



CITY OF SIDNEY

ON-CALL PROFESSIONAL ENGINEERING, PLANNING & GRANT
WRITING/ADMINISTRATION PROPOSAL

2026

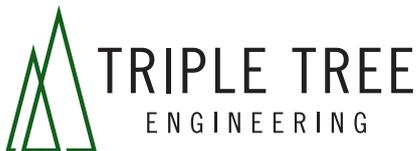


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February 18, 2026

City of Sidney
 Mrs. Jessica Chamberlin
 115 2nd Street SE
 Sidney, MT 59270



RE: City of Sidney — RFQ for On-Call Professional Engineering, Planning & Grant Writing/Administration Proposal / Peaks Planning & Consulting teamed with Triple Tree Engineering

Dear Mrs. Chamberlin:

On behalf of Peaks Planning and Consulting and Triple Tree Engineering, we are excited to submit the following response to your RFP for On-Call Professional Engineering, Planning, and Grant Writing/Administrative Services. We believe you will find our combination of experience and unique approach to this position will be in the best interest of the City of Sidney. Our team has more than 100 combined years of experience with municipal engineering, project financing, grant writing/administration, planning, development, and infrastructure improvements; and one of our principals has served as the contracted City Planner for over eight (8) years.

Although we provide other services, working with small Montana Cities is what we like best and have become very good at. We have many years of experience helping communities; and have worked extensively with the Montana Department of Environmental Quality to design and permit improvements. In our first 7 years in business, we helped Cities, Towns, and Districts secure more than \$41,000,000 in TSEP/MCEP, RRGL, CDBG, ARPA, EDA, WRDA, MDT TA, EPA Wiin, USDA RD, ECWAG, and MT SRF grant funds and principal forgiveness; with a 98% success rate. We will utilize our experience and expertise to help the City of Sidney secure grant funding to complete infrastructure projects.

Forrest Sanderson has more than 36 years of experience providing planning services for Montana communities. Forrest will serve as project manager for all planning related projects. Forrest is in the area often and will also serve as your local point of contact. Brad Koon has more than 22 years of experience, primarily working with small Montana Cities; and will serve as your engineering/surveying project manager. Our project approach and past experience with the City of Sidney checks off every box on your scope of work and desired future outcomes. Most importantly, we present the City with an extra set of experienced eyes on contracts, project management, construction observation, and financing.

Our team has a proven track record of performing on-call engineering services for local governments on term arrangements. We attribute our success in maintaining these long-term relationships primarily to the quality of work we provide and our management style; which includes frequent communication, open and honest dialogue, and frequent review of budget and schedule. We encourage you to contact our extensive list of references who will attest to our excellent planning, engineering, customer service, and grant administration services. Thank you again for considering our proposal, and please call me anytime at (406) 425-3397 if you have any questions or need additional information.

Sincerely,

Peaks Planning & Consulting, Inc.

Forrest Sanderson, AICP, CFM (President)

Triple Tree Engineering, Inc.

Brad Koon, PE, LSI (President)

FIRM QUALIFICATIONS

PEAKS PLANNING & CONSULTING, LLC

Forrest Sanderson is the Owner of Peaks Planning & Consulting and has many years of experience working with the City of Sidney and many other Montana communities. Forrest has over 36 years of experience in land use planning, along with local government project funding and financing as a Community Development Director, Department Head, and Project Manager.

TRIPLE TREE ENGINEERING, INC. (TTE)

In 2017, Jason Crawford and Brad Koon established Triple Tree Engineering, Inc. The primary purpose of Triple Tree Engineering is to maintain and operate a small civil engineering company while employing the highest performing engineers and team who will effectively and efficiently serve both public and private clients. We are community oriented and make it a priority to invest in the communities we work in by being present and contributing to local fundraisers and organizations. Understanding and being part of the community allows us to better identify the issues and develop better engineering solutions. We currently serve on a term basis more than 20 Cities, Towns, and Districts; and have a thorough understanding of municipal infrastructure and grant funding. Triple Tree has 15 team members including 12 engineers, 1 surveyor, 1 funding specialist, and 1 administrative professional. We have many years of experience helping communities; and

PEAKS PLANNING & CONSULTING, LLC
 P.O. Box 307
 124 Laptop Loop
 Roberts, MT 59070
Point of Contact:
 Forrest Sanderson,
 AICP and CFM
 (406) 794-1460

TEAMED WITH:

TRIPLE TREE ENGINEERING, INC.
 1145 Cap Road
 Helena, MT 59602
 www.tripletreemt.com
Point of Contact:
 Brad Koon, PE
 (406) 461-0692

DATE: FEBRUARY 18, 2026

have worked extensively with the Montana Department of Environmental Quality and local Counties to design and permit improvements. In our first 7 years in business, we have helped Cities, Towns, and Districts secure more than \$41,000,000 in TSEP/MCEP, RRGL, CDBG, ARPA, EDA, WRDA, MDT TA, EPA Wiin, USDA RD, ECWAG, and MT SRF grant funds and principal forgiveness; with a 98% success rate. We have also helped communities secure millions of dollars in low interest MT SRF and USDA RD loans. Approximately 80% of our team’s work is with small Montana Cities and Towns.

“I’ve been working with Jason and Brad since 2005. They are both excellent engineers and project managers; and helped us successfully complete multiple projects from initial planning and funding through design and construction.”

Larry Bonderud, Director
 Port of Northern Montana

PROJECT TEAM

Our proposed team has more than 100 years combined experience providing planning services, securing grant funds, and providing engineering services for Montana Cities, Towns, and Districts. Our team has extensive experience with the required services listed in the RFQ. We will aggressively manage projects to ensure progress is maintained; and deadlines and budgets are met. If sub-consultants are needed, we won't markup fees; and will pass the invoiced amount directly through to the City.

