



2021

# STATEMENT OF QUALIFICATIONS



*"COMMITTED TO PROVIDING EXCEPTIONAL VALUE-BASED ENGINEERING AND DESIGN SERVICES WITH A FOCUS ON SUSTAINABLE LAND DEVELOPMENT, COMPREHENSIVE CONSTRUCTION MANAGEMENT, AND THE RESPONSIBLE USE OF VERMONT'S NATURAL RESOURCES."*

**Town of Middlebury  
Consulting Services For  
Department of Public Works**

**Prepared For:**

**Town of Middlebury**

**Prepared By:**

**Landmark Engineering & Design, LLC**

**October 2021**

# LANDMARK

## ENGINEERING & DESIGN

25 Star Point Terrace, Middlebury, VT 05753  
Ph: (802) 236-8324 or (802) 558-8317

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### STATEMENT OF QUALIFICATIONS

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### **COMPANY OVERVIEW**

Landmark Engineering & Design, LLC (LED), established in 2021, is an independent civil engineering consulting firm that specializes in private and municipal water, wastewater, stormwater and site development projects. The range of professional engineering services offered includes all phases of a project, beginning with Facilities Planning/Preliminary Engineering and continuing through subsequent phases such as permitting assistance, Final Design, on-site Resident Representation during construction, start-up services and operator training.

The small business nature of LED ensures close, personal contact between the key members of the consulting team and with the client. Our present staff includes Jamie L. Simpson, Co-founder, P.E., and Elias J. Erwin, Co-founder, VT Licensed Class B Designer and Certified Public Manager. The staff has a wealth of experience related to private and municipal projects located in Vermont and have continuously demonstrated their ability to successfully manage small-scale to multi-million-dollar projects.

### **OFFICE LOCATION AND TEAM**

Working from our offices in Middlebury and Whiting, Vermont our team of full-time civil engineers and designers can provide engineering solutions for some of the most complex water, wastewater, stormwater and environmental challenges. The members of Landmark Engineering & Design, LLC are dedicated to providing the highest professional standards and personal service.

### **QUALIFICATIONS**

Through our licensed and certified staff, and our long-established professional relationships, LED has extensive experience with providing professional services throughout Vermont for various types of projects ranging in size and complexity. A

detailed description of our services is provided below and a resume for each member of LED is provided in Appendix A.

**Feasibility Studies, Facilities and Asset Management Planning, and Preliminary Engineering Services:** LED specializes in evaluating systems for compliance and improvement needs, identifying and prioritizing capital improvements, and developing and implementing upgrades. These services can also include researching potential funding sources and assistance with funding scenarios. LED is also capable of developing Asset Management Plans that utilize State Funding sources for municipalities and private water systems.

**Final Design and Project Management Services:** For projects ranging in size from single-family residences up to multi-million-dollar municipal facilities improvements, LED devotes the time, effort, and careful attention to each project. As a result, LED is focused on the details, which is crucial to the success of any project.

**Permit Application Preparation and Submittal Services:** The level of LED's involvement will vary according to your specific requirements. We are familiar with the State agencies that will be reviewing the various aspects of your project and have an excellent working relationship with State regulators. We are always committed to exploring and implementing new technologies as we have successfully permitted several projects utilizing innovative advanced technologies for the benefit of our clients.

**Environmental Review and Assessment Services:** LED has experience in preparation and analysis of environmental documentation and providing a variety of environmental services. We also provide engineering design and review of Corrective Action Plans, Contingency plans, Phase I/II Environmental Site Assessments, Health and Safety Plans,

and many other services related to hazardous waste mitigation and remediation. LED recognizes the challenges and potential limitations of environmental regulations and its impact to site development and construction and is aware of the State and Federal requirements related to environmental protection and use of best management practices.

**Construction Resident Representative Services:** LED has extensive hands-on, field experience in this area. From working with homeowners on private residential water, wastewater and stormwater projects to municipal water or sewage treatment, we have established a strong reputation for ensuring high-quality project construction while simultaneously exhibiting a thorough but fair approach in protecting the interests of our clients. LED has long-term goals to establish a reputation for fairness for our clients and all third parties involved.

