

TOWN OF MCCORDSVILLE

DESIGN SERVICES FOR IMPROVEMENTS TO OLD SCHOOL PARK

WHY THE ETICA GROUP TEAM?

We have experienced firsthand the joy and educational opportunities a park can contribute to the community and look forward to building a partnership with the Town of McCordsville. You need a true partner who cares about your processes, expectations, and standards to deliver the project efficiently.



HEADQUARTERS
8720 Castle Creek Pkwy
E Dr, Suite 400
Indianapolis, IN 46250

EXPERIENCED PROJECT MANAGER

Your project manager, Jason Doan, has extensive project management experience to create accurate project scopes and budgets, while setting aggressive, yet realistic project schedules.

Jason has experience with all types of projects, including parks, parking lot expansion and improvement projects, stormwater and drainage, and engineering design. Our team will provide exceptional service ensuring schedules and expectations are met.

TEAMING EXPERIENCE

Etica Group's team members have extensive experience with:

- Playground Enhancement
- Parking lot, On-Street Parking, and Sidewalk design
- Stormwater and Drainage Improvements
- Permitting
- Erosion Control
- Underground Detention

CAPACITY TO DELIVER

Etica Group simply does not take on additional work without having the capacity to deliver your project with quality, schedule, and budget elements at the forefront. We view this project as an opportunity to further demonstrate our commitment in building a long-term partnership with the Town.

We are committed to being an extension of the Town's staff, upholding the high standards of professionalism and integrity the Town of McCordsville expects from their consultant partners.

A handwritten signature in black ink that reads "Jessica Ann Nickloy".

Jessica Nickloy, President/CEO
317.446.9520
jnickloy@eticagroup.com

A handwritten signature in black ink that reads "Jason Doan".

Jason Doan, Site/Civil Engineering
Department Manager
jdoan@eticagroup.com

FIRM IDENTIFICATION



Etica Group is a women-owned professional consulting firm creating functional infrastructure through Engineering, Surveying, Architectural, Building Envelope Consulting, and Construction Inspection services. The word “etica” means ethics. This foundational building block of the firm is reflected in everything we do and why it is our namesake. We are a recognized leader within the industry and uphold a commitment to forming strong, meaningful partnerships. By placing clients first and consistently adding value to each client product, we have earned a reputation for both quality and successful project delivery.



Applied Engineering Services is an Indianapolis-based consulting engineering firm providing mechanical, electrical, and instrumentation engineering services. Their focus is on facilities and utilities engineering for governmental, industrial, higher education, and health care clients. Applied’s personnel have been involved with a wide variety of mechanical and electrical systems over the years. As such, they have developed an expertise in evaluating project requirements, reviewing technology that may be applicable, and efficiently designing the optimum system for the client. In many cases, they have been able to save significant capital or operating costs for the client through the use of innovative system design.



Restroom Building Schnelker Park



Splash Pads Centennial & Groff and Dan Wakefield Parks



Southwick Playground East Allen County Schools

KEY STAFF



JASON DOAN, PE, CPESC

PROJECT MANAGER

45% of Jason's time will be committed to this project

Jason's experience includes project management, site, stormwater, ADA sidewalk and curb ramp design, and arboricultural services. He has experience with permitting requirements for multiple agencies including IDEM, IDNR, Indianapolis BNS, and USACE. Since joining Etica Group, Jason has gained additional training and experience on multiple projects for various agencies including Citizens Energy Group, Indianapolis Airport Authority, and Indianapolis Department of Public Works.

RELEVANT EXPERIENCE

Education

B.S. Civil Engineering with Structural Engineering Emphasis, Purdue University

B.S. Landscape Horticulture & Design; Purdue University

Professional Licenses

- Registered Engineer, Indiana PE11700371
- ISA Certified Arborist – Indiana - (IN3396A)
- Certified Professional in Erosion and Sediment Control (CPESC 2018) -8943

