COMPANY INFORMATION FOR: THE CITY OF MANZANITA

NORTH COAST CIVIL DESIGN, LLC Company Information & Resume

JULY 7, 2021

NORTH COAST CIVIL DESIGN, LLC

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Company Information & Resume

JULY 7, 2021

City of Manzanita Attn: Dan Weitzel, PW Director PO Box 129 Manzanita, OR 97130

Dear Mr. Weitzel:

We appreciate the opportunity to submit the Dorcas Lane Road Reconstruction Project to you. Upon further discussion, you have requested additional company information about North Coast Civil Design, LLC (NCCD), and who comprises the company. The following is a brief explanation on how and why the company was formed along with a list of projects completed by the owner, Kyle Ayers, PE.

WHERE IT ALL BEGAN

From HLB to HLB Otak to just OTAK

Colin Handforth and Ron Larson founded HLB & Associates, Inc. (HLB) in 1975 in Manzanita, Oregon. Officially the Company was called Handforth and Larson Surveying and Engineering, with only a staff of seven. In September of 1986, Dale Barrett, a Professional Land Surveyor and former Clatsop County Surveyor, joined the Company. Mark Tellhed, an Oregon State Graduate and Professional Engineer, joined the Company in July of 1987. In March of 1994, the HLB Principals, Ron Larson, Dale Barrett and Mark Tellhed, expanded into a second office in Gearhart, Oregon. A year later in 1995, the Company's name was changed to HLB & Associates, Inc. In May of 2003, HLB added a third office in Long Beach, Washington. Professional Engineers Jeff Harrington and Richard (Collin) Stelzig became owners of HLB in the fall of 2004.

HLB merge with Otak in 2006 to become HLB Otak in which all 3 offices operated under the umbrella of Otak. Founded in 1981 and headquartered in Portland, Oregon, Otak employs over 350 staff in Oregon, Washington, and Colorado. Otak served the North Oregon coastal community for over 30 years and continues to seek out large public and private clients in order to provide architecture, civil engineering, surveying, and planning services.

HOW WE GOT HERE

Kyle is a civil engineer and project manager on the North Coast of Oregon. He has 22 years of experience and began working with HLB in June of 1998. Kyle thrived on various types of public and private sector projects, including designs of water systems, water master plans, sewer systems, roads, downtown reconstruction projects, storm water master plans and storm drainage systems. Kyle also performed field investigation, site development, construction observation, grading design, utility design and coordination, project management, contract document and

technical specification preparation, public bidding assistance, and construction management. HLB Otak reached its pinnacle in 2007 when they constructed and opened their new office along Highway 101, which now serves as the Adventist Urgent Care facility in Manzanita. Upon the market crash of 2008, the Manzanita and Long Beach offices of HLB Otak were forced to close with one surviving office in Gearhart. Kyle was the lone employee left from the Manzanita office that in 2007, employed 27 local professionals and support staff.

From 2008 to 2017 Kyle commuted to Gearhart to continue his services both Tillamook and Clatsop County. The Gearhart team had grown from a bare-bone crew of 7 people, to a thriving office of 22. In 2017 however, Otak decided that they no longer want to stay in the survey industry on the Oregon Coast and decided to sell out to S&F Land Services. The Engineering department was then either let go or kept on an On-Call, work from home basis.

Kyle was 1 of 2 engineers remaining with Otak, functioning as their local coastal team. From a team of 50+, Otak reduced HLB down to the above referenced team of 2. Through this, Kyle was able to continue serving clients along the coast including Astoria, Warrenton, Gearhart, Cannon Beach, Clatsop County, Manzanita, Nehalem, Wheeler, Tillamook, Port of Tillamook Bay, Tillamook County and ODOT. His services ranged from street, stormwater and other water resources, sanitary sewer, clean water, bicycle and pedestrian facilities and utilities design; construction support (bid services and reviews, contract specifications and documents, construction administration and management); and grant coordination.

He has provided specific project services to public and private clients, as well as staff support services for several public agencies. Now, in May of 2021, Otak has once again decided to remove itself from the Coastal market in order to focus on large, big City projects and growth. In order to establish an amicable split to allow for future teaming, Otak and Kyle have established an agreement stating that the current active contracts will be finished up by Otak, but future phases or projects will be given to North Coast Civil Design, LLC (NCCD) and will team when necessary to serve a client as necessary for larger projects. The list below is the agreed upon separation of contracts.

