

RESOLUTION
#26-02

A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF DUBLIN TO AUTHORIZE AN CONTRACT WITH FORESITE GROUP, LLC FOR THE DEVELOPMENT OF A COMPREHENSIVE SAFETY ACTION PLAN FOR SAFE STREETS FOR ALL (SS4A) GRANT; TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AN AGREEMENT AND ANY SUBSEQUENT CHANGE ORDERS; TO AUTHORIZE THE MAYOR TO EXECUTE AND DELIVER THE SAME; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, Foresite Group, LLC has provided the City with a proposal for development of a comprehensive safety action plan regarding the Safe Streets for All (SS4A) Grant, (the “Proposal”); and

WHEREAS, the Mayor and Council wish to empower the City Manager and City/Staff Attorney to review and approve an agreement for the services outlined in the proposal as may be deemed prudent by them and under such terms and conditions as may be in the best interest of the City of Dublin; and

WHEREAS, the Mayor and Council wish to empower the City Manager to approve such modifications or change orders for the completion of the project in the best interest of the City without further action from the Mayor and Council; and

WHEREAS, the Mayor and Council find that engaging Forersite Group, LLC for the purposes outlined herein is in the best interest of the city.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL that upon approval by the City/Staff Attorney as to its form, and upon the recommendation of the City Manager, the Mayor is authorized to execute and deliver an agreement with appropriate terms and conditions consistent with the purpose of this resolution, subject to such additions, deletions, and revisions as deemed appropriate by the City Manager.

BE IT FURTHER RESOLVED that the City Manager, in consultation with the City/Staff Attorney, may approve such modifications, change orders, or cancellation of its level of services provided as may be deemed appropriate by him and in the best interest of the City at all points in time during the term of the Agreement for the completion of the Project and the Mayor may execute and deliver the same upon said approval.

BE IT FURTHER RESOLVED that all actions of the City, its officers, and staff in connection with the execution, delivery, and performance of agreement contemplated herein and the purposes of this Resolution are hereby approved, ratified, and confirmed. Upon recommendation of the City Manager, the Mayor is further authorized to execute any other document in furtherance of the purposes of this Resolution.

BE IT FURTHER RESOLVED that this Resolution shall have immediate effect upon its adoption.

SO RESOLVED by the Mayor and Council of the City of Dublin this 15th day of January, 2026 by a vote of 5 to 0.

CITY OF DUBLIN, GEORGIA

BY: Joshua E. Kight - Mayor - Pro Tem

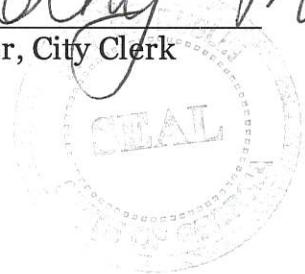
Joshua E. Kight,
Mayor

ATTEST:

By

Dorothy Rozier

Dorothy Rozier, City Clerk



Resolution
#26-02

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for professional services, ("Agreement"), made and entered into this 15th of January, 2026, by and between the City of Dublin, Georgia, (the "City") and Foresite Group, LLC, (the "Consultants").

WITNESSETH:

WHEREAS, the City did seek services for development of a comprehensive safety action plan for the Safe Streets For All (SS4A) Grant; and

WHEREAS, the Consultant did timely submit a Proposal (the "Proposal") to provide said services within the City and to perform such work as may be incidental thereto, including providing a comprehensive safety action plan for an SS4A grant, at a total lump sum cost of \$101,650.00, payable in five installments as work is completed.

NOW, THEREFORE, it is understood and agreed by and between the parties hereto as follows:

The Consultant shall furnish all materials, personnel, labor, equipment, vehicles and all other items necessary to provide for the scope of services.

1. This Agreement shall include the following documents, which are fully incorporated herein. Said Agreement documents are attached hereto as described below:
 - a) This Agreement;
 - b) The Consultant's Fee Proposal and Cost model, which includes the fee amount, proposed services, and timeline as "Exhibit A;"
 - c) The associated RFQ/RFP number 25-1029-01 as "Exhibit B;"
 - c) Any addenda, as "Exhibit C."
2. This Agreement may be modified or amended only by written agreement properly executed by the parties hereto. The Parties shall not assign any rights nor shall they delegate any obligations created by this Agreement. Any purported assignment or delegation by either party makes this Agreement null and void. This Agreement shall be binding upon the parties hereto and their respective successors and permitted assigns.
3. This Agreement is entered into subject to the following conditions:
 - a) The Consultant shall procure and keep in full force and effect throughout the term of this Agreement all of the insurance policies, where the City is named as an additional insured, and bonds specified in and required by the Agreement documents and applicable laws. At a minimum:
 - (1) Workers' Compensation- As per statutory requirements.
 - (2) Employer's Liability- \$1,000,000 per occurrence and \$2,000,000 in aggregate.

- (3) Commercial General Liability- \$1,000,000 per occurrence and \$2,000,000 in aggregate.
- (4) Automobile Liability- \$500,000 per occurrence and \$1,000,000 in aggregate.
- (5) Professional Liability- \$500,000 per occurrence and \$1,000,000 in aggregate.
- b) The Consultant shall indemnify and hold harmless the City, its officers, employees, and agents from claims, damages, or liabilities caused by the Consultant's or its agents' negligent or willful acts or omissions in performing services, but only to the extent such claims, damages, or liabilities result from the Consultant's or its agents' negligent, willful acts or omissions.
- c) The Municipality may terminate this Agreement for cause (e.g., Consultant's failure to perform) with 10 days' written notice, or for convenience with 30 days' written notice. Upon termination, the Consultant shall be paid for satisfactory work completed, less any City costs due to termination.
- d) The Consultant shall not be liable for the failure to wholly perform its duties if such failure is caused by a catastrophe, riot, war, governmental order or regulation, strike, fire, accident, act of God or other similar contingency beyond the reasonable control of the Consultant.

4. TITLE VI COMPLIANCE:

- a. During the performance of this agreement, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:
 - i. The contractor shall comply with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
 - ii. The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment

practices when the contract covers a program set forth in Appendix B of the Regulations.

iii. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, sex, or national origin.

iv. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to GDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

v. **Sanctions for Noncompliance:** In the event of the contractor's non-compliance with the non-discrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the contractor under the contract until the contractor complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part

vi. **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contractor or procurement as the contracting agency or USDOT

may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request GDOT enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.

5. The Consultant is an independent Consultant, not an employee of the City. The Consultant is responsible for all taxes, benefits, and expenses related to its personnel.
6. In the event that any provision or portion thereof of any Agreement document shall be found to be invalid or unenforceable, such unenforceability of any provision or portion of any Agreement document shall not affect the validity or enforceability of any other provision or portion of the Agreement documents and all other provisions shall remain in full force and effect.
7. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Georgia, without regard to its conflict of law principles, with venue for disputes in Laurens County, Georgia.
8. This Agreement represents the final and exclusive agreement between the Parties and supersedes all prior negotiations and agreements.
9. Time is of the essence for this Agreement with respect to the performance of the Consultant, the contractor, and the City.
10. City does not waive sovereign immunity.
11. Any notice or communication required or permitted to be given pursuant to this Agreement shall be confirmed in writing and shall be deemed properly given when hand delivered, sent by overnight mail service, or mailed from within the United States certified mail, return receipt requested, postage paid to the following addresses:
 - a. If to City, Josh W. Powell, City Manager, P.O. Box 690, Dublin, Georgia 31040
 - b. If to Respondent/Consultant, Foresite Group, LLC, Attn: Erik Steavens, 3740 Davinci Ct., Suite 100, Peachtree Corners, Georgia 30092.

IN WITNESS WHEREOF, We, the contracting parties by our duly authorized agents, hereto affix our signatures this 15 day of January, 2024.

ATTEST:

CITY OF DUBLIN, GEORGIA

Dorothy Roji
R. Blake Daniels, Interim Clerk
city clerk


Joshua E. Kight
Joshua E. Kight, Mayor

CONSULTANT

Foresite Group, LLC

"EXHIBIT A"

RFQ/RFP #25-1029-01 - DUBLIN SAFETY ACTION PLAN SS4A (NOFO)

CITY OF DUBLIN | 12.03.25



FORESITE
group

Foresite Group, LLC

3740 Davinci Court, Suite 100

Peachtree Corners, GA 30092

o | 770.368.1399

w | ForesiteGroup.net

POINT OF CONTACT: Erik Steavens
esteavens@fg-inc.net

December 3, 2025

City of Dublin
Attn: David Sawyer
100 S. Church Street
Dublin, GA 31021

RE: RFQ/RFP #25-1029-01 - Dublin Safety Action Plan SS4A (NOFO)

Dear Mr. Sawyer and Selection Committee,

We appreciate the opportunity to submit our qualifications for the development of Dublin's Comprehensive Safety Action Plan. Foresite Group is a multi-discipline planning, engineering, design, and consulting firm that provides full-service planning and engineering across multiple disciplines (transportation, civil engineering, structural engineering, mechanical, electrical, and plumbing, landscape architecture, broadband, EV / wireless services) all in-house. For the past three years we have been working with communities like Dublin that have won an SS4A planning grant. We have worked on plans for cities and counties like Dublin that are experiencing growth that is generated by its location in the region.

Comprehensive Safety Action Plans (CSAP) are the foundation, the game plan to help communities get to Vision Zero – which is the goal of zero fatalities and serious injuries in Dublin. Our firm understands the CSAP process and has delivered plans with the goal of getting clients in front of the grant deadlines to apply for implementation funds. We are best suited to help Dublin get a plan adapted before the final grant solicitation for the SS4A program this, Summer.

Key highlights of our approach include:

- **Utilizing Safe System Approach:** We're dedicated to developing SS4A action plans centered around the Safe System Approach focusing on safe road users, vehicles, speeds, roads, and post-crash care. Our team has extensive experience in implementing this approach in various SS4A plans nationwide.
- **Expertise in Accident Data Evaluation:** Leveraging diverse data sources and assessment tools, we ensure all safety concerns are addressed comprehensively. From GIS data to state and national databases, we analyze various factors to identify potential locations for safety improvements.
- **Public Engagement:** We understand the importance of public involvement in transportation infrastructure projects. Drawing from our vast experience in public engagement, we'll tailor an engagement plan for Dublin, combining in-person meetings and technology to ensure inclusive participation.
- **Developing schedules to apply for funding:** Our firm has experience working with communities to ensure that their SS4A plan meets federal deadlines and positions them to apply for funding as soon as possible. Typically, these types of studies usually are done in 12-to-18-month timeframes. This is done more for convenience consultants than for the actual workload. We seek to develop aggressive schedules that position our clients to apply for federal funds more quickly. We have completed a plan for Albany, GA, where we compressed our original schedule from ten months to ten weeks to ensure the city was following its grant commitments and able to apply for the FY 2025 grant cycle. We will dedicate our team to put Dublin in position for the last funding cycle of SS4A this Summer.
- **Grant Management:** Foresite has worked with several communities to manage all aspects of the SS4A grant process. Our team has written initial grant applications, negotiated grant agreements, processed quarterly reporting, as well as develop applications for demonstration and implementation funding.

The Foresite Group has no conflicts of interest and will work tirelessly to position the City of Dublin for implementation funds. As the leader of our practice, I will personally lead the planning effort. I can be reached via email at esteavens@fg-inc.net or via phone at (404) 401-3056. We hope to have the opportunity to assist Dublin make informed decisions on addressing safety for now and the future.

Thank you,

FORESITE GROUP, LLC



Erik Steavens
Transportation Practice Leader



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A TECHNICAL APPROACH, SCHEDULE AND SCOPE OF WORK

Proposers should clearly demonstrate understanding of the project based on the proposed scope of work, methodology, and proposed project schedule. Proposers shall identify potential areas of concerns, alternative approaches, innovative ideas for public outreach and their approach to avoiding unnecessary change orders cost overruns or delays. Proposers shall provide a preliminary project schedule and identify major milestones. Proposers shall demonstrate why they would be the most competent proposer and/or team to complete this project. Please provide a Statement of Interest that summarizes your understanding of the project, your approach to completing it efficiently and effectively, and the unique qualifications or experience that make your firm the best fit for this work.

Provide any unique technical approaches the proposer offers relative to addressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project.

Identify any unique challenges of the project and how the proposer intends to mitigate these challenges, including quality control, quality assurance procedures.

Provide any specific qualifications, skills, or knowledge of the project and project area which may uniquely benefit both the proposer and project, and your ability and willingness to meet time requirements.

Provide a work-plan and schedule of events supporting the requirements defined in the scope of work:

- Each task shall define the objective, the input required, and the output product.
- Each task shall assign the proposed responsibility for performing the work, whose input is necessary, and who will approve the work.
- Each task shall contain dates for the initiation of the tasks and the planned completion.
- The critical path shall be identified.
- All assumptions will be identified.

A | TECHNICAL APPROACH, SCHEDULE AND SCOPE OF WORK

Project Understanding

The Foresite Group team understands that the City of Dublin seeks qualified support to develop a Comprehensive Safety Action Plan (CSAP) to bring safety funding and solutions to the city through the U.S. Department of Transportation's Safe Streets for All (SS4A) program. The City of Dublin applied for and received SS4A funding to create a CSAP with a focus on current and future safety and mobility issues in the community. The CSAP will provide data-driven solutions and implementation strategies that include safety awareness/safety culture; bicycle and pedestrian safety; and multimodal corridors that allow both automotive and alternative transportation users access to amenities and everyday locations such as schools, parks, shopping, etc.). The CSAP will work in concert and lay important safety related groundwork for the RAISE grant the city received last year to connect various neighborhoods in the city.

A CSAP is the basic building block and the first requirement for accessing future implementation funding. A CSAP needs to be comprehensive, addressing serious injury and fatal crashes, and supported by data analysis that characterizes the roadway safety issues facing users in the City today and in the future. The Foresite Team have worked on many SS4As in this young program.

We also understand that the city may want to have a deep focused assessment of a High Injury Network (HIN) corridor that consensus is build around. We have crafted a specific task for assessing the corridor from a safety lens but also identifying solutions with a granular look to have near concept ready options that may be applied for in future SS4A rounds or other federal or state funding scenarios.

Proposed Approach

Having developed many SS4A CSAPs in the past and through our collective experience, we understand some critical issues that we will consider in our approach and methodology when developing the City of Dublin CSAP:

DEVELOP A DIVERSE STAKEHOLDER GROUP. Improving community safety must include a wide range of local government and community representatives who understand the City of Dublin's safety issues and observe and/or experience those issues daily. We are strong advocates of inviting first responders (fire, police, EMS, etc.), public works, schools, transit providers, hospital systems, and organizations that represent historically disadvantaged communities, among others to participate in the CSAP development. Collectively, the Steering Committee will inform the development of the safety plan, identifying issues and potential solutions to complement data-informed analysis. Further, they provide a good sounding board to get a gut check on what the data may be telling us.

LOOK FORWARD, NOT JUST BACKWARD. The Foresite Group team will seek to link the city's crash findings to specific roadway characteristics that contribute to poor safety outcomes. We will then be able to develop specific strategies to address these types of locations in a proactive approach, rather than waiting for crashes to occur.

DEVELOPING CHAMPIONS. Developing and engaging plan champions at all levels with influence within and over the city supports the city to drive the CSAP to implementation. We will also seek to find champions within the community as with the political leadership at the state and national levels.

The Foresite team is enthusiastic to share our experience developing successful Comprehensive Safety Action Plans (CSAPs) through the SS4A program in communities with challenges and opportunities like the City of Dublin. Our team brings an unparalleled understanding of the unique opportunities and intricacies of developing CSAPs.

Led by Mr. Erik Steavens, the Foresite Group team brings leadership and unparalleled expertise developed over his years of service as director of the Albany, GA MPO, Georgia Department of Transportation (GDOT) Intermodal Programs Division Director, Texas Department of Transportation (TxDOT) Rail Division Director as well as the Director of the Office of Project Development for the FHWA Florida Division. He will work with the project manager, Robin Cailloux, AICP who has twenty years working with local communities and was most recently the Planning and Community Development Director for Peachtree City, GA.

We understand that many communities have not developed CSAPs and may not have the policy or data foundation to confidently begin this journey. Our team brings the expertise to help our clients create holistic CSAPs based on their unique community needs

Safe Systems = Safe Mobility



(Image: Vision Zero Network, www.visionzeronetwork.org)

and priorities, and that can be implemented effectively. We understand that creative and timely solutions help safety interventions and countermeasures be implemented in the community sooner, saving lives that much sooner.

In developing CSAPs for our clients, we tend to say that the plan encapsulates three core areas that help communities try and get to Vision Zero:



- Policies
- Education/Enforcement
- Projects

PEP as we call it, provides a well-rounded view of safety concerns in a community. Physical projects are not always the answer to solve safety concerns in a community. Many times, the safety emphasis areas we see are behavioral and require non project related actions to affect change. We will look to develop a robust set of recommendations that fall across the gambit of PEP for the City of Dublin.