- Splash Pad Renovations - Dan Wakefield, Centennial & Groff, Indy Parks
- Perry Park Pool Improvements, Indy Parks
- Southwick Playground, East Allen County Schools
- Parking Lot Expansion, East Allen County Schools
- Werling Park, New Haven Adams Township Parks and Recreation
- Crooked Creek Flood Mitigation, Department of Public Works
- Tacoma Avenue Drainage Improvements, Department of Public Works
- Acton Road Drainage Improvements, Department of Public Works
- Highland Creek Drainage Improvements, Department of Public Works
- High School Rd. & Lynhurst Ave. Curb & Sidewalk, CW-18-003, Department of Public Works
- Hessen Cassel Stormwater Improvements, City of Fort Wayne
- Stout Field Repaving Project, Indiana Joint Forces
- Training Facility Site/Civil Design, IndyGo, Indianapolis, IN
- 42nd St. & Harcourt Rd. Resurfacing, RS-18-004, Department of Public Works, Indianapolis, IN
- Consolidated Snow Removal Equipment and Materials Storage Facility, Phase I, I-15-031, Indianapolis Airport Authority, Indianapolis, IN

KEY STAFF



KEITH BUCK, PE

PROJECT ENGINEER

Keith brings over 23 years of experience in the engineering industry to Etica Group. He possesses in-depth knowledge of AutoCAD Civil 3D, MicroStation and HydroCAD. Keith's experience includes providing coordination,

design, construction drawings, and specifications. His strengths include his deep understanding of the sanitary process and stormwater layout as well as thinking outside the box to find erosion control solutions and best management practices to reduce impacts.

Relevant Experience

- Southwick Playground, East Allen County Schools
- Parking Lot Expansion, East Allen County Schools
- Splash Pad Renovations - Dan Wakefield, Centennial & Groff, Indy Parks
- Misty Eyes Animal Center, Brownsburg, IN
- MacAllister W Washington St Expansion, Indianapolis, IN
- Indianapolis Airport Authority Snow Removal Equipment and Materials Storage, Indianapolis, IN
- Pike Township Fire Department Maintenance Facility, Indianapolis, IN
- IndyGo Mobility Services Phase 2 and 3, Indianapolis, IN
- IndyGo East Campus Building B Renovation, Indianapolis, IN
- Bus and Trolley Storage Facility, Kokomo, IN



MITCH RECTOR, PE

PROJECT ENGINEER

Mitch is efficient, detail oriented, and a highly organized individual who is driven to succeed. He began his career in the field inspecting projects giving him a thorough understanding of how designs are built. He utilizes this experience

as a designer to ensure things function efficiently while thinking about the construction process.

Relevant Experience

- Fishers Elementary School Site Civil Design for Drainage and ADA Curb Ramps.
- Purple Line Tree Mitigation, IndyGo, Indianapolis, IN
- MCF Softener Building, Erosion Control and Permitting
- Regional Water Solutions, Pricing Estimates for Water Pumping Stations.
- Indianapolis International Airport Snow Removal Equipment Building Submittal/RFI reviews and Field Inspections
- Avon Guardrails Site Inspection of Damaged Guardrails, Assembling Warrant Report, and Pricing.
- Randolph St and Palmer St Sidewalks Design and Pricing of Monolithic Sidewalk and ADA Curb Ramps

KEY STAFF - APPLIED ENGINEERING



TIM ANDERSON, PE, LEED AP

ELECTRICAL ENGINEER

Tim has 35 years of engineering and managerial experience and currently serves the firm as a principal. Tim has extensive experience in managing projects and working with contractors, vendors, and plant maintenance personnel. He has directed and been involved with numerous facility design and installation projects involving HVAC, boiler and steam distribution, chilled water system, industrial exhaust/ventilation, chilled water, and refrigerant piping.

Relevant Experience

- Memorial Stadium Flagpole Lighting Design, Indiana University
- Adaptive Reuse of Bank into Town Utilities Building, Town of Bargersville
- New Municipal Building - Parking Garage, Overhead Bridge, Police Station, City of Lafayette
- Police and Fire Station Facilities Assessment, Town of Lowell
- Merrill Street Parking Lot Electrical Design, State of Indiana (Indiana Finance Authority)
- Central Utility Plant for New Community Justice Center Campus, City of Indianapolis
- LED Lighting Study for Multi-Modal Garage, Indiana State University
- Central Utility Plant for New Downtown Indianapolis Medical Campus, Indiana University Health



DAVID GAMBLE

ELECTRICAL DESIGNER

David has two decades of engineering design experience. His expertise lies within lighting design, telecommunication systems, fire alarm systems, and low voltage electrical distribution. He also has extensive knowledge in designing

in Revit, lighting calculations, preparation of construction documents, cost estimating, and commissioning.

