



Request for Proposal
Consultant Services for Environmental
Review Services – July 2019
Columbia, South Carolina
RFP No. CDECS-2019-01

PREPARED FOR:

City of Columbia Community Development
1225 Lady Street, Suite 102
Columbia, SC 29201

PREPARED BY:

S&ME, Inc.
134 Suber Road
Columbia, SC 29210

August 8, 2019



August 8, 2019

City of Columbia Community Development
1225 Lady Street, Suite 102
Columbia, South Carolina 29201

Attention: Ms. Gloria Saeed, Director
gloria.saeed@columbiasc.gov

Reference: **Request for Proposal**
Consultant Services for Environmental Review Services – July 2019
Columbia, South Carolina
RFP CDECS-2019-01

Dear Ms. Saeed:

S&ME, Inc. (S&ME) is pleased to submit this Request for Proposal (RFP) for Consultant Services for Environmental Review Services for the referenced contract in Columbia, South Carolina. We have prepared the RFP in accordance with the instructions listed in the July 22, 2019, RFP issued to us by you via e-mail. Descriptions of recent similar projects (Appendix I), resumes of key staff (Appendix II), and requested forms (Appendix III) are attached.

S&ME was formed in 1973 in Raleigh, North Carolina. Over 46 years, we have grown to 35 offices in the Carolinas, Georgia, Kentucky, Ohio, Pennsylvania, Louisiana, Virginia, Tennessee, Alabama, and Florida. We are an employee-owned firm with over 1,200 professional and support staff.

The Columbia office of S&ME opened in 1986 and now has a staff of 44. Our environmental group in Columbia includes natural resources and cultural resources professionals, licensed geologists, certified industrial hygienists, and certified hazardous material managers to assist with the proposed contract.

S&ME certifies that:

"We have read the City Request for Proposals Consultant Services for Environmental Review Services – July 2019 and fully understand its intent. We certify that we have adequate personnel, equipment, and facilities to provide the City with the requested services and we have indicated we can meet the terms of the RFP. We understand that our ability to meet the criteria and provide the required services shall be judged solely by the City."

We also certify that:

- ◆ This response is genuine, and is not a fraud or collusive.
- ◆ This response is not made in the interest of or on the behalf of any person not named therein.
- ◆ We have not directly or indirectly induced or solicited any person to submit a false or fraud response or to refrain from submitting a Proposal.
- ◆ We have not in any manner sought by collusion to secure an advantage over any other respondent.



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- ◆ We have thoroughly examined the RFP requirements, and proposed fees cover all the services that we have indicated.
- ◆ We acknowledge and accept all terms and conditions included in the RFP.
- ◆ We agree to provide management consultant services in a manner acceptable to the City and as stipulated in the RFP and subsequent contract.
- ◆ We do not have or anticipate a potential conflict of interest with the City of Columbia.
- ◆ We are authorized to bind the firm to all commitments made in our response and have signed below.

S&ME appreciates the opportunity to provide this RFP for this important contract. Please do not hesitate to contact us at (803) 561-9024 if you have questions regarding our submittal.

Sincerely,

S&ME, Inc.

A handwritten signature in cursive script that reads "Chris Daves".

Chris Daves, P.W.S.
Senior Scientist
cdaves@smeinc.com

A handwritten signature in cursive script that reads "Tom Behnke".

Tom Behnke, P.G., C.H.M.M.
Environmental Services Manager
tbehnke@smeinc.com



Table of Contents

Introduction.....	1
1.0 Technical Approach.....	1
1.1 Experience	1
1.1.1 HUD Regulations Training.....	1
1.1.2 Ability of Professional Personnel	1
1.1.3 Additional NEPA-Related Experience.....	2
1.2 Key Staff.....	3
1.3 Quality Assurance	3
1.4 Ability to Meet Time and Budget Requirements	3
1.5 Creativity and Insight Related to the Project.....	4
1.6 Safety.....	4
1.7 Knowledge of Federal Programs.....	4
1.8 Public-Sector Clients	6
1.9 References.....	6
1.10 Schedule and Anticipated Milestones	7
2.0 Cost	8
3.0 Closure	9

Appendices

Appendix I – Resumes of Key Staff

Appendix II – Project Descriptions

Appendix III – Forms



Introduction

Per the RFP, S&ME understands the City of Columbia is classified as a grantee or responsible entity who receives federal funds from the U.S. Department of Housing and Urban Development (HUD). As part of HUD regulations at 24 Code of Federal Regulations (CFR) Part 58, the City of Columbia must complete an Environmental Review Record (ERR) of all project activities prior to obligating federal funds in accordance with the National Environmental Policy Act (NEPA). We understand this contract will be on an on-call basis.

1.0 Technical Approach

1.1 Experience

1.1.1 HUD Regulations Training

S&ME has professionals who have been trained by HUD officials as part of HUD's *Environmental Review Procedures for Responsible Entities*. The training provided specific guidance on the procedural requirements of the environmental regulations at 24 CFR Part 58 and specific processes for complying with the Laws and Authorities in 24 CFR part 58.5 and 24 CFR Part 58.6. This includes NEPA Environmental Review formats including HUD Form 4128, Modified Format II, Environmental Assessments (EA), and Statutory Checklists for Categorical Exclusions.

1.1.2 Ability of Professional Personnel

Our environmental group in Columbia includes professionals consisting of licensed geologists, natural and cultural resources professionals, licensed asbestos building inspectors, licensed asbestos project designers, licensed air samplers, an Environmental Protection Agency (EPA) Accredited Lead Risk Assessor, and Certified Indoor Environmental Professionals. The Columbia office is also supported with additional Certified Industrial Hygienists (CIH) from our South Carolina office locations.

S&ME's environmental services include NEPA and HUD environmental reviews, Phase I and II Environmental Site Assessments (ESA), 8-Step Process coordination for Floodplain/Wetland impacts, indoor air quality, comprehensive asbestos services, lead-based paint testing and consulting, soil and groundwater assessment and remediation, UST management, stormwater compliance, spill prevention control and countermeasures, wetlands/natural resources services, industrial hygiene, air quality, and design capabilities related to environmental remediation/abatement.

We have assembled a team of experienced professionals with a wide range of technical and project backgrounds for this project. The average experience level for our project team is 18 years, which demonstrates our level of commitment to the City of Columbia. While we have selected certain individuals within our company to fill key project roles, the entire professional and support staff of S&ME is available to assist with this contract.



1.1.3 *Additional NEPA-Related Experience*

S&ME also has the experience to directly address other NEPA-related items should the need arise during the course of an Environmental Review:

- ◆ **Cultural Resources, Tribal Issues, and Historic Preservation (Section 106 Reviews)** – S&ME offers a full range of cultural resources services to help the City of Columbia comply with federal, state, and local regulations regarding historic preservation. This includes the investigation and management of prehistoric and historic archaeological sites, historic buildings and districts, and objects of historical significance. Typically, cultural resource services are required under the National Historic Preservation Act when a federal agency such as HUD is reviewing as part of a NEPA review. S&ME employs professional archaeologists, architectural historians, and additional archeological technicians. S&ME also has expertise in preparation and execution of Memorandums of Agreement (MOAs) with the State Historic Preservation Office (SHPO). S&ME has prepared MOAs, Programmatic Agreements (PAs), and Historic Property Management Plans (HPMPs) for multiple projects in South Carolina including Bucksport Elementary School, the Saluda Hydroelectric Project, Fort Freemont, South Carolina Department of Commerce Certified Site Program sites, and numerous archaeological sites.
- ◆ **Wetlands, Floodplains, and Endangered Species** – S&ME offers a full range of natural resources services to assist the City of Columbia in complying with the Clean Water Act, Federal Emergency Management Agency (FEMA) requirements, and the Endangered Species Act as part of NEPA studies. S&ME has years of experience and close working relationships with regulatory agencies such as the U.S. Army Corps of Engineers (wetlands) and the U.S. Fish and Wildlife Service (endangered species). S&ME employs ecologists, biologists, and environmental scientists, including Professional Wetland Scientists that specialize in wetland delineations and wetland/stream permitting. We also have experience in the 8-Step Processes for Floodplain/Wetland Impacts.
- ◆ **Phase I and II ESAs** – S&ME has multiple Environmental Professionals (EPs) that have the sufficient education, training, and experience to exercise professional judgment to perform Phase I ESAs required by Title 24 CFR Part 58. Specifically within South Carolina, North Carolina, and Georgia, S&ME has over 40 EPs. These individuals include licensed geologists, registered engineers, environmental scientists, natural resources scientists, and other environmental staff professionals that meet HUD, American Society for Testing and Materials (ASTM) Standard E-1527-13, and EPA, 40 CFR Part 312 requirements.
- ◆ **Asbestos and Lead-Based Paint Assessments** – S&ME offers a full range of asbestos and lead-based paint services and can assist the City of Columbia in making informed decisions about asbestos and lead-based paint issues and compliance with HUD regulations. S&ME employs more licensed and certified environmental professionals than any other similar firm in South Carolina demonstrating our capacity to serve our clients' needs. We employ approximately 20 licensed asbestos building inspectors in our South Carolina offices that would be available to assist with this contract, if needed. S&ME currently maintains a Professional Services Agreement for Lead-Based Paint and Asbestos Testing services with the City of Columbia Community Development Department to support a



Community Development Block Grant Program for housing weatherization projects throughout the City.

1.2 Key Staff

We are proposing Mr. Chris Daves, P.W.S., serve as project manager for this contract. In this role, Mr. Daves will be the primary point of contact and will be responsible for negotiations, establishing the project team, technical quality, budget, and overall client satisfaction. Mr. Daves will assure that work is performed in a technically sound and cost-effective manner in accordance with S&ME's quality assurance protocol. Mr. Daves has over 18 years of environmental consulting experience including project management, conducting NEPA/HUD Environmental Reviews, and coordination of large projects and contracts. He has completed HUD training for Environmental Reviews.

We will manage the contract administratively from our Columbia office and will be readily available to the City of Columbia for meetings and/or site visits on short notice. Once a project is identified, our project manager will develop a scope and budget in conjunction with the City of Columbia needs. Our project manager will then determine which S&ME personnel are best-suited to execute the project. Our project manager will have the entire resources of S&ME at their disposal for the successful execution of a project. Resumes of key personnel are attached in **Appendix I**.