Project	Project Name	Primary Client	Status	Otak or North Coast Civil Design (NCCD)
018970.A00	Warrenton 2020-2021 PM	City of Warrenton	Active	Project Done – Future Phases NCCD
019383.A00	SE Anchor Waterline Bidding & CA	City of Warrenton	Active	Project Done – Future CIPs per City's request
019701.000	NKNWD - GIS System	Neah-Kah-Nie Water District	Active	Otak – Completion July 2021
019778.000	Manzanita - Dorcas Land Storm Drain	City of Manzanita	Active	NCCD - Completion July 2022
019792.001	Warrenton 9th St Pump Station Repair	City of Warrenton	Active	NCCD - Bidding & CA in Fall
019973.000	Pacific Street Water Line Replacement	City of Cannon Beach	Active	Otak – Completion July 2021
020004.000	Nutmeg Street Reconstruction, Manzanita	City of Manzanita	Active	NCCD - Completion July 2022
020040.000	Tillamook Apartment Project	Green Light Development	Active	Otak – Completion July 2022
020070.000	Pacific Dunes - Water Pump Station	Encore Investments LLC	Active	Otak – Completion July 2022
068065.000	City of Manzanita - Prof. Eng. Ser.	City of Manzanita	Active	Contract Done – Future Phases NCCD
068066.A00	City of Nehalem - Public Works Building	City of Nehalem	Active	Otak – Completion July 2022
068247.B00	Hwy 101 Water Main Bore - Phase 2	City of Manzanita	Active	Project Cancelled – NCCD if revived in 2022
Z19760.000	Warrenton NW 11th Street Trail	City of Warrenton	Active	Otak – Chuck Green Projects
Z19996.000	Warrenton Main Avenue at 9th Street SRTS	City of Warrenton	Active	Otak – Chuck Green Projects

The employment agreement that was established between Otak & NCCD became active on July 2, 2021. As of now, Kyle is no longer a full-time employee for Otak and is allowed to pursue work under NCCD. The agreement language states the following under item 3:

3. <u>Independent Work.</u> The Parties understand and agree that during his time as an on-call <u>employee of Otak, Mr. Ayers will also pursue, contract, and perform work under the name North</u> <u>Coast Civil Design (NCCD)".</u>

If the City wishes to see the Otak/Ayers Employee Agreement, it will be made available.

Upon departing from Otak, Otak also gave NCCD, 3 computer, 3 printers and the server hard drive data that originally belonged to HLB, HLB Otak and the Gearhart Office. All data is allowed to be used indefinitely, so as long as not to compete against Otak for future project.

As one can see, Otak has facilitated the transfer from Otak to NCCD in a very professional and amicable transaction.

WHO IS NORTH COAST CIVIL DESIGN?

North Coast Civil Design will operate in the exact same fashion as it always has for its clients. NCCD currently has the following personnel available:

- 1 Full Time Professional Engineer
- 1 Full Time Sr. Engineer Tech
- 1 Full Time CAD Designer & Drafter
- 2 On-Call Sr. Professional Engineers for Quality Analysis & Quality Control (QA/QC)
- 1 Part Time GIS Specialist
- 1 Part Time Project Assistant
- 1 Part Time IT Specialist

AND

• The full use of Otak, Inc. employees on an As-Needed basis.

Thank you for the opportunity to present you with this proposal for Professional Engineering Services for your project. We trust that this proposal meets your needs. Should you have any questions regarding this proposal, please contact our office.

Sincerely, North Coast Civil Design,

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Kyle Ayers, PEPrincipal in ChargeEnclosures:Kyle Ayers, PE - Resume