Relevant Experience

- Riverfront Park Lighting, City of Lawrenceburg
- Cason Family Park Site Electrical, City of West Lafayette
- Cason Family Park Restrooms & Shelters, City of West Lafayette
- Chauncey Avenue Plaza, City of West Lafayette
- Raceway Boulevard Lighting Design, Town of Brownsburg
- East Mall Site Lighting, Ball State University
- Discovery Park District Trailway Blvd Electrical & Site Lighting, Purdue Research Foundation
- Walnut Grove Street Improvements (13th-17th Streets) Site Lighting, Indiana University
- Woodlawn Avenue Street Improvements Site Lighting, Indiana University
- Campus Upgrade Outside Lighting, IUPUI
- Library Outside Lighting Upgrade, IUPUI
- Airport Parking Lot Lighting, Purdue University

CAPACITY

Simply put, Etica Group does not take on work we can't deliver. We employ this strategy with all of our clients and especially for projects where our availability will directly impact the timeliness and quality of projects we deliver. Our clients find great significance in their ability to truly recognize our capacity in our responsiveness, as well as our approach to delivering work on-time and within budget in an effort to create long-term partnerships.

In a time where many firms staff members are spread thin, our team is structured to accommodate all design services for improvements to Old School Park.

Should the project require additional expertise our in-house team includes:

- Survey
- Engineering and CAD
- INDOT certified Utility Coordinators
- Construction Inspectors
- Architecture
- Building Envelope

SCOPE OF WORK

Etica Group understands our ability to deliver quality projects is a direct reflection of our reputation and impacts the opportunity to obtain future work with any client. We adhere to strict internal QC/QA procedures, including:



PROJECT APPROACH



Existing Monument



Existing Basketball Courts



Existing Swing Set



Existing Parking Conditions

PROJECT APPROACH

While we already visited the site, upon Notice to Proceed we will start with a site assessment to determine the current conditions including utilities, drainage patterns and problems, existing trees and conditions and focusing on the items that will remain. The next step will be to acquire a topographic and boundary survey to determine the horizontal and vertical attributes of the site picking up above and below ground assets. The original focus would be to determine what items will remain and how or if those items can be utilized by the public during the construction process, including:

- Striping the east parking lot and include an ADA accessible spot.
- Locating and protecting the existing shade trees. Shade is invaluable in a park and protecting the school entrance on the southeast corner.

The design process can then commence focusing on proper placement and alignment of the proposed elements of the park in reference to the adjacent parking options. Access to this park appears to be by vehicle due to the lack of adjacent sidewalks.

A focus would be to work with the Town to provide a safe pedestrian crossing on the southeast corner and providing access to the elementary school. Since there is limited pedestrian access to the park and the park expansion will draw more visitors, expanding vehicular parking is a necessity. We would want to consider a fence on the south side of the park to prevent children from venturing out onto CR 750 N.

The next focus would be on construction phasing depending on the duration of the project, Phase 1 could have one or more subphases to provide access to the playground equipment during construction. Which leads to the design process with schematic, preliminary and final design iterations with the Town's review process, permitting, bidding, construction administration and closeout.

PROJECT EXPERIENCE

East Allen County Schools - Southwick Playground

Location: New Haven, IN

Owner: East Allen County School Corporation

Etica Group was retained to perform two phases including removing the pavement around the playground, grading, and drainage improvements. Phase 1 included performing field reconnaissance and survey. Phase 2 included site design featuring demo, site, grading and drainage plans. Etica Group coordinate with clients, performed QA/QC, and conducted the preliminary design calculations.



Before



After

Werling Park

Location: New Haven, IN

Owner: New Haven Adams Township Parks and Recreation

Etica Group created a site plan and layout for 40 parking spaces, playground equipment, fitness station, and small gazebo structures. This included developing the site drainage, utility connections as gas and electric were required for the new space, and the overall floor plan for the pavilion structures.



PROJECT EXPERIENCE

Sahm's and Perry Park Swimming Pools

Location: Indianapolis, IN

Owner: Indy Parks Department

The Indy Parks Department selected the Schmidt Associates team to provide a design upgrades for the existing park and pool located at: Sahm Pool and Perry Park. Etica Group performed the engineering design for both pools. The project intent was to provide upgraded pool facilities, while addressing support and ADA compliance. The issues addressed for Sahm pool were replacing the ADA chair lift, shade structures, installing new doors for the chemical room, and extending the concrete deck at various locations around the pool.