1.3 Quality Assurance

At S&ME, quality assurance means taking discretionary measures to see that a work product will communicate the correct results of our services. The conclusions must be substantiated, documented, and technically correct. In addition, procedures for development and completion of the work must follow generally accepted scientific or technical principles and any formally established formats.

Quality begins with the individuals assigned to tasks by our project manager. For example, the protocol is for each project manager to be responsible for ensuring that those involved in tasks take the following discretionary measures:

- ◆ Documentation and scientific procedures are discussed and agreed on prior to project initiation.
- ◆ Assumptions are peer-reviewed by individuals specializing in the field under review.
- ◆ Calculations are reviewed by at least one other engineer or appropriate professional.
- ◆ Senior technical review is provided to ensure work product cohesion and completeness.
- ◆ Editorial review is provided to ensure correctness and adherence to established formats.

1.4 Ability to Meet Time and Budget Requirements

S&ME's project managers have consistently demonstrated the ability to meet or exceed the constraints of schedules and budgets. Because our offices are located within major market areas of the Southeast, we are able to draw resources from other branches that enable us to use the proper personnel for the task without adding undue travel time or cost to a project budget.



We make every effort to meet our client's schedule. To that end, our department managers meet frequently with their staff to determine workloads and gauge whether a bottleneck is developing. Where offices are overloaded, work can be redistributed among other offices in the region. S&ME has over 300 personnel in six South Carolina offices and an office in Charlotte which closely borders South Carolina. Our management structure is designed to remove barriers between departments and branches that would limit the ability to move people to where the work is. It will be the major responsibility of our project manager, Mr. Daves, to review the status of any assigned project or projects on a frequent basis to determine that the City of Columbia-required schedule is being met. While acts of nature cannot be controlled, steps can be taken to make up for delays caused by bad weather to avoid or minimize delays in delivery of the final report to the City of Columbia.

S&ME understands the importance of the project manager and key team members to successful execution of assignments. We therefore have a manager succession plan that would be implemented in the event that a key person is lost from the project. This plan requires that a person of equal or greater experience level be used to replace the individual who is lost.

1.5 Creativity and Insight Related to the Project

S&ME is an employee-owned company and is thereby highly motivated to provide excellent engineering and environmental solutions. In the last several years, our firm has won over 70 Engineering Excellence Awards from chapters of the American Consulting Engineers Council recognizing "engineering achievements which demonstrate the highest degree of merit and ingenuity."

There is no greater endorsement to the technical quality of one's work as when you are recognized by your peers in the industry. The recognition of S&ME's outstanding contributions to the environmental practice in South Carolina by the American Consulting Engineers Council and others is a source of pride to all those who have worked on these projects.

1.6 Safety

The number one project goal is for all of our team to return home safely each day without incident. Beyond the physical and technical aspects of this contract, our team is most concerned with performing our tasks in a safe manner. S&ME maintains an Experience Modification Rate (EMR) of 0.64, which demonstrates a safe working environment for our employees and clients. All S&ME employees engaged in the proposed Scope of Services will maintain appropriate safety training as well as project-specific instruction.

1.7 Knowledge of Federal Programs

Our experiences with federal programs and projects requiring NEPA Environmental Reviews and Phase I ESAs make us well-qualified to execute this contract. S&ME has professionals who have been trained by HUD officials as part of HUD's *Environmental Review Procedures for Responsible Entities*. We have routinely supplied these consulting services to non-profit entities, developers, and governmental agencies seeking CDBG and other federal funds. Since 2009, S&ME has been a preferred vendor of the South Carolina State Housing Finance and Development Authority (SCSHFDA) and has performed numerous NEPA Environmental Reviews in various counties in South Carolina. S&ME has also recently worked on several City of Columbia HUD projects.



Below is a list of our most relevant projects in Columbia. Descriptions of the highlighted projects are attached in **Appendix II**:

NEPA HUD Environmental Reviews in Columbia Area

PROJECT NAME	PROJECT LOCATION	SERVICES PERFORMED
The Heritage at Pinehurst	Columbia	NEPA-HUD Review
Columbia Retention and Redevelopment Program 2018-2019	Columbia	NEPA-HUD Review/Tiered Review
West Beltline Blvd. Commercial Redevelopment and Retention Program	Columbia	NEPA-HUD Review/Tiered Review
Booker Washington Heights	Columbia	NEPA-HUD Review
City of Columbia Weatherization and Central Business District Façade Program	Columbia	NEPA-HUD Review
Midlands Transitions Center	Columbia	NEPA-HUD Review Phase I and II ESAs
Proposed Hotel Site	Columbia	NEPA-HUD Review 8-Step Process for Floodplain Impacts
Village at River's Edge	Columbia	NEPA-HUD Review 8-Step Process for Wetland Impacts
Dixie Avenue Project	Columbia	NEPA-HUD Review
SCSHFDA HOME Projects	Statewide (including Columbia)	NEPA-HOME Reviews Phase I ESAs
Edisto Court Redevelopment Area	Columbia	NEPA-HUD Review
North Main Street Façade Program	Columbia	NEPA-HUD Review
Eau Claire Redevelopment Area	Columbia	NEPA-HUD Review
Broad River Neighborhoods	Columbia	NEPA-HUD Review
Crane Creek Neighborhood	Columbia	NEPA-HUD Review
Decker Boulevard-Woodfield Park Neighborhood	Columbia	NEPA-HUD Review
Trenholm Acres-Newcastle Neighborhood	Columbia	NEPA-HUD Review
Columbia Mall Mobile Home Park	Columbia	NEPA-HUD Review
Pocket Parks (Trenholm Acres and Crane Creek)	Columbia	NEPA-HUD Review

****Yellow-shaded project descriptions are included in Appendix II***



1.8 Public-Sector Clients

S&ME has or currently maintains multiple on-call and environmental Indefinite Delivery Contracts (IDCs) with public-sector clients, including state and federal agencies, authorities, and municipalities. We have routinely supplied environmental consulting services to these agencies including NEPA Environmental Reviews, Phase I ESAs, cultural resources, asbestos surveys, air monitoring during abatement, lead-based paint surveys, indoor air quality assessments including mold, remedial services, hazardous waste assessments, permitting, site audits, and other environmental-related services. Our experiences with IDCs make us well-qualified to execute this project. Below is a partial list of our public sector clients.

- ◆ City of Columbia
- ◆ South Carolina State Housing, Finance, and Development Authority (SCSHFDA)
- ◆ Richland School District One
- ◆ South Carolina Department of Mental Health
- ◆ University of South Carolina
- ◆ Medical University of South Carolina
- ◆ South Carolina Department of Transportation (Right-of-Way and Environmental Services)
- ◆ Richland County
- ◆ South Carolina State University
- ◆ Columbia Metropolitan Airport
- ◆ Charleston and Greenville County Schools
- ◆ College of Charleston
- ◆ City of Myrtle Beach

1.9 References

Below is a list of references of clients or other NEPA practitioners that are familiar with our work:

NAME AND CONTACT INFORMATION	BRIEF DESCRIPTION OF PROJECTS
Mr. Lenwood E. Smith, II, Env. Protection Specialist U.S. Department of Housing & Urban Development 1500 Pincroft Road, Suite 401 Greensboro, North Carolina 27407-3838 (336) 851-8054 lenwood.E.Smith@hud.gov	Mr. Smith has personally reviewed many of our Environmental Reviews and is familiar with our work in South Carolina. Projects have been conducted for governmental agencies such as Richland County, City of Columbia, Horry County, City of Conway, and others. Projects included urban redevelopment, in-fill lots, college improvements, and infrastructure improvements.
Ms. Leanne Johnson, Applications Manager S.C. State Housing Finance & Development Authority (SCSHFDA) 300-C Outlet Point Boulevard Columbia, South Carolina 29210 (803) 896-9248 leanne@schousing.com	Since 2009, S&ME has been a preferred vendor of SCSHFDA for HOME NEPA projects. S&ME has performed dozens of Environmental Reviews and Phase I ESAs in various cities in South Carolina including the Midlands area for new and rehabilitation housing projects.



NAME AND CONTACT INFORMATION	BRIEF DESCRIPTION OF PROJECTS
Jonathan "Fox" Simons, Jr., Assistant City Manager City of Myrtle Beach Post Office Box 2468 Myrtle Beach, South Carolina 29578 (843) 918-1016 fsimons@cityofmyrtlebeach.com	S&ME currently performs NEPA Environmental Reviews and Phase I ESAs for the City of Myrtle Beach for their recent CDBG projects including streetscaping, urban infill, and community centers.
Mr. Douglas Edwards, Construction Management Benedict-Allen Community Development Corporation 1600 Harden Street Columbia, South Carolina 29204 (803) 705-4429 douglas.edwards@benedict.edu	S&ME projects include the Dixie Avenue Project, a community revitalization project in Columbia. S&ME also performed an EA for an abandoned commercial property that was later turned into a Benedict College administration building. Other projects include NEPA reviews for rehab projects (Laurel St. and Haskell Ave.) to improve community blight.
Ms. Gerry Lynn Hall, Program Compliance Specialist City of Columbia – Office of Business Opportunities 1225 Lady Street Columbia, South Carolina 29201 (803) 545-3881 gerrylynn.hall@columbiasc.gov	S&ME recently performed Environmental Review services for two CDBG-funded projects in Columbia: 1) Columbia Retention and Redevelopment Program 2018-2019; and 2) West Beltline Blvd. Commercial Redevelopment and Retention Program.
Mr. Michael Strange, Executive Director TN Development Corporation 720 Calhoun Street Columbia, South Carolina 29201 (803) 545-3767 mstrange@columbiasc.net	S&ME recently performed and EA and Phase I ESA for a vacant property in the Pinehurst Neighborhood (The Heritage at Pinehurst). Project was receiving CDBG funding for a senior living center.

1.10 Schedule and Anticipated Milestones

We understand a typical Environmental Review should be completed in within approximately 45 days from given to notice to proceed. We anticipate the project schedule to typically proceed as follows:

WEEK	SCHEDULE AND MILESTONES
1-2	Project begins. Site visit to assess conditions and collect data. Scoping letters sent to federal, state, and local agencies, as needed.
3	Update City of Columbia on ER progress. Begin compilation of data received from agencies.
4-5	Continue compilation of information. Prepare draft ER.
6	Meet with City of Columbia to discuss results of ER, mitigation options, and future steps.