The City of Sidney can be assured we will provide experienced and energetic professionals to work on your projects. One of the benefits of selecting small companies is that you know who you are getting. We can offer big firm experience with the customer service, value, and attention to your projects that small companies can provide.

The primary focus and experience of our team is on small municipalities throughout Montana. Municipal work is what we like to do and what we have become very good at. Our team has collectively planned, designed, and managed hundreds of projects ranging from small utility extensions to large system replacements. We know the funding agency requirements and timelines and have developed working relationships with their staff and managers. Most of our municipal project experience has required review and approval by the Montana Department of Environmental Quality. We know the DEQ review staff and understand their review requirements. Following are the key personnel who will be working on your project:

FORREST SANDERSON, AICP, CFM
(PRESIDENT PEAKS PLANNING & CONSULTING, LLC)

Forrest has 36 years of experience as a community planner and floodplain



administrator in the State of Montana. Over the years he has worked on numerous planning projects from Annexation, Floodplain Management, Growth Policies, Subdivision, and Zoning. Forrest is an AICP Certified Planner, an ASFPM Certified Floodplain Manager, and Project Manager with the experience to see a project through from start to finish. In his spare time Forrest enjoys playing golf with his wife and playing with his two Airedale terriers. *Forrest has served as the contracted planner for the City of Sidney since 2018, and will serve as the local contact and project manager for all planning projects.*

BRAD KOON, PE, LSI
(PRESIDENT TTE)

After graduating from Montana State University in 2000, Brad went to work for a zinc and lead mine in Alaska. He served as a design engineer and supervisor to approximately 15 employees. After spending three years at the mine, Brad wanted to get away from the rotation lifestyle and move back to Montana. In 2003, he began working as a design engineer with an engineering firm in Helena. In 2005 he was promoted to office manager and served in this position until 2017 when Triple Tree was established. During his time with the company, he also led the Helena municipal group, led the western Montana municipal group, and began a railroad practice area. At Triple Tree, Brad primarily works with small cities and towns across the state to plan and construct municipal projects. Brad's primary experience and focus is on design and management of private and public infrastructure projects. He spends most of his spare time outdoors with his family snowmobiling, motorcycling, bicycling, hunting, fishing, water skiing, and hiking. He is also actively involved with the Lewis and Clark County Search and Rescue. Brad is known for his strong work ethic, thorough understanding of the design and construction



process, and insistence on quality. **Brad will serve as your project manager for engineering projects.**

JASON CRAWFORD, P.E.
(VICE PRESIDENT, TTE)

Jason graduated from Montana State University in 2003 and started his engineering career surveying and drafting projects. He then moved into construction observation and construction administration for several years learning the importance of thorough plans and specifications from the contractor’s perspective. Jason then served as municipal designer including the design and development of sewer, water, rail parks, roads, and sidewalks. In this position he would see projects from the funding and preliminary engineering phase through construction closeout. Jason has operated as project manager, design engineer, and municipal group manager for the last several years. Jason’s primary experience and focus has been on private and municipal funding and infrastructure projects. Jason and his wife are certified foster care providers and currently have 4 kids, three of which are adopted. Jason helps coach his boy’s baseball and football teams and helps run the family cattle ranch. Jason is known for his strong work ethic, attention to detail, communication skills, and in-depth engineering knowledge, which he applies to each project. **Jason is an expert with Preliminary Engineering Reports and funding strategy, and will lead these efforts for your projects.**



DOUG TAMCKE, PE

Doug is a professional engineer with 6 years of experience. Doug’s experience lies primarily with geometric and municipal system design. Doug is a very thorough design engineer; and expert with AutoCAD Civil 3D. Doug brings experience, project management, and the neces-



sary technical knowledge to bring a project from start to finish. Doug spends his spare time with his new family and working his cattle herd with his dad. **Doug will serve as lead design engineer for your projects.**

PAUL SIMONICH, PE

Paul has 12 years of professional experience reviewing public water, wastewater and stormwater projects designed by professional engineers. Before joining Triple Tree in 2022, Paul worked as review engineer for the Department of Environmental Quality (DEQ). Paul’s time at the DEQ gave him a unique insight into the regulatory side of municipal permitting. For your project, Paul will provide wastewater system design, permitting, and DEQ coordination. Paul spends his spare time with his family in the outdoors, hunting, hiking, camping, and snowmobiling. **Paul’s experience with the Department of Environmental Quality gives him insight into the permitting process. Paul will lead the permitting process on your projects.**



MITCH WEST

Mitch has 4 years of engineering experience providing design and permitting services for public and private projects. Mitch is our expert with on-site wastewater system design and permitting, and will serve as lead wastewater treatment design/permitting engineer for your project. He works closely with Counties and the Montana Department of Environmental Quality; and thoroughly understands their permitting and design requirements. Mitch is married with three young children, and spends his spare time with his young family. **Mitch will provide design, construction engineering, and AutoCAD Civil 3D services for your projects.**



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PIERCE BROWN, EI

Pierce graduated from Montana Tech in December 2023 with a Bachelor of Science degree in Civil Engineering. During college, he gained practical experience as an intern at an engineering firm in Helena. He joined Triple Tree in January 2024. Pierce has quickly become proficient with AutoCAD Civil 3D; where he focuses on site development, subdivisions, municipal projects, and construction administration. Pierce is efficient and detail-oriented, delivering designs that meet engineering and regulatory standards. He provides oversight during construction, collaborating with contractors to address challenges as they arise and ensure designs are implemented correctly in the field. ***Pierce will provide design, construction engineering, and Resident Project Representative (RPR) services for your projects.***