**System Inspection and Testing Services:** Whether it's an inspection of an existing on-site wastewater disposal system or a stormwater collection and treatment system, LED has the knowledge and expertise to evaluate the condition and operation of any type of system. In doing so, LED can accurately identify system deficiencies, implement monitoring and testing procedures, and prescribe remedial solutions to save our clients investment and avoid potential environmental violations and enforcement actions and/or penalties.

### **QUALITY CONTROL**

We recognize that our reputation for excellence is built upon the strength of our interactions. We believe in continuous improvement at both individual and professional levels while utilizing the experience of our founding members to review, evaluate and

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suggest recommendations at all phases of the project. We utilize the latest tools and software alongside our collective talents, expertise, and knowledge to achieve a common goal of exceptional customer service and continued project success.

LED has developed professional relationships with a network of specialty sub-contractors in areas such as utilities locating, soil boring, hydrogeology, structural, electrical and mechanical engineering, registered land surveyors, archeologists, and water and wastewater systems operators.

LED has worked successfully as part of an integrated team with clients, vendors and operators to capitalize on the strength of our team members. In addition to strengthening the engineering solution, this unified approach minimizes the cost of project development, enhances task assessment, and enables process monitoring to optimize both quality and budget control. Our process requires communication and dedication at every level, and our small business nature allows us to be responsive and efficient. Landmark Engineering & Design, LLC. has consistently met our clients' expectations relating to budgets and scheduling as demonstrated through various completed construction projects for the Town of Middlebury. To assist you with planning future projects please refer to Appendix B for our Standard Rate Sheet.

## **REFERENCES AND RELATED PRIOR EXPERIENCE**

### **Westfield Fire District No. 1, Westfield Vermont**

Water Treatment Facilities Upgrades

Mr. Gordon Lesperance, Prudential Committee Chair

(802) 744-6880

P.O. Box 142 Westfield, VT 05874



In 2016, Mr. Simpson assisted the Westfield Fire District No. 1 with improvements to the existing Water Treatment Facility to address the high concentrations of Iron & Manganese in the water supply. The facilities upgrades project involved a complex Iron & Manganese Treatment System that included three (3) Greensand Plus® filtration vessels, a backwash disposal system that provided a 24-hour detention time for flocculation and settling, blending of two (2) separate potable water sources (drilled bedrock well & spring source), pre-chlorination dosing for oxidation of iron, disinfection chlorination, reservoir upgrades and cleaning, as well as programmable logic controls and metering for all components of the system. Preliminary Engineering, Final Design, Construction Contract Documents, Permitting, Bid Phase Services, and Resident Representative services were all provided. Mr. Simpson also assisted the Fire District to secure funding with USDA Rural Development.

## **Town of Bristol, Vermont**

West Street & Lovers Lane Water Distribution Expansion  
Funding Source Assistance, Preliminary Engineering, Final Design & Construction  
Phases, Subsurface Planning Study and General Consulting

Ms. Valerie Capels, Town Administrator

(802) 453-2410      1 South Street, Bristol, VT 05443



In 2014, Mr. Simpson successfully designed and administered a water distribution repair contract that addressed several identified leak locations from an independent water system leak evaluation. This contract included an extension of approximately 300 linear feet of new 4-inch diameter water main, replacement of five (5) house service connections, a replacement of an existing gate valve at a street intersection, replacement of a tee connection at a different street intersection, and a new house service connection on the existing 6-inch cast iron distribution main.

In 2017, Mr. Simpson assisted the Town with improvements to West Street from the intersection with Maple Street to Airport Drive. The project involved roughly 4,000 feet of new water main and water main replacement, stormwater drainage improvements, and concrete sidewalk replacement. A cross-country water main extension from West Street to Lovers Lane was also part of the project. Preliminary Engineering, Final Design, Construction Contract Documents, Permitting, Bid Phase Services, were all provided. Resident Representative services were provided in 2017 and 2018.

## Town of Middlebury, VT

Various Improvements Projects: Stewart Lane, Rolling Acres, Charles Avenue,  
Chipman Park, Buttolph Drive, South Street, Dow Pond, Halpin Rd., Cady Rd.

Final Design, Bid Phase & Construction Phase Services, Construction Oversight

Mr. Dan Werner, Public Works Planning Director: (802) 388-4045

1020 Route 7 South, Middlebury, VT 05753



Mr. Simpson has been working with the Town of Middlebury since 2010. Through various contracts ranging from water main replacements, stormwater improvements, culvert replacements, sewer main replacement to road reclamation and paving projects.