2.0 Cost

Estimated costs below are based on a typical residential or commercial site within the City limits. The cost of a project is ultimately tied to size and complexity and costs may be more (or less) than listed below depending on the project. We understand cost reasonableness will be considered for this contract.

TASK	ESTIMATED FEES
Statutory Checklist for Categorically Excluded Not Subject To (CENST)	\$500
Statutory Checklist for Categorically Excluded Subject To (CEST)	\$4,000
Noise Assessment Only	\$450
Environmental Assessment	\$4,900
Environmental Assessment Tiered Review (assumes 1 property known and up to 10 properties are unknown)	\$7,000
Phase I ESA (commercial location/demolition) – Separate	\$2,400
Phase II ESA (commercial location/demolition) – Separate (Assumes 2-3 soil samples and borings with lab testing)	\$4,000
Overall - Statutory Checklist for Categorically Excluded Subject To (CEST) (includes Phase I ESA and Noise Assessment)	\$5,000
Overall - Environmental Assessment Overall (includes Phase I ESA and Noise Assessment)	\$6,500

Based on our present understanding of the proposed contract, and our estimate of time and expenses, will perform the Scope of Services in the RFP using the unit rates for professional services presented below.

PROFESSIONAL LEVEL	HOURLY RATE	ESTIMATED TOTAL HOURS (FOR STANDARD EA)
Project Manager	\$150	10
Environmental Scientist/GIS Specialist	\$125	10
Environmental Scientist	\$95	32
Clerical/Secretarial	\$60	2
Expenses/Materials	Cost + 10%	---
Mileage	\$0.58/mile	---

Other Expenses (if necessary)

If needed, S&ME is providing an additional services and estimated fees that may be necessary.

POTENTIAL ADDITIONAL SERVICES	TYPICAL COST
8-Step Process for Wetland/Floodplain Impacts (includes two Public Notices in local newspaper and alternatives analysis)	\$3,000



3.0 Closure

We have carefully read the RFP announcement and feel that we are well-qualified to provide the required services for the following reasons:

- ◆ We will bring to this project a strong group of environmental professionals who have **worked on similar projects with documented performance history**. Our project team understands the issues that are important to the City of Columbia.
- ◆ Our environmental professionals assigned to the project have **ample experience** in preparing NEPA/HUD Environmental Reviews including staff members that have been trained by HUD officials.
- ◆ **Quality references** from our clients attesting to our work.
- ◆ The **flexibility** offered by our organization and to meet time constraints and complete projects under budget.
- ◆ Our **office location in Columbia** allows us to efficiently manage the project and be able to meet with City of Columbia officials in a speedy manner.
- ◆ The **in-house capabilities** of our organization to complete **additional services** such as cultural resource studies, Phase I and II ESAs, and wetlands/endangered species/ floodplain assessments. These additional studies may be required in the course of a NEPA Environmental Review. Our experience will enable us to **offer service suggestions** and **new ideas** regarding the project.

The City of Columbia has good reason to depend on S&ME. We can bring over 46 years of experience to address your needs. With our trained staff, we offer the professional/technical experience and resources needed to provide cost-effective, timely solutions.

We hold strong beliefs about how to do business. We understand that our clients are the reason for our successes. Our first objective is to understand and then meet your needs. Everything else flows from that. We will not allow our "commitment to excellence" to be just a cliché. We are dedicated to it, and that requires, for example, that we conduct business with you in a professional and ethical manner.

We appreciate your consideration of our RFP, and we look forward to working with the City of Columbia on future projects.

Appendices

Appendix I – Resumes of Key Staff



PROJECT ROLE

Senior Scientist/Project Manager/Biologist

LOCATION

Columbia, South Carolina

EDUCATION

- BS, Biology, 1995, Wofford College
- Graduate Studies, 1995-1997, Medical Univ. of South Carolina
- MS, Earth & Environmental Resources Management, 2001, Univ. of South Carolina

YEARS OF EXPERIENCE

Joined S&ME in 2001

CERTIFICATIONS

- Professional Wetland Scientist (PWS), 2006, #1620
- HUD NEPA Env. Review Procedures, 2008
- Midlands Master Naturalist, 2012

Chris Daves, P.W.S.

Senior Scientist/Project Manager

Mr. Daves is a Senior Scientist and Biologist/Natural Resources Project Manager based in S&ME's Columbia Office with 18 years of experience performing ecological and environmental studies. His project management experience includes HUD Environmental Assessments (including noise studies), NEPA documentation and compliance, wetland determinations, protected species/habitat surveys, Nationwide/Individual Clean Water Act permit acquisition, expert witness testimony, GPS mapping, state & federal regulatory agency coordination, USFWS Section 7 Consultation & Biological Assessments, Phase I ESAs, sediment and erosion control inspections, stream restoration/classification assessments, and beaver management. Mr. Daves has provided professional services for industrial, governmental (federal, state, county, municipal), transportation, residential, commercial developers, and pipeline projects. He is also a Professional Wetland Scientist (P.W.S.), an Environmental Professional (EP), and an S&ME Senior Reviewer.

Key NEPA Projects and Assignments

HUD NEPA Reviews

Various Counties in South Carolina | 2008-Present

Project Manager for over 75 U.S. Housing & Urban Development (HUD) environmental reviews regarding in-fill single-family and multi-family housing and commercial projects for the South Carolina State Housing Finance and Development Authority (SCSHFDA) as well as Historically Black Colleges and Universities (HBCU) projects. Reviews consisted of completion of categorical exclusion documents, statutory checklists, environmental assessments, Phase I ESAs, noise studies, coordination with federal, state, and local governments, mitigation strategies, and alternatives analysis.

Wireless Communications Tower Sites

Various Counties in South Carolina, North Carolina & Georgia | 2001-2017

Project Manager for 100+ NEPA/Federal Communications Commission (FCC) reviews and Environmental Assessments of wireless communication projects. Assessments included wetland determinations, protected species assessments, wildlife and wilderness area evaluations, archeological and architectural studies, Native American tribal consultation, floodplain and zoning analysis, Phase I ESAs, and radio frequency reviews. Clients included Verizon Wireless, Cingular, Crown Castle Atlantic, SBA, Cricket Communications, and Horry Telephone Cooperative.

Steel Creek Galvanizing Project

Blacksburg, Cherokee County, South Carolina | 2017

Project Manager for a USDA-RD project for purchase equipment and construction of a steel galvanizing facility. Project included a NEPA EA under USDA standards.



East Point Academy

West Columbia, Lexington County, South Carolina | 2016

Project Manager for a U.S. Department of Agriculture–Rural Development (USDA-RD) loan project for expansion of public charter elementary/middle school with Chinese immersion-based education. Project included a NEPA Environmental Report (ER) involving analysis and assessments for formally classified lands, environmental justice, cultural/architectural resources, protected species, wetlands, floodplains, important farmland, and environmental risk management issues. Consultation with the USACE, USFWS, SHPO, Tribes, & USDA-NRCS was initiated and completed.

Florence-Darlington Technical College

Florence, Florence County, South Carolina | 2016

Project Manager for a USDA-RD loan project for expansion of a technical college to accommodate growing enrollment. Project included a NEPA ER involving analysis and assessments for formally classified lands, environmental justice, cultural/architectural resources, protected species, wetlands, floodplains, important farmland, and environmental risk management issues. Consultation with the SHPO, federal Indian tribes, and USDA-NRCS was initiated and completed.

Pee Dee Agriporium NEPA Environmental Narrative

Marion, Marion County, South Carolina | 2014

Project Manager for NEPA Environmental Narrative (NR) for proposed public-use Agriporium seeking federal U.S. Economic Development Administration (EDA) grant funds. Performed NEPA documentation report, wetland delineation, protected species assessment, and Phase I ESA. Completed consultations with USACE, USFWS, SHPO, federal Indian Tribes, and USDA/NRCS (prime farmland).

Holston Creek Park NEPA EA

Inman, Spartanburg County, South Carolina | 2012

Project Manager for NEPA Environmental Assessment (EA) for Spartanburg Co. Parks Department Land. Assessment was conducted to determine potential environmental consequences from the proposed construction and operation of Holston Creek Park under federal Land and Water Conservation Fund (LWCF)/National Park Service (NPS) grant guidelines.

Continuing Education Related to NEPA

- Introduction to NEPA and Transportation Decision-making – Federal Highway Administration/SCDOT (FHWA-NHI-142052), 2014
- HUD Environmental Review Procedures for Responsible Entities, Atlanta, GA, 2008
- Accounting for Cumulative Effects in the NEPA Process, Duke University, 2007

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
REGION IV – SOUTHEAST / CARIBBEAN

Certificate of Training

This certificate is presented to

Chris Daves

*For the successful completion of the Environmental Review Procedures
for Responsible Entities training given at the Region IV - Atlanta Office
of the U.S. Department of Housing and Urban Development.*

FY-2008 Training Session Two – April 22, 23, 24, 2008



Linda P. Poythress

Linda P. Poythress
Regional Environmental Officer



ENVIRONMENTAL PROFESSIONAL

CHRIS DAVES

S&ME, Inc. has reviewed the education and experience of the individual named herein with respect to the requirements for Environmental Professional as specified in the Environmental Protection Agency, 40 CFR Part 312.10, and determined that the individual meets said requirements and is hereby designated an Environmental Professional for S&ME, Inc. in accordance with the Standards and Practices of the All Appropriate Inquiries Final Rule.

GIVEN THIS 26th DAY OF February, 2007



Dane A. Horna, PE
Chairman, Phase I ESA
Subcommittee





PROJECT ROLE

Project Biologist/GIS Specialist

LOCATION

Columbia, South Carolina

EDUCATION

- Bachelor of Science in Forest Resource Management Clemson University, 2011
- Master of Forest Resources/GIS Clemson University, 2012

YEARS OF EXPERIENCE

Joined S&ME in 2013

Chris Handley

Project Biologist/GIS Specialist

Mr. Handley is a Staff Biologist/GIS Specialist for S&ME's Columbia, South Carolina location. He offers six years of experience with GIS/GPS applications including: GPS data collection, linear project mapping, LIDAR mapping, conversion of GPS data using Pathfinder Office software, integration of differentially corrected data into GIS related maps and figures, creation of background files for use during site assessments, georeferencing, editing, digitizing, use of topographic maps, soil surveys, property surveys, aerial photo interpretation, creation of large scale .kmz files for use in Google Earth applications, and use of Trimble GPS handhelds and related equipment. Mr. Handley also offers five (5) years of experience performing wetland delineations including South Carolina Department of Commerce Certified Sites, protected species surveys, HOME/HUD projects, NEPA projects, pipeline projects, and Phase I Environmental Site Assessments (ESA) in South Carolina and Georgia. He also offers experience with timber stand inventories, cruising timber, scaling timber, prescribed burns, timber management plans, and timber marking (silvicultural practices). Typical projects include jurisdictional determination requests, protected species assessments, Phase I ESAs, NEPA HOME Projects, HUD EA Reviews, and GIS/GPS related activities.