ADRIAN LARGENT, PLS

Adrian graduated from Montana State University-Northern in 2008 with a Bachelor of Science degree in Design Drafting Technology. He then worked as a draftsman for a large engineering company before focusing on his survey profession. He furthered surveying education by graduating with a Certificate of Survey from the University of Wyoming in 2012. Adrian has more than 8 years of surveying experience and has worked on projects including family member transfers, boundary adjustments, topographic surveys, construction staking, and building surveys. Adrian is a licensed surveyor in Montana and will serve as lead surveyor for your projects. ***Adrian will provide topographic survey, boundary survey, and construction staking for your projects.***



JARED GRIFFITH, EI

Jared graduated from Montana Tech in 2024 with a degree in Civil Engineering. After working internships in the heavy civil construction industry, Jared joined Triple Tree in May of 2024. Jared has quickly become proficient with AutoCAD Civil 3D; and performs civil design, drafting, construction administration, and surveying. Additionally, Jared works on fast-paced designs throughout active construction projects as challenges are encountered. Jared works closely with contractors to determine the most effective solutions while meeting design requirements. Jared will provide design and construction engineering services for your project. ***Jared will provide design, construction engineering, and Resident Project Representative (RPR) services for your projects.***



SARAH SAMPSON, FUNDING SPECIALIST

Sarah graduated from Carroll College, majoring in Business Administration with a minor in Accounting and Public Administration. Sarah serves as Triple Tree’s funding specialist, and has been very successful in helping communities secure grant funding. She works closely with communities, engineers, and funding agencies to manage project budgets, request funding reimbursements, and provide progress reporting. Sarah will provide grant writing, grant administration, and funding agency coordination services for your project. ***Sarah will provide grant writing and grant administration services for your projects.***



The City of Sidney can be assured you will get qualified professionals working on your project. One of the benefits of selecting a small engineering company is that you know who you are getting. We can offer big firm experience with the customer service, value, and attention to your project that a small company can provide.

RELEVANT EXPERIENCE

PLANNING

Forrest Sanderson is experienced in his field and provides planning services for many Montana communities including the City of Sidney. Following are some of the planning efforts completed by Forrest:

GROWTH POLICY PREPARATION

- City of Sidney (2 Times)
- City of Red Lodge
- City of Laurel (2 Times)
- City of Glendive – Dawson County (2 Times)
- City of Baker – Fallon County (2 Times)
- City of Polson

ZONING REGULATIONS – MAJOR REWRITES

- City of Sidney
- City of Red Lodge
- City of Baker
- City of Laurel
- Town of Wibaux
- City of Glendive
- City of Polson

SUBDIVISION REGULATIONS

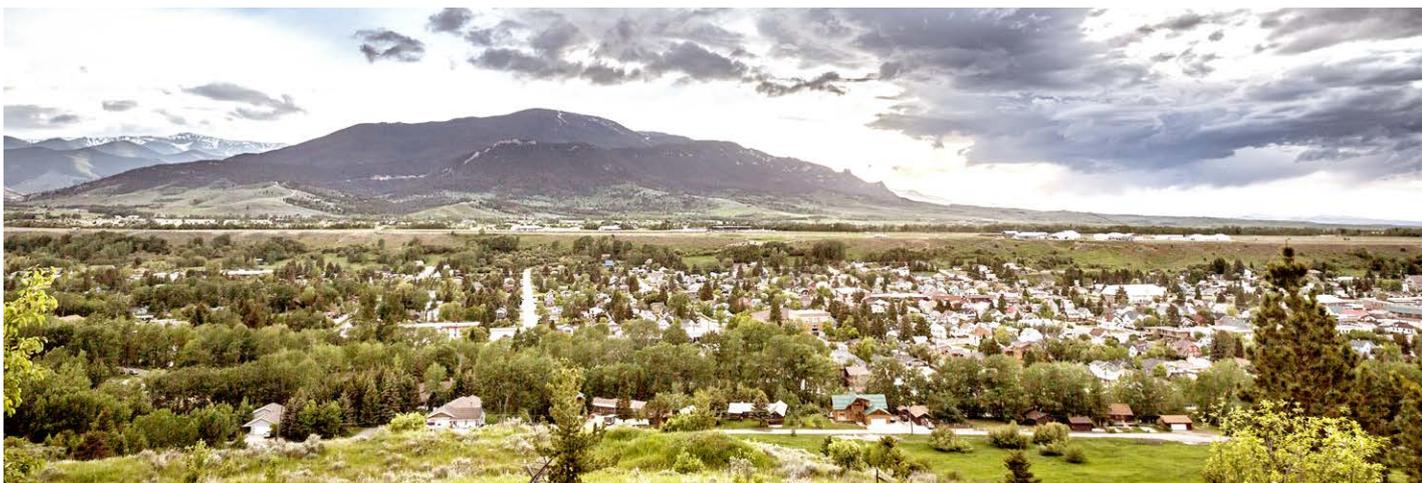
- City of Sidney (3 times)
- City of Red Lodge (2 times)
- City of Glendive – Dawson County (3 times)
- City of Baker – Fallon County (3 times)

FLOODPLAIN REGULATIONS

- City of Red Lodge
- City of Glendive
- City of Laurel
- Dawson County

“Ultimately, we chose Triple Tree because of Brad’s history of going out of his way to assist us in emergency situations and caring enough about our infrastructure systems to invest time sharing his thoughts towards preventative maintenance and solutions.”

Ashleigh Byers,
Sunburst Clerk/Treasurer



ENGINEERING

Triple Tree Engineering has extensive experience working with Cities and Towns throughout Montana. Following are some infrastructure projects our engineering team has recently completed.