Our team's work includes accelerating our planning process to complete several SS4A Comprehensive Safety Action Plans. In Effingham County, GA, our team accelerated delivery of the CSAP by three (3) months to help the city meet the SS4A Demonstration and Implementation funding grant cycle. We recently completed a SS4A CSAP for the City of Albany, GA where we took a ten-month work scope and collapsed it into a ten-week schedule. While the City of Dublin has time to comply with its grant requirements, it will be facing bigger questions on how to fund the program. As such, we are proposing an accelerating schedule for delivery of the city's plan to be in position for implementation funds next year. This is critical because next year is the last year of guaranteed funding for the SS4A program. We want to make sure that the City of Dublin is positioned to get implementation funding and not just have a complete plan. We propose a six-month timeframe for delivery of the CSAP so that the City of Dublin will be ready of the FY 26 Notice of Funding Opportunity (NOFO).

Based on the successful completion of the Albany plan, we would recommend the following schedule for the City of Dublin. This schedule aligns with the timeline requested in the RFQP.

PROPOSED SPRINT STRUCTURE AND SCHEDULE

Sprint 1 (Month 1): Define VP, finalize PMP, Community Engagement Plan, Stakeholder Committee membership, conduct first session with Stakeholder Committee focused on Orientation, what is SS4A, and initial impressions.

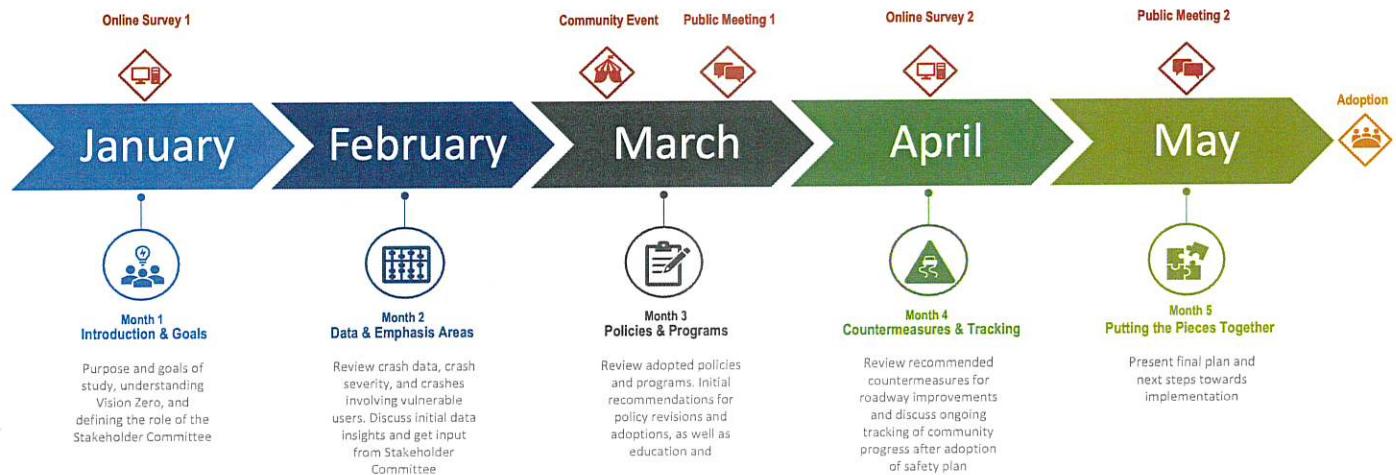
Sprint 2 (Month 2): Conduct data collection, develop models, present a candidate High Injury Network (HIN) to Stakeholder Committee.

Sprint 3 (Month 3): Conduct Policy Analysis. Develop Emphasis Areas. Present these to the Stakeholder Committee.

Sprint 4 (Month 4): Focus on developing solutions we call PEP (Policies, Education, Projects). Walk thru solutions with Stakeholder Committee.

Sprint 5 (Month 5): Finalize report, address final stakeholder feedback, deliver final presentation. Briefing of Council and adoption of the Comprehensive Safety Action Plan.

At the end of the day, our team cares about the City of Dublin's safety and will hustle our efforts to create advantages for the city where it makes sense.



Technical Approach

We have crafted the tasks in our technical approach to mirror the Safe Streets for All program objectives. This allows us to make sure the study process aligns with the ultimate CSAP transmitted to FHWA.



TASK 1 | PROJECT MANAGEMENT PLAN

Foresite Group will provide overall management and coordination of the project. Foresite Group's Practice Leader, Erik Steavens, successfully managed many planning efforts across the country. Mr. Steavens will be responsible for management of the scope, schedule and budget of this project and will be the primary point of contact with the City of Dublin's project manager. Robin Cailloux, will be leading the day to day technical activities of the study effort.

Mr. Steavens and the Foresite Team recognize that moving to implementation as early as possible is the goal of this project and will continue to look for efficiencies to accomplish this goal while not compromising the quality of the work

Plan of Action. The Foresite Group Team will develop an actionable plan to ensure the SS4A planning process is efficient and transparent. A program management plan that includes a detailed schedule will be developed ten days after notice to proceed.

Meetings/Coordination. The Foresite Group Team will provide full support to all the Stakeholder Committee, city hall meetings, webinars, and focus group discussions. This includes meeting scheduling, preparation of agendas, meeting materials, facilitation, and meeting summaries. Mr. Steavens will lead biweekly progress meetings with city staff. Minutes of discussions will be made and distributed to the city.

Foresite Group, however, will not wait to notify the City of Dublin's Project Manager of issues. The city will be alerted at once and Foresite Group will determine potential solutions and recommendations. Foresite Group and its team members will be available to meet with the City of Dublin Project Manager to discuss issues or prepare for Stakeholder Committee meetings and other meetings

Invoicing/Progress Reports. Foresite Group will prepare monthly invoices accompanied by a written progress report that identifies work performed, upcoming work and deliverables, as well as any issues or potential issues that could affect the project scope, schedule, or budget. Foresite Group team will assist the city in meeting its reporting requirements for the SS4A program.

Deliverables: Project Management Plan with Schedule, Facilitation of Progress Meetings, and Meeting Minutes, Monthly Invoices, and Quarterly Progress Reporting to FHWA (SF425, etc.)

TASK 2 | PLANNING STRUCTURE - STAKEHOLDER COMMITTEE

Making a safety plan such as this requires considerable input and engagement from a diverse range of individuals in the city. The foundation of the CSAP is a stakeholder committee, which is the team responsible for developing the action plan. Bringing the right agencies and individuals together to be part of the working group will help foster a long-term commitment and build momentum to implement the plan. The responsibilities of this group will include:



- Establishing a charter or memorandum of understanding to clarify each working group member's role.
- Analyzing data (crash, traffic, etc.) to look for trends or potential problem areas.
- Recommending and prioritizing emphasis areas to include in the CSAP.
- Engaging relevant safety stakeholders.
- Identifying public, private, and non-profit funding sources to implement the CSAP.
- Marketing the CSAP through a communication plan with key messages for active public involvement.

The Stakeholder Committee will meet five times during the study process. These meetings are at critical touch points in the study's progress and have a theme. These themes are:

- Orientation – What is Vision Zero and how we start to get there
- All about the data – Accident insights that will lead to a High Injury Network
- Goals and Policies – How do we make progress toward Vision Zero in the City of Dublin
- Education/Enforcement/Projects -What are the programs and improvements that will lead us to Vision Zero
- Putting the pieces together – Crafting an implementable plan

Deliverables: Stakeholder plan, Facilitation of Stakeholder Meetings, and Meeting Minutes.

TASK 3 | LEADERSHIP COMMITMENT

Ensuring that there are political champions are key in crafting the CSAP but ultimately the implementation of Vision Zero. We will work with city staff on ensuring that City Council is engaged in the planning process. We will encourage that regular updates are brought to the Council during the study process whether in a formal meeting or on a one-on-one basis. We find that having Council engaged early and often helps with buy-in of the study and ultimately leads to them taking ownership of the implementation.

From FHWA perspective, they will want to see a resolution from the Council adopting Vision Zero as a goal and enacting the Comprehensive Safety Action Plan as the mechanism to achieve Vision Zero in the City of Dublin.

Deliverables: Facilitation of Progress Meetings with Council, Briefing Materials, and Resolution for adoption of Vision Zero and the Comprehensive Safety Action Plan

"Crash" Not "Accident"

Using the word "accident" implies that nothing could have been done to prevent a crash. But that's not accurate: lots of decisions were made before that crash occurred that could have reduced its severity or even prevented it.

Let's proactively address this safety issue and track our community's progress toward Zero Roadway Deaths by 2050.


ACCIDENT


CRASH

TASK 4 | PUBLIC INVOLVEMENT/ENGAGEMENT/COLLABORATION

The purpose of an engagement plan is to serve as a road map for community and steering engagement and communications in support of the CSAP planning process.

Below is a short list of components that the Foresite Group Team has identified for the CSAP engagement plan:

- Engagement objectives
- Target audience(s)
- Outreach strategies
- Engagement phasing and scheduling

TARGET AUDIENCE

Engagement will be tailored to include the wide range of CSAP internal and external stakeholders. Each target audience has a unique constellation of needs regarding how, where, when, and with whom engagement will be conducted. Furthermore, each target audience has its own unique familiarity with different facets of plan content (e.g., engineering knowledge, political knowledge and concerns, personal experience with safety issues). Audiences should be engaged in an order that best leverages and builds upon available information and solicits feedback that supports the next phase of engagement or plan development.

OUTREACH STRATEGIES

Foresite Group has used several strategies to get critical input from constituents. Foresite Group will work with city staff on the details of our proposed plan. Approaches for engagement could include:

- *Establishing a Project Steering Committee.* This group has been referred to in the approach but will have a mix of technical staff, political and appointed staff, interest groups, and the public.

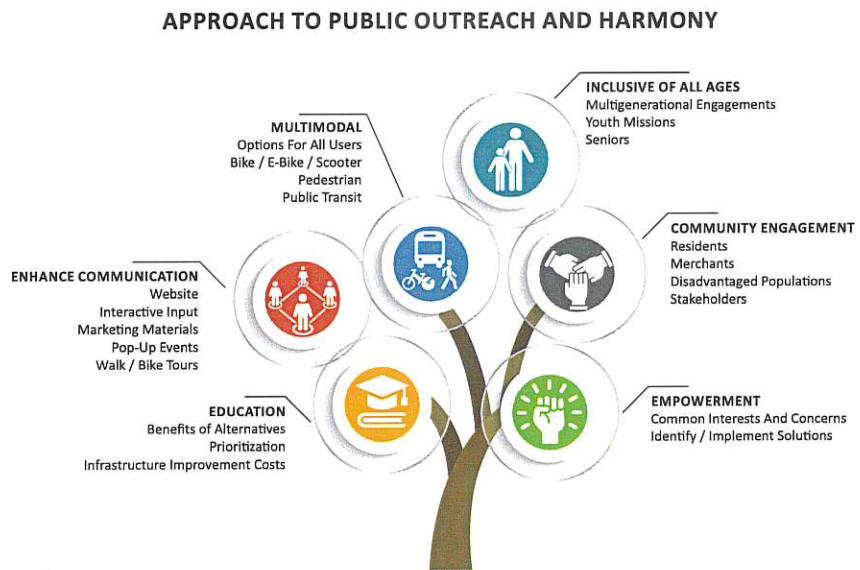
Partnering with community-based organizations (CBOs) and neighborhood or district groups to receive input and feedback via small group meetings. CBOs can serve as trusted liaisons between city staff and consultants to the public who create a comfortable and familiar small-group context in which community members feel comfortable asking questions and sharing feedback.

- *Community workshops and public forums.* Large workshops and forums (virtual or in-person) provide opportunities to share information with the public, get the word out about draft plans, and advertise upcoming engagement opportunities. In-person workshops provide opportunities to gather nuanced insights from the public via hands-on idea-generating activities (e.g., mapping and sketching).
- *Online outreach via a project website and surveys.* This medium provides the opportunity to engage individuals who cannot attend in-person or timed events. It is important to be aware of language barriers (i.e., provide the website in commonly spoken languages) and acknowledge who cannot access this medium based on digital divides in the community.
- *Table activities near key community services and gathering spaces.* This strategy can help reach individuals not otherwise reached by mailers, digital notices, social media, and other traditional means of government communication. This strategy can be used to directly share information about a plan and solicit feedback or direct individuals to engage via one of the other available activities mentioned above.

Ultimately, engagement best serves the project when it is designed to meet all unique steering groups where they are and provide flexibility in how people engage with and provide feedback on project materials.

ENGAGEMENT PHASING & SCHEDULING

The most successful engagement plans are designed to facilitate iterative improvement of the plan via knowledge sharing and receipt of feedback. Though each project has its unique engagement needs and capacities, outreach can generally be structured to align with CSAP phases:



- **Phase 1:** Existing Conditions & Vision/Goal Setting
- **Phase 2:** Proposed Infrastructure Improvements & Priority Projects
- **Phase 3:** Draft Plan Review & Adoption

The City of Dublin's unique demographics demand engagement practices that go beyond conventional public meetings and general announcements. Our plan includes the following strategies to ensure all residents can access, understand, and contribute to the Action Plan process:

Community-Rooted Messaging: Foresite Group will tailor messaging to resonate with the City of Dublin's different communities. This will include localized visuals, testimonials from trusted community figures, and distribution via community channels such as WhatsApp groups, and religious institutions.

Targeted and On-the-Ground Outreach: We will coordinate pop-up engagement events in areas with high pedestrian traffic, such as transit stops, grocery stores, and parks. Street teams will be deployed to conduct intercept surveys and distribute materials, and we will work through neighborhood associations, community-based organizations, and places of worship to host informal input sessions.

MEASUREMENT, TRANSPARENCY, AND REPORTING

We will implement a real-time engagement tracking system to document participation by language, zip code, event type, and medium. These metrics will be used to refine outreach activities and ensure inclusive representation. The public will receive regular updates through:

- Quarterly progress summaries posted to the website and shared via email and social channels.
- Summary reports of each outreach milestone, including translations of public comments and official responses.
- An engagement appendix in the final Action Plan documenting who was reached, how, and how input shaped the final recommendations.

EVALUATION

The Foresite Team will develop a Public Participation Technical Assessment to evaluate reach, effectiveness, and outcomes. The assessment will be delivered as a standalone document and used to inform future implementation phases of the Action Plan.

Deliverables: Public Engagement Plan and various meetings, pop-ups, surveys, and technical assessment

TASK 5 | SAFETY DATA ANALYSIS

In our pursuit of creating Safe Streets for All (SS4A), Task 5 focuses on data collection, a critical step in formulating an effective Action Plan. Our approach is multifaceted, encompassing various data sources and analytical methods to derive valuable insights that inform targeted safety measures. We will examine the current planning studies that pertain to the city and surrounding counties to understand growth and current policies that frame the state of safety in the City of Dublin. We understand that the city has a wealth of information on accidents in the city will seek to build on that by looking at:

State – The primary database to be used to identify crash characteristics is Numetric. Numetric provides crash and vehicle data from crashes that occurred on Georgia's public roads. This dashboard provides data visualizations, crash mapping, and easy-to-use filtering, which allows Foresite to find the crash data for Dublin. Additionally, crash type filters can help find specific crash types, like pedestrian or bicycle involved, distracted driver related, and more. We will use the most recent five years of data in Numetric – 2020 thru 2024. This data resource will also be used to identify vehicular traffic volumes and travel patterns as well as roadway characteristics such as number of lanes and signal locations. Furthermore, the team will review updates that are available through GDOT as they come available for additional insights.

Federal – We will seek to utilize US DOT information on various sites such as the Fatal Accident Reporting System (FARS), Nation's Roadway Safety Crisis StoryMap, and Fatality and Injury Reporting System Tool (FIRST) to name a few.

Third Party Data – Additionally, the Foresite Group team will leverage Replica data. Replica is an AI-powered urban planning tool developed by Sidewalk Labs uses aggregated and anonymized data to create a digital model of a city and simulate various urban scenarios. Replica can analyze vast amounts of data related to traffic patterns, pedestrian movements, accident hotspots, and other relevant information. Replica can analyze demographic data to identify areas with vulnerable populations, such as children, elderly individuals, or people with disabilities, who might be at higher risk on the streets. This information can guide the development of targeted safety measures.

Our initial review of Dublin data indicates emerging safety issues for the City:



Intersection safety and **driver control** are the most pressing issues, with angle and single-vehicle crashes comprising a large share.



Rear-end and lane-change crashes point to congestion and the need for better traffic flow management.



Injuries occur in about one-third of all crashes—while fatalities are rare, they remain a key concern.



Crash frequency is rising, underscoring the need for preventive measures and infrastructure improvements.



Data quality can be improved by addressing unknown severity records to strengthen safety analysis.



Our team has already performed initial data review and developed a map of potentially concerning areas, shown on the map to the left.

Foresite Group's team will conduct data analysis as this to identify factors such as traffic speed that can potentially have causation or correlation to crash patterns. Similar analysis on various contributing factors will be used to identify emphasis areas. Geospatial and socioeconomic data will be analyzed to identify whether high injury crashes are disproportionately occurring in certain parts of the city. In addition, weighting factors can be applied based on whether the road is near areas frequented by children (schools, parks, etc. Based on safety data analysis, city staff/community priority factors, and other roadway features and factors, a GIS map of the City's High Injury Network (HIN) will be developed and provided. This analysis will be used to identify

and prioritize potential projects as part of the overall safety action plan.