Key Projects and Assignments

South Carolina State Housing – HUD/HOME NEPA Reviews *Various Counties, South Carolina (2014-Present)*

Staff Biologist/GIS Specialist, assisted project manager with HOME NEPA environmental reviews for South Carolina State Housing Finance, and Development Authority. Assessment was conducted to determine potential environmental consequences from the proposed construction of a multi-family housing project. Projects include an alternatives analysis, noise assessment, assessment of compliance with numerous federal and state statutes, as well as addressing community resources available to the surrounding area.

City of Conway Sidewalk Projects *Conway, South Carolina (2013)*

Staff Biologist/GIS Specialist, assisted project manager on NEPA Modified Environmental Assessments for two sidewalk projects located in Conway, SC. Created GIS maps and figures, research of large of amounts of data included in report, consultation with multiple agencies for concurrence on project.

Verizon Wireless Communications Tower Site-West Metro *Lexington County, South Carolina (2016)*

Staff Biologist/GIS Specialist, assisted project manager with NEPA assessment of wireless communication tower site. Assessment included wetland determination, protected species assessment, wildlife and wilderness area evaluation, floodplain analysis, project research and GIS mapping.



Verizon Wireless Communications Tower Site-Richland Creek
Oconee County, South Carolina (2015)

Staff Biologist/GIS Specialist, assisted project manager with NEPA assessment of wireless communication tower site. Assessment included wetland determination, protected species assessment, wildlife and wilderness area evaluation, floodplain analysis, project research, site visit, and GIS mapping.

Verizon Wireless Communications Tower Site-Haile
Kershaw County, South Carolina (2015)

Staff Biologist/GIS Specialist, conducted site visit for Phase I ESA update for Verizon Wireless communication tower site, GIS mapping, preparation of report documentation.

Rail Extension CSX Main Line North of Manning to I-95 Mega Site
Clarendon County, South Carolina (2016-Present)

Staff Biologist/GIS Specialist, assisted project manager with wetland delineation, protected species assessment, and Phase I ESA of an approximate 11-mile corridor project for a proposed CSX rail line extension. Project included large scale wetland delineation within 200-foot survey corridor and Section 9 consultation with USFWS. Extensive linear GIS mapping preparation, GPS survey files, KMZ files for use by field crews, continuous mapping updates to client and survey crews as field new field data was obtained.

Fairfield Commerce Park – SC Certified Site Program
Fairfield County, South Carolina (2015)

Staff Biologist/GIS Specialist, performed wetland delineation, Phase I ESA, and protected species assessment for approximately 650-acre South Carolina Commerce Certified Site. Also performed GIS mapping, GPS data collection, coordination with surveyor and client, field review and meeting with U.S. Army Corps of Engineers.

Eastover Pipeline

Richland County/Calhoun County, South Carolina (2014/2015)

Field Team Biologist/GIS Specialist for 29-mile proposed natural gas pipeline to service the International Paper Mill in Eastover, South Carolina. Assessment activities include wetland/stream delineation, stream assessment, GPS data collection, GIS mapping, management of field team GPS units, creation of field data files, QA/QC of GPS data, and data management.



PROJECT ROLE

Project Manager

LOCATION

Columbia, South Carolina

EDUCATION

BA, Geology, 1989, College of Charleston

YEARS OF EXPERIENCE

Joined S&ME in 2005 with 15 years of experience

REGISTRATIONS AND CERTIFICATIONS

PG, SC, 1995, #2014 PG, NC, 1996, #1510 Certified Hazardous Materials Manager 2001 #10652 SC Asbestos Management Planner 1995 MP-0004 SC Asbestos Project Designer 1996 PD-00061

PROFESSIONAL MEMBERSHIPS

Environmental Information Association – Past President
Institute of Certified Hazardous Materials Managers

Thomas Behnke, PG, CHMM

Environmental Group Leader

Mr. Behnke is the Environmental Group Leader for S&ME's Columbia, SC Office. He is a licensed geologist in South Carolina and North Carolina. He is skilled in the following disciplines: Phase I and Phase II environmental site assessments, Brownfields Assessment, soil and ground water sampling, subsurface investigations, corrective action plans development and implementation, assessment and remediation of solid hazardous waste sites, asbestos consulting and lead based paint services including building inspections, and asbestos and lead paint abatement project design, monitoring well installation and drilling oversight, indoor air quality/biological assessments in public buildings, supervision of mold remediation projects in commercial buildings.

Key Projects and Assignments

Mental Health Bull Street Campus Columbia, South Carolina

Senior Project Manager for environmental investigation of the South Carolina Department of Mental Health Bull Street campus under the SC Department of Health and Environmental Control's (SCDHEC) Brownfields Program. Work included Phase I Environmental Site Assessment on 150 year old mental health campus in downtown Columbia. Site consisted of 182 acres of property with 52 buildings ranging from 20 to 150 years in age. Follow up Remedial Investigation of 25 areas of concern including subsurface soil and groundwater sampling and removal and assessment of 12 USTs. Work included performing asbestos surveys on 52 campus buildings totaling over 1 million square feet of building space in accordance with SCDHEC regulations.

Former Kline Iron & Steel Site Columbia, South Carolina

Senior Project Manager for the remediation of the former Kline Iron & Steel site located in downtown Columbia, SC. Work included excavation of approximately 15,000 tons of contaminated soil, confirmation testing and reporting, site meetings negotiations with SCDHEC officials and obtaining a No Further Action letter for the site prior to developer's closing deadline.

Former Printing Facility Greenwood, South Carolina

Senior Project Manager/Geologist for chlorinated solvent source investigation and implementation of source remediation plan for solvent pit contamination at a former printing facility in Greenwood, SC. Work included preparation of a work plan for the SCDHEC Bureau of Water, pre excavation sampling of solvent pit soil and water and in situ treatment using sodium permanganate solution to reduce chlorinated solvent levels to below hazardous waste criteria and sensitive receptor survey of the area. Source contamination was subsequently removed by excavation of pits and contaminated soil and disposed as non-hazardous waste.

**Experience with previous employer.*



■ **Nuclear Facility Closure**

Project Manager for asbestos and lead testing and monitoring during closure of nuclear reactor site in South Carolina. Consulting services included communications with state regulators, asbestos and lead testing in radiation hazard areas and reporting and personnel sampling for asbestos workers.

Coal Generating Station Landfill Remediation

Senior Project Manager for asbestos landfill excavation at coal generating station in South Carolina. Work included preparation of project specifications and health and safety plans and oversight of asbestos contaminated soil and waste excavation for transport to approved landfill. Over 12,000 tons of soil and material was excavated. Suspect hazardous materials encountered were characterized by laboratory analysis and properly manifested. Post excavation testing was performed to confirm successful remediation of area.

Former Industrial Roto Gravure Printing Facility Lexington, South Carolina

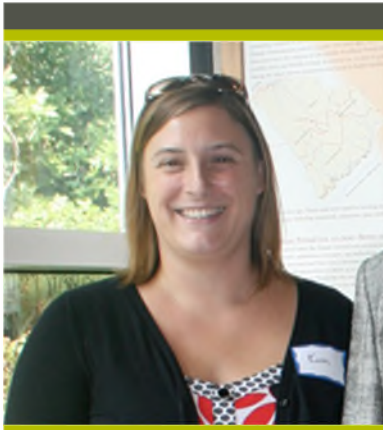
Senior Project Manager and Geologist for environmental investigation of former industrial rotogravure printing facility in Lexington, SC under SCDHEC Brownfields Program. Tasks included extensive evaluation of historical environmental data spanning 15 years, preparation of environmental assessment work plans and executing field investigations that included 2 former wastewater treatment lagoons, industrial septic systems and UST areas and hazardous materials storage areas.

Development of Colonial Center & Columbia Convention Center Columbia, South Carolina

Performed assessment and remediation oversight of former SMI Owen Steel complex in Columbia, SC prior to development of Colonial Center and Columbia Convention Center Complex. Work included Phase I and Phase II Environmental Assessments, asbestos surveys of building improvements, hazardous waste excavation, coordination, oversight and waste characterization.

Continuing Education

- 40 Hour OSHA Hazwoper Training, 1929 with annual refresher courses 1996-2017, Columbia, SC
- Annual Clemson University Hydrogeology Symposiums, 1998-2016
- President and Board Membership, South Carolina Chapter, Environmental Information Association, 2004 - 2007
- Environmental Audits and Site Assessment in Property Transfers (40 hours), Georgia Institute of Technology, 1993
- Hazardous Waste & Materials Management, Inst. of Industrial Sciences, 1991
- Certified Indoor Environmentalist, Indoor Air Quality Association 2003
- Phase I Environmental Site Assessment Training ASTM-1523 –Bi Annual
- Asbestos Inspector, Mgmt. Planner & Project Designer Annual Refresher



Kimberly Nagle

Project Manager/Principal Investigator

Ms. Nagle has over 20 years of experience and is responsible for managing all aspects of the cultural resources department in Columbia, including financial and personnel management, marketing, preparing Memorandums of Agreement and data recovery plans, overseeing all aspects of field investigation and laboratory analysis, and ensuring that researching and reporting is to S&ME standards and is accomplished in a timely fashion. She has led numerous archaeological investigations serving a number of industrial, commercial, and residential developers, public utilities, and a variety of local, state, and federal agencies. She has managed projects on a variety of scales ranging from small single-property reconnaissance studies to multi-state pipeline corridors and large hydroelectric relicensing surveys. Ms. Nagle specializes in prehistoric archaeology, cultural resource management, GIS, and artifact curation, and possesses a variety of analytical skills including lithic and ceramic analysis, and human osteology.

