

RFP-RH-14-021				
Natural Features Stewardship Program Consulting Services				
Vendor Name	PlantWise, LLC	ASTI Environmental	Fishbeck, Thompson, Carr & Huber, Inc.	
Address	646 Barber Ave	10448 Citation Drive Suite 100	39500 MacKenzie Drive #100	
City/State/Zip	Ann Arbor, MI 48103	Brighton, MI 48116	Novi, MI 48377	
Type of Organization	LLC	Corporation		
Firm Established	1998	1985	1956	
Years in Business	16	29	58	
Years firm has been providing services requested. Provide Narrative.	PlantWise founded in 1998. At that time, worked with clients to develop educational pamphlets relating to landscaping choices impacted natural areas; completing invasive species control projects; conducting prescribed ecological burns; consulting with private and public landowners to assist with increasing diversity and health of their natural areas. Within two years began mapping natural features and developing management plans for clients. At this time, began to complete wetland delineations for clients. Have developed management plans for State, townships, cities, and private landowners throughout Michigan.	Full-service environmental consulting firm with offices in Brighton and Grand Rapids. Formed in 1985, completed over 8,000 environmental projects during past 29 years, primarily in Michigan. Staff has been integral to successful implementation of wide range of environmental projects for municipalities, government agencies and private landowners/developers. Mission exclusively focuses on environmental investigation, assessment, compliance, remediation and restoration. ASTI's five directors lead groups of environmental specialists providing services for regulatory compliance, ecological assessment, resource restoration and management, property assessment, Brownfield Redevelopment, and remediation design. Specialists from these groups form project-specific teams to accomplish unique assignments.	Established in 1956, FTCH is a professional civil engineering, environmental, architectural/engineering (A/E) and construction services consulting firm with offices Grand Rapids, Lansing, Novi, Macomb, and Kalamazoo, MI; Lafayette Indiana and Cincinnati, Ohio. Years of steady growth have increased staff to over 340 people. Works with clients from multiple sectors. Projects range from small feasibility, to very large design and construction projects. FTCH is a member of the Engineering News-Records Top 500 design firms. 1970's saw opportunity with country's awakening to preserving our natural environment. Boom in engineering projects began throughout MI, fostering opening of office in Grand Rapids. 1980's brought talent to offer remediation, mechanical, and electrical services, among others to expand civil, environmental, and structural departments. This growth launched new offices in 1996, 2000, and 2005. 2006 celebrated firm's 50th anniversary.	
Public Sector (governmental) clients company has represented. Provide List.	Provided list.	Provided list.	Provided list.	
List of current clients served by company and services provided.	Provided list.	Provided list.	Provided list.	
Provide list of clients firm has served for past 3 years and brief description of services provided.	Provided list.	Provided list.	Provided list.	
Employees company employs?				
Full-Time	6	29	321	
Part-Time	1	2	21	

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<p>How many employees does firm employ capable of performing specific services requested in the Request for Proposals? List Services, both part time and full time.</p>	Inventory and baseline assessments of Greenspace Properties	2 full time	12 full time and 1 part time	32 full time and 0 part time	
Management Plan Development	2 full time				
Wetland Delineation	3 full time				
Threatened and endangered species inventories	3 full time				
Natural Features Inventories	5 full time				
Habitat Management	6 full time				
Invasive Plant Control	6 full time; 1 part time				
Streambank Stabilization	6 full time				
Aquatic habitat improvement	4 full time				
<p>Submit profiles of each staff to be assigned to perform request service to City and examples of similar work.</p>	<p>David Mindell - resume provided Matt Demmon - resume provided Cayla Tinney - resume/profile not provided</p>		<p>Lara Treemore-Spears; project lead - resume provided Dianne Martin; Principle in charge for project - resume provided Kyle Hottinger, Paul Rentschler and Dana Knox; Wetland ecologists - resumes provided</p>	<p>David Potter, PE, CSI-CCCA; project manager and client contact - resume provided James Smalligan, PE; Principle in charge for project - resume provided Thomas Bennett; QA/QC Elise Tripp, PWS; Wetland Services Elise Tripp, PWS, Thomas Bennett, Andrew Schwallier, Golder - Kenneth Leister, Matthew Inhnken, Joseph Mion, Keith Tollenare Michelle Lazar, PE, GISP, Andrew Schwallier, Brian McKesson, PE, CFM; GIS Services David Potter, PE CSI-CCCA; Public Meeting Support</p>	