COOKE CITY WASTEWATER PROJECT — Cooke City, MT

FUNDING SOURCE: MCEP, DNRC RRGL, WRDA, ARPA, EDA, SRF
PROJECT COST ~ \$17.5 MILLION

CONTACT: Deb Purvis, President / (406) 855-9901

Cooke City is a town of approximately 65 people in the southeast corner of Montana, adjacent to Yellowstone National Park. Residents and businesses are currently served by individual drainfields, cesspools, etc., many of which are aging and failing. In some cases, raw effluent has been documented flowing on the ground surface. Triple Tree Engineering has been working with the District since 2020 to implement a new public wastewater system for the community. The most challenging portion of the project has been identifying a suitable subsurface wastewater treatment system. Triple Tree Engineering assisted the District with obtaining planning grant funds and wrote a preliminary engineering report (PER) for the project. The preferred

alternative includes construction of a gravity wastewater collection system, sewer lift station, force main, and subsurface wastewater treatment system approximately 2 miles from town on Forest Service property. Triple Tree utilized the PER to apply for grant funding, and to date more than **\$13 million** has been secured for the project. Due to the size of the project, funding acquisition, design, and construction will be completed in phases. Triple Tree has completed design and DEQ approval of the collection system; and the first phase of construction was completed in 2025. Design of the lift station, force main, and subsurface wastewater treatment system are in progress, and construction is anticipated in 2027 and 2028. Triple Tree will administer the bidding process and provide construction engineering services on all phases of the project.



WHITEHALL WATER SYSTEM IMPROVEMENTS — Whitehall, MT

FUNDING SOURCE: MCEP, DNRC RRGL, CDBG, WRDA, ARPA
SIZE OF COMMUNITY: 925

PROJECT COST ~ \$7.1 MILLION, PROJECT VALUE: \$8.6 MILLION

CONTACT: Kory Klapan, Public Works Director / (406) 287-3972

This project includes development of a Preliminary Engineering Report (PER) to evaluate Whitehall’s water system including 2 source water wells and pumps, storage tank, and the distribution system. Triple Tree assembled

a team of uranium water treatment plant experts to evaluate the most cost-effective long-term solution to address the excess uranium levels in the water supply. Disposal of uranium is very expensive especially in Montana where uranium in drinking water above the MCL is rare. Disposal of high concentrations of uranium requires a radiation officer to remove the concentrated metals to a radioactive waste disposal site with the closest one in Utah. Many options were considered including finding a new water source, reverse osmosis treatment, lime softening treatment, coagulation/filtration treatment, and ion exchange treatment. The project includes the first municipal uranium ion exchange treatment plant in the state of MT. This is a project where Triple Tree Engineering consulted with a specialist to help with design of the uranium treatment system due to the specialized nature of the project. The project also includes multiple distribution system extensions to eliminate undersized mains and provide looping. Extensive construction within MDT and BNSF right-of-way is included, requiring permitting and right-of-way acquisition. These entities also require boring, therefore our submittal includes plans and project specifications for boring operations. Triple Tree was responsible for securing the following grant funds for the project: \$5.5M in grant funds from MCEP/TSEP, RRGL, CDBG, ARPA, EPA Wiin, USACE WRDA, and USDA RD, and ARPA. Construction of the project was recently completed in 2025.

CITY OF SHELBY MONTANA AVENUE INTERSECTION IMPROVEMENTS — Shelby, MT

POPULATION OF SHELBY: 3,200

ESTIMATED CONSTRUCTION COST ~ \$406,000,
CONSTRUCTION VALUE = \$440,000

CONTACT: Jade Goroski, Shelby Finance Officer / (406) 450-4127

The intersection of Montana Avenue and Highway 2 in Shelby receives a high volume of vehicle traffic; most of which is heavy truck traffic bypassing downtown Shelby. The intersection is situated on a steep slope;



resulting in a stopping condition immediately prior to a turn onto an adjoining street with an approximate 10% slope. The combination of steep slopes and stopping/starting of truck traffic severely deteriorated the asphalt road surface. Triple Tree performed a topographic survey of the intersection and re-graded the site to limit slopes as much as possible. We worked with a geotechnical engineer to select a concrete surface with a 40-year design life. Triple Tree completed the final design including jointing design and repair of adjacent sidewalks. Our team administered the bidding process for the City and provided construction administration and observation throughout the project which was completed in 2024.

APPROACH TO ON-CALL/MSA WORK

Forrest Sanderson has been working with the City of Sidney for the past 8 years and has a thorough understanding of the City’s processes and procedures. **Following is our proposed general communication protocol with the City of Sidney:**

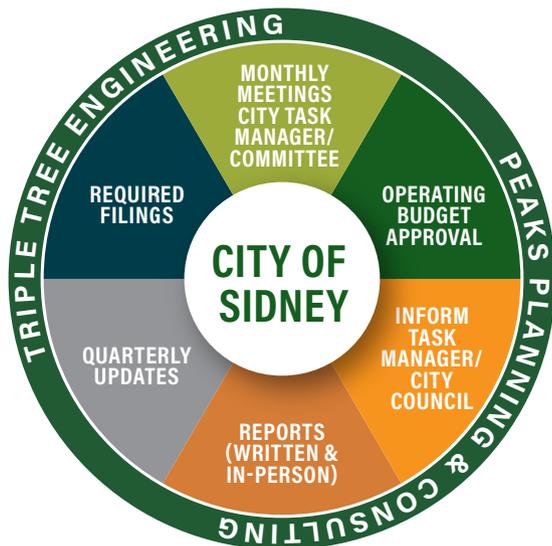
1. Meet with and engage the City Task Manager/Committee at least monthly.
2. Prepare project operating budget for approval by the City Council.
 - a. Advise Task Manager and the City Council as to other grants, funds, levies, or assessments that may be necessary to facilitate the needs of the City.
 - b. Assist with funding strategy and grant applications as needed.

3. Keep the Task Manager/City Council informed of activities at least monthly.
4. Provide written and in-person reports, as needed.
5. Prepare quarterly budget updates and project status updates.
6. Prepare and file the required project reports on Tasking district as required by the City Council or Montana law.