North Coast Civil Design

KYLE AYERS, PE

CIVIL ENGINEER/PROJECT MANAGER/PRINCIPAL

Kyle is a civil engineer and project manager on the North Coast of Oregon. He has 22 years of experience and began working with HLB in June of 1998. Kyle thrived on various types of public and private sector projects, including designs of water systems, water master plans, sewer systems, roads, downtown reconstruction projects, storm water master plans and storm drainage systems. Kyle also performed field investigation, site development, construction observation, grading design, utility design and coordination, project management, contract document and technical specification preparation, public bidding assistance, and construction management. Kyle was 1 of 2 engineers remaining with Otak, functioning as their local coastal team. Otak had acquired HLB in 2006, who had been providing Oregon's coastal communities a wide range of design, planning, architectural, surveying, bid support and construction management services for over 30 years. From a team of 50+, Otak reduced HLB down to the above referenced team of 2. Through this, Kyle was able to continue serving clients along the coast including Astoria, Warrenton, Gearhart, Cannon Beach, Clatsop County, Manzanita, Nehalem, Wheeler, Tillamook, Port of Tillamook Bay, Tillamook County and ODOT. His services ranged from street, stormwater and other water resources, sanitary sewer, clean water, bicycle and pedestrian facilities and utilities design; construction support (bid services and reviews, contract specifications and documents, construction administration and management); and grant coordination. He has provided specific project services to public and private clients, as well as staff support services for several public agencies. Now, in May of 2021, Kyle has decided that he can lead a team to better serve the coastal communities, utilizing a small, efficient team with low overhead, excelling in client management and customer service. North Coast Civil Design will thrive with Local employees who understand the concept of efficiency and can operate within the limits of the coastal economy.

REGISTRATIONS

Professional Engineer (Oregon)

EDUCATION

Oregon Institute of Technology

CERT	IFICATIONS /
TPAI	NING

AutoDesk Civil 3D Advanced Design Training

CESCL Certified Erosion Control Inspector

PROFESSIONAL AFFILIATIONS

American Public Works Association

Graduated June 1999, Summa cum laude Bachelor of Science, Civil Engineering Associate of Arts, Civil Engineering

WORK EXPERIENCE

LJ Friar & Associates, Inc., Survey Technician

June 1997–September 1997 Rod-man, topographic survey, construction staking, boundary survey, CAD drafting

HLB & Associates, Inc., Engineer Technician

June 1998–September 2006 Engineer designer, CAD drafter, project manager, inspector, field testing

HLB Otak, Inc., Engineer Technician

September 2006–December 2015 Engineer designer, CAD drafting, project manager, construction manager, inspector, field testing

Otak, Inc., Professional Civil Engineer

January 2016–May 2021 Licensed Professional Engineer, civil designer, CAD drafter, project manager, construction manager, inspector

North Coast Civil Design, Civil Engineer/Project Manager/Principal

May 2021–Present Principal, Licensed Professional Engineer, civil designer, CAD drafter, project manager, construction manager, inspector

NORTH COAST CIVIL DESIGN, LLC

SELECTED PROJECT EXPERIENCE

Carmel Avenue Reconstruction; Manzanita, Oregon

Project Designer/Manager—The City of Manzanita's Carmel Avenue Project was a complete road and utility reconstruction project. Carmel Avenue is the primary collector that connects the City's downtown to the Manzanita Golf Course and the Nehalem Bay State Park. This project was a high priority project for the City of Manzanita due to the high volume of vehicular and foot traffic, combined with failing water and storm water utilities throughout this corridor. The construction total for the project was \$1.2 million with a 7 month construction duration. After 4 months of construction, the Contractor declared bankruptcy and forfeited his performance and payment bonds. After 45 days of negotiations with the bonding agency, a new contractor was tendered, who then finalized the project was complete duder budget for \$1,190,930.

Laneda Avenue Reconstruction; Manzanita, Oregon

Project Manager and Civil Designer—The work for this project consisted of the reconstruction of approximately one-half mile of street and sidewalk construction with underground utilities. In addition, the work included the storm drainage construction and street surface reconstruction of two smaller residential streets. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Beach Street Project; Manzanita, Oregon

Project Manager and Civil Designer—provide surveying, design, and permitting services for the Beach Street reconstruction project. The two-block project will include new storm drainage, water system, and roadway design.

Manzanita 2006 Road Reconstruction Project; Manzanita, Oregon

Project Designer—Provided engineering design for 2600 LF of street reconstruction work. The work included the paving of two separate residential streets, with the installation of water main and storm drainage facilities. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Manzanita 2008 Road Reconstruction Project; Manzanita, Oregon

Project Designer—Provided engineering design for 1300 LF of street reconstruction work. The work included the paving of four separate residential streets, with the installation of water main and storm drainage facilities. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

2008-2018 Road, Water & Storm Reconstruction Projects; Manzanita, Oregon

Project Manager and Project Designer—Provided engineering design for 20,000 LF of street reconstruction work. The work included the paving of 14 separate residential streets, with the installation of sidewalk, sewer main, water main and storm drainage facilities. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

2005 & 2020 Stormwater Drainage Master Plans; Manzanita, Oregon

Project Designer—Developed a comprehensive plan integrating storm drainage improvements to existing facilities with recommendations for storm drainage facilities required to serve future development.