The issues addressed at Perry pool park were replacing the ADA chair lift, shade structures, adding a metal roof shade structure over the pool equipment, adding ventilation into the chemical room, rehabilitating the side support structure and adding additional shade structures and concrete to various locations. This provided a more usable community space for local residents.



Newfields Path Improvements

Location: Indianapolis, IN

Owner: Newfields



Existing Site Conditions

Newfields is known for several yearly outdoor events like Winterlights and the Fall Harvest Festival. As part of upcoming improvements for their festivals, there is a 700-foot long gravel trail along the edge of the property they are seeking to upgrade to a paved path. The route is typically used by service and maintenance staff to circumvent to often visitor-occupied grounds. Newfields would like the path to be able to be incorporated into the outdoor events, which creates additional unique requirements for this project.

The naturally hilly topography of the area will be required to be graded within ADA acceptable levels. Connections for electrical lines along the length of the path without hanging or low-lying chords is also critical. The soil disturbance must be kept to a minimum to preserve the existing vegetation. To accomplish this, Etica Group is teaming with an asphalt supplier to develop a pavement section that could support the expected equipment loads but would not require extensive excavation as to damage root zones.

We proposed to bury conduit and ductwork along and under the trail to allow for electrical cable connections that are out of sight to visitors and to reduce tripping hazards. A roadway-style profile was designed for the corridor to ensure all slopes are within ADA tolerances. Project specific excavation requirements were used for, to the largest extend

PROJECT EXPERIENCE

Schnelker Park Restroom Building

Location: New Haven, IN

Project Type: New Public Facility

Project Size: 565 SF

Project Budget: \$150,000

This project was a new restroom facility for Schnelker Park, 956 Park Avenue, New Haven, Indiana. This 565 SF building had a budget of about \$150,000. An upgrade of their existing facilities to comply with the Americans with Disabilities Act was needed as well as a new Concessions Stand. The majority of the on-site direction by Etica Group was accomplished with personnel from the New Haven office of Etica Group.

The men's room included a toilet stall, urinal, lavatory, and electric hand dryer, to eliminate the maintenance associated with paper towels. The women's room included two toilet stalls, lavatory, and electric hand dryer. Mirrors were provided over the lavatories. Grab bars were provided at the accessible toilet stalls per ADA.

Construction included split-face concrete block walls, wood roof trusses, plywood ceilings, and metal roofing to match an adjacent Park Shelter. Plumbing fixtures were standard porcelain. Cost of the entire building was estimated at about \$150,000. Most of the concrete sidewalks around the building were constructed by the owner's forces.

Key Elements

- ADA compliance
- New facility
- Concession Stand
- Cost of construction: \$150,000



Centennial & Groff and Dan Wakefield Parks Splash Pads

Location: Indianapolis, IN

Owner: Indy Parks Department

The Indy Parks Department selected the Kevin K. Parsons & Associates team to provide a design upgrade for the existing splash pads located at two Indy parks: Centennial & Groff and Dan Wakefield. Etica Group performed the engineering design for both splash pads, including survey and utility coordination. Since both parks are located in highly residential areas, the projects intent is to provide upgraded splash pad facilities, while addressing drainage and utility issues. Thus, providing a more usable community space for local residents.

Key Elements:

- Splash Pad Design
- Utility Coordination
- Value Engineering
- Design to DPW & CEG Standards



PROJECT EXPERIENCE - APPLIED ENGINEERING

Carson Family Park

Location: West Lafayette, IN

Covering more than 26 acres, the new Carson Family Park provides a growing population with many unique amenities, including the restoration of Morris Schoolhouse, nature-play-focused playgrounds, trails, water features, and public facilities.

Applied provided engineering services for the site electrical service and site lighting/power. This effort included pathway and parking area lighting, accent lighting at pavilions/shelters, and power/electrical at restroom facilities, to water features, and for irrigation systems.



Raceway Boulevard Lighting

Location: Brownsburg, IN

As part of a re-design of the existing Lucas Oil Indianapolis Raceway Park site, a connector road was constructed between Ronald Reagan Parkway and County Road 1000 East to serve as the racing track's new main entrance roadway.