In 2011, he designed, drafted plans, oversaw construction and administered the Stewart Lane Improvements Contract which included water main replacement, sewerline replacement, stormwater improvements, road widening with new concrete curb and roadway reclamation. In the same year, he performed the same tasks for the Buttolph Drive Infrastructure Improvements project. In 2012 he assisted the Town with a new water main extension to Rolling Acres development and in 2013 assisted the Town with Resident Representative services for the Green Mountain Place Improvements project. In 2014 he redesigned, administered and oversaw construction for the South Street improvements project which included replacement of water main with new 12-inch ductile iron, a new 6-inch horizontal directionally-drilled (HDD) sewer force main, new gravity sewerline and manholes, stormwater improvements, road reclamation and paving.

In 2018 In 2020, Mr. Simpson assisted the Town with a water main replacement project on Case Street (VT 116) in conjunction with a VTrans Culvert Replacement project as well as a Culvert Replacement project on Cady Road that included a new Aluminum Structural Plate Pipe Arch design.

## Town of Bristol, Vermont

Facilities Planning, Water & Sewer Collection & Treatment,  
Subsurface Planning Study, Asset Management, Engineering  
For Water/Wastewater/Stormwater Improvements, and  
Annual Wastewater System Inspections

Ms. Valerie Capels, Town Administrator: (802) 453-2410  
Holley Hall, P.O. Box 249, Bristol, VT 05443



Mr. Simpson has been working with the Town of Bristol water and wastewater systems since 2009. In 2009, he assisted with a waterline replacement project, replacing 2,817 linear feet of existing 4-inch waterline with a new 8-inch ductile iron water main on North Street and Plank Road. New service connections and water shut-offs for all users were supplied.

In 2009, an evaluation of subsurface utilities for the former Village of Bristol was completed. Mr. Simpson created maps of the stormwater drains and water and sewer system in the Town, necessary as a planning tool for determining the adequacy of culverts being replaced with money allocated from the State of Vermont. The project included data collection, engineering evaluation and a final report for municipal officials, providing a prioritized matrix of segments of subsurface utilities to be repaired or replaced with opinions of probable construction costs and potential sources of funding identified.

In 2009 & 2010, we assisted the Town with utilizing ARRA funding for the removal and replacement of approximately 3,200 linear feet of existing storm drain and appurtenances, a partial re-grading of North Street, implementation of curb and gutter, and approximately 2,000 linear feet of water main replacement. Facilities Planning/Construction Contract Documents, Bid Phase Services, and Resident Inspection services have all been provided.

In 2016, Mr. Simpson helped the Town secure a 2016 Drinking Water Asset Management Grant through the State of Vermont. The Asset Management Plan included working with a subcommittee to prepare a Level of Service, completion of an inventory of assets a condition assessment of all assets, Life Cycle Cost Analysis and Risk Assessment, as well as a Capital Improvement Plan.

From 2010 - 2020, under a separate contract with the Mount Abraham Unified School District, Mr. Simpson and Mr. Erwin conducted Annual Wastewater Inspections and provided comprehensive compliance monitoring reports for six (6) schools including Mount Abraham High School, Bristol Elementary, Lincoln Community, Robinson Elementary, Beeman Elementary and Monkton Central School. Under this contract we evaluated the wastewater treatment system and made recommendations for system improvements.

## Fire District No. 1, East Middlebury, Vermont

Public Water System Operation and Maintenance

System Testing, Monitoring, Repairs, and Improvements

Managing Annual Operating Budget and Municipal Assets

Mr. Jason Larouque, Prudential Chair: (802) 388-2410

Sarah Partridge Community House, P.O. Box 306

East Middlebury, VT 05740



For over fifteen (15) years, Mr. Erwin served as the primary water system operator for Fire District No. 1, East Middlebury. He was responsible for the operation, maintenance, and regulatory compliance of a public water supply system (WSID #VT0005003) which provided a safe and continuous source of potable water to over 625 users. Mr. Erwin was also appointed to protect the Source Protection Area (SPA) and served as the SPA Safety and Compliance Officer.