City of Nehalem Engineer of Record; Nehalem, Oregon - Current

Project Manager and Civil Designer—Otak was awarded the Engineer of Record contract with the City of Nehalem. The City is expecting to fund approximately several in construction projects over the next three years and to review multiple private projects, as well. This new contract is in addition to Otak's ongoing work with the City of Nehalem.

Cape Disappointment State Park Multi Use Trail; Ilwaco, Washington

Project Designer — Provided engineering design support for a 2,200-foot-long multi-use trail in Cape Disappointment State Park. The project included pedestrian trail design, erosion control, coordination with a large design team, technical specification, and contract document preparation.

Port of Astoria - Pedestrian Access Path; Astoria, Oregon

Project Designer—Provided engineering design support for the Port of Astoria Pedestrian Access Path Project that provided pedestrian access to existing Port facilities and the westerly terminus for Astoria's River Walk. This \$815,000 project included design and construction of a pedestrian path across both City of Astoria and Port of Astoria property. The improvements provided a safe, ADA accessible route to Pier 1, Pier 3, and the West Mooring Basin. The project also included a 10 stall parking lot and trailhead on Pier 3.

2nd Street North Pedestrian Nature Trail, City of Cannon Beach, Oregon

Project Designer/Manager—Otak was awarded a contract to provide surveying, engineering design and construction administration services for the 2nd Street North Pedestrian Nature Trail which consisted of a 2500-foot-long multi-use trail along Ecola Creek and estuary. The project included pedestrian trail design, raised walkway structures, erosion control, technical specification and contract document preparation, coordination of public bidding, construction administration and observation.

Tillamook County Pioneer Museum – Interpretive Trail; Bay City, Oregon

Project Designer — Otak was selected by the Tillamook County Pioneer Museum to prepare a Wetlands Survey and Interpretive Trail design for the Tillamook County Pioneer Foundation site at Bay City. The project included a pedestrian trail design highlighting 3 components of the property: Native American Heritage, Wildlife and Native Plant Species. The trail also included the design of raised walkway structures, erosion control buffers and BMP's along with technical specifications and NPDES permitting.

Port of Tillamook Bay Architectural /Engineering Services Campus Wide Project; Tillamook, Oregon

Project Designer—The onsite improvements include civil construction, site grading and permit documents. Site civil design includes STEP System sewer, onsite water system, utility, storm drainage, sidewalks, ADA routing, grading, and erosion control design. Tasks also include technical specifications and bidding assistance.

City of Warrenton Engineer of Record Contract; Warrenton, Oregon

Project Manager and Civil Designer—Otak was awarded the Engineer of Record contract with the City of Warrenton. The \$100,000 contract has an initial one-year term with an option to renew for three years for a maximum of \$350,000. The City is expecting to fund approximately \$10 million in construction projects over the next three years and to review multiple large private projects, as well. This new contract is in addition to Otak's ongoing work with the City of Warrenton.

Nehalem Water System Reconstruction Project; City of Nehalem, Oregon

Project Designer/Manager—The City of Nehalem Water System Reconstruction Project is a \$3.2 million construction project involving the upgrade of the City's water distribution system by replacing over 30,000 linear feet of water main replacement, approximately 80% of the City's in-place system. The project also included the design and construction of a new water booster pump for the City's high pressure zone. Responsibilities included preparation of a new Water Master Plan, preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Solid Waste Water System Project; Tillamook County, Oregon

Project Designer/Manager—provide surveying and engineering design services for the Tillamook County Solid Waste Facility water system upgrade project. The project included 5,000 linear feet of new water line that provides potable public water to the facility and replaces an existing surface water supply system. The onsite system included a new booster pump for wash down use, water tank and telemetry for the new system.

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Ecola Creek Water Main Replacement; City of Cannon Beach, Oregon

Project Designer/Manager—provide surveying, engineering design and construction administration services for the Ecola Creek Water Main Replacement Project which consisted of replacing 2 existing water main that crossed Ecola Creek. New 12-inch diameter HDPE water mains were directionally bored under Ecola Creek in order to boost fire flows and promote increased circulation to the City's north end system. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Sunset Water Booster Project, City of Cannon Beach, Oregon

Construction Inspector—Performed Construction inspection & documentation during the construction of the Sunset Water Booster Pump Station.