Following is our proposed approach to working with the City to facilitate infrastructure projects:

1. Meet with City Task Manager(s) to prioritize projects and request comments on other projects that may be worthy of funding from the City or grant agencies.
2. Assist the City with ranking projects according to the need, funding, and timing of delivery.
3. Present ranked projects to the City Council for modifications and approval.
4. Engage the design team.
5. Identify a specialty consultant if needed.
6. Assist in the bidding, negotiation, and contractor selection and award process.
7. Provide routine project monitoring.
8. Assist in the project close out and punch list completion for the project.
9. Close out the project. Report to Task Manager and City Council.

PROPOSED GENERAL COMMUNICATION



PROPOSED APPROACH TO FACILITATE INFRASTRUCTURE PROJECTS



As a small engineering company, our engineers are tasked with many different duties such as design, engineering survey, construction engineering, construction observation, project management, etc. We utilize this diversity to make us more efficient. For example there are many times that we meet with a Town to scope out a project. If we anticipate that survey data will be needed, we bring our equipment along and complete the survey that same day. This saves on time and money that would be required for a survey team to visit the site on a later date.

We have worked with many different municipalities and have developed processes for approaching projects, budgets, and schedules. When a municipality requests assistance with a project, we begin by carefully listening to the City to develop a clear understanding of the project, priorities, timeframe, and desired outcome. We then prepare a detailed scope of work outlining the anticipated steps necessary to complete the project. Utilizing the scope of work, we develop a table with estimated hours for each task along with anticipated expenses. A draft agreement is then prepared, outlining the proposed scope of work, budget, and timeline. The proposed agreement is typically presented at a council meeting to provide an opportunity to address questions or concerns by the City. If the council approves the agreement, we proceed with the project with the understanding that we will not exceed the budget or timeframe. If there is a considerable change to the project, we will approach the council to discuss options and identify a plan. We have found this method to work very well with the Cities and Towns we work in. Unless specifically requested by the Owner, we do not request or recommend open ended agreements.

Our team has more than 100 combined years of experience working with Small Montana Cities and is currently working with more than 20 municipalities on a term basis. We work diligently to help position each community to maximize the use of grant programs and complete planning and infrastructure projects. Municipal

projects are what we focus on and what we have become really good at. Successful planning and grant funding is critical for small cities and towns to complete infrastructure projects. Our approach to on-call/MSA work is to work with the community to identify priorities and goals; then help position the City to meet those goals through planning and strategic pursuit of grant funding. **Following is a general summary of our proposed approach with regard to pursuit of grant funding:**

- Work with the City of Sidney to identify infrastructure improvement needs.
- Apply for planning grant funds to be utilized for preparation of a Preliminary Engineering Report (PER) or PER update for water, sewer, or stormwater.
- Utilize the PER to apply for infrastructure grant funds in May of even years (2026, 2028, 2030...).
- Work with the City to assist with testifying at the legislature in the odd years (2027, 2029, 2031...)
- Work with the City to survey, design, permit, bid, and construct infrastructure projects utilizing awarded grant funds.

The City may also consider pursuit of Transportation Alternative (TA) funding through the Montana Department of Transportation for sidewalk and trail projects. TA projects require 13.42% match by the City of Sidney. MDT provides a \$5,000 stipend to fund preparation of the application.

Our past work history is detailed in our attached resumes. We are not aware of any conflicts of interest. We do not own, nor do we have any pecuniary interest in property within the City of Sidney. Further, we have no intention of acquiring the same during the term of any agreement covered by this RFP. Our sole interest and project approach will be to ensure the maximum benefits to the City of Sidney.

SUBMITTAL SCOPE OF SERVICES

Peaks Planning & Consulting proposes to team with Triple Tree Engineering to present a team experienced in the services requested in the RFQ. Our combined team is experienced working with the City of Sidney and has extensive experience working with other municipalities. Following is a brief description of our experience with, or plan to address each of the “Scope of Services” items requested in the RFQ:

A. ENGINEERING SERVICES:



PRELIMINARY ENGINEERING REPORTS (PERs)

Our team writes between 10 and 12 Preliminary Engineering Reports each funding cycle. Preliminary engineering is the key to developing and understanding a project. Our approach to preliminary engineering is to first listen to the City of Sidney to identify the limits of the project and outline project goals. We will then take that information and proceed with investigations and documentation necessary to progress the project to the next phase of the process. PERs are the key to obtaining project funding. We have written multiple PERs, most of which have resulted in grant funding.



WATER, WASTEWATER, STORMWATER, STREET, AND CIVIL INFRASTRUCTURE DESIGN

Our team has more than 100 years of combined experience helping Montana Cities and Towns plan and design water, wastewater, stormwater, and civil infrastructure projects. We are very experienced with municipal infrastructure design, are proficient with AutoCAD Civil 3D, and thoroughly understand the requirements of the Department of Environmental Quality (DEQ).



CONSTRUCTION ADMINISTRATION, INSPECTION, AND TESTING

The majority of our project experience includes a construction engineering component. Triple Tree Engineering has adopted a standardized approach to administering construction projects including frequent organized communication, accountability, and documentation. Our approach to working with contractors is to be fair but firm. Our group of professionals maintain a calm demeanor and management style allowing us to relate to most contractors and help resolve potential conflict. Construction observation is a very important part of a successful project. We commit to providing experienced Resident Project Representatives (RPR’s) for your projects, and schedule regular visits by the lead engineer during construction. We will work with the City of Sidney to identify a reasonable level of RPR services that will provide proper oversight, meet the requirements of funding agencies involved, and meet your comfort level; while considering budgetary limitations.



GIS MAPPING SUPPORT

GIS is a valuable tool for development of maps and organization of data. Team member Adam Jorgenson is experienced with GIS mapping projects, and utilizes Arc GIS Pro GIS software.