Applied engineered the power for the new traffic signals, designed lighting levels utilizing light pole/fixtures to match existing lighting at nearby intersections and roadways, and the power circuit for new lighting and traffic signals.





Corporate Office

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Indianapolis, IN 46250

317.466.9520

www.eticagroup.com

Certified WBE | DBE

August 2, 2023

Ryan Crum
Town of McCordsville

Re: Proposal for Professional Services
Site Civil Engineering – Old School Park, McCordsville, Indiana

The Etica Group, Inc. (Etica) is pleased to submit our proposal for Site/Civil design. We appreciate the opportunity to work with you on this project. Our proposal outlines the scope of services outlined the Old School Park RFQ.

1.0 Scope of Services Phase 1

1.1 Project Administration

- 1.1.1 Project Management
- 1.1.2 Design Kick-Off Meeting (1 Max)
- 1.1.3 Project Site Visits (1 Max)

1.2 Preliminary Design Set

- 1.2.1 General Notes
- 1.2.2 Existing Site & Demo Plan
- 1.2.3 Proposed Site Plan
- 1.2.4 Grading Plan
- 1.2.5 Erosion Control Plan
- 1.2.6 Erosion Control Details & SWPPP
- 1.2.7 Stormwater & General Details
- 1.2.8 Cost Estimate
- 1.2.9 Technical Specifications
- 1.2.10 Design Calculations
- 1.2.11 QA/QC & Review

1.3 Final Design Set

- 1.3.1 Addressing Client Comments
- 1.3.2 Technical Specifications
- 1.3.3 Final Design Calculations
- 1.3.4 Cost Estimate
- 1.3.5 QA/QC & Review

1.4 Permitting

- 1.4.1 IDEM CSGP
- 1.4.2 Local Civil Permits

1.5 Construction Administration

- 1.5.1 Respond to RFI's
- 1.5.2 Review Shop Drawings

2.0 Project Schedule

- 2.1 The schedule will be determined once the Notice to Proceed (NTP) is granted and a signed contract is received.

3.0 Provided by McCordsville

- 3.1 Technical drawings/plans for the planned roadway improvements at Mt. Comfort Road and CR 750 N.
- 3.2 Preliminary plans for Old School Park

4.0 Site / Civil Assumptions

- 4.1 If services and Scope of Work materially change from the scope noted herein, Etica reserves the right to submit a change notice for approval by McCordsville. All changes in scope of work shall be approved in writing prior to commencement of said work.
- 4.2 Scope of Work is limited to the proposed project area and services as described in the Scope of Services.
- 4.3 This proposal is valid for 60 days from date of this proposal.

5.0 Site / Civil Exclusions

- 5.1 Any item not explicitly listed in Scope of Services.

6.0 Deliverables

- 6.1 Electronic CAD drawings.
- 6.2 PDF of Civil Sheets
- 6.3 IDEM CSGP Permit

7.0 Compensation

For professional services rendered as described herein, Etica shall be compensated:

7.1	Project Administration.....	\$3,925.00
7.2	90% and 100% Drawings.....	\$49,665.00
7.3	Permitting.....	\$5,230.00
7.4	Construction Administration.....	\$4,180.00
7.5	Topographic / Boundary Survey.....	\$8,500.00
7.6	Light Design (Applied).....	\$18,900.00
7.7	Total Lump Sum:	\$90,400.00

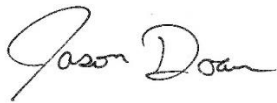
Etica will submit invoices by the 25th day of each month for the portion of the task completed with invoice payments due to Etica within thirty (30) days after receipt of an invoice. Unless Owner provides Etica with a written statement of any objections to the billing within fifteen (15) calendar days of receipt, Owner shall be deemed to have accepted the billing as submitted.

8.0 Acceptance

We trust the proposed information and documentation outlined in this proposal meets the project criteria. Please direct any technical questions to Jason Doan, PE at 317-466-9520 or jdoan@eticagroup.com.

On behalf of the Etica Group, I would like to thank you for this opportunity to work with you on this project and we look forward to establishing a long and lasting relationship.

Respectfully submitted,
The Etica Group, Inc.

A handwritten signature in cursive script that reads "Jason Doan".

Jason A. Doan, P.E., CPESC
Site / Civil Department Manager
The Etica Group, Inc