PROJECT ROLE

Project Manager / Principal Investigator

LOCATION

Columbia, South Carolina

EDUCATION

- M.S., Archaeological Resource Management, Ball State University, Muncie, Indiana, 2002
- B.A., Anthropology, California State University, Sacramento, 1997

YEARS OF EXPERIENCE

Joined S&ME in 2008 with 10 years professional experience

PROFESSIONAL MEMBERSHIPS

- Register of Professional Archaeologists – 2010
- Society for American Archaeology
- Southeastern Archaeological Conference

CONTINUING EDUCATION

- Section 106 Essentials
- Advanced Section 106
- FERC Environmental Review for Natural Gas Seminar

Key Projects and Assignments

FERC

Parr Hydroelectric Project (FERC Project No. 1894)

Fairfield & Newberry Counties, SC | August 2013-August 2014

Project Manager and Principal Investigator for the Parr Hydroelectric Project. Conducted Phase I cultural resource survey for the SCE&G relicensing of the Parr Hydroelectric Project; the project area included 70 separate areas (3,375 acres) along the Broad River and Monticello Reservoir.

Tree House Site (38LX531) (FERC Project No. 516)

Lexington County, SC | February 2008-August 2010

Served as field director and project archaeologist, laboratory supervisor and primary analyst for over 30,000 artifacts associated with archaeological data recovery excavations at site 38LX531, a deeply stratified Paleoindian through Mississippian site located on the Saluda River. The work was conducted on behalf of SCE&G, for their relicensing of the Saluda Hydroelectric Project.

PIPELINE

Clemmons Line 328 Upgrade Project

Davie County, NC | March 2017-August 2017

Principal Investigator for the Clemmons Pipeline project. Conducted Phase I archaeological investigations along 10.5 miles of pipeline corridor. This was done in support of obtaining a USACE permit.

Line 30 Pipeline Project

Wake County, NC | March 2017-June 2017

Principal Investigator for the Line 30 Pipeline project. Conducted Phase I archaeological investigations along 12.4 miles of pipeline corridor. This was done in support of obtaining a USACE permit.



Richtex System Improvement – Wetland C

Richland County, South Carolina | October 2016

Principal Investigator for the archaeological survey of the area surrounding Wetland C along the Richtex System Improvement project. Previously recorded, NRHP eligible archaeological site 38RD283 is located directly adjacent to Wetland C and the USACE requested an archaeological survey of the area surrounding the wetland be conducted to verify the site will not be impacted by the project.

Line 36 Pipeline Replacement Project

Harnett and Sampson Counties, NC | December 2016-January 2017

Principal Investigator for the Line 36 Pipeline replacement project. Conducted Phase I archaeological investigations along 14.25 miles of pipeline corridor. This was done in support of obtaining a USACE permit.

DOT

Historic Architectural Analysis of the Improvements to NC 73

Lincoln and Mecklenburg Counties, NC | August 2016

Field assistant in gathering data and taking pictures of the 80 structures to be recorded along NC 73. The project was completed for North Carolina DOT in anticipation of roadway improvements to NC 73 from NC 16 Business to Northcross Avenue.

Traditional CR projects

CSX Railroad Extension Addendum

Clarendon County, SC | July 2017-August 2017

Principal Investigator for cultural resource investigations for approximately 7 miles of reroutes associated with a proposed railroad extension. A total of 6 archaeological sites, 2 isolated finds, and 1 historic structure was recorded during the survey. This project was completed in anticipation of USACE permitting.

Charlie's Place

Horry County, SC | June 2017-present

Principal Investigator for a cultural resource survey at Charlie's Place and the Fitzgerald Motel, a 1930s through 1970s supper club and jazz club in Myrtle Beach. This project was completed for the City of Myrtle Beach, who is seeking Community Block Development Grant funding from the US Department of HUD.

Phase II Testing at sites 38KE1135 and 38KE1164

Kershaw County, SC | September 2016-October 2016

Principal Investigator for Phase II archaeological testing at sites 38KE1135 and 38KE1164. Site 38KE1135 was identified in 2011 during the CRIS for the Conder Mega Site and site 38KE1164 was identified in 2014 during the Phase I investigations for the Conder Mega Site. Site 38KE1135 was recommended not eligible for the NRHP as a result of the Phase II testing, while site 38KE1164 was recommended eligible. Avoidance of site 38KE1164 was recommended; if avoidance is not possible a data recovery of the site would be necessary. This project was completed to obtain USACE permitting.



PROJECT ROLE

Senior
Historian/Architectural
Historian

LOCATION

Columbia, South Carolina

EDUCATION

- M.A., Public History/Historic Preservation, University of South Carolina, 2005
- B.A., History, University of South Carolina, 2002

YEARS OF EXPERIENCE

Joined S&ME in 2006-2012
3 years professional
experience. Joined S&ME
again in 2013 with 1 year
of outside experience.

PROFESSIONAL MEMBERSHIPS

- National Trust for Historic Preservation
- National Council on Public History
- American Association of State and Local History
- Organization of American Historians
South Carolina Historical Society

Heather Carpini, MA

Senior Historian/Architectural Historian

Ms. Carpini is the Historian/Architectural Historian for S&ME's Cultural Resources Department. She has been working in the historic preservation field for 12 years, previously holding positions at the South Carolina Historic Preservation Office, Historic Columbia Foundation, and with the City of Independence, Missouri. Ms. Carpini has experience providing the following services: Historic and Archival Research; Historic and Architectural Surveys; National Register of Historic Places Nominations; Historic Tax Credit Applications; Historic Preservation Planning; HABS / HAER Documentation; Geographic Information Systems (GIS); and AutoCAD. As a former Historic Preservation Manager for a City, overseeing a large historic district, National Historic Landmark District, and numerous individually designated historic properties, she has worked with design guidelines, rehabilitation projects, tax credit projects, historic preservation commissions, reviewing compatible new construction in historic districts, and zoning and redevelopment within cities.

Select Projects and Assignments

Historic Architectural Analysis of Three Historic Properties, TIP No. B-5845

Multiple Counties, North and South Carolina | ongoing

Senior Historian/Architectural Historian for multiple cellular tower projects in North and South Carolina. Conducted survey of historic architectural resources within Area of Potential Effects for each project, evaluated National Register eligibility, analyzed historic maps, and wrote historic contexts for project areas.

DOT Projects

Historic Architectural Analysis of Three Historic Properties, TIP No. B-5845

Cleveland County, North Carolina | June 2016-July 2016

Principal Investigator and author of the historic and architectural analysis project for three historic properties in Kings Mountain, Cleveland County, North Carolina. The project was completed for North Carolina DOT in anticipation of the replacement of Bridge No. 25 over Buffalo Creek on SR 2033 (Oak Grove Road). Project included documentation of the structures and associated outbuildings, research on the history of the properties, development of historic and architectural contexts, and evaluation of National Register of Historic Places eligibility.



Historic Architectural Analysis of One Historic Property, Replacement of Bridge No. 224

Montgomery County, North Carolina | February 2016-April 2016

Principal Investigator and author of the historic and architectural analysis project for a historic property in Candor, Montgomery County, North Carolina. The project was completed for North Carolina DOT in anticipation of the replacement of Bridge No. 224 over Big Creek on SR 1562 (McCallum Pond Road). Project included documentation of the structure and associated outbuildings, research on the history of the property, development of historic and architectural contexts, and evaluation of National Register of Historic Places eligibility.



Historic Architectural Analysis of Four Historic Properties, TIP B4590 New Hanover County, North Carolina | March 2015-May 2015

Principal Investigator and author of the historic and architectural analysis project for four historic properties in Wilmington, New Hanover County, North Carolina. The project was completed for North Carolina DOT in anticipation of the replacement of Bridge No. 29 on SR 2812 over Smith Creek. Project included documentation of the structures and associated outbuildings, research on the history of the properties, development of historic and architectural contexts, and evaluation of National Register of Historic Places eligibility.

Technical Reports

- 2015 – Kimberly Nagle and Heather Carpini. Phase I Cultural Resources Survey of the Proposed Mill Spring Compressor Station, Polk Co., NC. Report prepared for PSNC Energy – A SCANA Company, by S&ME, Columbia, SC.
- 2015 – Kimberly Nagle and Heather Carpini. Phase I Cultural Resource Investigations at the Proposed Augusta Corporate Park, Richmond Co., Georgia. Report prepared for Cranston Engineering Group, by S&ME, Columbia, SC.
- 2015 – Kimberly Nagle and Heather Carpini. Cultural Resources Survey, Reedy Fork Tower Site, Laurens, Laurens County, South Carolina. Report prepared for Verizon Wireless, by S&ME, Columbia, SC.
- 2014 – Kimberly Nagle and Heather Carpini. Cultural Resource Investigations for the Replacement of Structure 8A Lyles-Williams Street 115kV Line, Richland County, South Carolina. Report prepared for South Carolina Electric and Gas, by S&ME, Columbia, SC.
- 2014 – Kimberly Nagle and Heather Carpini. Phase I Cultural Resource Survey of the Approximately 38-Mile Ohio River Pipeline Project, Belmont, Jefferson, and Monroe Counties, Ohio. Report prepared for Regency Utica Gas Gathering, LLC, by S&ME, Dublin, OH.
- 2012 – Heather Jones and Bruce G. Harvey. Dunkard's Bottom: Memories on the Virginia Landscape, 1745 to 1940. Historical Investigations for Site 44PU164 at the Claytor Hydroelectric Project, Pulaski County, Virginia, FERC Project No. 739. Report prepared for Appalachian Power Company, Roanoke, Virginia, and Kleinschmidt Associates, Inc., Strasburg, Pennsylvania by S&ME, Columbia.

Appendix II – Project Descriptions

Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
<p>The Heritage at Pinehurst Columbia, South Carolina</p>	<p>NEPA-HUD Environmental Review (EA) & Phase I ESA</p>	<p>TN Development Corporation (TNDC)</p>	<p>2018</p>	

DESCRIPTION OF SERVICES:

S&ME performed a NEPA-HUD Environmental Review (Environmental Assessment) for The Heritage at Pinehurst project in Columbia, SC. The work was performed for the TN Development Corporation (TNDC).

The purpose of the proposed project was to develop a currently vacant site with affordable apartment units for seniors in the city limits of Columbia. The proposed apartment community will consist of 26 market-rate rental unit apartments. The construction of new apartments would assist efforts for Columbia to provide affordable housing for seniors and continue the on-going revitalization of city neighborhoods.



The purpose of the EA was to meet HUD requirements for compliance with NEPA and to facilitate project funding from a CDBG grant. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review document, consulted with necessary local, state and federal agencies, and collected necessary supporting documentation.