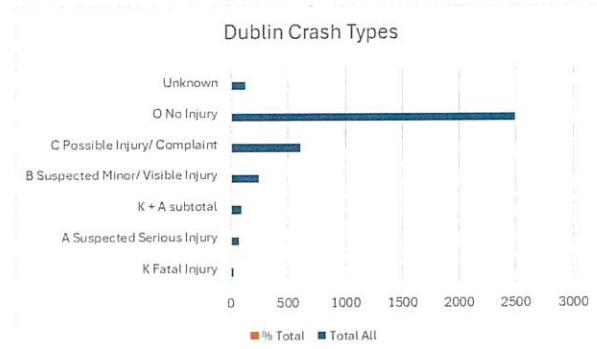
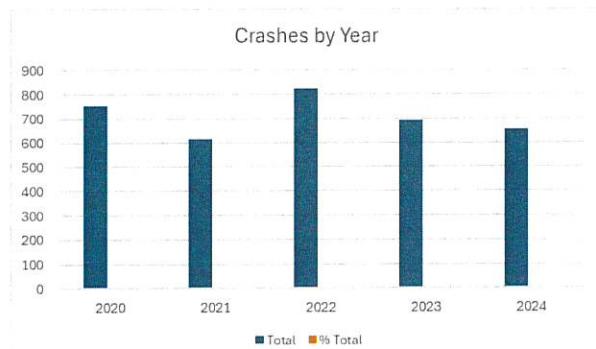
A high injury network (HIN) is a map that identifies streets with a higher rate of traffic fatalities and injuries than other streets in a city. The goal of an HIN is to prioritize these streets for safety improvements.

Identifying a High Injury Network (HIN) is the culmination of the data collection and analysis. Our team uses a four-step methodology that ensures the identification of vulnerable roadway segments in a manner that is consistent with the overall focus areas of the Safe Streets and Roads for All (SS4A) program. The methodology is as follows:

- **Step 1 - Filtering the Roadway Network:** Limiting the analysis by only including roadways that have a functional classification of collector or above. Furthermore, the analysis only includes roadways with higher volumes.
- **Step 2 – Spatial Joins:** After the filtering of the network in Step 1, GIS data from the Numeric is joined to identify the universe of roadway, bicycle, and pedestrian crashes.
- **Step 3 – Developed Filters:** The universe of projects is then filtered to identify the initial HIN through the Jenks natural breaks optimization for the following factors:
 - KSI Crash Rate (e.g., Top 80%)
 - Overall Crash Rates (e.g., Top 60%)
 - Total Number of Crashes (e.g., Top 80%)
- **Step 4 – Integrate Vulnerable Road Users:** The populations include:
 - Population under 18
 - Population 65 Years or Older

Deliverables: Technical Memorandum on the City of Dublin Accident Data, Technical Memorandum on Data Analysis and Technical Memorandum on High Injury Network

Dublin Traffic Safety Snapshots



TASK 6 | CORRIDOR ASSESSMENT

As the HIN is developed, we like to work with staff to find a corridor for further analysis. Most likely this location will have significant pedestrian traffic, so it makes sense to want to ensure the corridor is assessed to determine the most optimal configuration for motorized and non-motorized users. Foresite will review the corridor from a safety lens to determine if widened sidewalks, transit accommodations, a bikeway, narrowed driving lanes, center medians, and improved crosswalks with pedestrian refuges may be solutions that can improve the traveling experience while also improving safety.

We will provide an intersection-by-intersection assessment of the corridor and provide concepts for the corridor that can be used to attract implementation dollars.

Deliverables: Technical Memorandum on a to be named HIN Corridor Assessment and Recommendations

TASK 7 | POLICY AND PROCESS CHANGES

Assessing existing policies and processes and recommending changes to bring about meaningful safety improvements is an important part of the SS4A program. The Foresite Team will work with city staff and the Stakeholder Committee to understand existing safety-related policies and processes in place today and where they may be improved. This will include reviewing policies and procedures of the city in terms of how it prioritizes, funds, and implements safety improvements. Furthermore, we will make recommendations to help the city build a culture of safety.

Deliverables: Technical Memorandum on Policy

Standard/ Policy	Rate
Street Lighting Standards	Not Achieved
Driveway Setbacks from Intersections	Solid
Access Control	Not Achieved
Bicycle Facilities Required	Not Achieved
Sidewalks Required	Solid
ADA Facilities Required	Solid
Crosswalks Required	Solid
Pedestrian Signals	Solid
School Speed Zones	Solid
Residential Street Speed Zones	Not Achieved
Public Park Speed Zones	Not Achieved
Sight Distance Requirements	Solid
Traffic Calming Policy	Not Achieved
Truck Routes	Not Achieved
Road Design	Needs Improvement
Roadway Shoulders	Strong
Traffic Studies	Solid
Complete Streets Policy	Not Achieved
Speed Survey Policy	Not Achieved
Vision Zero Policy	Not Achieved
Average Rating:	
Needs Improvement	

TASK 8 | STRATEGIES AND PROGRAM OF PROJECTS

The Foresite Team will develop a comprehensive list of implementable projects to address the highest priority areas for safety improvements, as represented by the High Injury Network. The list of projects will include projects and strategies that are shaped by the crash analyses, the City of Dublin Comprehensive Plan, and community and Steering Committee input. It will also include a “top 10” (or similar) list of projects for immediate priority implementation through SS4A implementation grant funding.

Once identified, the list of projects and strategies is prioritized into a program of projects (POP) that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The POP will include specific projects and strategies, or descriptions of programs of projects and strategies, and explains the prioritization criteria used. The POP will also contain interventions focused on infrastructure, behavioral, and/or operational safety. Each portion of the HIN whether it is a corridor or intersection will have one page summary sheets highlighting the issues associated with that location as well as the proposed improvements. This program of projects can be included in your transportation plan or shared with GDOT to begin leveraging funds available in the TIP and STIP.

Deliverables: Technical Memorandum on Projects, One Page Location Sheets

South Fulton Road @ Majestic Place

Intersection

2019-2023 Fatal & Serious Injury Crashes: 4
Potential Fatal & Serious Injury Crashes Reduced over 5 Years: 2.1

Top Crash Types:
Truck-related turning/merging
Nighttime crashes (50%)



Recommended Countermeasures:

Near-term

- Reducing Speed Limits
- Intersection Delineation
- Retroreflective Backplates
- Improve Signage
- Restriping, Reflectors, Rumble Strips

Middle-term

- Improve Lighting
- High Friction Surface Treatment

Long-term

- Roundabout

TASK 9 | PROGRESS, EVALUATION, AND TRANSPARENCY

The Foresite Team will develop an interactive StoryMap or data dashboard to provide transparency relating to the crash data in easy-to-understand maps and graphics that the city can maintain over time to show progress in improving safety in the area.

Deliverables: GIS-based dashboard for reporting



Furthermore, we will provide a website that will be developed as part of the outreach process that is dedicated to Vision Zero for Dublin. It will incorporate all this information of our dashboard plus provide a one stop location for study information and any updates to the Vision Zero process in the future.

TASK 10 | SAFETY ACTION PLAN DEVELOPMENT

DRAFT SS4A ACTION PLAN

At this point the Foresite Group Team in consultation with city staff and the Stakeholder Committee has developed and prioritized the issues, needs, and strategies to address the safety concerns for the city. The Foresite Group Team will provide a through accounting of this process using the following as out report outline.

The draft will be provided to the city for review and comment. The Foresite Group Team will respond promptly to comments or concerns expressed by the city on the draft.

FINAL REPORT

A final report will be developed using all the input received. The goal of the written report will be to make the case for safety improvements in the city while being an easy-to-understand document while balancing the technical level of detail state and federal agencies will seek as the city begins to ask for funding to implement the plan.

PRESENTATION OF FINAL REPORT

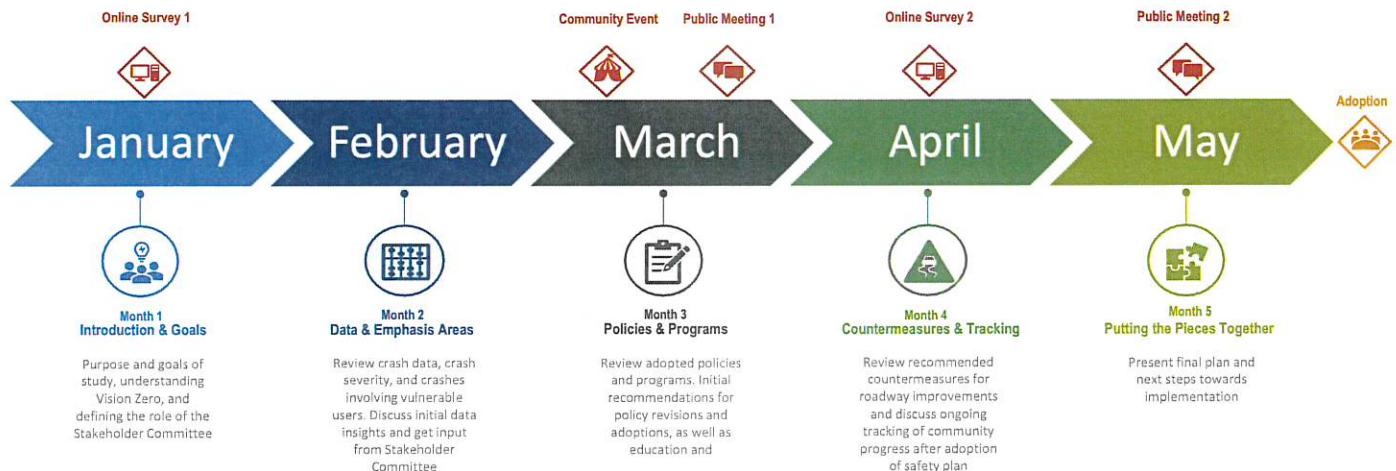
Adoption of the plan by the City Council is the culmination of the planning process. The Foresite Team will develop briefing materials for a presentation to Council explaining what the SS4A program is, what Vision Zero is, what issues have been identified in the City of Dublin, and what are the proposed improvements and policies needed to get to Vision Zero.

SAFETY ACTION PLAN SUMMARY SHEET/OUTREACH MATERIALS

Plans are only as good as how they are communicated. The Foresite Group team will develop an executive summary document for the city. The executive summary will be written in plain language and heavily use graphics to tell the story of the Comprehensive Safety Action Plan. Foresite Group will also develop a fact sheet and brochure that will be available during the public engagements of the study effort.

Deliverables: Draft SS4A Plan and Final SS4A Plan, Briefing Materials for Council, Executive Summary (not to exceed 10 pages) and up to three brochures and fact sheets

Detailed Schedule



DATE	MILESTONE	AGENDA & NOTES	DELIVERABLE(S)
2025			
DEC 15 - 28, 2025	Initial Data Collection		
DEC 19, 2025	Project Team Meeting: Project Management Plan		PROJECT MANAGEMENT PLAN
2026			
JAN 6, 2026	Adoption of Vision Zero Resolution by City Council		
JAN 12, 2026	Stakeholder Committee Mtg: Orientation and Overview	Plan Purpose & Process, Stakeholder Committee Roles, Public Engagement, Initial Data Review of Dashboard	PUBLIC ENGAGEMENT PLAN
JAN 12, 2026	Survey 1	Explain Vision Zero Goals, Identify Physical Locations of Concern (Location Map), Identify General Safety Concerns (Sidewalks, ADA, etc.)	
FEB 9, 2026	Stakeholder Committee Mtg: Policies, Processes, & Programs	What We Know Part 2: Summary of Public Meeting and Survey Input, Review of Policies, Programs, Processes, Education, and Enforcement Recommendations	TECH MEMO: Policies, Education & Enforcement Programs
FEB 10 - 11, 2026	Public Meeting 1: Introduction, Goals, & Emphasis Areas	Purpose: Draft High Injury Network and Safety, Emphasis Areas, Public Input	
FEB 27, 2026	Project Team Meeting	Feedback: Stakeholder Committee Meeting 1, Proposed Survey 1 & Distribution	
MAR 9, 2026	Stakeholder Committee Mtg: Countermeasures & Tracking	Putting the Pieces Together Part 1: Recommendations for Projects (Countermeasures), Policies, Programs, and Ongoing Tracking	TECH MEMO: Projects / Countermeasure
MAR 9 - APR 1, 2026	Public Meeting 2: Recommendations	Recommended Projects, Policy changes, Programs, and Tracking Progress	
MAR 9 - MAR 11, 2026	Survey 2	Support for Types of Projects (I.E. Countermeasures), and Public Education Campaigns	
MAR 27, 2026	Project Team Meeting	Feedback: Project to Date, Proposed Agenda for Stakeholder Committee Meeting 5, Adoption Plan	FINAL UPDATE: Public Engagement Plan showing survey results
APR 3, 2026	Draft Plan		
APR 5, 2026	Stakeholder Committee Mtg: Putting the Pieces Together	Putting the Pieces Together Part 2: Summary of Public Input, HIN Projects (Short, Medium, And Long Term), Program recommendations, Recommendations to Track Progress after Study Conclusion	TECH MEMO: Implementation Matrix and Ongoing Progress, Tracking, Program of Projects
APR 24, 2026	Project Team Meeting	Draft review of final plan and executive summary	REVISED DRAFT
MAY 7, 2026	City Council Adoption	Council member briefings and final draft report for consideration. Vision Zero Resolution	DRAFT FINAL REPORT Vision Zero Resolution
May 29, 2026	Finalized Documents Ready For Transmittal To FHWA	Executive Summary by Commission District 1x1 Meetings	EXECUTIVE SUMMARY & FINAL REPORT: Dashboard and Data Exchange

B

PROJECT EXPERIENCE AND KEY STAFF CAPABILITIES

Provide the proposer's previous experience developing a countywide or citywide safety action plan and transportation planning. This includes relevant experience and qualifications of the principal professional(s) and lead staff, and evidence of relevant competencies for this project. Provide information on the proposer's experience on similar projects. Provide any information that distinguishes the proposer from others in terms of suitability for the project. Please also demonstrate the resources your firm has available and committed to successfully execute this project, including staff capacity, technical tools, and other supporting assets.

Provide no more than five examples of related projects of similar scope along with customer contact names, titles, contact information for each project and any unique features of the projects that are relevant to this project.

Provide information regarding the original budget, final actual cost, original project schedule, and actual completion timing for the other related projects.

Provide the proposer's business background; years in business, type of business (incorporated, partnership, etc.), size of business (number of employees, locations, etc.), listing of principles, design awards won for similar projects, provide CV's for key functional roles managed internally and describe the proposer's unique value proposition as it relates to this project.

B | PROJECT EXPERIENCE AND KEY STAFF CAPABILITIES

Previous Experience, Qualifications, and Resources

Foresite Group, LLC is a privately held, multi-disciplinary engineering, planning, and design firm founded in 2003 and organized as a limited liability company. The firm has approximately 165 employees across 16 offices throughout the United States and is led by principals including Erik Johnston, PE - President, Brett Basquin, PE - Vice President, and John B. Rhodes Jr., PE - Principal, who remain actively involved in project delivery and quality assurance. Foresite Group has extensive experience delivering countywide and citywide safety action plans and transportation planning projects for public agencies, having led and supported multiple USDOT Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plans, as well as corridor studies, multimodal plans, and traffic safety projects for cities and counties with a mix of urban and rural roadway contexts. Our work on transportation and safety projects has resulted in repeat engagements and long-term client relationships. CVs for key functional roles managed internally (Project Manager, Safety/Data Lead, Planning & Policy Lead, GIS Lead, and Public Involvement Lead) are included in **Section C | PROJECT MANAGER, KEY STAFF, WORKLOAD CAPACITY**. Foresite Group's unique value proposition for this project is our combination of recent, directly relevant SS4A and multimodal safety experience; an in-house, multi-disciplinary team that can carry projects from planning through design; and an implementation-focused approach that delivers prioritized, fundable projects aligned with federal and state safety and transportation funding programs.

Recent relevant experience includes:

- **Comprehensive Safety Action Plans (CSAPs):** Development of data-driven safety action plans for counties and cities with large unincorporated areas, small towns, and activity centers, including crash analysis, High Injury Network identification, project prioritization, and implementation strategies aligned with the Safe System Approach.
- **Transportation and Corridor Planning:** Multimodal corridor studies, traffic operations and safety studies, and bike/pedestrian master planning focused on improving safety, access, and connectivity for all users.
- **Grant-Focused Safety Work:** Support for SS4A and other USDOT grants, including action plan development, demonstration project scoping, and ongoing reporting and implementation support.

Our principal professionals and lead staff bring deep, directly relevant experience in traffic engineering, transportation planning, and safety analysis. This includes:

- **Senior Project Managers** with 20–30+ years of experience working for and with local, state, and federal transportation agencies, including DOTs and FHWA.
- **Traffic Engineers** specializing in crash analysis, signal timing, speed management, and multimodal safety, with a strong foundation in MUTCD, AASHTO, and state-specific design standards.
- **Planners and Data Analysts** experienced in Vision Zero/SS4A frameworks, public and stakeholder engagement, equity-focused analysis, and policy/implementation strategies.