Mr. Erwin's accomplishments during this time are vast and numerous. His dedication and service to the water system greatly benefitted the community and his efforts are widely recognized. As an example, Mr. Erwin initiated contact with the Middlebury Fire Department (Battell Hose Company) to coordinate and establish a management plan, operating procedure, and methods of communication for use during an emergency. As part of this effort, Mr. Erwin replaced the valve stems and added extensions to over half the hydrants in Town. Furthermore, he regularly flushed and inspected all thirty-two (32) fire hydrants to ensure each one was operating properly. By improving the visibility, accessibility and function of each hydrant, Mr. Erwin reduced the overall exposure of risk to members of the community and increased the capability and efficiency of first responders during a crisis.

Specific improvements to the Water System conducted by Mr. Erwin include:

- Modified Testing and Reporting Procedures in accordance with the Revised Total Coliform Rule.
- Established the first Operation & Maintenance Manual for the public water system.
- Developed and implemented an Asset Management Plan.
- Revised and Updated the Source Protection Plan.
- Established BPMs with new PSOCs.
- Installed a Remote Telemetry (SCADA) System at Well 2.
- Installed electrical service to the reservoir and installed a pressure transducer to work remotely in conjunction with Well 2.
- Conducted preemptive PFAS/PFOA Testing.
- Coordinated and inspected the Sand Hill Bridge construction and crossing.
- Coordinated and inspected the VT Route 116 culvert construction and crossing.
- Coordinated reservoir cleaning, system flushing, and system hydraulic testing.
- Coordinated and inspected the installation of a natural gas line with no service interruptions.
- Serviced and repaired all fire hydrants to function and operate properly.
- Performed system-wide leak detection survey and conducted repairs.

## Town of Readsboro, VT

Improvements to Surface Water Treatment and Filtration Plant, New Water Distribution Piping (C900) and Valving, Watermain Bridge Crossing.

Final Design, Bid Phase & Construction Phase Services, Construction Oversight

Mr. Mark Shea, Town Manager: (802) 423-5405

Town Office, 301 Phelps Lane/P.O. Box 187, Readsboro, VT 05350



Through 2013 and into 2014, Mr. Erwin represented the Town of Readsboro as a Resident Engineer, responsible for overseeing and coordinating system improvements necessary to eliminate major operating deficiencies and to reduce the formation of disinfection byproducts (DBPs). During this time, Mr. Erwin oversaw construction, inspecting and testing, total quantities and product inventory, construction costs and project budget, project schedules, field changes and coordinated with contractors, consultants, State Regulators and Town Officials. Furthermore, Mr. Erwin diligently responded to the inquires of community members.

The improvements to the surface water treatment plant included an all-new electrical system, operating controls, telemetry controls, monitoring and sampling equipment, data recording and alarm notification systems, carbon filtration units, chemical feed tanks, properly isolated storage containment areas, and two (2) new Variable Frequency Drive (VFD) pumps. In addition to renovating the treatment plant, Mr. Erwin was responsible for inspecting the installation of nearly 4,000 linear feet of new 12-inch C900 pipe with over thirty (30) new service connections, six (6) hydrant replacements, ten (10) branch connections, and a bridge crossing.

**Black Bay Ventures, V-VII, LLC**

Site and Infrastructure Improvements for a New 42,000 ft<sup>2</sup> Commercial Building Addition  
Initial Site Assessment, Final Design & Permitting, Construction Phase Services.

Mr. David Logan, President and CEO of Autumn Harp: (802) 857-4600

26 Thompson Drive, Essex Junction, Vermont 05452



In 2012, Mr. Erwin assisted Black Bay Ventures V, LLC with the initial site assessment, and planning required for the proposed construction of a new 42,000 ft<sup>2</sup> addition onto an existing commercial cosmetic production facility located in Essex, VT. Mr. Erwin was responsible for the design and permitting of new connections to municipal water and sewer systems and assisted with obtaining an amended Stormwater Management Permit covered under the State Stormwater General Permit #3-9015.

As part of the preliminary efforts, Mr. Erwin evaluated the site by examining the soil type, texture, consistency, structure, permeability, and the depth to seasonal high groundwater. Mr. Erwin determined the Adams and Windsor soil series, consisting of loamy sands (hydrologic group A), was present across the entire site and most, if not all, precipitation will infiltrate downward through the subsurface to eventually reach the groundwater table at an estimated depth of eight-feet (8') below ground surface.