Additional services as part of the Environmental Review included a Noise Assessment and a Thermal Radiation Study. S&ME also performed a Phase I ESA to assess the probability or potential of recognized environmental conditions being present or having impact on the subject site.

S&ME PERSONNEL/RESPONSIBILITY:

Chris Daves, P.W.S. – Project Manager for Phase I ESAs & NEPA/HUD Environmental Review
 Chris Handley - NEPA/HUD Environmental Review, GIS Mapping
 Tom Behnke, P.G. – Environmental Department Manager, QA/QC



Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
Columbia Retention & Redevelopment Program – Target Area 2018-2019 Columbia, South Carolina	NEPA-HUD Environmental Review (Statutory Checklist) and Tier II Site Specific Checklists	City of Columbia	2019	

DESCRIPTION OF SERVICES:

S&ME performed a NEPA-HUD Environmental Review (ER – Statutory Checklist) for the Columbia Retention and Redevelopment Program – Target Area 2018-2019 to include Harden Street, Taylor Street, Harden Street, and Millwood/North Millwood Avenue. The work was performed for the City of Columbia. The project consisted of improvements for two programs:

- Façade Improvement Program (exterior building improvements visible from public ROWs)
- Commercial Loan Program (physical property improvements – interior, or exterior improvements not covered by the Façade Improvement Program)



The purpose of the ER was to meet HUD requirements for compliance with NEPA and to facilitate project funding from CDBG grants. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review document, consulted with necessary local, state and federal agencies, and collected necessary supporting documentation.

Following the completion of the ER, S&ME assisted the City of Columbia with the development of Site Specific Checklists (Tier II) for each parcel selected for potential grant funding. Specific items in the checklist dealt with compliance with *Contamination and Toxic Substances* and *Historic Preservation* factors found during the ER process. Two projects have been selected thus far and include Montgomery’s Creative Styles and Carolyn’s Flowers and Gifts along Millwood Avenue.



S&ME PERSONNEL/RESPONSIBILITY:

- Chris Daves, P.W.S. Project Manager, NEPA/HUD Environmental Review
- Tom Behnke, P.G. Environmental Department Manager, QA/QC
- Heather Carpini SHPO Consultation
- Chris Handley GIS Specialist

Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
West Beltline Boulevard Commercial Redevelopment and Retention Program Columbia, South Carolina	NEPA-HUD Environmental Review and Tier II Site Specific Checklists	City of Columbia	2018	

DESCRIPTION OF SERVICES:

S&ME performed a NEPA-HUD Environmental Review (ER – Statutory Checklist) for the West Beltline Boulevard Commercial Redevelopment and Retention Program in Columbia, SC. The work was performed for the City of Columbia.

The purpose of the EA was to meet HUD requirements for compliance with NEPA and to facilitate project funding from CDBG grants. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review document, consulted with necessary local, state and federal agencies, and collected necessary supporting documentation.

Following the completion of the ER, S&ME assisted the City of Columbia with the development of Site Specific Checklist (Tier II) for each parcel selected. Specific items in the checklist dealt with compliance with Contamination and Toxic Substances factors found during the ER process.



Approximately 14 commercial properties directly adjoining West Beltline Boulevard were included in this assessment. The project consists of improvements for two programs:

- Façade Improvement Program (exterior building improvements)
- Commercial Loan Program (exterior improvements not covered by the Façade Program such as repair, paving, or re-paving of parking lots)

S&ME PERSONNEL/RESPONSIBILITY:

Chris Daves, P.W.S. Project Manager, NEPA/HUD Environmental Review
 Tom Behnke, P.G. Environmental Department Manager, QA/QC
 Heather Carpini SHPO Consultation
 Chris Handley GIS Specialist



Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
<p>Booker T. Washington Heights Acquisition and Demolition Project Columbia, South Carolina</p>	<p>NEPA-HUD Environmental Assessment and Tier II Site Specific Checklists</p>	<p>City of Columbia Columbia Housing Development Corporation</p>	<p>2018</p>	

DESCRIPTION OF SERVICES:

S&ME performed a NEPA-HUD Environmental Assessment (EA) for the Booker T. Washington Heights Acquisition and Demolition Project in Columbia, South Carolina. The work was performed for the City of Columbia Housing Development Corporation (CHDC).

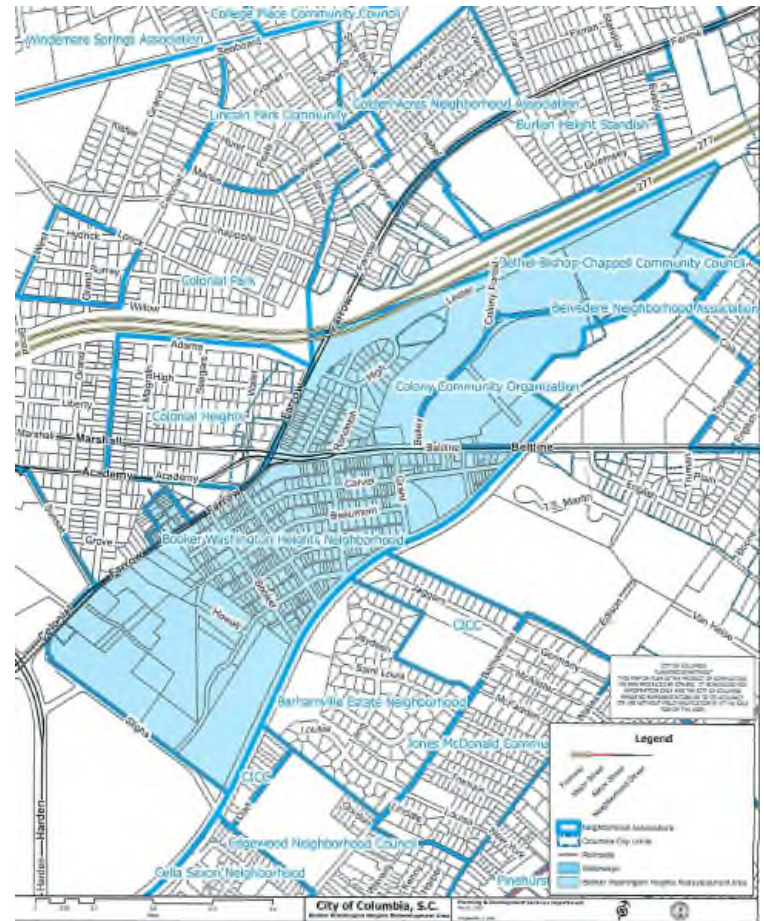
The purpose of the EA was to meet HUD requirements for compliance with NEPA and to facilitate project funding from CDBG grants. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review document, consulted with necessary local, state and federal agencies, and collected necessary supporting documentation.



Following the completion of the EA, S&ME assisted the CHDC with the development of Site Specific Checklist (Tier II) for each parcel selected. Specific items in the checklist dealt with compliance with Noise Abatement and Control as well as Contamination and Toxic Substances factors found during the EA process.

The project was intended to replace vacant rundown/dilapidated residences with modern residences in an effort to revitalize the Booker Washington height neighborhood. Up to six residences will be selected for acquisition, demolition, and re-development.

S&ME PERSONNEL/RESPONSIBILITY:

- Chris Daves, P.W.S. Project Manager, NEPA/HUD Environmental Review,
- Tom Behnke, P.G. Environmental Department Manager, QA/QC
- Heather Carpini SHPO Consultation, Historic Building Supplements
- Chris Handley GIS Specialist



Project Name and Location.	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
Bellfield Cultural Arts Center Renovation; Central Business District Façade Program; Washington Hts. Weatherization Program Columbia, South Carolina	NEPA-HUD Environ.. Reviews, Wet. Delineations, Protected Species Assessments	City of Columbia Community Development Department	2011	

DESCRIPTION OF SERVICES:

S&ME performed NEPA-HUD Environmental Reviews of three projects in Columbia, South Carolina. The work was performed for the City of Columbia Community Development Department.

The purpose of the Environmental Review was to meet HUD requirements for compliance with NEPA and to facilitate project funding from CDBG grants. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review documents (HUD Statutory Checklists), consulted with necessary local, state and federal agencies, and collected all necessary supporting documentation. Additional services as part of the Environmental Review included Wetland and Protected Species Assessments.

In the process of completing the ER for the Central Business District Façade Program, it was determined that possible impacts of Historic Properties and Hazardous, Toxic, and Radioactive Materials may result from the proposed activities. S&ME developed a site-specific checklist in a tiering fashion to accommodate each individual project.

S&ME PERSONNEL/RESPONSIBILITY:

- Chris Daves, P.W.S. – Project Manager –NEPA/HUD Environmental Review, Wetland Delineation, Protected Species Assessment
- Tom Behnke, P.G. – Environmental Department Manager, Phase II ESA
- Heather Jones – SHPO Consultation, Historic Building Supplements



Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
Midlands Transition Center Columbia, South Carolina	NEPA-HUD Environmental Review, Phase I/II ESAs, Voluntary Cleanup Contract (VCC)	Midlands Housing Alliance	2010	

DESCRIPTION OF SERVICES:

S&ME performed a NEPA-HUD Environmental Review, several Phase I and Phase II ESAs, and brokered a Voluntary Cleanup Contract (VCC) with SCDHEC for this Brownfield site located on Main Street in Columbia, South Carolina. The work was performed for the Midlands Housing Alliance (MHA), a 501(c)(3) nonprofit organization based in Columbia. The 1.37-acre site is located in downtown Columbia at the former location of the Salvation Army homeless shelter. The primary goal of the MHA and the proposed Midlands Transition Center (MTC) is to move people from homelessness to permanent housing.



S&ME assessed the probability or potential of recognized environmental conditions being present or having an impact on the subject site. The purpose of the Environmental Review was to meet HUD requirements for compliance with NEPA and to facilitate project funding from a CDBG grant. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review documents (HUD Modified Format II), consulted with necessary local, state and federal agencies, and collected all necessary supporting documentation. Additional services as part of the Environmental Review included a Noise Assessment, a Thermal Radiation Study, and multiple groundwater/Phase II assessments.

The chlorinated solvent contamination in groundwater at the site was investigated by S&ME under the Non-Responsible Party VCC between SCDHEC and MHA. SCDHEC has issued a Letter of Completion along with a Declaration of Covenants and Restrictions for the site under the Brownfields Voluntary Cleanup Program; hence the non-responsible parties will receive the protections and benefits provided under the VCC.

