site at intervals appropriate to the various stages of construction in order to observe the progress and quality of the various aspects of the Contractor's work.

Payment Applications: Review payment application requests submitted by the Contractor to determine if the work completed and the worked invoiced are reasonably matching.

Close-out Inspections: Conduct a site review at substantial completion to determine if the work is substantially complete and prepare a punch list of uncompleted or unacceptable work items. Upon notice that all punch list items are complete, a final site review will be held to determine if the completed work is acceptable.

Record Drawings: Receive and assemble record drawings (prepared by the Contractor(s)) and deliver them to the Client after completion of construction.

Other Construction Services: Given the strong local members of our team, we are prepared to provide a full range of construction administration services, including geotechnical engineering, daily site inspection, construction survey, and materials testing, and we can tailor our scope of work to meet the needs of the City.



PROJECT EXPERIENCE/

The SmithGroupJJR design team recognizes that this project is a unique opportunity to create a **meaningful and exciting waterfront PLACE** for Traverse City and its visitors. The new pier will become a safe, enjoyable and captivating amenity, create unique fishing opportunities, improve existing habitat, educate the community, and provide universal accessibility to the waterfront. Further, the pier will provide a place for a range of community activities, create a “book end” that balances Clinch Park and Marina, highlight the Boardman River, and connect to downtown.

Our team has extensive background with similar pier design and improvement projects. Our multi-disciplinary team, including environmental specialists, civil engineers, and landscape architects, will approach the pier project with **great enthusiasm, thoughtful design, and relevant experience**. We are confident our team will offer a unique perspective to help you create an exciting, compelling, and engaging destination for the City of Traverse City.



Sim’s Park Fishing Pier | Euclid, Ohio



Before



After



The Sims Park Fishing Pier is one a key milestone for the Euclid community, and illustrates the City’s commitment to increasing public access to Lake Erie. Completion of the pier has helped advance a broader vision for their waterfront. SmithGroupJJR, who also prepared the community’s Waterfront Improvement Plan, worked with area residents to re-purpose the substructure of the existing 150 foot storm sewer outfall structure and replace it with the new fishing pier. SmithGroupJJR provided the design, engineering and permitting for the new pier and worked with the City to identify and secure grants to assist with project development.

The new pier provides universally accessible fishing access to deeper water. The arching shade structure

maximizes the shaded areas, and serves as the gateway to the pier’s lower platform near the terminus. Stone surrounding the lower platform is designed to break waves and serves as an ice-breaker. Bollard lights and fixtures are integrated into the railing for low-level lighting that respects night-skies and will be powered by a vertical-axis helical wind turbine at the terminus.

Hardy plants installed by area community groups will serve as a backdrop for benches that sit atop the raised planters walls and local artisans were engaged to design and forge the bronze medallion commemorating the pier’s dedication. Trail restoration includes over 150 linear feet of a concrete and steel bridge spanning a new inlet, which is designed to support emergency and maintenance vehicles.



Navy Pier Revitalization | Chicago, Illinois



A favorite destination for residents and tourists alike, Navy Pier is considered one of Chicago lakefront's crown jewels. The Metropolitan Pier and Exposition Authority contacted SmithGroupJJR to make the most of what the city knew was an underutilized asset: Navy Pier, a historic structure that stretches from the downtown lakefront 3,300 feet out into Lake Michigan.



SmithGroupJJR prepared engineering studies and design criteria to preserve existing piles, stabilize the perimeter dock wall, and add a new north dock for mooring. The 1916 pier was in need of repair and restoration, paving the way for its rebirth as a major tourism venue and favorite destination along the Chicago lakefront. Project restoration efforts included a new north and south overlook platforms; stone revetment stabilization in depths up to 30 feet; foundation underpinning for the historic Head House; pump station; paving and repair renovation work.

SMITHGROUP JJR

South Haven Marina Park + Riverfront Improvements | South Haven, Michigan

The goal of the project was to establish an implementation-oriented waterfront plan for the city. The planning and design emphasized utilizing the riverfront of the Black River as a linear park linking the beaches of Lake Michigan to the increasingly vital downtown center. The Marina Park included a 40-slip marina for visiting or transient boaters and a large public pier for gathering, fishing, and boat watching.

Working with City officials and the community, SmithGroupJJR used public input, coastal analysis, and creative planning to create a final design, which addresses elements such as park and recreational uses, coastal engineering, economic development, and environmental issues.

The centerpiece of the linear park is the small boat basin located near the harbor entrance. A unique shore protection solution incorporating a wave attenuating quarry stone revetment was designed to protect the park and marina from wave surge from Lake Michigan. The former lumber mill site was transformed into a popular community gathering spot for art festivals, concerts, and a farmer's market, attracting residents and tourists to South Haven's downtown riverfront.



SMITHGROUP JJR

Milliken State Park + Harbor | Detroit, Michigan

In 2002, the brownfield lands along the shores of Detroit's east riverfront, home to parking lots, cement silos, and maintenance yards, were designated as Tri-Centennial State Park and Harbor—the first urban state park in Michigan and the 97th park in the system. Since renamed the William G. Milliken State Park and Harbor, the park and its 52-slip transient marina provides Michigan's 5 million residents access to the state's many natural resource-based recreational opportunities and serves as a gateway experience to the rest of Michigan's famous state parks.