Based on his evaluation and the results of soil permeability tests, a percolation rate of less than 3.0 min/inch was determined and used to calculate the infiltration rate and sizing of the absorption trenches, underground infiltration chambers, and the stormwater infiltration basin. All of which are considered key components to the success of the project.

# **APPENDIX A STAFF RESUMES**

## **JAMIE L. SIMPSON, P.E.**

Mr. Simpson has more than twelve years of experience in the Civil and Environmental Engineering fields and is a graduate of the University of Vermont with a Bachelors' Degree in Civil Engineering, as well as holding an Associates' Degree in Electrical Engineering Technology from Vermont Technical College. His professional experience includes civil and environmental design of water, wastewater and stormwater treatment systems, roadways and structures, permitting for residential and commercial development, finish grading plans and client representation at local and State review boards. Jamie also has been the project engineer for multiple municipal stormwater, water and sanitary sewer infrastructure projects. Mr. Simpson worked summers for a consulting firm in Vermont developing his technical skills including surveying, soil and material testing, estimating, AutoCAD design, Geographical Information Systems (GIS) and groundwater remediation.

### **EDUCATION**

B.S., Civil Engineering, University of Vermont, 2009  
A.S., Civil Engineering Technology, Vermont Technical College, 2007  
A.S., Electrical Engineering Technology, Vermont Technical College, 2000

### **VOLUNTEER EXPERIENCE**

Mr. Simpson is a former Development Review Board member in the Town of Salisbury.

### **SELECTED PROJECT EXPERIENCE**

#### **Town of Bristol - West Street Improvements, Final Design and Construction Phases**

Provided Final Design and Construction Phase Engineering for improvements to West Street from the intersection with Maple Street to Airport Drive. The project involved roughly 4,000 feet of new water main and water main replacement, storm drainage improvements, and concrete sidewalk replacement. A cross-country water main extension from West Street to Lover's Lane was also part of the project. Preliminary Engineering, Final Design, Construction Contract Documents, Permitting, Bid Phase Services, have all been provided. Resident Representative services were provided in 2017 and 2018.

#### **Town of Middlebury - South Street Improvements-Phase I, Final Design and Construction Phases**

Provided Final Design Phase and Construction Phase Engineering for the replacement of water main and appurtenances, sewer main and appurtenances, stormwater improvements, final grading and roadway reconstruction. Contract included the installation of 12-inch diameter ductile iron water main, new fire hydrants and replacement of copper services. To achieve proper burial depths, controlled blasting less than 100 feet from residential homes and hydraulic hammers were utilized to remove subsurface bedrock. The 6-inch diameter sewer force main was installed via Horizontal Directional Drilled (HDD) High Density Polyethylene (HDPE) carrier pipe in addition to new underground force main manhole structures, check valves, isolation valves and automatic air release valves. New 8-inch diameter gravity sewer was installed with new manholes and new services to several residents. The street was reconstructed and regraded using an Asphalt Reclaimer in conjunction with magnesium chloride to provide additional stability during freeze/thaw cycles. Provided onsite Resident Project Representation services for Construction Phase.

#### **Town of Middlebury: Halpin Road Culvert Replacement, Final Design and Construction Phase**

Provided Final Design and Construction Phase Services for the demolition and disposal of an existing precast concrete box culvert, temporary by-pass pumping of flows from the stream channel and existing sanitary sewer main, installation of an Aluminum Structural Plate Pipe Arch culvert with headwalls and wingwalls, installation of stone-lined ditches to direct stormwater flows to the stream channel

replacement of approximately fifty (50) feet of existing sanitary sewer main, and installation of geotextile grids for bank slope and road stability.

**Town of Middlebury - Rolling Acres Waterline Replacement, Final Design and Construction Phases**

Provided Final Design Phase and Construction Phase Engineering for the replacement of water main and appurtenances. Contract included the installation of 8-inch diameter ductile iron water main and appurtenances, new fire hydrants, water valve vaults and service lines. A key aspect of the project involved the successful installation of 8-inch diameter waterline beneath a cattle crossing using Horizontal Directional Drilled (HDD) High Density Polyethylene (HDPE) carrier pipe, transitioning from clayey soils into bedrock and back to clay to complete the bore. Provided onsite Resident Project Representation services for Construction Phase.