S&ME PERSONNEL/RESPONSIBILITY:

Chris Daves, P.W.S. – Project Manager for Phase I ESAs & NEPA/HUD Environmental Reviews
 Amanda White - NEPA/HUD Environmental Reviews, GIS Mapping
 Tom Behnke, P.G. – Environmental Department Manager, Phase II ESAs, VCC, QA/QC



Project Name and Location.	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
Proposed Hotel Site Columbia, South Carolina	NEPA-HUD Environ. Review, Phase I ESA, 8- Step Process for Floodplain Impacts, Wetlands Delineation	Alliance Consulting Engineers & Third Way Hospitality, LLC	2008	

DESCRIPTION OF SERVICES:

S&ME performed a NEPA-HUD Environmental Review and a Phase I ESA for a 2.8-acre site in Columbia, South Carolina. The work was performed for Alliance Consulting Engineers and Third Way Hospitality, LLC. The proposed project includes the construction of a 80-hotel facility. The purpose of the project was to promote and stimulate economic development and business activity in the North Columbia area. The proposed activity was designed to service a nearby hospital (Palmetto Health Richland) as well as business travelers to the area.

S&ME assessed the probability or potential of recognized environmental conditions being present or having an impact on the subject site. The purpose of the Environmental Review was to meet HUD requirements for compliance with NEPA and to facilitate project funding from a CDBG grant. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review documents (HUD Modified Format II), consulted with necessary local, state and federal agencies, and collected all necessary supporting documentation. Additional services as part of the Environmental Review included a Noise Assessment, a Thermal Radiation Study, a Jurisdictional Wetlands Delineation, and a 8-Step Process for Floodplain Impacts.

S&ME PERSONNEL/RESPONSIBILITY:

Chris Daves, P.W.S. – Project Manager – Phase I ESA, NEPA/HUD Environmental Review, Jurisdictional Wetlands Delineation, 8-Step Process for Floodplain Impacts
Amanda White – Jurisdictional Wetlands Delineation, NEPA/HUD Environmental Review
Tom Behnke, P.G. – Environmental Department Manager, QA/QC



Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
<p>The Village at River's Edge Columbia, South Carolina</p>	<p>NEPA-HUD Environ.. Review, Phase I/ II ESAs, 8-Step Process for Wetland Impacts, Nationwide Permit, Wet. Delineation</p>	<p>Alliance Consulting Engineers & Village at Rivers Edge LLC</p>	<p>2009</p>	

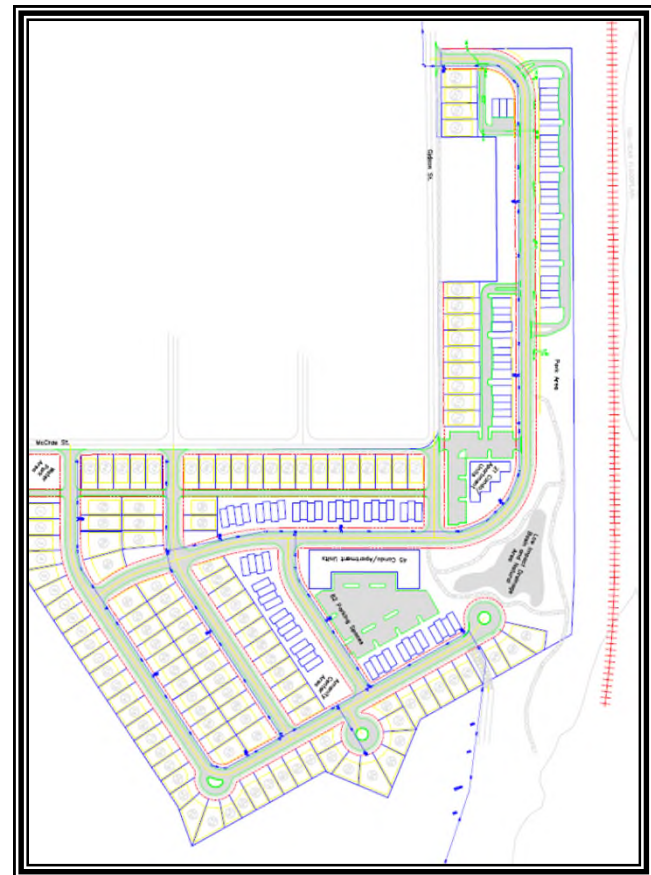
DESCRIPTION OF SERVICES:



S&ME performed a NEPA-HUD Environmental Review of a 27.8-acre site in Columbia, South Carolina. The work was performed for Alliance Consulting Engineers and the Village at River's Edge LLC. The proposed project involves the construction of a mixed-use residential development consisting of 111 single-family lots, 51 single-family town home units, 45 condominiums/apartments, an amenity/community center, new roads, a detention pond, and a water park. The purpose is to redevelop the former Roosevelt Village (demolished in 2007 due to poor condition) site into a model public/private partnership designed to increase the amount of affordable home ownership opportunities in the community. The site will be redeveloped as part of a Planned Unit Development (PUD).

S&ME assessed the probability or potential of recognized environmental conditions being present or having an impact on the subject site. The purpose of the Environmental Review was to meet HUD requirements for compliance with NEPA and to facilitate project funding from a CDBG grant. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review documents (HUD Modified Format II), consulted with necessary local, state and federal agencies, and collected all necessary supporting documentation. Additional services as part of the Environmental Review included a Noise Assessment, a Phase II ESA to assess a dump area, a Wetlands Delineation, a Nationwide Permit for stream/wetland impacts, and a 8-Step Process for Wetland Impacts.

S&ME PERSONNEL/RESPONSIBILITY:

- Chris Daves, P.W.S. – Project Manager – Phase I ESA, NEPA/HUD Environmental Review, Jurisdictional Wetlands Delineation, 8-Step Process for Wetland Impacts
- Tom Behnke, P.G. – Environmental Department Manager, Phase II ESA



Project Name and Location.	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
Dixie Avenue Project Columbia, South Carolina	NEPA-HUD Environmental Review & Phase I ESA	Benedict-Allen Community Development Corporation	2008	

DESCRIPTION OF SERVICES:


S&ME performed a Phase I Environmental Site Assessment (ESA) and NEPA-HUD Environmental Review of eight lots along Dixie Avenue in the Ridgeview Community in Columbia, South Carolina. The work was performed for the Benedict-Allen Community Development Corporation (CDC), a 501(c)(3) nonprofit organization created to promote residential and commercial revitalization by seeking and providing resources for the acquisition, renovation, and redevelopment of substandard properties. A primary objective of the CDC is to serve as a catalyst for improvement. Residential revitalization is addressed through the promotion of home ownership via the acquisition, renovation, and resale of existing housing to individuals and families. The proposed project provided affordable housing opportunities to minority and lower income families.

S&ME assessed the probability or potential of recognized environmental conditions being present or having impact on the subject site. The purpose of the Environmental Review was to meet HUD requirements for compliance with NEPA and to facilitate project funding from HOME. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review documents (HUD Modified Format II), consulted with necessary local, state and federal agencies, and collected all necessary supporting documentation. Additional services as part of the Environmental Review included a Noise Assessment and a Thermal Radiation Study.



S&ME PERSONNEL/RESPONSIBILITY:

Chris Daves, P.W.S. – Project Manager for Phase I ESA & NEPA/HUD Environmental Review
 Tom Behnke, P.G. – Environmental Department Manager

Project Name and Location	Nature of Firm's Responsibilities	Project Owner's Name and Address	Completion Date (Actual or Estimated)	
HOME Environmental Review Projects Various Cities, South Carolina	NEPA-HUD/HOME Environmental Reviews & Phase I ESAs	South Carolina State Housing Finance & Development Authority	2009-Present	

DESCRIPTION OF SERVICES:

S&ME is currently a *preferred* environmental consultant for the South Carolina State Housing Finance & Development Authority for their HOME projects. In 2009-present, S&ME has performed NEPA-HUD Environmental Reviews and Phase I ESAs in various cities in South Carolina including Aiken, Gaffney, Greenville, Mauldin, Manning, Myrtle Beach, Pickens, North Augusta, Orangeburg, and Summerville.

The projects in include new construction proposals for 1 to 50 units or rehabilitation proposals for existing buildings. These include raw land sites and also city-infill lots that have been previously developed. Typically, the infill lots have had the previous structures demolished due to poor conditions. The objectives of the SCSHFDA include investigation of housing conditions, acquire, own, and lease property, and construct/operate housing developments.

S&ME conducted Phase I ESAs to assess the probability or potential of recognized environmental conditions being present or having impact on the subject site. The purpose of the Environmental Review was to meet HUD requirements for compliance with NEPA and to facilitate project funding from HOME. S&ME personnel trained in the HUD Environmental Review process conducted the site visits, prepared the Environmental Review documents (HUD Modified Format II and Statutory Checklists), consulted with necessary local, state and federal agencies, and collected all necessary supporting documentation. Additional services as part of the Environmental Review included Noise Assessments and a Thermal Radiation Studies.



S&ME PERSONNEL/RESPONSIBILITY:

Chris Daves, P.W.S. – Project Manager for Phase I ESAs & NEPA/HUD Environmental Reviews
 Chris Handley - NEPA/HUD Environmental Reviews, GIS Mapping
 Tom Behnke, P.G. – Environmental Department Manager, QA/QC

Appendix III – Forms

CITY OF COLUMBIA

1225 Lady St., Suite 102
Columbia, SC 29201

NOTE: May be printed on agency letterhead

Request for Proposal (Environmental Consultant Services)


RFP Number:	CDECS-2019-01	*RFP Due Date:	August 8, 2019
Description:	Consultant Services for Environmental Review Services – July 2019	*RFP Deadline Time:	3:00 p.m. EST

AGENCY'S CONTACT INFORMATION			
Name:	Gloria Saeed, Director, Community Development	Phone:	803-545-3766
Fax:	803-255-8912	Email:	Gloria.Saeed@ColumbiaSC.gov

Instructions:

- RFP should be submitted by the time and date specified above.
- Faxed RFPs are not acceptable.
- The Offeror should provide the information below.