CAPITAL IMPROVEMENT PLANNING (CIP)

Capital Improvement Planning generally includes identifying specific needs of a community and developing preliminary cost estimates. A well written capital improvement plan (CIP)

allows a community to plan for the future and strategically pursue grant funding. Just having a CIP improves scoring in some grant applications. Our team has developed multiple Capital Improvement plans for Montana communities.

COST ESTIMATING AND BUDGETING

Our team has developed hundreds of projects from initial planning through construction. We are familiar with preparing preliminary, interim, and final project cost estimates. We utilize bid tabulations for Triple Tree projects along with other publicly published bid results to estimate projects. We have also developed working relationships with contractors and suppliers to assist with cost estimating.

ENVIRONMENTAL DOCUMENTATION AND PERMITTING

Our team has designed and managed many complicated projects with complex environmental requirements and we have the capabilities to complete the majority of the required environmental documents. If there is a specialized environmental analysis required beyond a typical environmental review, we will work with an environmental consultant chosen by the City or propose a reputable environmental consultant.

PREPARATION OF BID DOCUMENTS AND PROCUREMENT ASSISTANCE

We propose utilization of Montana Public Works Standard Specifications for bidding documents, which is common for Montana public work, and is well known and understood by most Contractors. Our team has administered the bidding process for many private and public projects. We know the Montana solicitation requirements, understand the bidding process, and have a systematic approach to working with Contractors through the process. We have also developed working relationships with many contractors and strive to maintain a pulse on the bidding environment. This will help us make recommendations to the City of Sidney regarding timing of bids with the goal of obtaining lower bid prices.

LANDSCAPE ARCHITECTURE SERVICES

Our team does not have landscape architecture expertise but has sub-consulted with landscape architects in the past. If this service is needed, we will work with a landscape architect chosen by the City of Sidney or propose a reputable landscape architecture consultant.



B. PLANNING SERVICES:

Forrest Sanderson is very experienced with Sidney’s planning history and will lead all planning projects for the City.



GROWTH POLICY UPDATES AND RELATED PLANNING DOCUMENTS

Growth policy updates, zoning regulations, subdivision regulations, and floodplain regulations are essential to planning a community. Forrest has extensive experience developing each of these documents for the City of Sidney and other similar Montana communities.



COMMUNITY DEVELOPMENT ANALYSIS

Community Development is a hybrid of Community Planning, Public Works, and Building Inspection. Typically, projects in this area involve Strategic Planning, Capital Improvement Planning, and specialized Neighborhood Plans. Community Development requires cooperation between the various City departments engagement with the citizens and a sound financial base upon which to execute and deliver a variety of projects and documents.



PARKS PLANNING

Parks planning is probably the most complicated planning process in the State of Montana. This is due to the special class of “Dedicated Parks” and the random nature of park land dedication associated with the subdivision of land. When coupled with the financial limitations imposed by subdivision law parks are the most complicated land use to plan, fund, and develop. The best approach to a Parks Plan is to start by appointing a ‘Parks Board’ that completes a com-

prehensive inventory of parkland with a recommendation to keep or dispose of the property as well as identifying areas within the community that need additional parks and recreational opportunities. The implementation phase looks at such things as interconnectivity between parks and investment in equipment or infrastructure such as pools, ball fields, tennis courts, etc.



PUBLIC ENGAGEMENT ASSISTANCE

In general, all planning projects are about engaging the public. The best approach is to get the community involved in the identification of the problem or issue and continue to keep them involved and engaged in the public process that ends in a solution. The best example I can think of to exemplify our approach is the 22nd Avenue North West Multi-Use project for the City of Sidney.



GIS, DATA ANALYSIS, AND MAPPING SERVICES

Team member Adam Jorgenson is experienced with GIS mapping projects, and utilizes ARC GIS Pro GIS software.

C. GRANT WRITING & ADMINISTRATION:

Funding agencies have requirements for everything from how to advertise for engineering services (such as the current request for proposals), to materials used during construction. The key to working with the funding agencies is to clearly understand and follow their rules from the beginning. This will eliminate re-work and project complications. Our team has managed projects funded by most of the funding agencies and clearly understands their rules and processes. We know the funding agency requirements and timelines, and have developed working

relationships with their staff and management. Our team spends a considerable amount of time working with communities to put them in a position to take full advantage of the funding opportunities for both planning and infrastructure grants.



IDENTIFICATION OF FUNDING OPPORTUNITIES

The primary focus of our team is to work with Montana Cities and Towns to secure funding opportunities. We thoroughly understand the standard Montana funding source requirements and timelines, and have also helped communities secure less common planning and infrastructure grants. We are in constant contact with the funding agencies, making us aware of upcoming grants and timelines. We will work diligently to identify and secure grant funding for the City of Sidney.



GRANT APPLICATION PREPARATION

Sarah Sampson is our funding specialist and works closely with our engineering and planning group to prepare grant applications. In our first 7 years in business, we helped Cities, Towns, and Districts secure more than \$41,000,000 in TSEP/MCEP, RRGL, CDBG, ARPA, EDA, WRDA, MDT TA, EPA Wiin, USDA RD, ECWAG, and MT SRF grant funds and principal forgiveness; with a 98% success rate. We have also helped communities secure millions of dollars in low interest MT SRF and USDA RD loans.



"Jason and Brad have continually approached our projects with proficiency, and the level of responsiveness they offer during those crucial times is reassuring. They are not only capable, but also down to earth and incredibly easy to work with."

Charles Buechler, Joliet Public Works Director



PROJECT ADMINISTRATION AND REPORTING

Our funding specialist with assistance from our engineering team provides grant administration and reporting including progress reports, draw requests, funding meeting coordination, etc.



COMPLIANCE TRACKING

Our funding specialist has a financial background, and has developed an efficient system of working with the funding agencies to maintain financial and reporting compliance with the funding agencies.