Together, this team offers proven competencies in:

- Systemic and site-specific safety analysis
- High Injury Network development and prioritization
- Multimodal (pedestrian, bicycle, transit, freight, and vehicular) planning
- Public and stakeholder engagement, including elected officials and agency partners
- Implementation-focused planning tied to funding and phasing

Foresite Group is distinguished by its integrated, implementation-focused approach. Because we house planning, traffic/transportation engineering, civil, structural, and MEP disciplines under one roof, we are able to move seamlessly from planning-level concepts to constructible projects. Our SS4A and safety work is not just conceptual; it is intentionally scoped and detailed to support funding applications, design, and construction.

We also bring substantial resources and capacity to this project. With more than 165 staff across multiple offices, we have the depth to commit a dedicated core team while drawing on specialized support (GIS, traffic operations, public involvement, graphic production) as needed. Our technical tools include:

- Industry-standard safety and traffic analysis software (e.g., crash analysis tools, traffic modeling, signal timing and operations software)
- GIS-based data management and mapping for High Injury Networks, equity analysis, and project prioritization
- Collaboration and QA/QC tools that support efficient, multi-office project delivery

These combined qualifications, proven SS4A and safety planning experience, seasoned key staff, multi-disciplinary in-house capabilities, and strong technical resources position Foresite Group to successfully execute a countywide or citywide safety action plan and to support ongoing transportation planning and implementation for this community.

Project Experience

PROJECTS COMPLETED

PROJECT / LOCATION	EFFINGHAM COUNTY SAFE STREETS FOR ALL (SS4A) PLAN SPRINGFIELD, GA
PROJECT DESCRIPTION	Foresite Group was engaged to develop a Safe Systems-based plan aligned with Effingham County's Safe Streets for All (SS4A) initiative, marking the first step in identifying issues and solutions to improve countywide safety. This collaborative effort focuses on data collection, formulating alternatives, and prioritizing impactful, cost-effective strategies. The SS4A Action Plan will deliver data management, policy recommendations, and a prioritized list of capital projects eligible for federal and local funding. Working closely with county staff, Foresite Group accelerated the study's timeline, allowing for 2024 demonstration funding applications. Key services include data collection, GIS analysis, infrastructure planning, master plan updates, policy and project inventory, public outreach, safety analysis, and transportation planning. The Foresite Team managed and developed a Comprehensive Safety Action Plan for the County. Plan included proposed improvements for roadways as well as further assessment of the bicycle and pedestrian network for the County.
DURATION OF PROJECT & BUDGET	DEC 2023 - AUG 2024 8 months; \$190,000
CLIENT(S) CURRENT CONTACT INFORMATION	Danielle Carver, Procurement and Capital Projects Manager (Effingham County) 804 S Laurel Street Springfield, GA 31329 912.754.2159 x4572 dcarver@effinghamcounty.org
PROJECT TEAM	Erik Steavens - Program Manager Doug Stoner - Equity & Outreach
PROJECT / LOCATION	BARROW COUNTY SAFE STREETS FOR ALL (SS4A) PLAN WINDER, GA
PROJECT DESCRIPTION	Foresite Group was commissioned to create a Safe Systems-based plan aligned with Barrow County's Safe Streets for All (SS4A) initiative, marking a critical first step in identifying issues and solutions to enhance countywide safety. This collaborative effort focuses on innovative funding and the implementation of cost-effective, high-impact strategies. The SS4A Action Plan will deliver three key outcomes: data management, policy recommendations, and a prioritized list of capital projects eligible for federal and local funding. Key services include data collection, GIS analysis, infrastructure planning, project prioritization, public outreach, safety analysis, and transportation planning. Foresite Team managed and developed a SS4A Comprehensive Safety Action Plan for the County. The plan included recommendations for roadway and active transportation improvements.
DURATION OF PROJECT & BUDGET	JAN 2024 - OCT 2024 9 months; \$295,000
CLIENT(S) CURRENT CONTACT INFORMATION	Chris Yancey, Director of Public Works (Barrow County) 30 North Broad Street Winder, GA 30680 770.867.7640 cyancy@barrowga.org
PROJECT TEAM	Allie Chezem - Planning Analyst Erik Steavens - Program Manager Doug Stoner - Equity & Outreach
PROJECT / LOCATION	CITY OF ALBANY SAFE STREETS FOR ALL (SS4A) PLAN ALBANY, GA
PROJECT DESCRIPTION	Foresite Group developed a Comprehensive Safety Action Plan for Albany and Dougherty County within an accelerated timeline. The city's grant expires in May 2025, necessitating the team to finalize the plan by April 2025 to align with FHWA's criteria and fulfill grant requirements. Foresite Group is managing the project and coordinating with subconsultants to ensure timely completion before the grant closeout.
DURATION OF PROJECT & BUDGET	DEC 2024 - APR 2025 4 month; \$293,000
CLIENT(S) CURRENT CONTACT INFORMATION	Tanner Anderson, City of Albany Planning (City of Albany) 222 Pine Ave Albany, GA 37101 229.438.3901 taanderson@albanyga.gov
PROJECT TEAM	Erik Steavens - Project Manager Robin Cailloux - Planning & Policy Allie Chezem - Data Collection Xiya Goa - GIS Doug Stoner - Equity & Outreach

PROJECTS IN PROGRESS

PROJECT / LOCATION	CLAY COUNTY SS4A COMPREHENSIVE SAFETY ACTION PLAN GREEN COVE SPRINGS, FL
PROJECT DESCRIPTION	Foresite Group was commissioned to create a Safe Systems-based plan aligned with Clay County's Safe Streets for All (SS4A) initiative, representing a significant step toward improving safety countywide. This collaborative effort emphasizes innovative funding solutions and the implementation of cost-effective, high-impact strategies tailored to Clay County's unique needs and the needs of its local cities as towns. The SS4A Action Plan will deliver three primary outcomes: robust data management, actionable policy recommendations, and a prioritized list of capital projects eligible for federal and local funding. Key services include data collection, GIS analysis, infrastructure planning, project prioritization, public outreach, safety analysis, and transportation planning, ensuring a comprehensive approach to advancing transportation safety for all road users in Clay County.
DURATION OF PROJECT & BUDGET	JUL 2025 - EST. FEB 2026 7 month; \$360,000
CLIENT(S) CURRENT CONTACT INFORMATION	Michael Slaughter, Special Projects Coordinator (Clay County) 420 College Drive Suite 107 Middelburg, FL 32068 904.439.1898 michael.slaughter@claycountygov.com
PROJECT TEAM	Allie Chezem - Planning Analyst Erik Steavens - Program Manager Robin Cailloux - Planning & Policy Doug Stoner - Equity & Outreach Xiya Goa - GIS
PROJECT / LOCATION	TOWN OF PECOS CITY SS4A COMPREHENSIVE SAFETY ACTION PLAN PECOS CITY, TEXAS
PROJECT DESCRIPTION	Foresite Group developed a Safe Systems-based SS4A Action Plan for Pecos City to enhance safety in a rapidly growing community. The plan focuses on cost-effective, high-impact strategies and innovative funding solutions tailored to the city's unique needs, including accommodating an influx of semi-permanent residents from the oil and gas industry. The plan delivers data management, policy recommendations, and a prioritized list of capital projects eligible for federal and local funding. Key services included data collection, GIS analysis, infrastructure planning, project prioritization, safety assessments, public outreach, and transportation planning to advance safety for all road users in Pecos City.
DURATION OF PROJECT & BUDGET	OCT 2025 - EST. APR 2026 7 month; \$2,273,000
CLIENT(S) CURRENT CONTACT INFORMATION	Griffin Moreland, Assistant to the City Manager (Pecos City) 115 W 3rd St Pecos, TX 79772 432-445-2421 gmoreland@pecostx.gov
PROJECT TEAM	Allie Chezem - Planning Analyst Erik Steavens - Program Manager Robin Cailloux - Planning & Policy Doug Stoner - Equity & Outreach Xiya Goa - GIS

PRIMARY CONTACT:

Erik Steavens, Transportation Practice Leader | 770.368.1399 | esteavens@fg-inc.net

Firm Overview

Foresite Group, LLC is a full-service engineering, planning, and design firm founded in 2003. With 165 associates in 16 offices nationwide, we deliver award-winning solutions for public and private clients, with a focus on enhancing the communities where we live and work. Our designs emphasize efficiency, sustainability, and ease of maintenance, tailored to the unique conditions of each site.

We build long-term client relationships by understanding their challenges, resources, and maintenance needs. For infrastructure and public works projects, we collaborate closely with owners and design teams from concept through construction to define project goals, coordinate disciplines, and deliver durable, cost-effective solutions.

As a seasoned traffic engineering consultant, Foresite Group specializes in data-driven traffic operations and safety studies. We analyze complex traffic patterns, identify safety concerns, and develop practical, implementable solutions that improve both safety and traffic flow. Using advanced tools and current regulatory standards, we help clients create safer, more efficient transportation networks that reflect the needs of their communities. Our services include:

- Grant Development
- Grant Negotiation
- Quarterly Reporting
- Comprehensive Safety Action Plans
- Demonstration Projects
- Other USDOT Grants
- Traffic Signal Timing Optimization
- Intersection Studies
- Pedestrian Safety Studies
- Bicycle Safety Studies
- Speed Studies
- Traffic Calming Studies

Our approach to traffic operations and safety studies is grounded in rigorous, data-driven analysis and practical, solution-oriented strategies. Using advanced software tools and methodologies, we collect, analyze, and interpret traffic and safety data to uncover clear, actionable insights. Our recommendations are rooted in sound engineering principles, aligned with current regulatory standards, and tailored to the unique needs and constraints of each project. By prioritizing accuracy, innovation, and implementation feasibility, we deliver comprehensive solutions that address current challenges while supporting safer, more efficient networks in the future.

Mission, Philosophy, and What Sets Foresite Group Apart

Foresite Group is committed to delivering innovative, sustainable, and practical engineering, planning, and design solutions that enhance communities by creating functional, forward-thinking infrastructure that improves mobility, safety, and accessibility while fostering long-term growth. Our philosophy is rooted in collaboration, adaptability, and a client-focused approach, emphasizing that successful projects stem from strong relationships, clear communication, and a deep understanding of community needs. By integrating sustainability, efficiency, and maintainability into our designs, we provide solutions that stand the test of time. What sets us apart is our combination of comprehensive in-house expertise and a client-centered approach, enabling efficient, collaborative, and cost-conscious solutions. With over two decades of experience, we apply innovative, data-driven strategies in transportation, infrastructure, and urban design, always prioritizing projects that enhance community quality of life.

Statement of Staff Availability

The team identified in the organizational chart is fully available and 100 percent committed to meeting the project timeline established by Foresite Group. Our objective is to position the City of Dublin to apply for SS4A implementation funding in Spring or Summer 2026, which is expected to be the final guaranteed cycle. We will deliver a completed and approved Comprehensive Safety Action Plan by Spring 2026 so the city is eligible and ready to proceed with implementation.

C PROJECT MANAGER, KEY STAFF, WORKLOAD CAPACITY

The Selection Committee will evaluate the firm on their resource's availability and workload capacity. Criteria used include the Project Manager workload, workload capacity of Key Staff and the proposer's resources dedicated to delivering the project on schedule.

Project Manager - Provide information pertaining to the project manager, including but not limited to:

- Education.
- Relevant project management experience for projects of similar complexity, size, scope, and function.
- Current Workload and workload capacity.
- Percentage of time that will be dedicated to this project.

Experience as a Team:

- Provide the proposed project team, provide project roles and responsibilities and provide relevant experience including professional references and contact information for the project lead and key principle responsible for the project.
- Also provide the percentage of time for each that will be dedicated to this project.
- The experience of this team working together.
- Current Workload and workload capacity.

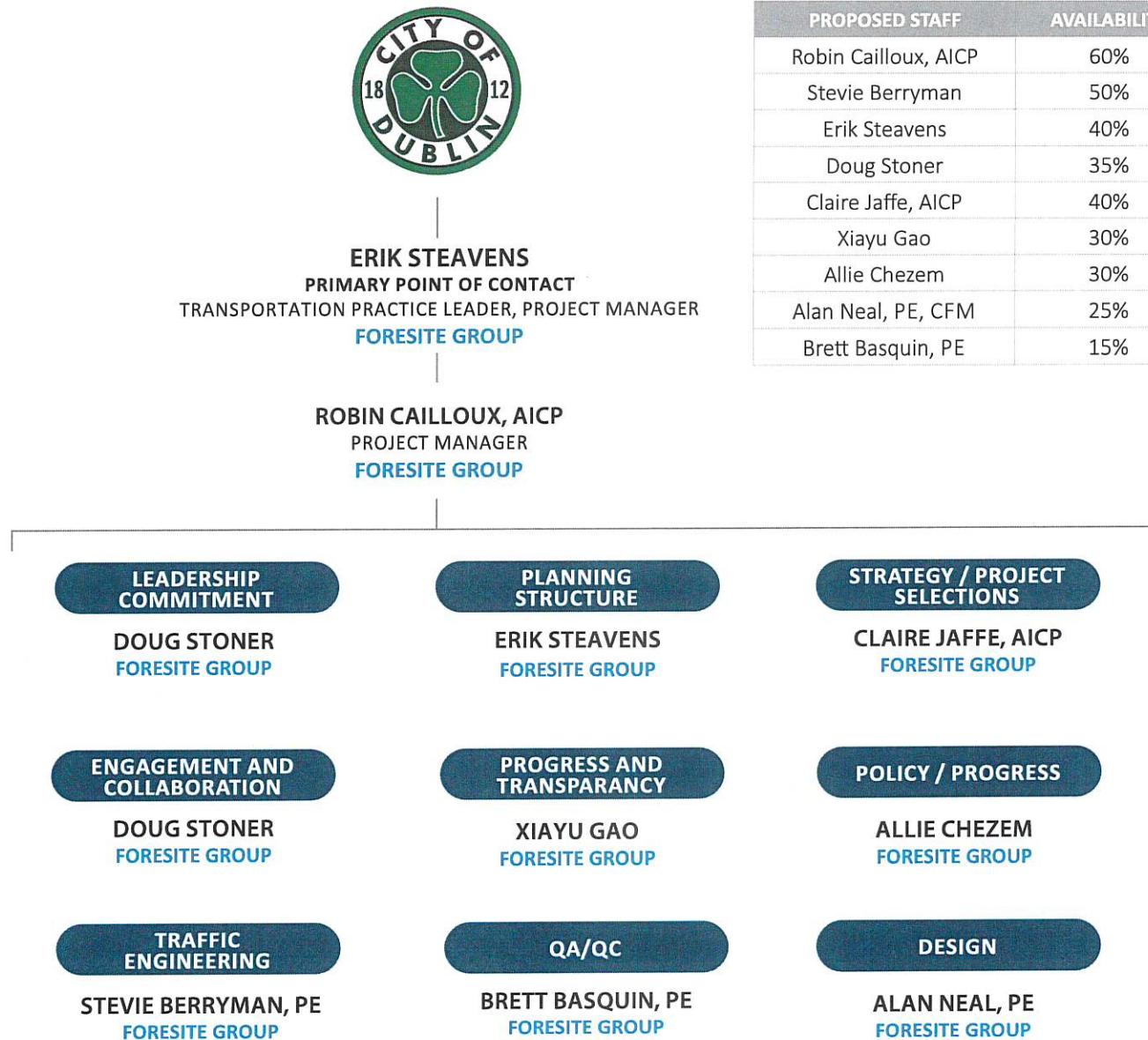
C | PROJECT MANAGER, KEY STAFF, WORKLOAD CAPACITY

Statement of Staff Availability

The proposed staffing plan, anchored by a highly specialized core team and supported by dedicated technical and outreach personnel, commits the time and resources needed to develop this plan within five months. This team has successfully delivered several similar plans on time and on budget, and the staff identified in the organizational chart are fully available and 100 percent committed to meeting the project timeline established by Foresite Group. Our objective is to position the City of Dublin to apply for SS4A implementation funding in Spring or Summer 2026, which is expected to be the final guaranteed cycle, and we will deliver a completed and approved Comprehensive Safety Action Plan by Spring 2026 so the City is eligible and ready to proceed with implementation.

Foresite Group will complete the full scope with our own staff. We do not intend to select or engage subconsultants. Our in-house team will perform project management, stakeholder and public engagement, data collection and management, GIS and mapping, safety analysis and High Injury Network development, concept development and cost estimating, policy and education recommendations, implementation planning, grant and funding strategy, and QA QC. If the city requires a specific certification goal or unforeseen specialty support, we will notify the city and request approval before any change.