**NG Advantage, LLC - Compressed Natural Gas Decanting Stations, Customer Site Design, Permitting and Construction Oversight**

Successfully provided site design, permitting and part-time construction oversight services for several individual NG Advantage Customer Site projects, including America's first "Gas Island", using first-of-its-kind natural gas technologies and designs to provide compressed natural gas (CNG) to NG Advantage customers as a fuel oil alternative for commercial and industrial businesses throughout the states of Vermont and New Hampshire. The NG Advantage customer site projects consist of unloading and decompressing CNG from specialized trailer containers transported via tractor truck. The high-pressure gas is unloaded by proprietary equipment through multiple stages of decompression and desiccated before getting piped and connected to the customer's internal piping network or powerhouse. Site designs typically require adequate space for tractor trailer truck maneuvering and docking, decompression equipment, heating module equipment, an electrical power source, lighting and communications equipment and security devices. Generally, components are positioned into minimal space requirements dictated by site conditions.

**Town of Middlebury: Buttolph Drive and Stewart Lane Infrastructure Improvements, Final Design and Construction Phases**

Provided Final Design Phase and Construction Phase Engineering for two separate contracts, consisting of the replacement of water main and appurtenances, installation of water valve manholes, installation of sewer line and appurtenances and stormwater conveyance pipe, the removal, reclamation, recycling and replacement of bituminous concrete, connection of sump pump connections and replacement of concrete sidewalk. Providing onsite Resident Project Representation services for Construction Phases.

**Heffernan Rock Quarry Act 250 Amendment - Plank Road, Bristol, Vermont**

Successfully provided Consulting Engineering Services for assistance with the continued use of a rock quarry/ gravel extraction pit on an 84-acre parcel on Plank Road in Bristol. Project required an Amendment of the existing Act 250 Land Use Permit, which was received in July 2010.

**Grand Isle Consolidated Water District Subsurface Planning Study**

Mr. Simpson provided GPS data collection for an evaluation of subsurface utilities for the service area and assisted with mapping and WaterCAD® analysis of the entire water system.

**Whiting Water Corporation Water System Upgrade, Final Design and Construction Phases**

Final Design Phase and Construction Phase Engineering for Contract No.1, consisting of improvements to the existing storage facility, treatment and controls, and distribution system. The original steel storage tank was removed and replaced with a pre-cast concrete reservoir. A new control building was built on top of the new reservoir, where new controls operate the water system source pumping, level controls, chemical injection, and distribution system. The distribution system was replaced and upgraded by

adding isolation valves, blow offs, and new services to each user. Provided onsite Representation during construction. Provided O&M manuals and First Year Services.

**Westfield Fire District #1 Water System Upgrade, Preliminary, Final Design & Construction Phases**

Completed Preliminary Engineering Report, Final Design Phase and Construction Phase Engineering Services for Contract No.1, consisting of the complete replacement of the water treatment facility components, installation of an iron & manganese treatment system, replacement of a chlorine disinfection system, installation of new controls and monitoring equipment to regulate flows from two (2) separate sources (drilled well and shallow spring), improvements to the spring and water storage reservoir, and permitting & testing of a new drilled well source, as well as building access improvements. Prepared and provided O&M Manuals and First Year Services.

**Elias J. Erwin**

286 West Road  
Whiting, VT 05778  
[eerwin@led-vt.com](mailto:eerwin@led-vt.com)

**Professional Experience:**

2021 - Present	Landmark Engineering and Design, LLC, Middlebury, VT
2014 - 2021	Drinking Water and Ground Water Protection Division, VT DEC - Rutland, VT
2007 - 2020	Fire District #1 - East Middlebury, VT
2012 - 2014	Green Mountain Engineering, Inc. - Williston, VT
2003 - 2012	Lincoln Applied Geology, Inc. - Lincoln, VT