COORDINATION WITH FUNDING AGENCIES

Our team has a close working relationship with the funding agencies through work on a broad array of projects for Montana communities. We are currently working on multiple projects, some of which include multiple phases and multiple funding agencies. Regular funding meetings are essential to meeting the funding agency and timeline requirements and keep projects running smoothly.

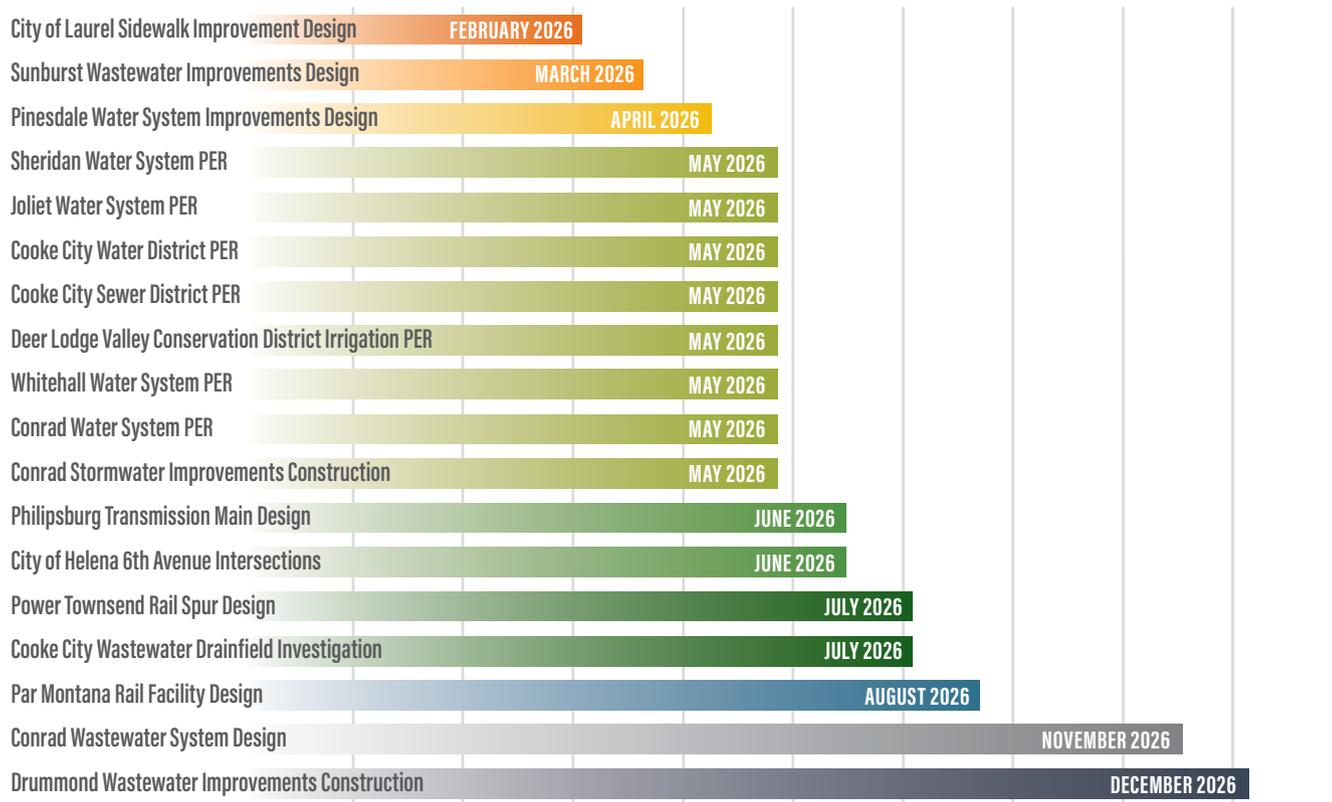


OTHER SERVICES PROVIDED

- Railroad Services – Planning, design, BNSF coordination, Industrial Parks, Quiet Zones
- Survey – Team member Adrian Largent is a professional land surveyor and provides topographic, construction staking and boundary survey services.

CAPACITY AND CURRENT WORKLOAD

Our team has a healthy backlog of planning and design projects in the near future. We strive to make municipal projects a top priority and with our team of professionals, are able to share work and change responsibilities to fit the communities we work with. Some of our current projects and estimated completion dates are as follows:



Based on our workload, we estimate our current available capacity at 20%, but as you can see from the list above, many of our projects will be completed in the near future, at which time our available capacity will increase. We will have construction engineers in the field during the summer months, but maintain office staff to complete PERs and design. Also, many of our long-term projects require part-time engineering, allowing the ability to effectively manage your project. As your project develops, we will maintain a healthy workload while maintaining staff availability to meet your needs. Our knowledge of municipal work, planning, preliminary engineering re-

ports (PERs), funding application cycles, and DEQ requirements will allow us to complete the various phases of your projects efficiently and on time.

We hold office and project team coordination meetings regularly to discuss workload, review project schedules, identify priorities, and assign responsibility. These meetings are effective in keeping us on task and allowing us to meet schedules.

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Our team develops long-term relationships with all the communities we work with, and encourages the City of Sidney to contact any or all our extensive list of references; who will attest to our ability to provide excellent planning, engineering, and customer services.