Organizational Chart



Project Manager Resume



ERIK STEAVENS

Practice Leader, Main Point-of-Contact
esteavens@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 40%



BACKGROUND

Mr. Steavens has over 30 years of experience in infrastructure development. He is known as a leader driving transportation infrastructure development for federal, state, and local governments. Highly competitive, passionate, persuasive, and articulate, able to achieve results others believed to be impossible. Experienced in multi-modal planning, environmental analysis, partnership building and project management. His past work experience includes Manager, Planning and Operations for FHWA; Senior Policy Advisor, U.S. Senate Environment and Public Works Committee; Senior Transportation Analyst, Georgia State Road and Tollway Authority; Intermodal Division Director, Georgia DOT; Rail Division Director, Texas DOT; and MPO Administrator, Albany, GA. His planning and programmatic advisory skills are known nationwide.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 2
Total: 30

EDUCATION

Georgia Institute of Technology
Master of Science in Civil Engineering
Georgia Institute of Technology
Bachelor of Science in Civil Engineering

AFFILIATIONS + ORGANIZATIONS

Georgia Transit Association
Association for the Improvement of
American Infrastructure
Association of Metropolitan Planning
Organizations
Transportation Research Board, Intercity
Passenger Rail Committee

HIGHLIGHTED EXPERIENCE

PECOS CITY SS4A COMPREHENSIVE

SAFETY ACTION PLAN
Pecos City, TX
Program Manager

CLAY COUNTY SS4A COMPREHENSIVE

SAFETY ACTION PLAN
Green Cove Springs, FL
Program Manager

ALBANY DOUGHERTY COMPREHENSIVE PLAN

Albany, GA
Program Manager

LEESBURG COMPREHENSIVE PLAN

Leesburg, GA
Program Manager

DOUGHERTY COUNTY BIKE/PED PLAN

Albany, Ga
Program Manager

SS4A PLAN FOR CITY OF ALBANY

Albany, GA
Program Manager

SS4A PLAN FOR CITY OF UNION CITY

Union City, GA
Program Manager

SS4A PLAN FOR EFFINGHAM COUNTY

Springfield, GA
Program Manager

SS4A PLAN FOR BARROW COUNTY

Winder, GA
Program Manager

EFFINGHAM COUNTY BIKE/PED PLAN

Springfield, GA
Program Manager/Planning

CITY OF LAFAYETTE RAISE GRANT

NEGOTIATIONS
LaFayette, GA
Program Manager

SS4A SAFETY PLAN PEER REVIEW

Leesburg, GA
Program Manager

SS4A CONSTRUCTION GRANT DEVELOPMENT

Barrow County, GA
Program Manager

SS4A CONSTRUCTION GRANT NEGOTIATION

LaFayette, ga
Program Manager

SS4A CONSTRUCTION GRANT DEVELOPMENT

Albany Dougherty County, GA
Program Manager

TEXAS RAIL SAFETY OVERSIGHT

Austin, TX
Program Manager

TEXAS RAIL SAFETY PLAN

Austin, TX
Program Manager

TEXAS / OKLAHOMA PASSENGER RAIL STUDY

Dallas, TX
Program Manager

METROPLEX HIGH SPEED RAIL FEASIBILITY

Dallas, TX
Program Manager

NETEX INTERMODAL FACILITY <i>Sulphur Springs, TX</i> Program Manager	PTV ASSESSMENT & IMPLEMENTATION <i>Cumming, GA</i> Program Manager	HINESVILLE TRANSIT OPERATIONS RECOMPETE <i>Hinesville, GA</i> Program Manager
BORDER WEST EXPRESSWAY <i>El Paso, TX</i> Program Manager	GRANT WRITING SERVICES <i>Various Locations</i> Program Manager	GEORGIA STATE HUMAN SERVICE COORDINATION PLAN <i>Atlanta, GA</i> Program Manager
TEXAS CENTRAL RAILWAY <i>Dallas, TX</i> Program Manager	NEW JERSEY TRANSIT <i>Newark, NJ</i> Program Manager	GEORGIA STATEWIDE TRANSIT SCHEDULING AND COORDINATION SYSTEM <i>Atlanta, GA</i> Program Manager
TOWER 55 <i>Fort Worth, TX</i> Program Manager	P3 SMART CITY LIGHTING PROGRAM <i>Terrabone Parrish, LA</i> Program Manager	MANAGEMENT INFORMATION SYSTEM (MIS) <i>Atlanta, GA</i> Program Manager
ADVISORY SERVICES, LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT <i>Louisiana</i> Program Manager	ELECTRIC VEHICLE AND CHARGING STATION PROGRAM <i>State of Hawaii</i> Program Manager	STATE OF GEORGIA TRANSIT DATA FACT BOOK <i>Atlanta, GA</i> Program Manager
ADVISORY SERVICES, MBTA <i>Boston, MA</i> Program Manager	285 AT SR 400 INTERCHANGE IMPROVEMENTS <i>Fulton County, GA</i> Program Manager	GDOT TRANSIT POLICY AND PROCEDURES MANUALS <i>Atlanta, GA</i> Program Manager
ADVISORY SERVICES, NEW JERSEY TRANSIT <i>Newark, NJ</i> Program Manager	PHASE 1, II, & III, PI# 621410, 621415, & 0000291, SR 113/OLD ALABAMA ROAD RELOCATION FROM STATE ROUTE 113 TO I-75 <i>Bartow County, GA</i> Program Manager	GEORGIA STATE TRANSIT MANAGEMENT PLAN <i>Atlanta, GA</i> Program Manager
MARYLAND TRANSIT ADMINISTRATION SAFETY MANAGEMENT SYSTEM <i>Baltimore, MD</i> Program Manager	GDOT PROJECT PI# 0004915, 621500, & 621505, WIDENING OF SR 140 FROM SR 53 TO SR 3/US 41 <i>Floyd and Bartow County, GA</i> Program Manager	ATLANTA TO CHATTANOOGA HIGH SPEED GROUND TRANSPORTATION STUDY <i>Atlanta, GA</i> Program Manager
GEORGIA TRANSIT GRANT PROGRAM <i>Atlanta, GA</i> Program Manager Program Manager	GDOT SR 162/SALEM RD. FM CR 55/ FLAT SHOALS RD. TO CR 34/OLD SALEM RD. (PI 0013628) AND SR 162 FM CR 511/BROWN BRIDGE RD. TO CR 34/OLD SALEM RD. (PI 231210) <i>Newton and Rockdale Counties, GA</i> Program Manager	ATLANTA TO BIRMINGHAM HIGH SPEED RAIL STUDY <i>Atlanta, GA</i> Program Manager
MARTA RAIL SAFETY OVERSIGHT PROGRAM <i>Atlanta, GA</i> Program Manager	HORIZON MOBILITY GROUP P3 PROPOSAL <i>Georgia DOT</i> Program Manager	ATLANTA TO CHARLOTTE HIGH SPEED RAIL STUDY <i>Atlanta, GA</i> Program Manager
ALBANY DOUGHERTY REGIONAL TRANSPORTATION PLAN <i>Albany, GA</i> Program Manager	YOSEMITE AREA REGIONAL TRANSIT SYSTEM <i>Yosemite National Park</i> Program Manager	CENTRAL HOSPITAL REDEVELOPMENT AUTHORITY – BROADBAND INITIATIVE <i>Milledgeville, GA</i> Program Manager
GEORGIA STATE TRANSIT PLAN <i>Atlanta, GA</i> Program Manager	MARTA COMPREHENSIVE FACILITIES ASSESSMENT <i>Atlanta, GA</i> Program Manager	EAST POINT CITY HALL <i>East Point, GA</i> Program Manager
GRAND PARKWAY FEASIBILITY <i>Houston, TX</i> Program Manager		

Team Resumes



ROBIN CAILLOUX AICP

Senior Project Manager

rcailloux@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 60%

FORESITE
group

BACKGROUND

Robin is an accomplished and AICP-certified planner with extensive experience in both the public and private sectors. With a deep understanding of project management, zoning codes, and the interaction between land use and transportation, Robin excels at developing strategic solutions that balance community needs and regulatory requirements. A skilled leader and communicator, Robin is adept at fostering collaboration among stakeholders, facilitating public engagement, and delivering compelling presentations. Her expertise in budget management, community outreach, and customer service ensures the successful execution of projects from planning to implementation. With strong writing and communication skills, Robin effectively translates complex ideas into clear and actionable plans, helping communities and organizations achieve their long-term goals.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 1

Total: 22

EDUCATION

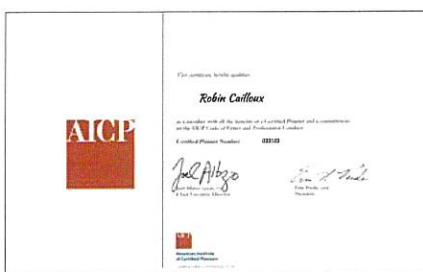
Carl Vinson Institute of Government
Certified Public Manager

Georgia Institute of Technology
Masters in City and Regional Planning

University of Georgia
Bachelor of Arts in Art History

AFFILIATIONS + ORGANIZATIONS

Certified Urban Planner | AICP # 146248



HIGHLIGHTED EXPERIENCE

PECOS CITY SS4A COMPREHENSIVE SAFETY ACTION PLAN

Pecos City, TX
Project Manager

CLAY COUNTY SS4A COMPREHENSIVE SAFETY ACTION PLAN

Green Cove Springs, FL
Project Manager

ALBANY DOUGHERTY COMPREHENSIVE PLAN

Albany, GA
Project Manager

LEESBURG COMPREHENSIVE PLAN

Leesburg, GA
Project Manager

PEACHTREE CITY BIKE/PED PLAN

Peachtree City, GA
Project Manager

SS4A PLAN FOR CITY OF ALBANY

Albany, GA
Project Manager

SS4A PLAN FOR CITY OF UNION CITY

Union City, GA
Project Manager

PEACHTREE CITY MASTER PATH PLAN 2020 UPDATE*

Peachtree City GA
City Project Manager

COMPREHENSIVE PLAN*

Columbia County, GA
County Staff Project Manager

COMPREHENSIVE PLAN 2017 UPDATE*

Peachtree City, GA
County Staff Project Manager

COMPREHENSIVE PLAN 2022 MAJOR UPDATE*

Peachtree City, GA
Project Manager

CITY CENTRE REDEVELOPMENT PLAN*

Peachtree City, GA
City Staff Project Manager

PEACHTREE CITY LAND USE FISCAL IMPACT MODEL*

Peachtree City, GA
Creator

ATLANTA OPPORTUNITY ZONE APPLICATION/APPROVAL*

Atlanta, GA
Project Manager

CHATTahoochee HILLS ANNEXATION STUDY*

Atlanta, GA
Project Manager

ATLANTA BELTLINE SUBAREA 5 & 6 MASTER PLAN*

Atlanta, GA
Planner

ATLANTA BELTLINE ENVIRONMENTAL IMPACT STATEMENT*

Atlanta, GA
Planner

MARTA GEORGIA 400 TRANSIT INITIATIVE ENVIRONMENTAL IMPACT STATEMENT*

Atlanta, GA
Assistant Project Manager

ATLANTA STREETCAR TIGER GRANT APPLICATION*

Atlanta, GA



CLAIRE JAFFE AICP

Project Manager

cjaffe@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 40%

BACKGROUND

Claire is an AICP-certified planner with over 10 years of experience in multimodal planning. She has worked actively in both the public and private sectors helping communities solve transportation issues. Claire has extensive experience managing various studies whether it be freight assessments, bike/ped planning, corridor studies, or grant management. She is well versed in developing community specific and scaled outreach programs with the goal of getting all members of the community engaged in the planning process. Having worked for USDOT, she is well versed in public transportation policy and has taught courses in transportation planning across the country.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: <1
Total: 10

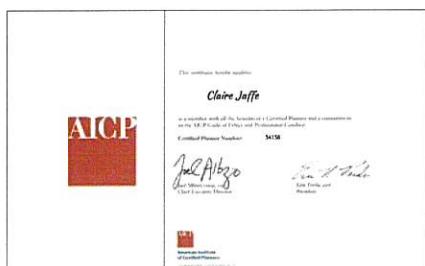
EDUCATION

University of Pennsylvania (UPenn)
Master of City Planning

University of Michigan
Bachelor of Arts

AFFILIATIONS + ORGANIZATIONS

Certified Urban Planner | AICP # 34138



HIGHLIGHTED EXPERIENCE

TOWN OF PECOS CITY COMPREHENSIVE SAFETY ACTION PLAN
Pecos City, TX
Project Manager

CLAY COUNTY SS4A COMPREHENSIVE SAFETY ACTION PLAN
Green Cove Springs, FL
Project Manager

MANCHESTER BIOFABRICATION CLUSTER TRANSPORTATION EQUITY STUDY (TRANSPORTATION EQUITY PLAN) – USDOT VOLPE*
Manchester, NH
Project Manager

TRANSPORTATION ACCESS PLAN – THEODORE ROOSEVELT NATIONAL PARK (NORTH UNIT)*
Theodore Roosevelt National Park (North Unit), ND
Project Manager

TRANSIT-FRIENDLY PLANNING GUIDEBOOK – NJ TRANSIT*
Statewide, NJ
Project Manager

REBUILD COMMUNITY ENGAGEMENT – CITY OF PHILADELPHIA*
Philadelphia, PA
Project Manager

CONNECTING NORTH WOODBURY: RED BANK AVE WALK-SHED STUDY*
Woodbury, NJ
Project Manager

COOPER PLAZA NEIGHBORHOOD PLAN – CAMDEN COMMUNITY PARTNERSHIP*
Camden, NJ
Project Manager

LAND PRESERVATION, PARKS & RECREATION PLANS (LPPRP)*

Anne Arundel County, MD
Project Manager

LAND PRESERVATION, PARKS & RECREATION PLANS*

Harford County, MD
Project Manager

HADDON AVE CORRIDOR IMPLEMENTATION PLAN – PARKSIDE BUSINESS & COMMUNITY IN PARTNERSHIP (PBCIP)*

Camden, NJ

Project Manager

PARKSIDE NEIGHBORHOOD PLAN UPDATE & ENGAGEMENT SUPPORT – PBCIP*

Camden, NJ
Engagement & Mapping Lead

PLAN FOR THE EDS, MEDS & RESEARCH CORRIDOR – ROWAN UNIV./RUTGERS-CAMDEN BOARD OF GOVERNORS*

Camden, NJ
Planning & Engagement Lead

* Work completed at prior firms.



XIAYU GAO

Urban Planning Analyst

xgao@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 30%

BACKGROUND

Xiayu Gao is a skilled transportation planner with expertise in environmental and transportation planning, GIS analysis, and community engagement. Holding a Master of Urban Planning from USC and a BA in Anthropology, she has contributed to major infrastructure projects such as the Vincent Thomas Bridge Deck Replacement, Brightline West High-Speed Rail, and SR-14 Safety Improvements. Xiayu's work emphasizes sustainable, equitable, and community-centered planning, with a focus on developing impactful solutions. In addition to her project experience, she has coordinated technical bootcamps and conducted research to support urban planning education, further strengthening her capabilities in planning and community-focused initiatives.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: <1

Total: 3

EDUCATION

University of Southern California
Master of Urban Planning and Design
San Diego State University
Bachelor of Arts, Anthropology, with
Distinction

AFFILIATIONS + ORGANIZATIONS

Institute for Sustainable Infrastructure:
Envision Sustainability Professional (ENV
SP)
Women in Transportation Seminar (WTS)
Association of Environmental
Professionals

HIGHLIGHTED EXPERIENCE

**PECOS CITY SS4A COMPREHENSIVE
SAFETY ACTION PLAN**
Pecos City, TX
Planning Analyst

**CLAY COUNTY SS4A COMPREHENSIVE
SAFETY ACTION PLAN**
Green Cove Springs, FL
Planning Analyst

**UNION CITY SS4A COMPREHENSIVE
SAFETY ACTION PLAN**
Union City, GA
Planning Analyst

NEPA SERVICES FOR DEKALB COUNTY
DeKalb, GA
Planning Analyst

ALBANY COMPREHENSIVE PLAN
Albany, GA
Planning Analyst

**CITY OF LEESBURG COMPREHENSIVE
SAFETY ACTION PLAN**
Leesburg, GA
Planning Analyst

HNTB*
Los Angeles, CA
Environmental Planning Intern

- Conducted GIS mapping and analysis for environmental documents supporting projects including the Vincent Thomas Bridge Deck Replacement, Brightline West High-Speed Rail, and SR-14 Safety Improvements.
- Updated NEPA/CEQA Joint Document for Vincent Thomas Bridge by managing 300+ public comments, analyzing feedback, updating GIS

maps, and serving as notetaker for Caltrans District 7 client meetings.

- Prepared Notice of Preparation, scoping materials, and drafted project description and policy consistency sections for the SR-14 Safety Improvement Project Community Impact Assessment.
- Researched environmental data for NCTD rail proposal, reviewing Biology, Hazardous Waste, Section 4(f), and Land Use using databases such as EnviroStor, IPaC, FEMA FIRM, and CalEnviroScreen.

UNIVERSITY OF SOUTHERN CALIFORNIA*

Los Angeles, CA
Lab Coordinator, Master of Urban
Planning Lab

- Led 20+ technical bootcamps with faculty, staff, and students, covering GIS, Synchro, Adobe Creative Suite, SketchUp, Zoning Analysis, and Resilience to support academic and career development.
- Conducted Synchro traffic simulations for the Carson Ave/Clark St. intersection to evaluate current and projected Levels of Service (LOS).
- Performed ArcGIS Pro analysis of visitor travel to Santa Monica Mountains trailheads, identifying parking solutions to reduce VMT and traffic pollution.
- Surveyed 200+ MUP students to align lab offerings with planning career skill development.
- Managed and distributed bootcamp materials via Brightspace, ensuring accessibility for all Master of Urban Planning students.