DeLaura Beach Water Main Project; City of Warrenton, Oregon

Project Designer—provide design services for a new 12-inch water main replacement project along approximately 1,900 feet of DeLaura Beach Lane. The line replaced an existing undersized and randomly sized facility in order to improve water supply and quality to multiple neighborhoods. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Gearhart Lane Water Main Project; City of Gearhart, Oregon

Project Engineer/Designer—provide design services for a new 8-inch water main replacement project along Gearhart Lane. The line replaced an existing undersized main and contained multiple connections in order to improve fire flow and circulation around the golf course neighborhoods. Responsibilities included preparation of plans, contract documents and technical specifications.

Hillila Road Water Main Project; City of Gearhart, Oregon

Project Engineer/Designer—provide design services for a new 8-inch water main replacement project along Hillila Road. The line replaced an existing undersized main in order to improve fire flow and eventual looping of the City's eastside water system. Responsibilities included preparation of plans, contract documents and technical specifications.

Nehalem Bay Fire & Rescue Water Main Project; Nehalem, Oregon

Project Designer/Manager—provide design services for a new water main extension project along McDonald Road and Highway 53 to the fire district's substation. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Water Master Plan Update; Kilchis Regional Water District

Project Designer—Prepared Water Master Plan Update for the Kilchis Regional Water District and The Bay City Water District.

SW Main Court Reconstruction Project; Warrenton, Oregon

Project Designer/Manager—The SW Main Court project included the reconstruction of existing residential roadway and utility infrastructure. Improvements included new curb, gutters, sidewalks and approaches were installed along with the improvement of storm water retention. Weekly scheduling and progress meetings were conducted with the client, contractor and engineer.

SW Birch Court Reconstruction Project; Warrenton, Oregon

Project Designer/Manager—The SW Birch Court project included the reconstruction of the residential roadway, the replacement and installation of water infrastructure, and storm water facilities in the roadway This project required coordination with utility companies for the removal and replacement of the existing water system, including testing and certification. Duties also included conducting weekly scheduling and progress meetings with the client, residences, utility companies and the contractor, providing meeting.

Warren & Hemlock; Cannon Beach, Oregon Project Designer/Manager — prepared scaled, schematic design concepts of the three intersection

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control options at the Warren Way/S Hemlock Intersection. Sketch concepts depicted intersection features and geometric design consideration including: alignment of approaches and number of lanes; lane widths, storage lengths, and turning radii; roundabout size and location relative to right-of-way and geometric constraints; design speed, in accordance with local, state, and national design guidelines; design vehicle turning movements; pedestrian, bicycle, and transit treatments; local access impacts; on-street parking; and, basic channelization.

Astoria Gateway Phase 2, Senior Apartments; Astoria, Oregon

Civil Designer—Responsibilities included site civil design for the Gateway Senior Apartments in Astoria, Oregon. This is a 41 unit senior apartment building located in the Mill Pond Subdivision, adjacent to Highway 30. Design required close coordination with a project team that included an architect, mechanical and electrical engineers, the City of Astoria and the Oregon Department of Transportation.

Bond Street Waterline Replacement Project; Astoria, Oregon

Civil Designer—provide design and construction services to relocate the Bond Street waterline to Marine Drive. The project will permanently replace a temporary waterline installed after an 8-inch water main was damaged in a 2007 landslide. Otak had assisted the City with preliminary work for this project, which included an alternatives analysis, a utility study, construction cost estimates, and grant application assistance. The City has received a Federal Hazard Mitigation Grant through Oregon Emergency Management for the project.

N. Fork Sanitary Sewer Reconstruction Project; Nehalem Bay Wastewater Agency (NBWA); Nehalem, Oregon

Project Designer—Provided engineering design for reconstruction of existing sewer lift station, including 800 feet of gravity sewer and 6,000 feet of directional bore under the Nehalem River to the NBWA treatment plant. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.

Stormwater Drainage Project; Bay City, Oregon

Project Designer—Developed a comprehensive plan integrating storm drainage improvements to existing facilities with recommendations for storm drainage facilities required to serve future development. This was implemented from the Erosion & Sedimentation Action Plan of the Comprehensive Conservation and Management Plan (CCMP), to develop and implement a storm water management ordinance for the reduction of erosion and sediment in Tillamook Bay.

Wheeler Downtown Improvement Project; Wheeler, Oregon

Project Designer—Provided engineering design of new sidewalk, storm drainage and retaining wall improvements in an ODOT and City of Wheeler Right-of-Way. The project included extensive agency coordination. Responsibilities included preparation of plans, contract documents and technical specifications, coordination of public bidding, and construction administration and observation.