SmithGroupJJR worked with the Michigan Department of Natural Resources to prepare a Master Plan for the park, and we have assisted in the design and implementation of a number of key projects, including marina improvements, waterfront promenades, fishing access, non-motorized and multi-use paths, and a 5 acre demonstration wetland. The Master Plan integrates a comprehensive program for park improvements and activities within a limited size site by planning the facilities and spaces to be flexible and multi-functional. Integrating learning opportunities and environmental awareness information for visitors was a primary guideline for each phase of the project.



SMITHGROUP JJR

Kids Creek Tributary: A Relocation | Traverse City, Michigan

As with the previous successful Kids Creek restoration projects, this one provided a win-win situation: the tributary returned to a more natural, above-ground course while the campus benefited from additional land for expansion.

This project restored approximately 1,275 lineal feet of the tributary, improving fish passage and habitat while also improving overflow conditions and creating a green park-like buffer between the hospital campus and the residential neighborhood.



With Dan Wagner as the project manager, GFA worked closely with Munson, the Watershed Center, and the City of Traverse City. GFA provided civil design services for hydraulics, stormwater, two street bridges, utility relocation and site work support as well as construction phase services. Plans required demolition of parking lots and four buildings.

This project was part of Munson Medical Center's master plan. It is part of a larger effort being coordinated by The Watershed Center and Grand Traverse Conservation District to remove Kid's Creek from the Michigan DEQ's Impaired Waters list.



REFERENCES/

Mr. Jack Kelly, Township Supervisor
Elmwood Township
Elmwood Marina District Plan + Waterfront
Corridor Subarea Plan
Elmwood Township, Michigan
231.946.0921
supervisor@elmwoodtownship.net

Mr. Randy Maiers, President and CEO
Community Foundation of St. Clair County
Port Huron South Waterfront Master Plan
Port Huron, Michigan
810.984.4761
randy@stclairfoundation.org

Mr. William Smith, Chief Financial Officer
Detroit RiverFront Conservancy
Detroit East RiverWalk
Detroit, Michigan
313.566.8225
william.smith@detroitriverfront.org

Tom Cannon, Parks Director + Asst. City Manager
City of East Jordan
Marina + Waterfront Improvements
East Jordan, Michigan
231-536-2561
tcannon@eastjordancity.org

"The proof is in the pudding. SmithGroupJJR did an outstanding job recognizing our needs, challenges, and opportunities. They literally demonstrated this during the interview; and in the final output of the waterfront district plan they confirmed that they were the team we needed to take things to a new level."
**-Jack Kelly
Elmwood Township Supervisor**

"Building these things is not easy. There is a regular framework, a political framework, and a fiscal framework. SmithGroupJJR understood that and worked very well within the frameworks to maximize our opportunities."
**-Josh Van Lieshout
Village of Egg Harbor Administrator**

"SmithGroupJJR has always been a Johnny-on-the-Spot. I find them to be extremely personable and forthcoming, they assist in whatever way they can, and they are very prompt at returning phone calls and answering questions."
**-Scott Kluver
City of Washburn Administrator**

ANN ARBOR

CHICAGO

DALLAS

DETROIT

LOS ANGELES

MADISON

PHOENIX

SAN FRANCISCO

SHANGHAI

WASHINGTON, DC

SMITHGROUP JJR

9. Signature Page

TITLE: Traverse City Public Pier RFQ

DUE DATE: June 12, 2014 at 4:00 p.m.

Having carefully examined the attached RFQ and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this RFQ.

The undersigned understands and agrees that they must be licensed to do business as Professionals in the State of Michigan.

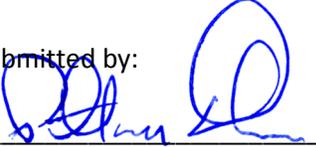
The undersigned submits this proposal and agrees to meet or exceed all requirements and specifications listed on the RFQ, unless otherwise indicated in writing and attached hereto, and acknowledges a thorough understanding of the City's Great Lakes Fisheries Trust grant agreement.

The undersigned certifies, as of the date of this RFQ, not to be in arrears to the City of Traverse City for debt or contract or is in any way a defaulter as provided for in Section 152, Chapter XVI of the Charter of the City of Traverse City.

The undersigned understands and agrees, if selected to be awarded this work, to enter into an agreement with the City to supply this work.

The undersigned understands that the City reserves the right to accept any or all proposals in whole or in part and to waive irregularities in any proposal in the interest of the City. The RFQ will be evaluated and awarded on the basis of qualifications and best value to the City. The decision criteria to be used, but will not be limited to, is qualifications, technical expertise and experience, key staff, past similar work, firm's understanding of the project scope, quality of the firm's project approach and overall capability to meet the needs of the City.

The undersigned agrees that the RFQ may not be withdrawn for a period of 60 days from the actual date of the opening of proposals.

Submitted by: 

(Signature)

Patrick M. Doherty, PE, LEED AP
Senior Vice President

(Name & Title - print)

734.669.2766

(Telephone Number)

SmithGroupJJR

(Company Name)

201 Depot Street, Second Floor, Ann Arbor, MI 48104

(Company Address, City, State, Zip Code)