* Work completed at prior firms.



ALLIE CHEZEM

Urban Planning Analyst

achezem@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 30%

BACKGROUND

Allie is a transportation planner with a background in urban planning, data analysis, and landscape design. She has expertise in conducting demographic, economic, and real estate research, utilizing data to generate actionable insights and effectively communicate findings through visual and written formats. Her experience includes analyzing land use data, supporting operational efficiency, and coordinating interdepartmental needs. With hands-on experience in landscape design, structural drawings, and native plant knowledge, Allie brings a well-rounded skill set to transportation planning projects, backed by her ability to collaborate across disciplines and deliver data-driven solutions.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 1

Total: 2

EDUCATION

University of Georgia

Master of Urban Planning and Design

University of Georgia

Bachelor of Science in Economics, Minor in Studio Art

HIGHLIGHTED EXPERIENCE

PECOS CITY SS4A COMPREHENSIVE SAFETY ACTION PLAN
Pecos City, TX
Planning Analyst

CLAY COUNTY SS4A COMPREHENSIVE SAFETY ACTION PLAN
Green Cove Springs, FL
Planning Analyst

ALBANY DOUGHERTY COMPREHENSIVE PLAN
Albany, GA
Equity & Outreach Lead

LEESBURG COMPREHENSIVE PLAN
Leesburg, GA
Equity & Outreach Lead

GIS TRANSPORTATION DASHBOARD DEVELOPMENT FOR BARROW COUNTY
Winder, Ga
Planning Analyst

SS4A PLAN FOR CITY OF ALBANY
Albany, GA
Planning Analyst

SS4A PLAN FOR CITY OF UNION CITY
Union City, GA
Planning Analyst

EFFINGHAM COUNTY BIKE/PED PLAN
Springfield, GA
Planning Analyst

CITY OF LAFAYETTE RAISE GRANT NEGOTIATIONS

LaFayette, GA
Planning Analyst

BARROW COUNTY SS4A STUDY
Winder, GA
Planning Analyst

VILLA RICA SS4A GRANT EXECUTION
Villa Rica, GA
Planning Analyst

SS4A SAFETY PLAN PEER REVIEW
Leesburg, GA
Planning Analyst

SS4A CONSTRUCTION GRANT DEVELOPMENT
Barrow County, GA
Planning Analyst

SS4A CONSTRUCTION GRANT NEGOTIATION
LaFayette, ga
Planning Analyst

SS4A CONSTRUCTION GRANT DEVELOPMENT
Albany Dougherty County, GA
Planning Analyst



DOUG STONER

Public Engagement

dstoner@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 35%

BACKGROUND

Doug is a respected public figure and business leader with a 25+ year record of championing economic/business development and building strategic alliances as a COO, management consultant, elected officeholder (Georgia State Senator, 2005-2013), public servant, and civic volunteer. Doug leverages a deep understanding of business/public affairs to source opportunities, form networks, and engage stakeholders. He is a solution-focused consensus builder able to bridge the divide among diverse factions to create synergy and drive results.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 6

Total: 25+

EDUCATION

Kennesaw State University
Bachelor of Science in Political Science
Carl Vinson Institute of Government
Development Authority Training

AFFILIATIONS + ORGANIZATIONS

Board Member, Cobb Chamber
Government Affairs Committee,
2013-Present
Board Member, Cobb Chamber
Competitive EDGE Steering Committee,
2011-2012
Chairman, Cobb Chamber Transportation
Committee, 2008-2009
Member, Southern States Energy Board,
2005-2007
Member, Georgia Rail Passenger
Authority Oversight Committee,
2003-2007
Chairman, Cobb Transit Advisory Board,
1999-2002
Board Member, Cobb Transit Advisory
Board, 1995-2002

HIGHLIGHTED EXPERIENCE

PECOS CITY SS4A COMPREHENSIVE SAFETY ACTION PLAN

Pecos City, TX
Equity & Outreach Lead

CLAY COUNTY SS4A COMPREHENSIVE SAFETY ACTION PLAN

Green Cove Springs, FL
Equity & Outreach Lead

ALBANY DOUGHERTY COMPREHENSIVE PLAN

Albany, GA
Equity & Outreach Lead

LEESBURG COMPREHENSIVE PLAN

Leesburg, GA
Equity & Outreach Lead

SS4A PLAN FOR CITY OF ALBANY

Albany, GA
Equity & Outreach Lead

SS4A PLAN FOR CITY OF UNION CITY

Union City, GA
Equity & Outreach Lead

EFFINGHAM COUNTY BIKE/PED PLAN

Springfield, GA
Equity & Outreach Lead

SS4A PLAN FOR EFFINGHAM COUNTY

Springfield, GA
Equity & Outreach Lead

SS4A PLAN FOR BARROW COUNTY

Winder, GA
Equity & Outreach Lead

CHAIRMAN, SOUTH COBB REDEVELOPMENT AUTHORITY

2015 - Present

PRESIDENT/PRINCIPAL, LD SQUARED, INC.

2003 - Present

VICE CHAIR, SMYRNA DOWNTOWN DEVELOPMENT AUTHORITY

1991 - 2016

MANAGING DIRECTOR/CONSULTANT, DEVELOPMENT AUTHORITY OF DEKALB COUNTY

2014

CHAIRMAN, SENATE DEMOCRATIC CAUCUS

2010 - 2012

BUSINESS DEVELOPMENT CONSULTANT, EXELOO, INC.

2003 - 2017

GOVERNMENT AFFAIRS CONSULTANT, ATLANTA BELTLINE PARTNERSHIP, INC.

2015 - 2017

BUSINESS DEVELOPMENT CONSULTANT, VEOLIA TRANSPORTATION

2013 - 2014

BUSINESS DEVELOPMENT CONSULTANT, GAS SOUTH

2010 - 2014

DIRECTOR OF BUSINESS DEVELOPMENT, CROY ENGINEERING, INC.

2011 - 2013

SENIOR BUSINESS DEVELOPMENT MANAGER, ATKINS NORTH AMERICA,

2009 - 2011

VICE PRESIDENT, VEE-JAY INC.

1990 - 2003

GEORGIA STATE SENATOR

2005 - 2013

Ranking Member, Senate Committees:
Economic Development | Transportation
| Regulated Industries & Public
Utilities | State & Local Government
Operations | Intermodal, Rail, and Transit



STEVIE BERRYMAN PE

Traffic Project Manager

sberryman@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 50%

FORESITE
group

BACKGROUND

Stevie brings over 20 years of engineering expertise specializing in traffic engineering across the Southeast. His comprehensive skill set encompasses a wide range of disciplines, including conducting detailed traffic impact and DRI studies, designing intricate traffic signal systems and Intelligent Transportation Systems (ITS), optimizing signal timing, and developing precise signing and marking plans. He also collaborates seamlessly with in-house transportation planners and road design engineers to deliver integrated, high-quality solutions. Throughout his career, he has delivered exceptional design solutions for both public and private sector clients.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 9

Total: 21

LICENSES + CERTIFICATIONS

GA Professional Engineer #PE036065

Additional Licenses: AL, ID, OR, TX, WA

EDUCATION

Georgia Institute of Technology

Masters in Civil Engineering

Georgia Institute of Technology

Bachelors in Industrial and Systems Engineering

AFFILIATIONS + ORGANIZATIONS

Institute of Transportation Engineers (ITE)

Georgia Intelligent Transportation Society (ITS)

HIGHLIGHTED EXPERIENCE

PHOEBE PUTNEY PEDESTRAIN MID

BLOCK CROSSING ANALYSIS AND DESIGN

Albany, GA

Traffic Engineer

GEORGIA TECH FERST DRIVE

STREETSCAPE

Atlanta, GA

Traffic Engineer

GEORGIA TECH FERST DRIVE AND 6TH STREET INTERSECTION DESIGN

Atlanta, GA

Traffic Engineer

CITY OF CUMMING INDUSTRIAL PARK DRIVE CONNECTION ROAD DESIGN

Cumming, GA

Traffic Engineer

CITY OF CUMMING SAWNEE DRIVE ROAD EXTENSION

Cumming, GA

Traffic Engineer

CITY OF EAST POINT HEADLAND AND DELOWE SIDEWALK IMPROVEMENTS

East Point, GA

Traffic Engineer

GDOT REGIONAL TRAFFIC OPERATIONS PROGRAM

Atlanta Metro Area, GA

Traffic Engineer

GDOT STATEWIDE SIGNAL TIMING PROGRAM

Statewide, GA

Traffic Engineer

GDOT METRO SIGNAL TIMING PROGRAM

Atlanta Metro Area, Georgia

Traffic Engineer

GDOT BUFORD HWY PEDESTRIAN IMPROVEMENTS, PH I, PEDESTRIAN HYBRID SIGNAL CONVERSIONS*

DeKalb County, GA

ITS/Traffic Engineer

GDOT INTERSTATE 75 WIDENING & ARKWRIGHT RD, MACON, GA, SIGNALS AND ITS*

Macon, GA

ITS/Traffic Engineer

GCDOT SR 124 ATMS SYSTEM*

Snellville, GA

ITS/Traffic Engineer

GCDOT MCGINNIS FERRY ROAD EXTENSION, SIGNALS AND ITS*

Gwinnett County, GA

ITS/Traffic Engineer

GCDOT ARACO ROAD WIDENING, SIGNALS AND ITS*

Lilburn, GA

ITS/Traffic Engineer

CITY OF TUCKER ON-CALL TRAFFIC ENGINEERING SERVICES

Tucker, GA

Traffic Engineer

CITY OF CUMMING ON-CALL ENGINEERING SERVICES

Cumming, GA

Traffic Engineer

DEKALB COUNTY PROGRAM MANAGEMENT

DeKalb County, GA

Traffic Engineer



BRETT BASQUIN PE

Principal + Chief Engineer
basquin@fg-inc.net | Auburn, AL

Percentage of time dedicated to this project: 15%

BACKGROUND

Brett is a founder of Foresite Group and a professional civil engineer with extensive experience managing and directing projects across all disciplines. Brett is dedicated to providing quality engineering designs and technical innovations. His areas of expertise lie in the efficient and effective design of projects including storm water management, erosion control, hydrology analyses, ADA accessibility, permitting, and value engineering.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 23

Total: 25

LICENSES + CERTIFICATIONS

AL Professional Engineer #PE27893

Additional PE Licenses: AR, AZ, CO, CT, DE, FL, GA, IA, ID, IL, IN, KS, KY, LA, MD, ME, MI, MN, NC, ND, NH, NJ, NV, NY, OH, PA, RI, SC, TN, TX, UT, VA, WV, WI

ADEM Qualified Credentialed

Professional

Georgia Soil and Water Conservation
Commission #0000008152

EDUCATION

Georgia Institute of Technology

BS Civil Engineering

AFFILIATIONS + ORGANIZATIONS

Auburn Chamber of Commerce, Member

Georgia Tech Alumni Association, Member

International Council of Shopping

Centers, Member

Leadership Lee County, Class of 2009

HONORS + AWARDS

Gwinnett Chamber Pinnacle Small
Business Award, 2009

HIGHLIGHTED EXPERIENCE

SIGNAL TIMING AT AUBURN MALL

Auburn, AL

Principle in Charge

WADLEY CRUSHED STONE – INDUSTRIAL ACCESS GRANT FOR ROADWAY DESIGN

Wadley, AL

Principal-in-Charge

GDOT REST AREAS PHASE I ADA ASSESSMENT

Statewide GA

Engineer-of-Record

GDOT REST AREAS PHASE II DESIGN + CONSTRUCTION ADMINISTRATION

Statewide GA

Engineer-of-Record

GSFIC/GNETS FACILITY CONDITION ASSESSMENTS

Statewide GA

Engineer-of-Record

DOWNTOWN AUBURN MASTER PLAN TRANSPORTATION PLANNING

Auburn, AL

Principle in Charge

OPELIKA ROAD CORRIDOR MASTER PLAN TRANSPORTATION PLANNING

Auburn, AL

Principle in Charge

CEDARTOWN FLOOD STUDY

Cedartown, GA

Project Manager + Engineer

AUBURN UNIVERSITY WIRE ROAD AND HEISMAN DRIVE

Auburn, AL

Principal-in-Charge

AUBURN UNIVERSITY PARKING STUDY

Auburn, AL

Project Manager

AUBURN UNIVERSITY HUTSELL TRACK FENCING IMPROVEMENTS

Auburn, AL

Principal-in-Charge

CITY OF AUBURN - WRIGHT STREET PARKING

Auburn, AL

Principal-in-Charge

CITY OF AUBURN - MLK STREETSCAPE

Auburn, AL

Principal-in-Charge

GEORGIA TECH FERST DRIVE STREETSCAPE PHASE I + PHASE II

Atlanta, GA

QA/QC

RUSSELL PARK MASTER PLAN DESIGN

Alexander City, AL

Principal-in-Charge + QA/QC Reviewer

BLANKETS CREEK PARK MOUNTAIN BIKE TRAIL ADDITION

Canton, GA

Principal-in-Charge

BURTON PLACE AT MIDTOWN PARKING LOT REDESIGN

Auburn, AL

Project Manager + Civil Engineer

AUBURN PARKS, REC, AND CULTURAL MASTER PLAN

Auburn, AL

Principal-in-Charge

SPORTSPLEX PARK RENOVATION + MASTER PLAN

Alexander City, AL

Principal-in-Charge + Quality Control



ALAN NEAL PE, CFM

Chief Engineer

aneal@fg-inc.net | Peachtree Corners, GA

Percentage of time dedicated to this project: 25%

FORESITE
group

BACKGROUND

Alan is a civil engineer with 29 years of experience in design and consulting for projects in the institutional, residential, government, and commercial sectors. He offers extensive knowledge of hydrologic analysis and basin modeling, water quality design, infiltration systems design, low impact design, and drainage/flood modeling throughout the Southeast. Alan is well versed in the FEMA Floodplain management regulations and map amendment processes and has taken a lead engineer/design role for many projects throughout Metro Atlanta.

QUALIFICATIONS

YEARS OF EXPERIENCE

Foresite Group: 14
Total: 29

LICENSES + CERTIFICATIONS

GA Professional Engineer #PE#33216

Certified GSWCC Level II Professional in Erosion & Sediment Control Design #0000047463

Certified Floodplain Manager

EDUCATION

Kennesaw State University (Formerly Southern Polytechnic State University)
Bachelor of Science in Civil Engineering Technology

AFFILIATIONS + ORGANIZATIONS

Forsyth County Planning Commission, Former Appointed Member
Coal Mountain Overlay Steering Committee, Former
Leadership Forsyth, Class of 2008

HIGHLIGHTED EXPERIENCE

CITY OF CUMMING SAWNEE DRIVE EXTENSION

Cumming, GA
Senior Engineer

CITY OF CUMMING ATLANTA ROAD LMIG ROAD SURFACING

Cumming, GA
Senior Engineer

CUMMING CITY CENTER 75-ACRE CITY CENTER MIXED-USE

Cumming, GA
Senior Engineer + Project Manager

CEDARCREST ROAD CORRIDOR STUDY

Paulding County, GA
Project Engineer

CMAQ STREETSCAPE ENHANCEMENTS

Forest Park, GA
Lead Engineer

BRASELTON PARKWAY ROAD DESIGN

Braselton, GA
QA/QC Reviewer

GEORGIA TECH FERST DRIVE STREETSCAPE

Atlanta, GA
QA/QC Reviewer

PRELIMINARY FLOOD MODELING FOR CULVERT WIDENING AT CEDARCREST ROAD

Paulding County, GA
Project Engineer

DETAILED FLOOD STUDY FOR 2,000 ACRE TRACT

Dawson County, GA
Hydrology Specialist

THE LOVETT SCHOOL LOWER AND UPPER SCHOOL RENOVATIONS

Atlanta, GA
Project Manager

FLOODPLAIN MODELING + CULVERT IMPROVEMENTS

Alexander City, AL
Project Engineer

AUBURN ELEMENTARY SCHOOL STORMWATER MANAGEMENT DESIGN

Auburn, AL
Hydrology/Water Quality Engineer

CITY OF OAKWOOD SANITARY SEWER OUTFALL EXTENSION AND LIFT STATION

Oakwood, GA
Lead Engineer

NEWMAN PAVILION COMPLEX SITE DESIGN

Newnan, GA
Project Engineer

GREATER ATLANTA CHRISTIAN SCHOOL CAMPUS IMPROVEMENTS

Lilburn, GA
QA/QC Reviewer

WORLD CENTER FOR HOLISTIC WELLNESS DEVELOPMENT

Atlanta, GA
QA/QC Reviewer

SYLVAN ABBEY FUNERAL HOME EXPANSION

Clearwater, FL
Hydrology Specialist

CITY OF SANDY SPRINGS ON-CALL

Sandy Springs, GA
QA/QC Reviewer

D PAST PERFORMANCE REFERENCES

The Selection Committee will consider information provided via references provided for relevant projects and knowledge any selection committee member has of performance on relevant projects. The Selection Committee will consider all factors in their totality when arriving at a final score for the Past Performance.