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List any certifications your firm is currently maintaining.	Completion of RxB2 burn coursework Licensed business herbicide applicator Certified Natural Shoreline Professional	Commercial Pesticide Applicators Business License and Certified Applicators, Michigan Department of natural Resources and US. Fish and Wildlife Endangered Species Permits, Professional Wetland Scientist, U.S. Army Corps of Engineers Wetland Delineation, Registered Professional Engineer, Storm Water Management Operator for Construction & Industrial Sites, HAZWOPER, OSHA HAZWOPER Site Supervisor, Environmental Professional, Natural Shoreline Professional, Certified Arborists, Licensed Geologist	Multiple Certifications Provided
Describe additional services your firm provides not requested in the Request for Proposals.	Conducts prescribed ecological burn services throughout Michigan. Prescribed burning is one of the most valuable tools in ecological restoration process and mimics a natural process that has been present in most Michigan natural communities for thousands of years.	Performs wide variety of environmental services, including Phase I and Phase II site assessments, Baseline Environmental Assessments, Due Care Compliance services, Building Inspections for mold, lead, and asbestos, Ground Water Quality Assessment and Remediation, Soil Sampling and Remediation, Underground Storage Tank Investigation and Remediation, and Industrial Compliance.	Site Development, Surveying, Transportation, GIS/Computer Mapping, Funding Assistance, Wastewater Systems, Water Systems, Watershed Management, Remediation, ESAs and Brownfield Redevelopment, Environmental Program Assistance, Funding Assistance, Water Resources, Air Quality, Industrial Hygiene, Architecture, Interior Design, mechanical, Electrical, Structural, Construction Services.
List types of support services your firm will require from City of Rochester Hills employees.	Assistance with providing maps of all sites in question.	ASTI Environmental is capable of conducting all of the requested services independently of the City of Rochester Hills. As discussed in proposal, our philosophy of team-based project management is compatible with any level of cooperation desired by the City. We believe in providing services and creating products that have the full support of the surrounding community and will work with City to achieve desired level of support.	FTCH team is ready and committed to provide professional services to the City. To be most effective, will develop a communication plan with designated City representatives. Communication plan will allow our team to get things done right the first time. Accordingly, we will request that a single point of contact be provided for our project manager to develop the primary lines of communication between our teams. For example, we are interested in forming a relationship with your GIS Director/Coordinator and Assessor, so any data developed by our project team can be directly transferable to the City's GIS database.

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Cost Proposal						
	Staff Category	Unit Price/Hour	Staff Category	Unit Price/Hour	Staff Category	Unit Price/Hour
	Inventory and baseline assessment	\$ 75.00	Director/Principal	\$ 163.00	Principal	\$ 205.00
	Management plan development	\$ 100.00	Senior Scientist	\$ 122.00	Senior Associate	\$175.00 - \$205.00
	Wetland delineation	\$ 75.00	Associate III	\$ 113.00	Associate	\$121.00-\$175.00
	Wetland Inventories and mapping	\$ 75.00	Associate II	\$ 98.00	Architect, Construction Engineer/Construction Manager, etc. Senior Level Mid Level Staff Level	\$114.00-\$195.00 \$97.00-\$114.00 \$67.00-\$97.00
	T&E inventories	\$ 85.00	Associate I	\$ 88.00	Architect Specialist, Engineering Specialist, Environmental Specialist, etc. Senior Level Mid Level Staff Level	\$121.00-\$175.00 \$82.00-\$121.00 \$74.00-\$82.00
	Natural features inventories	\$ 70.00	Gas/CAD Specialist	\$ 74.00	Technician Senior Level Mid Level Staff Level	\$97.00-\$130.00 \$82.00-\$97.00 \$51.00-\$82.00
	Habitat Management	\$ 70.00	Field/Data Technicians	\$ 62.00	Production Support	\$ 67.00
	Invasive plant control	\$ 70.00	Clerical Staff	\$ 54.00		
	Streambank Stabilization	\$ 75.00				
	Aquatic habitat improvement	\$ 70.00				
	Field reconnaissance	\$ 70.00				
	Subcontracted Categories	Unit Price/Hour	Subcontracted Categories	Unit Price/Hour	Subcontracted Categories	Unit Price/Hour
					Admin Support	\$ 61.00
					Staff Admin Support	\$ 64.00
					Senior Admin Support	\$ 69.00
					Technician	\$ 63.00
					Staff Technician	\$ 77.00
					Senior Technician	\$ 83.00
					Draftsperson	\$ 68.00
					Staff Draftsperson	\$ 80.00
					Senior Draftsperson	\$ 85.00
					Engineer/Scientist	\$ 82.00
					Staff Engineer/Scientist	\$ 87.00
					Project Engineer/Scientist	\$ 104.00