MAILING ADDRESS:	RFP OPENING LOCATION:
City of Columbia Community Development Attn: Gloria Saeed, Director 1225 Lady Street Suite #102 Columbia, SC 29201	City of Columbia Community Development 1225 Lady Street Suite #102 Columbia, SC 29201

VENDOR INFORMATION			
Company Name:	S&ME, Inc.		
Name (type or print):	Chris Daves, PWS	Title:	Senior Scientist
Address:	134 Suber Road		
City:	Columbia	State:	SC
Telephone Number:	803-561-9024	Fax Number:	803-561-9177
E-Mail Address:	cdaves@smeinc.com		
Signature:			
<i>Use Ink Only.</i>			
Business Designation (check one):	Individual [<input type="checkbox"/>] Partnership [<input type="checkbox"/>]	Sole Proprietorship [<input type="checkbox"/>] Corporation [<input checked="" type="checkbox"/>]	Public Service Corp [<input type="checkbox"/>] Government/ Nonprofit [<input type="checkbox"/>]

I certify that this submittal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response to this RFP, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of the RFP and certify that I am authorized to submit this response. By submitting this response to the City of Columbia, I offer and agree that if the response is accepted, I will convey, sell, assign or transfer to the City of Columbia all rights, title, interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of South Carolina for price fixing relating to the particular commodities or services purchased or acquired by the City of Columbia. At the discretion of the City of Columbia, such assignment shall be made and become effective at the time the purchasing agency proffers final payment.

Chris Daves, PWS

Authorized Signature (Print)



Authorized Signature w/ Title

Senior Scientist

cdaves@smeinc.com

E-mail Address

Supplier Information

Company Name: S&ME, Inc.

Contact Name: Chris Daves, PWS/Senior Scientist

Address: 134 Suber Road

Columbia, SC 29210

Phone: 803-561-9024

Fax: 803-561-9177

Email: cdaves@smeinc.com

Supplier Notes

S&ME intends to perform each of the services requested in the contract RFP.

By submitting your response, you certify that you are authorized to represent and bind your company.

Chris Daves, PWS/Senior Scientist

Print Name



Signature



**CITY OF COLUMBIA
COMMUNITY DEVELOPMENT DEPARTMENT
RFP for Environmental Consultant Services (CDESC-2019-01)**

**Appendix D –
Organizational Conflict of Interest Statement**

APPENDIX D - ORGANIZATIONAL CONFLICT OF INTEREST STATEMENT
CDECS-2019-01

Request for Qualifications

Consultant Services for Environmental Review Services – July 2019

The City is respectfully requesting information to ensure that any actual or potential Conflicts of Interest (COIs) are properly recorded, reviewed and addressed in a manner as deemed appropriate by the City. It is our goal to protect the integrity of the procurement process and to ensure that no unfair competitive advantages exists or existed during any stage of the process. The City, in its sole discretion, will take the steps required to neutralize, mitigate or to perform any other action to resolve any potential or actual conflict of interest if discovered during this discovery phase.

Some examples of COIs in an organization may include, but are not limited to the following:

- Unfair Advantage: Assisting or preparing the organization in crafting written specifications, scopes of work or statements of qualifications and subsequently responding to the solicitation.
- Potentially biased or impaired objectivity: Assisting the organization with evaluating or assessing the performance of products or services of other potential bidders and also submitting a response to the solicitation.
- Unequal access to information not shared with other potential bidders or respondents: Gaining access or pre-solicitation access to non-public information prior to official release (i.e. budget/funding information, procurement information, proposed evaluation criteria, prior award info obtained from the organization through non-FOIA means, etc.).

I, Chris Daves/S&ME, Inc. (Offeror/Consultant), on behalf of myself and my company, and my subcontractors, if applicable, certify the following, under penalty of perjury, that to the best of my knowledge and belief:

1. No circumstances currently exist that create a Conflict of Interest in my performing the services required by the Solicitation to which I am responding or the Agreement to be signed if I am the successful Offeror in response to this Solicitation, and
2. I understand and acknowledge that my failure to disclose any affiliation or relationship that creates or may create a Conflict of Interest shall be deemed a material misrepresentation and sufficient reason for Offeror and Offeror's company to be disqualified, suspended, and/or excluded from participating in this and any future solicitation and procurements as well as removal from the City of Columbia vendor database. It may further result in termination of any contractual relationship with the City of Columbia and may be grounds for disciplinary action, up to and including debarment by the City, fines, penalties, imprisonment, or civil suit to be brought against Offeror or Offeror's company.

3. That to my knowledge, no employee or official of the City, nor any public agency or official affected by this Solicitation or the Agreement to be signed if I am the successful Offeror, has any pecuniary interest in the business of the Offeror's company or Offeror's Subcontractor(s), nor does Offeror or Offeror's Subcontractors have any interest that would conflict in any manner or degree with the performance related to this Solicitation or Agreement.
4. I warrant that I and my Subcontractor(s), if any, have not employed or retained any company or person other than a bona fide employee working solely for the Offeror's company or Subcontractor(s) in order to solicit or secure an agreement with the City of Columbia, as related to this Solicitation or any resulting Agreement, and that I and my Subcontractor(s), if any, have not paid or agreed to pay any person, company, corporation, individual, or firm other than a bona fide employee working solely for the Offeror's company or Offeror's Subcontractor(s) any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award of any Agreement.
5. I warrant and represent that my offer identifies and explains below any unfair competitive advantage I or my company or Subcontractors may have in competing for the Agreement to result from this Solicitation and any actual or potential conflicts of interest that may arise from my participation in this Solicitation or my receipt of an award. I acknowledge that the City intends by this statement to identify any and all potential conflicts of interest and unfair competitive advantages held by any Offeror, to prevent the existence of conflicting roles that might bias a consultant's judgment, and prevent one Offeror or company from having an unfair competitive advantage over other Offerors. The City, in its sole discretion, has the authority and responsibility to determine whether or not a conflict of interest or unfair competitive advantage exists, after a review of the relevant facts. I acknowledge and understand that if I or my company has an unfair competitive advantage or a conflict of interest; the City may withhold the award of this Agreement. Before withholding award on these grounds, an Offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered.
6. I have complied with the following:

“No questions (including Compliance Program related questions) may be directed to or contacts made with the Mayor, other members of City or County Council, the City Manager, other City staff not identified in this solicitation as points of contacts during the period of time that this solicitation is made public until the final selection is made, except as otherwise provided for herein. Violation of this prohibition may disqualify the contractor and/or consulting firm from further consideration. Chris Daves, PWS is the Procurement/Contracting Officer for this solicitation.”

List any Actual or Potential Conflicts of Interest below or check the box below to certify that none exists. Failure to fully disclose information may result in penalties and/or sanctions as outlined in #2 above.

Please check only one box below.

No known actual or potential Conflicts of Interest are subject to disclosure.

All identified actual or potential Conflicts of Interest and/or Unfair Competitive advantage(s) are stated below and submitted for further review by the City of Columbia, SC.

7. I warrant that should I become aware of an actual or potential conflict of interest involving my company or Subcontractors, if any, in performing the services under the Agreement or responding to this Solicitation, I will notify the City immediately. I also warrant that should I become aware of any competitive advantage that my company or Subcontractors have in responding to this Solicitation or providing services under an Agreement related to this Solicitation, I will immediately notify the City of the discovery of a possible competitive advantage. I understand and acknowledge that this obligation to inform the City of the discovery of a conflict of interest or competitive advantage is a continuing obligation and extends throughout the Term of the Agreement for this procurement.
8. By signing this statement, I certify for myself and on behalf of my company and any of my Subcontractors that I have and will comply with, and have not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (Ethics Act). I acknowledge and understand that the City may rescind any Agreement and recover all amounts expended as a result of any action taken in violation of this provision. If I or my company or Subcontractors participate, directly or indirectly, in the evaluation or award of public Agreements, including without limitation, change orders, or task orders regarding a public Agreement, I shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the Purchasing Agent at the same time the law required the statement to be filed.

9. **Has anyone in your company been privy to any information regarding the**
CDECS-2019-01 solicitation prior to July 22, 2019 ? If so, please explain.

NO

10. **Prior to the solicitation release date on** July 22, 2019 **, has anyone in your**
company attended any meetings, either internally or externally, where the above
referenced solicitation was discussed either in whole or in part? NO

Company Name: S&ME, Inc.

By: Chris Daves

Print Name: Chris Daves, PWS

Title: Senior Scientist

Date: 8-8-2019

Subscribed and sworn to before me

this 8 day of August, 2019

(Notary Public)

My commission expires

Jacalynn Wrana Taylor
Notary Public, State of South Carolina
Commission Expires February 18, 2026





**CITY OF COLUMBIA
COMMUNITY DEVELOPMENT DEPARTMENT
RFP for Environmental Consultant Services (CDESC-2019-01)**

**Appendix E –
Business Information Sheet**

APPENDIX D –BUSINESS INFORMATION STATEMENT

Note: Form to be completed by the PRIME Vendor, Contractor or Consultant Only and submitted with your bid, proposal or response.

Offeror/Respondent's Business Name: S&ME, Inc.

Headquarters Address: 2724 Discovery Drive, Suite 120
Raleigh, NC 27616

Local Office Address, if applicable: 134 Suber Road
Columbia, SC 29210

Phone No.: 803-561-9024 Fax No.: 803-561-9177

Email address: cdaves@smeinc.com

Tax ID No. (Soc. Sec. No., if Sole Proprietor): 56-079-1580

DUNS Number: 7900 623 92

Select One: Corporation Sole Proprietor Partnership

*Have you (as a Sole Proprietor), your business or anyone on the proposed team bidding on this project, ever been debarred or suspended? Yes or No

*Are there any current or pending litigations involving this business/business owner/subcontractors or other members on the proposed team? Yes or No

(On a separate sheet or letter, please provide an explanation for any/all "Yes" responses).


***Note: Failure to fully disclose this information may automatically deem the Bidder/Offeror/Respondent non-responsive. All "Yes" responses are subject to further review by the City and may result in your bid/response being deemed non-responsive or bidder/Offeror deemed non-responsive.**

Business Contact Person to respond authoritatively to any questions about this statement:

Name/Title: Chris Daves, PWS, Senior Scientist
Phone Number: 803-561-9024

List all Subcontractors submitted for consideration/approval if PRIME is awarded the contract. Please include their business name, address and Tax Identification No(s). Use additional sheet, if necessary.

S&ME to complete all services related to the contract.

Form Completed by: 
Authorized Signature

8-8-2019
Date