D | PAST PERFORMANCE REFERENCES

Foresite Group has a strong record of successful delivery on projects similar in scope and complexity to this engagement. Our team consistently meets schedules, adheres to budgets, and maintains clear communication with clients and stakeholders from project initiation through construction. The references and projects provided in this section demonstrate our ability to manage multidisciplinary teams, coordinate with local and state agencies, and deliver high quality, implementable solutions. We welcome the Selection Committee's review of these references and any prior experience committee members may have with our work.

Representative projects include:

PROJECT NAME	LOCATION	BRIEF DESCRIPTION
EFFINGHAM COUNTY SS4A PLAN	SPRINGFIELD, GA	Prime consultant for a countywide, Safe System-based Action Plan, including data collection, GIS analysis, project prioritization, and a prioritized capital project list. Accelerated schedule to meet 2024 demonstration funding deadlines.
BARROW COUNTY SS4A PLAN	WINDER, GA	Countywide Action Plan focused on data management, safety analysis, and development of a prioritized project pipeline for federal and local funding.
CITY OF ALBANY SS4A PLAN	ALBANY, GA	Comprehensive Safety Action Plan for Albany and Dougherty County delivered on an accelerated timeline to meet grant expiry and FHWA compliance requirements.
CITY OF UNION CITY SS4A PLAN	UNION CITY, GA	Citywide Safe System-based Action Plan emphasizing innovative funding strategies and tailored safety improvements for all road users.
TOWN OF PECOS CITY SS4A COMPREHENSIVE SAFETY ACTION PLAN	PECOS CITY, TX (IN PROGRESS)	SS4A Action Plan for a rapidly growing community with unique safety needs related to oil and gas industry traffic and semi-permanent residents.
CLAY COUNTY SS4A COMPREHENSIVE SAFETY ACTION PLAN	GREEN COVE SPRINGS, FL (IN PROGRESS)	Countywide Action Plan integrating data analysis, infrastructure planning, and public outreach to improve safety for all road users.

Detailed project reference sheets, including client contact information, project duration, budget, and key staff, are provided in section B | PROJECT EXPERIENCE AND KEY STAFF CAPABILITIES and in APPENDIX.

E PRICE SUBMISSION

1. Negotiations will occur with the proposer considered best qualified based on the evaluation criteria outlined herein. Failure to reach an agreement will result in negotiating with the next highest scoring proposer.
2. Price should include the total cost of the services through the completion of the Safety Action Plan and required documentation. Proposer shall submit pricing as a lump sum fee with breakdown of all major tasks.

Cost of Services Breakdown

	<i>Erik Steavens</i> Project Manager	<i>Doug Stoner</i> Public Engagement	<i>Clair Jaffe, AICP</i> Prioritization	<i>Stevie Berryman</i> Traffic Engineer	<i>Robin Cailloux, AICP</i> Policy/Demographics	<i>Xiaya Gao</i> Plan Development	<i>Alan Neal, PE</i> Countermeasure Rev.	<i>Allie Chezim</i> Safety Analysis	<i>Brett Basquin, PE</i> QA/QC	
HOURLY RATE	\$300	\$275	\$190	\$200	\$240	\$135	\$280	\$160	\$315	
TASK	TASK COST									
PROJECT MANAGEMENT	8	4	4	0	4	4	4	4	0	\$7,520
AGENCY INVOLVEMENT	8	8	0	0	0	8	0	0	0	\$5,680
LEADERSHIP COMMITMENT	8	8	4	0	4	0	0	0	2	\$6,950
PUBLIC INVOLVEMENT	8	24	9	0	9	9	0	9	0	\$15,525
SAFETY ANALYSIS	8	0	9	12	4	0	8	30	2	\$15,140
DEMOGRAPHIC CONSIDERATIONS	8	0	0	0	9	0	0	9	2	\$6,630
POLICY AND PROCESS CHANGES	8	0	9	8	9	0	0	0	0	\$7,870
KEY PROJECT DEVELOPMENT	8	0	9	8	0	0	8	4	2	\$9,220
PROGRESS, EVALUATION, AND TRANSPARENCY	8	8	9	4	9	9	8	9	4	\$15,425
SUBMISSION OF WORK	8	8	4	0	4	4	2	4	2	\$8,690
Indirect Costs - Data, Travel, Materials, Etc.										\$3,000
SUMMARY TOTAL										
TOTAL HOURS	232									
TOTAL BUDGET	\$101,650									

F APPENDIX

Appendix A: Information and Addenda Acknowledgement Form

Appendix B: Non-Influence and Non-Collusion Affidavit

Appendix C: E-Verify Affidavit

Appendix D: References

Appendix E: Acceptance of City's Standard Professional Services Agreement

Appendix F: Suspension, Debarment and Litigation Affidavit

Certifications, Licenses or Registrations: as required by law and/or as requested.

Insurance: Evidence of/ability to provide Insurance at the limits identified herein

V. SUBMITTAL INSTRUCTIONS:

PHASE 1 - SELECTION OF FINALISTS

Interested Bidders/Proposers should carefully review the requirements defined herein and provide complete and accurate submissions.

This "SUBMITTAL INSTRUCTIONS" page and all the items listed below are required to be completed and included as part of this solicitation and your submittal:

Please indicate by placing an in the box next to the items that are included in your submittal.

- Appendix A:** Information and Addenda Acknowledgement Form
- Appendix B:** Non-Influence and Non-Collusion Affidavit
- Appendix C:** E-Verify Affidavit
- Appendix D:** References*
- Appendix E:** Acceptance of City's Standard Professional Services Agreement**
- Appendix F:** Suspension, Debarment and Litigation Affidavit
- Certifications, Licenses or Registrations:** as required by law and/or as requested.
- Insurance:** Evidence of/ability to provide Insurance at the limits identified herein,***

NOTE: PHASE - 1 actions and deliverables must be SUBMITTED IN ONE OF THE FOLLOWING:

- [Bidnet](#) or [DemandStar](#)
- Mail:
 - City of Dublin - ATTN: David Sawyer - P.O. Box 690 - Dublin, GA 31040 - RFQ/RFP #25-1029-01 – Dublin Safety Action Plan SS4A (NOFO)
- In Person: City of Dublin (City Hall), 100 S. Church Street, Dublin, GA 31021

This project is funded by the Federal Highway Administration (FHWA). All Phase 1 documents listed above are required to be submitted with complete and accurate information.

Notes:

*The City reserves the right to contact not only those references provided, but may also use previous performance for the City, other contacts it identifies, and other sources of information believed to be viable to evaluate capability, viability and performance.

**If Acceptance of City's Standard Agreement is checked, all work/items defined herein are to be quoted according to these requirements. Copies of these agreements can be located at the City's Procurement web page.

***Insurance levels requested are those identified in the City's Standard Agreement, section "I".

Erik Steavens, Transportation Practice Leader

REPRESENTATIVE'S NAME



REPRESENTATIVE'S SIGNATURE

12/1/2025

DATE:

Appendix A: Information and Addenda Acknowledgement Form

Project / RFQ: _RFQ/RFP #25-1029-01 - Dublin Safety Action Plan SS4A (NOFO)

Addendum Number(s): 1

Firm Name: Foresite Group, LLC

We acknowledge receipt of the above addendum(s) and have incorporated the changes into our proposal.

Authorized Signature:

Name / Title: Erik Steavens, Transportation Practice Leader

Date: 11/20/2025

APPENDIX B: Non-Influence and Non-Collusion Affidavit

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this 1st day of, DEC, 2025

Foresite Group, LLC

(Name of Organization)

Erik Steavens, Transportation Practice Leader

(Title of Person Signing)



(Signature)

RFQ/RFP #25-1029-01 - Dublin Safety Action Plan SS4A (NOFO)

(Bid Number)

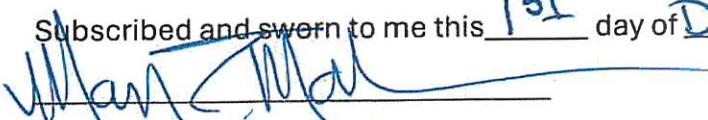
ACKNOWLEDGEMENT

STATE OF Georgia)

COUNTY OF Gwinnett)

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this 1st day of December, 2025



Notary Public Signature

My Commission Expires: 6-30-2027



APPENDIX C: Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the Georgia Department of Human Services has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

1250269

Federal Work Authorization User Identification Number

December 7, 2022

Date of Authorization

Foresite Group, LLC

Name of Contractor

City of Dublin - Safety Action Plan

Name of Project

City of Dublin

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on DEC 1, 2025 in Peachtree Corners, GA (state).



Signature of Authorized Officer or Agent

Erik Johnston, President

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 15 DAY OF December, 2025.

NOTARY PUBLIC

My Commission Expires:

6-30-2027



Appendix D: References

Detailed project descriptions for each reference are provided in **Section B – Past Performance.**

Project	Location	Dates	FG Role	Reference (Name, Title, Phone, Email)
Effingham County Safe Streets for All (SS4A) Plan	Springfield, GA	DEC 2023 - AUG 2024	Countywide Safe System-based Action Plan including data collection, GIS analysis, outreach, and a prioritized project list, delivered on an accelerated schedule to support 2024 demonstration funding.	Danielle Carver Procurement and Capital Projects Manager 912.754.2159 x4572 dcarver@effinghamcounty.org
Barrow County Safe Streets for All (SS4A) Plan	Winder, GA	JAN 2024 - OCT 2024	Countywide SS4A Action Plan providing data-driven safety analysis, GIS mapping, public outreach, and a prioritized list of cost-effective safety projects.	Chris Yancey Director of Public Works 770.867.7640 cyancy@barrowga.org
City of Albany Safe Streets for All (SS4A) Plan	Albany, GA	DEC 2024 - APR 2025	Comprehensive Safety Action Plan for Albany and Dougherty County completed on an accelerated timeline to meet grant deadlines, align with FHWA requirements, and position the city for implementation funding.	Tanner Anderson City of Albany Planning 229.438.3901 taanderson@albanyga.gov
City of Union City Safe Streets for All (SS4A) Plan	Union City, GA	JAN 2025 - AUG 2025	Citywide SS4A Action Plan focused on Safe System principles, innovative funding strategies, and a prioritized safety project pipeline for all road users.	Sonja Fillingame City Manager 770.964.2288 sfillingame@unioncityga.org
Clay County SS4A Comprehensive Safety Action Plan	Green Cove Springs, FL (In Progress)	JUL 2025 - EST. FEB 2026	Countywide SS4A Comprehensive Safety Action Plan in progress, integrating data analysis, GIS, outreach, and project prioritization to improve safety for all road users in Clay County.	Michael Slaughter Special Projects Coordinator 904.439.1898 michael.slaughter@claycountygov.com
Town of Pecos City SS4A Comprehensive Safety Action Plan	Pecos City, TX (In Progress)	OCT 2025 - EST. APR 2026	SS4A Action Plan for a rapidly growing community, addressing oil- and gas-related traffic and resident safety through data-driven analysis, outreach, and a prioritized capital project list.	Griffin Moreland Assistant to the City Manager 432-445-2421 gmoreland@pecostx.gov

APPENDIX E: Acceptance of City's Standard Professional Services Agreement

TO:

City of Dublin
100 S. Church Street
Dublin, GA 31021

DATE: 12/1/2025

SUBJECT: Acknowledgement and Acceptance of the City of Dublin's Standard Professional Services Agreement for Request for Qualifications/Request for Proposals To Provide Safety Action Plan

The undersigned, a duly authorized representative of Foresite Group, LLC, acknowledges receipt of the City of Dublin's standard Professional Services Agreement included in the bid package for the above-referenced project.

By signing below, Foresite Group, LLC hereby agrees to accept all terms, conditions, and provisions set forth in the City of Dublin's Standard Professional Services Agreement without exception or modification. We understand that this agreement will be the governing contract document should our firm be selected for this project.

Foresite Group, LLC



Signature of Authorized Officer or Agent

Erik Steavens

Printed Name

Transportation Practice Leader

Title

APPENDIX F: Suspension, Debarment and Litigation Affidavit

STATE OF Georgia

COUNTY OF Gwinnett

The undersigned, being a duly authorized representative of the Proposer, hereby certifies, to the best of their knowledge and belief, that:

1. Neither the firm nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. The firm has not, within the three-year period preceding this proposal, been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract.
3. The firm is not currently indicted for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses listed in item 2 above.
4. The firm has not had one or more public transactions (Federal, State, or local) terminated for cause or default within the three-year period preceding this proposal.
5. There is no current or pending litigation that could affect the firm's capacity to perform the contract for the City of Dublin, GA.

Project Name/Bid Description: RFQ/RFP #25-1029-01 - Dublin Safety Action Plan SS4A (NOFO)

Foresite Group, LLC

Firm Name



Signature of Authorized Officer or Agent

Erik Steavens

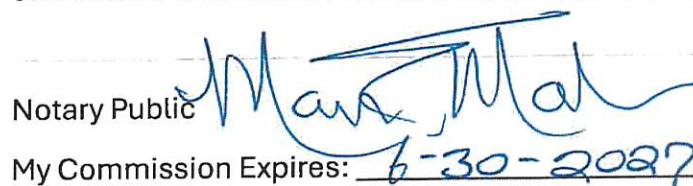
Printed Name

Transportation Practice Leader

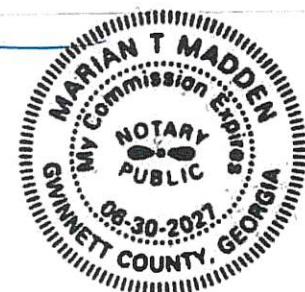
Title

Subscribed and sworn to before me this 1st day of December, 2025.

Notary Public



My Commission Expires: 6-30-2027





STATE OF GEORGIA
Darren Mickler, Director
Taylor Wright, Board Chair
Georgia Professional Engineering & Land Surveyors Board
Engineers / Land Surveyors
Engineer Firm

LICENSE NO.

PEF004114

Foresite Group, LLC
3740 Davinci Ct Suite 100
Peachtree Corners, GA 300927613

EXP DATE - June 30, 2026
ISSUE DATE - February 03, 2003
Active

Printed on June 5, 2024 3:51 PM

Control Number : 0305687

STATE OF GEORGIA
Secretary of State
Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CERTIFICATE OF EXISTENCE

I, Brad Raffensperger, the Secretary of State of the State of Georgia, do hereby certify under the seal of my office that

Foresite Group, LLC
a Domestic Limited Liability Company

was formed in the jurisdiction stated below or was authorized to transact business in Georgia on the below date. Said entity is in compliance with the applicable filing and annual registration provisions of Title 14 of the Official Code of Georgia Annotated and has not filed articles of dissolution, certificate of cancellation or any other similar document with the office of the Secretary of State.

This certificate relates only to the legal existence of the above-named entity as of the date issued. It does not certify whether or not a notice of intent to dissolve, an application for withdrawal, a statement of commencement of winding up or any other similar document has been filed or is pending with the Secretary of State.

This certificate is issued pursuant to Title 14 of the Official Code of Georgia Annotated and is prima-facie evidence that said entity is in existence or is authorized to transact business in this state.

Docket Number : 24429166
Date Inc/Auth/Filed: 01/24/2003
Jurisdiction : Georgia
Print Date : 02/01/2023
Form Number : 211

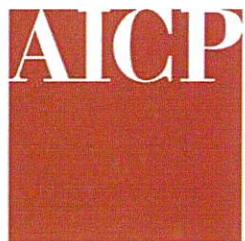


Brad Raffensperger

Brad Raffensperger
Secretary of State

This certificate hereby qualifies

Robin Cailloux



as a member with all the benefits of a Certified Planner and a commitment
to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 022102

A handwritten signature of Joel Albizo in black ink.

Joel Albizo, FASAE, CAE
Chief Executive Director

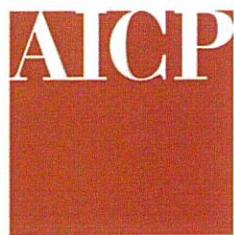
A handwritten signature of Erin Perdu in black ink.

Erin Perdu, AICP
President



This certificate hereby qualifies

Claire Jaffe



as a member with all the benefits of a Certified Planner and a commitment
to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 34138

A handwritten signature of Joel Albizo in black ink.

Joel Albizo, FASAE, CAE
Chief Executive Director

A handwritten signature of Erin Perdu in black ink.