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			Senior Project Engineer/Scientist \$ 129.00
			Senior Engineer/Scientist \$ 151.00
			Senior Consultant \$ 187.00
			Practice/Program Leader \$ 197.00
			Sr. Practice/Program Leader \$ 210.00
Additional Administrative Overhead for	Not answered	8%	10%
What is % of increase of subsequent years of this contract in all categories, including subcontracted categories	3%	Listed prices will remain firm for first 3 years of contract. Subject to discussion with the City, rates in subsequent years may increase a maximum of 2% per year for each staff category.	3%
Provide list of reimbursable items and all inclusive list of other charges and percentage of administrative overhead.	Travel time to and from work site is billed at the same rate as on site time. Actual costs will be charged for "out of pocket" expenses associated with work, including hotel and meal fees when mandated by the work; printing and binding fees associated with multiple report production costs, etc. Field related expenses such as flagging, herbicide, machine fuel, etc are included in hourly rates. Regularly work on quoted price per project and not-to-exceed basis if these are more desirable to City on projects.		List of reimbursable provided. Inclusive of sampling/monitoring equipment, general equipment, vehicle equipment, disposable items such as gloves, Ziploc bags, and hearing protection.
List any exceptions	None provided	None	None.

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What are billing procedures	<p>Billing is done either monthly or at end of discreet portion of work, depending on whether a project is ongoing or not.</p> <p>Payment is expected within 30 days of receipt of invoice.</p>	<p>Monthly billing cycle produces a pre-invoice report for each active client in database. The pre-invoices are distributed to account manager along with the project information and proposal. The account manager reviews all charges to project looking for posting errors and other possible over charges. If the account manager discovers an error, it is brought to the attention of the accounting department who will make the correction and reprint pre-billing form and return to account manager for their approval. Account manager completes the review and either approves the billing, or if not ready holds project until next billing cycle. Account manager can add own language to invoice or partial billing depending on tasks are completed or bill entire amount. Accounting finishes producing the invoice, and it is mailed or emailed.</p>	<p>Invoices are submitted monthly.</p>

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Natural Features Stewardship Program Consulting Services			
Vendor Name	Niswander Environmental, LLC	Environmental Consulting & Technology, Inc.	
Address	9436 Maltby Road	2200 Commonwealth Boulevard, Suite 300	
City/State/Zip	Brighton, MI 48116	Ann Arbor, MI 48105	
Type of Organization			
Firm Established	2004	1998	
Years in Business	10	26	
Years firm has been providing services requested. Provide Narrative.	Niswander Environmental has been providing comprehensive ecological services to variety of clients since 2004. Certified as WBE. Offers environmental solutions for corporations, municipalities, government agencies, transportation agencies, non-profit organizations, and developers. Provides comprehensive ecological services including site assessments, project planning and grant acquisition, site design, construction oversight and administration, long-term monitoring, and most importantly, large-scale project management. Specialize in comprehensive wetland services, wetland restoration and creation, stewardship and invasive species control, ecological assessments, open space development, stream and floodplain restoration, storm water management, watershed planning, natural features inventories, GIS service, site planning, threatened and endangered species surveys, native planting, woodland assessment, and NEPA clearance.	Providing services similar to those requested in RFP for 26 years. Founded in 1988, with first Michigan office opening in 1990. Today, ECT has sic Michigan offices in Ann Arbor, Bay City, Benton harbor, Clinton Township, Lansing and Traverse City. Delivers client service in five key practice areas, supported by wide range of scientific, engineering and management disciplines. Practice areas include: air quality; natural resource management and permitting; performance assurance and compliance; site assessment and remediation, and water resources. Know projects clients entrust to us have potential to benefit organizations and have a profound and positive impact on surround communities and people. This fact inspires to develop innovative solutions for broad range of environmental challenges while partnering with clients to achieve organizational objectives. Has well-deserved reputation as trusted strategic advisors to host of market-leading clients in pivotal components of the economy.	
Public Sector (governmental) clients company has represented. Provide List.	Provided list.	Provided list.	
List of current clients served by company and services provided.	Provided list.	Provided list.	
Provide list of clients firm has served for past 3 years and brief description of services provided.	Provided list.	Provided list.	
Employees company employs?			
Full-Time	6	155	
Part-Time	0	40	