**Responsibilities:**

2014 - 2021	As an Environmental Analyst VI, responsibilities included the review of applications and engineered plans for land development projects requiring permits for water supply and wastewater disposal systems in Addison, Bennington and Rutland Counties. Assist the public with health and safety issues related to drinking water, wastewater and groundwater. Review and respond to environmental compliance issues. Assist in levying environmental enforcement actions, penalties, and NOAV court proceedings. Provide written determinations for boundary line adjustments, exemptions, and jurisdictional opinions. Regulate Potable Water Supply and Wastewater Disposal Systems in accordance with VT Chapter 21 and Chapter 1 Environmental Protection Rules. Assist OPR with reviewing the professional conduct of all VT Licensed Water and Wastewater System Designers. Assist with DEC priorities and initiatives (i.e. Tiger Team, Environmental Justice, Equity and Diversity, Groundwater Reclassification, etc.)
2007 - 2020	As a Licensed Class III Water System Operator, responsibilities included maintaining and operating a Public Water Supply System (WSID #5003) providing a safe and continuous source of potable water. Conduct sampling, testing, monitoring, system repairs and system improvements. Monitored and evaluated water production, demand, and system operations. Managed existing assets, identified existing system deficiencies, and forecasted system improvements. Balanced and maintained annual operating budget. Maintaining regulatory compliance in accordance with State and Federal drinking water requirements. Coordinated with local and State emergency responders. Reported and responded to the public and manage assistant operators.
2012 - 2014	As a Project Engineer, responsibilities included the managing of a variety of civil engineering projects and coordinating with State Regulators, Town Officials, Attorneys, Contractors, Product Vendors, and the public. Provided civil engineering design services for industrial, commercial, and residential land development projects. Obtained project-specific permits related to water supply, wastewater disposal, stormwater collection, air quality control, underground injection control, and Act 250 Land Use. Provided on-site engineering services for residential and commercial development and municipal utility improvements. Produced preliminary engineering reports and cost benefit analysis reports. Managed project budgets, construction schedules, contractors, and field staff.

2003 - 2012

As a Senior Project Manager, responsibilities included designing, inspecting and certifying residential multi-lot subdivisions requiring water supply, wastewater disposal and storm water collection systems. Designed, inspected, and certified commercial use properties requiring service connections to municipal water and sewer systems. Produced comprehensive Site Development and Utility Layout Plans for permitting and construction purposes. Obtained site-specific permits. Managed remedial operations at regulated hazardous-waste sites. Produced Phase I/II Environmental Site Assessment (ESA) evaluations. Developed Health and Safety Plans (HASP), UST closure reports, site investigation/assessment reports, and spill response reports.

**Certifications and Professional Organizations:**

2019	VT Certified Public Manager - CAPS, Class of 2019
2016	Advisor - VT Secretary of State's Office of Professional Regulation
2010	VT Licensed Class III Water Systems Operator (OP03408)
2008	Vermont Rural Water Association (VRWA)
2007	VT Licensed Class II Water Systems Operator (OP03408)
2006	VT Licensed Class B Designer (152.0126887)
2006	National Ground Water Association (NGWA)
2006	Yankee Onsite Wastewater Association (YOWA)
2003	OSHA Certified Hazardous Waste Operator and Emergency Responder (29CFR1910.120) w/ annual 8-hour OSHA refresher

# APPENDIX B

## LANDMARK ENGINEERING & DESIGN, LLC 2021-2023 STANDARD RATE SHEET

Town of Middlebury  
Consultant Services  
For  
Middlebury Department of Public Works  
Middlebury, Vermont

2021 - 2023

### PERSONNEL

Principal	\$120.00/hour
Professional Engineer	\$100.00/hour
Licensed Designer	\$ 90.00/hour
Field/Resident Engineer	\$ 90.00/hour
Office/Project manager	\$ 80.00/hour
CADD Drafting and Mapping	\$ 75.00/hour
Field Technician	\$ 75.00/hour
Administrative /Clerical Assistant	\$ 65.00/hour
Survey Crew (2)	\$150.00/hour
Survey Equipment Rental	\$100.00/day

### REIMBURSABLE EXPENSES

The items below will be billed at cost:

Travel, Auto	@ \$0.56/mile
Lodging, Meals	@ Cost
Shipping, Postage, Messenger	@ Cost
Long Distance Telephone	@ Cost
Reproduction-Drawings, Reports, Specs	@ Cost
Other Direct Costs	@ Cost

### SUBCONSULTANTS

Subconsultants shall be billed at cost plus 10% for administrative expenses.