Erin Perdu, AICP
President





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/13/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT Ashton Weig	
	NAME: PHONE (A/C, No, Ext): E-MAIL: awei@risk-strategies.com ADDRESS:	FAX (A/C, No):
INSURED	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Phoenix Insurance Co	NAIC # 25623
INSURER B: Travelers Indemnity Co of Amer	25666	
	INSURER C: Travelers Property Casualty Company of America	25674
INSURER D: The Standard Fire Ins Co	19070	
	INSURER E: XL Specialty Insurance Company	37885
INSURER F:		

COVERAGES		CERTIFICATE NUMBER: CL252628723		REVISION NUMBER:							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.											
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability		6806H998209	02/06/2025	02/06/2026	EACH OCCURRENCE \$ 1,000,000					
	DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 1,000,000										
	MED EXP (Any one person) \$ 5,000										
	PERSONAL & ADV INJURY \$ 1,000,000										
	GENERAL AGGREGATE \$ 2,000,000										
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BA4R123611	02/06/2025	02/06/2026	COMBINED SINGLE LIMIT (Ex accident) \$ 1,000,000					
	BODILY INJURY (Per person) \$										
	BODILY INJURY (Per accident) \$										
	PROPERTY DAMAGE (Per accident) \$										
	\$										
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CUP3E216783	02/06/2025	02/06/2026	EACH OCCURRENCE \$ 10,000,000					
	AGGREGATE \$ 10,000,000										
	\$										
	D					WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	UB0K196972-25-47-E	02/06/2025	02/06/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
						E.L. EACH ACCIDENT \$ 1,000,000					
E.L. DISEASE - EA EMPLOYEE \$ 1,000,000											
E.L. DISEASE - POLICY LIMIT \$ 1,000,000											
Each Claim \$ 2,000,000											
E	Professional Liability Pollution Liability Included		DPR5039791	02/06/2025	02/06/2026	Annual Aggregate \$ 5,000,000					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of insurance only.

CERTIFICATE HOLDER		CANCELLATION	
Evidence of insurance		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE	

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"EXHIBIT B"



City of Dublin, Georgia

Request for Qualifications/Request for Proposals To Provide

Safety Action Plan

RFQ/RFP #: **25-1029-01**

Issue Date: **October 29, 2025**

Issued By: **City of Dublin
100 S. Church Street
Dublin, GA 31021**

Inquiries: **David Sawyer, Purchasing Director
City of Dublin
sawyerd@dublinga.org**

Proposals Due: **December 3, 2025, by 2PM**
Bid Opening: **December 3, 2025 @ 2PM**

CITY OF DUBLIN, GEORGIA

I. GENERAL PROJECT INFORMATION:

A. OVERVIEW

The City of Dublin, (the “City”), has received a Safe Streets and Roads for All (SS4A) grant for the purpose of developing a comprehensive safety action plan. The City is requesting qualifications for professional services from registered engineering firms, (“Proposers”), with experience in developing comprehensive transportation safety action plans to lead and assist the city with developing its plan.

This request for qualifications (“RFQ”) outlines the requirements and general scope of work for this solicitation. The City reserves the right to reject any or all Statements of Qualifications or Technical Approach, and to waive technicalities and informalities at the discretion of the City.

B. CONE OF SILENCE

There shall be no contact or discussion of any kind regarding any aspect of this RFP with City of Dublin personnel other than the Purchasing Director, David Sawyer. Contacts made with anyone outside the Procurement Department from the posting of this solicitation until approval for award by the City of Dublin may result in disqualification of the contacting organization.

C. COMMUNICATION VIA EMAIL

All general communication of relevant information regarding this solicitation must be submitted in writing to David Sawyer, Purchasing Director at sawyerd@dublinga.org. City of Dublin reserves the right to communicate via electronic mail with the primary contact listed in the Statements of Qualifications. Other specific communications will be made as indicated in the remainder of this RFQ.

D. SUPPLIER ETHICS AND STANDARDS

City of Dublin holds itself and its business relationships to the highest standards and endeavors to conduct its solicitations and evaluations of proposals impartially.

II. SELECTION METHOD:

A. PHASE 1 – SELECTION OF FINALISTS

Based on the Statements of Qualifications (SOQ) submitted in response to this RFQ, the Selection Committee will review each submittal per the criteria listed below:

- 1) 40% Technical Approach, Schedule, & Scope of Work
- 2) 30% Similar Project Experience & Key Staff
- 3) 20% Project Manager & Key Staff Capabilities
- 4) 10% Past Performance

The Selection Committee will determine the best qualified submission and contact those firm(s) for an interview. The Selection Committee will negotiate with the desired firm and secure a contract for the services required.

III. SCOPE OF WORK:

A. General: The City of Dublin is soliciting proposals to develop the City of Dublin, Georgia Safe Streets for All (SS4A) Action Plan from proposers experienced in transportation planning and engineering. This project is funded by the federal Safe Streets and Roads for All Action Plan Grant with matching dollars coming from City of Dublin. Therefore, all activities must be performed in strict adherence to applicable federal regulations and the developed plan must meet the requirements in the FY2022 SS4A Notice of Funding Opportunity (NOFO).

Milestone	Schedule Date
Planned Draft Action Plan Completion Date:	April 3, 2026
Planned Action Plan Completion Date:	April 24, 2026
Planned Action Plan Adoption Date:	May 7, 2026
Planned SS4A Final Report Date:	May 29, 2026

IV. SELECTION CRITERIA PHASE 1 (Statement of Qualifications)

A. TECHNICAL APPROACH, SCHEDULE AND SCOPE OF WORK – 40%

Proposers should clearly demonstrate understanding of the project based on the proposed scope of work, methodology, and proposed project schedule. Proposers shall identify potential areas of concerns, alternative approaches, innovative ideas for public outreach and their approach to avoiding unnecessary change orders cost overruns or delays. Proposers shall provide a preliminary project schedule and identify major milestones. Proposers shall demonstrate why they would be the most competent proposer and/or team to complete this project. Please provide a Statement of Interest that summarizes your understanding of the project, your approach to completing it efficiently and effectively, and the unique qualifications or experience

that make your firm the best fit for this work.

Provide any unique technical approaches the proposer offers relative to addressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project.

Identify any unique challenges of the project and how the proposer intends to mitigate these challenges, including quality control, quality assurance procedures.

Provide any specific qualifications, skills, or knowledge of the project and project area which may uniquely benefit both the proposer and project, and your ability and willingness to meet time requirements.

Provide a work-plan and schedule of events supporting the requirements defined in the scope of work:

- Each task shall define the objective, the input required, and the output product.
- Each task shall assign the proposed responsibility for performing the work, whose input is necessary, and who will approve the work.
- Each task shall contain dates for the initiation of the tasks and the planned completion.
- The critical path shall be identified.
- All assumptions will be identified.

B. SIMILAR PROJECT EXPERIENCE AND KEY STAFF CAPABILITIES – 30%

Provide the proposer's previous experience developing a countywide or citywide safety action plan and transportation planning. This includes relevant experience and qualifications of the principal professional(s) and lead staff, and evidence of relevant competencies for this project. Provide information on the proposer's experience on similar projects. Provide any information that distinguishes the proposer from others in terms of suitability for the project. Please also demonstrate the resources your firm has available and committed to successfully execute this project, including staff capacity, technical tools, and other supporting assets.

Provide no more than five examples of related projects of similar scope along with customer contact names, titles, contact information for each project and any unique features of the projects that are relevant to this project.

Provide information regarding the original budget, final actual cost, original project schedule, and actual completion timing for the other related projects.

Provide the proposer's business background; years in business, type of business (incorporated, partnership, etc.), size of business (number of employees, locations, etc.), listing of principles, design awards won for similar projects, provide CV's for key functional roles managed internally and describe the proposer's unique value proposition as it relates to this project.

C. PROJECT MANAGER, KEY STAFF AND PROPOSER'S WORKLOAD CAPACITY – 20%

The Selection Committee will evaluate the firm on their resource's availability and workload capacity. Criteria used include the Project Manager workload, workload capacity of Key Staff and the proposer's resources dedicated to delivering the project on schedule.

Project Manager - Provide information pertaining to the project manager, including but not limited to:

- Education.
- Relevant project management experience for projects of similar complexity, size, scope, and function.
- Current Workload and workload capacity.
- Percentage of time that will be dedicated to this project.

Experience as a Team:

- Provide the proposed project team, provide project roles and responsibilities and provide relevant experience including professional references and contact information for the project lead and key principle responsible for the project.
- Also provide the percentage of time for each that will be dedicated to this project.
- The experience of this team working together.
- Current Workload and workload capacity.

D. PAST PERFORMANCE - 10%

The Selection Committee will consider information provided via references provided for relevant projects and knowledge any selection committee member has of performance on relevant projects. The Selection Committee will consider all factors in their totality when arriving at a final score for the Past Performance.

E. PRICE SUBMISSION

1. Negotiations will occur with the proposer considered best qualified based on the evaluation criteria outlined herein. Failure to reach an agreement will result in negotiating with the next highest scoring proposer.
2. Price should include the total cost of the services through the completion of the Safety Action Plan and required documentation. Proposer shall submit pricing as a lump sum fee with breakdown of all major tasks.

V. SUBMITTAL INSTRUCTIONS:

PHASE 1 - SELECTION OF FINALISTS

Interested Bidders/Proposers should carefully review the requirements defined herein and provide complete and accurate submissions.

This “SUBMITTAL INSTRUCTIONS” page and all the items listed below are required to be completed and included as part of this solicitation and your submittal:

Please indicate by placing an in the box next to the items that are included in your submittal.

- Appendix A: Information and Addenda Acknowledgement Form
- Appendix B: Non-Influence and Non-Collusion Affidavit
- Appendix C: E-Verify Affidavit
- Appendix D: References*
- Appendix E: Acceptance of City's Standard Professional Services Agreement**
- Appendix F: Suspension, Debarment and Litigation Affidavit
- Certifications, Licenses or Registrations: as required by law and/or as requested.
- Insurance: Evidence of/ability to provide Insurance at the limits identified herein,***

NOTE: PHASE - 1 actions and deliverables must be SUBMITTED IN ONE OF THE FOLLOWING:

- Bidnet or DemandStar
- Mail:
 - City of Dublin - ATTN: David Sawyer - P.O. Box 690 - Dublin, GA 31040 - RFQ/RFP #25-1029-01 – Dublin Safety Action Plan SS4A (NOFO)
- In Person: City of Dublin (City Hall), 100 S. Church Street, Dublin, GA 31021

This project is funded by the Federal Highway Administration (FHWA). All Phase 1 documents listed above are required to be submitted with complete and accurate information.

Notes:

*The City reserves the right to contact not only those references provided, but may also use previous performance for the City, other contacts it identifies, and other sources of information believed to be viable to evaluate capability, viability and performance.

**If Acceptance of City's Standard Agreement is checked, all work/items defined herein are to be quoted according to these requirements. Copies of these agreements can be located at the City's Procurement web page.

***Insurance levels requested are those identified in the City's Standard Agreement, section "I".

REPRESENTATIVE'S NAME

REPRESENTATIVE'S SIGNATURE

DATE:

VI. SCHEDULE OF EVENTS:

The following Schedule of Events represents City of Dublin's best estimate of the Schedule that will be followed. All times indicated are prevailing times in Dublin, Georgia. City of Dublin reserves the right to adjust the Schedule as City of Dublin deems necessary.

Phase 1	
Issued	October 29, 2025
Written Questions Due	November 19, 2025 by 2:00 PM
Answers Due	November 24, 2025 @ 10 AM
Proposals Due	December 3, 2025 at 2:00 PM
Anticipated Award Date	December 12, 2025

A. Background and Objectives:

City of Dublin, GA will develop an Action Plan with the goal of eliminating roadway fatalities and serious injuries by a certain percentage and date determined by the plan. Area representatives and a selected consultant/moderator will plan meetings and combine public input, data analysis, and statistics into a plan. A Task Force will be charged with supervising the implementation and monitoring.

A baseline will be developed from studies of the frequency of crashes, severity of injuries, areas, times, driver ages, law violations, weather conditions, lighting, traffic volume and prevailing types of crashes. Consideration of systemic and specific safety needs will also be performed to employ low cost, high impact strategies that can improve safety.

Engagement methods will include gathering of information from holding public meetings at multiple City of Dublin locations with a virtual attendance option, presenting to clubs and area groups, posting a survey and video on all participating government's websites, notifications of the survey in the local newspaper, and local neighborhood and nonprofit newsletters.

The Task Force will review and assess road development policies and guidelines, City strategies, comprehensive plans, economic development plans and other transportation manuals to identify standards and guidelines to prioritize transportation safety.

Using local data, best evidence and practices, stakeholder input, and countermeasures that address prevailing crash types, strategies and projects will be developed with a timeline. Prioritization will be given to potential of reducing crash rates and eliminating safety concerns.

The Task Force will report quarterly on Action Plan evaluation data (baseline information, measurement methods and data) to the public via website and local media releases. An annual evaluation will be completed to confirm that safety concerns are addressed.

B. Work Tasks:

Specific objectives, which must be provided and are listed in Section B, Background and Objectives, are identified, but consultants may propose additional ones that contribute to the successful completion of the project and meet overall project objectives.

Below is the complete scope of work and schedule the City of Dublin, Georgia Safe Streets for All Action Plan:

- a. Analyze existing conditions and historical trends to baseline the level of crashes involving fatalities and serious injuries across City of Dublin.
- b. Analyze the location where there are crashes, the severity, and contributing factors and crash types.
- c. Analyze the systemic and specific safety needs as needed, such as high-risk road features, specific safety needs relevant to road users, etc;
- d. Create a geospatial identification of higher risk locations.
- e. Engage with the public and all relevant stakeholders, including community groups and the private sector.
- f. Incorporate feedback received through public engagement into the safety action plan.
- g. Facilitate inter- and intra-governmental cooperation and collaboration amongst City of Dublin, GDOT, FHWA, ARC, etc;
- h. Create an equitable and inclusive representative process, including in project identification and access.
- i. Identify underserved communities through data.
- j. Develop a plan that includes consideration for current policies, plans, guidelines, and standards, including consideration of how to improve safety.
- k. Develop targets within the plan to reach zero roadway fatalities and significant injuries or set targets that have a significant decline in roadway fatalities and significant injuries by a date set by the stakeholders.
- l. Develop a plan that discusses implementation through the adoption of revised or completely new policies, standards, and guidelines.
- m. Create a comprehensive list of projects and strategies to address safety, including time ranges for when projects and strategies can realistically deploy. The projects should include low-cost incremental measures that can be deployed quickly that can be developed into a larger project.
- n. Create a project prioritization strategy.
- o. Research and develop funding recommendations for the list of projects and strategies.
- p. Discuss within the plan how progress will be measured over time, including utilizing outcome data.
- q. Create a project webpage for staff and public to monitor progress and provide input as needed.

Key Safety Action Plan Dates:

- : Planned Action Plan Kick Off Date
- : Planned Draft Action Plan Completion Date
- : Planned Action Plan Completion Date
- : Planned Action Plan Adoption Date
- : Planned SS4A Final Report Date

Schedule

1. Project Initiation

- i. Kickoff meeting
- ii. Review of previous plans and documents
- iii. Discuss stakeholder expectations
- iv. Review existing legislation and policy
- v. *Deliverables:* Kickoff meeting, summaries of meetings with stakeholders, final detailed scope, schedule, public outreach plan, and stakeholder engagement plan

2. Data Collection and Existing Conditions Analysis

- i. Collect base map data and information from local jurisdictions and the Atlanta Regional Commission, as needed
- ii. Collect and begin analysis of crash data
- iii. Complete inventory of existing roadways and pedestrian infrastructure
- iv. Complete inventory of existing and planned roadway and pedestrian projects
- v. *Deliverables:* Base maps of existing roadway conditions, active and planned projects, crash trends and hotspots

3. Public Involvement

- i. Proposers are expected to host at least two informational meetings with the public, which local stakeholders will attend.
- ii. Proposers are expected to create an online survey to engage citizens on existing projects and issues, as well as on draft project lists developed later in the project.
- iii. Proposers are expected to establish a website for the project, where information on the project and schedule will be available to the public, and online public surveys will be hosted
- iv. Proposers will engage with the public through media releases and an e-mail list established on the project website
- v. *Deliverables:* Project website, online communications with public, informational meetings with the public, summaries of informational meetings with the public, public engagement schedule posted on project website

4. Stakeholder Involvement

- i. The proposer is expected to attend monthly check-in meetings with project team staff members representing all local jurisdictions and the Atlanta Regional Commission
- ii. The proposer is expected to create a stakeholder committee that will help guide the SS4A Safety Action Plan process
- iii. The proposer is expected to collaborate with GDOT and FHWA as needed
- iv. *Deliverables:* Monthly check-in meetings, stakeholder engagement strategy, summaries of monthly check-in meeting

5. Development of Draft and Final City of Dublin, Georgia Safe Streets for All Action Plan

- i. The proposer will develop Draft and Final City of Dublin, Georgia Safe Streets for All Action Plan
- ii. Final City of Dublin, Georgia Safe Streets for All Action Plan will be adopted by the City of Dublin in February 2026
- iii. Deliverables: Draft and Final City of Dublin Safe Streets for All Action Plan documents and supporting map packages, project lists, etc.

Public Participation Strategy

Primary Objectives

- a. Provide an avenue for the public to learn about the developing plans on a central website.
- b. Provide both in-person and online public comment opportunities regarding the project objectives, project selection, etc.
- c. Continue soliciting community input on transportation desires and concerns throughout the agreed upon public involvement period.
- d. Specifically reach out to low income, minority, and non-English speaking communities, and.
- e. Gauge community reaction to potential new transportation and safety solutions for the area.

Deliverables

- City of Dublin, Georgia Safe Streets for All Action Plan document
- Safety Action Plan Executive Summary Provided in a PowerPoint format
- GIS project shapefiles for all identified projects and crash data