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<p>How many employees does firm employ capable of performing specific services requested in the Request for Proposals? List Services, both part time and full time.</p>	<p>6 full time and 0 part time</p>		<p>37 full time and 0 part time</p>	
<p>Submit profiles of each staff to be assigned to perform request service to City and examples of similar work.</p>	<p>Steven Niswander, Ph.D; Point of contact and Contract manager - resume provided Angela Niswander; Principal/Chief Financial Officer - resume provided Jeff Bridgland; project manager- resume provided Todd Losee; Senior Ecologist - resume provided David Hagopian; Field Technician-resume provided Tyler Smith; Field Technician- resume provided</p>		<p>John O'Meara, P.E.; Principal Engineer - resume provided Matthew Carmer, PWS, CWB; Senior Scientist 1 - resume provided Sanjiv Sinha, Ph.D., PE; Vice President/Principal Engineer - resume provided Martha Holzheuer, LLA, CE,CA; Senior Associate Scientist I - resume provided Tonya Hunter, LLA, C.A.; Senior Associate Scientist II - resume provided Martin Boote; Staff Scientist III - resume provided Annette DeMaria; Senior Engineer I - resume provided Alice Bailey, P.E.; Senior Associate Engineer III - resume provided Peter Hill, P.E.; Senior Associate Engineer I - resume provided Several additional proposed to work on project - resumes provided</p>	

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List any certifications your firm is currently maintaining.	Professional Wetland Scientist, Certified Arborist, Certified Pesticide Applicator, LEED AP, Natural Shoreline Certified Professional, Certified Stormwater Operator, State of Michigan Threatened/Endangered Species Permit Holder, OSHA HAZWOPPER, MI Dept Agriculture Nursery Stock Dealer, Pesticide Application Business License	Professional Engineers, Certified Wildlife Biologist, Professional Wetland Scientist, Certified Arborist, Licensed Landscape Architect, Certified Ecologist, Threatened and Endangered Permit, Certified Wetland Delineator, Certified Soil Erosion Sedimentation Control Supervisor, Certified Confined Space Entry Supervisor, Certified Industrial Stormwater Operator, Certified Construction Stormwater Operator, Certified Floodplain Manager, Michigan Natural Shoreline Professional, Comprehensive Soil Erosion and Sedimentation Control, and additional certifications supplied
Describe additional services your firm provides not requested in the Request for Proposals.	<p>Construction services, including wetland and prairie design/build, construction oversight, native planting/seeding, streambank stabilization.</p> <p>Woodland management</p> <p>Hydrogeomorphic stream assessments</p>	Site restoration services, due diligence, site characterization, engineering/remedial design, storage tank compliance/closure, demolition and reclamation management, Brownfield redevelopment, contaminated sediment management, regulatory compliance services, air quality, environmental health, environmental management systems, green services and sustainability, hazardous materials management, land use, siting, licensing and permitting.
List types of support services your firm will require from City of Rochester Hills employees.	Will request updated City GIS files.	Processing of ECT invoices, input regarding various City ordinances and how they apply/interact on specific projects as well as precedents set by the City. Coordination related to site access for private properties.

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Additional Administrative Overhead for	15%		5%	
What is % of increase of subsequent years of this contract in all categories, including subcontracted categories	Project related costs are not expected to increase		2015 - 3% 2016 - 3% 2017 - 3%	
Provide list of reimbursable items and all inclusive list of other charges and percentage of administrative overhead.	List of reimbursable provided. Inclusive of flag rods flagging, batteries, survey equipment, anchors, equipment, padlock, kayak/canoe, GPS and vehicle, printing expense and flood insurance map and study.		List of reimbursable provided. Inclusive of Mileage, telephone, facsimile, etc, postage, handling, express mail, copies, color copies, reproduction and printing services, materials, equipment rental, subconsultant services. ECT owned GPS equipment.	
List any exceptions	None.		None.	

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What are billing procedures	<p>Fee will be provided on a time and materials basis per project. Niswander hourly rates range from \$75.00 - \$180.00. Direct expenses will be billed at cost plus 15%. Will submit invoices at completion of a task, or monthly, whichever occurs first.</p>	<p>Job-order cost accounting system for the recording and accumulation of costs incurred under its contracts. Each project assigned job number so costs can be recorded for that project. Project costing can be tracked on a month-month, year to date, and project to date basis. Within each project, costs are accumulated based on type of cost incurred. Projects are invoiced monthly. Each employee maintains detailed timesheet which records time worked in 1/4 hour increments to projects and overhead accounts. Time is recorded by employees on daily basis and approved timesheets posted weekly. on-exempt employees record all hours worked and are compensated 1 1/2 times for hours greater than 40 hours per week. Vendor and subcontractor invoices, one approved are recorded into the overhead or project cost account as indicated by the project manager.</p>