TOWN OF WHITEHALL (TTE)

- **SECOND 5-YEAR TERM**
- KORY KLAPAN, PUBLIC WORKS DIRECTOR / (406) 494-3204

COOKE CITY COUNTY SEWER DISTRICT (TTE)

- New wastewater collection system, pump station, force main, and treatment system
- DEB PURVIS, PRESIDENT / (406) 855-9901

TOWN OF DRUMMOND (TTE)

- **SECOND 5-YEAR TERM**
- GAIL LEEPER, MAYOR / (406) 544-8002

DAWSON COUNTY (PEAKS PLANNING)

- DENNIS ZANDER, COMMISSIONER / (406) 345-4102

CITY OF LAUREL (PEAKS PLANNING)

- KURT MARKEGARD, CAO / (406) 628-4796

CITY OF CONRAD (TTE)

- **SECOND 5-YEAR TERM**
- DAVE ZIMBELMAN, PUBLIC WORKS DIRECTOR / (406) 576-7129

TOWN OF JOLIET (TTE)

- **SECOND 5-YEAR TERM**
- AMBER FOECHTERLE, CLERK/TREASURER / (406) 780-2030

CITY OF GLENDIVE (PEAKS PLANNING)

- FRANK CEANE, PUBLIC WORKS DIRECTOR / (406) 377-3318 X 15

WEST CANYON FERRY COUNTY WATER AND SEWER DISTRICT

- Wastewater Treatment Systems Canyon Ferry
- BOB GANTER / (406) 439-3033

TOWN OF SUNBURST (TTE)

- **SECOND 5-YEAR TERM**
- HOLLY HOVLAND, MAYOR / (406) 460-1483

CITY OF SHELBY (TTE)

- **SECOND 5-YEAR TERM**
- JADE GOROSKI, FINANCE OFFICER / (406) 450-4127

Please see Exhibit A for Resumes

"Triple Tree's ability to think out of the box and enlist additional resources as necessary, enabled the City of Conrad to save money due to a less expensive, unique solution to our Water Treatment Plant problem."

Wendy Judisch,
Mayor City of Conrad



FORREST SANDERSON, AICP AND CFM

PRINCIPAL/PROJECT MANAGER/PROJECT ENGINEER/CONSTRUCTION ENGINEER

CERTIFICATIONS

AMERICAN PLANNING ASSOCIATION AICP
CERTIFIED PLANNER

ASSOCIATION OF STATE FLOODPLAIN MANAGERS
CFM CERTIFIED FLOODPLAIN MANAGER

EDUCATION

BS EARTH SCIENCE, GEOGRAPHIC PLANNING
OPTION (MSU BOZEMAN)

124 LAPTOP LOOP
P.O. BOX 307
ROBERTS MT 59070
Phone (406) 425-3397

PEAKS PLANNING AND CONSULTING, LLC — 5/2023-PRESENT

Owner/President

Preparation of Master Plans, Growth Policies, Zoning Regulations, Subdivision Regulations, Floodplain Hazard Management Regulations, Capital Improvement Planning, and creation of Special Improvement Districts; Review of developments, compliance with locally adopted development standards; Business Development and Marketing. Current Clients: on-call Planner for Dawson County, MT and for the cities/towns of Laurel, Glendive, and Sidney, MT.

KLJ ENGINEERING — 10/2014-5/2023

Senior Planner, Project Manager

Assist in preparation of Master Plans, Growth Policies, Zoning Regulations, Subdivision Regulation, Floodplain Hazard Management Regulations, Capital Improvement Planning and creation of Special Improvement Districts; Review of developments, compliance and locally adopted development standards; Billings office Business Development Coordinator, facilitating cooperation between Montana offices and serving on the KLJ Go-To-Market-Team; Currently the on-call Planner for Fallon and Dawson County, MT and for the cities/towns of Laurel, Glendive, Sidney, Baker and Plevna, MT

CITY OF RED LODGE, MONTANA — 7/2007-10/2014

Department Head/Administrator and Community Development Director

Serve as planning director, subdivision administrator, environmental certifying officer, floodplain administrator, zoning administrator and CTEP Trails administrator; Keep the Mayor and City officials informed regarding building and planning depart-

ment projects; act as primary contact for media; provide financial, technical and administrative support for Public Works; implement policies and legislative actions; manage and direct activities for all planners and building inspectors; prepare annual operating budgets, certificates of expenditures, payroll and capital acquisitions; hire, train and terminate staff as required.

MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION, FOREST MANAGEMENT BUREAU — 6/2005-7/2007

Access Manager

Transportation planning, oversight of access program, data management, ROW acquisition, coordination of land office and unit office staff, review of MEPA documents, oversight and management of the HCP program, monitoring of road closures, facilitation of program goals, liaison to other state and federal agencies, development and maintenance of tracking and easement templates, recommending of budgets and monitoring of expenditures, develop and present access summaries to the Land Board, and coordination and training of field staff.

MONTANA DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION, NORTHWESTERN LAND OFFICE — 1/2005-5/2005

Principal Planner

Duties: Encouraging economically viable development of residential, commercial and industrial properties, maximize revenue paid to trust beneficiaries, manage operating budget, provide area level training to staff, represent area on land use/development issues, provide consultation to area manager regarding development opportunities, prepare and present area "Real Estate Identifica-

tion report," chair the Land Office Real Estate Advisory Committee, prepare, let, and review Requests for Proposals, prepare and manage contracts, supervise and train assigned staff.

FLATHEAD COUNTY PLANNING AND ZONING OFFICE — 7/2001 - 12/2004

Department Head - Director of Planning and Zoning

Serve as planning director, subdivision administrator, environmental certifying officer, floodplain administrator, zoning administrator and CTEP Trails Administrator; manage, train and direct activities for 9 staff, prepare annual operating budgets, certifications of expenditures, payroll and capital acquisition, hire, discipline and terminate staff as necessary, act as subdivision administrator for all County projects, provide financial, technical, and administrative support to Flathead County Planning Board and Board of Adjustment, serve as zoning administration for all county projects.

FLATHEAD REGIONAL DEVELOPMENT OFFICE — 8/1998-6/2001

Senior Planner

County Subdivision administration, County zoning administration, zoning district creation and amendment, amendment to county Master Plan, neighborhood planning, amendments to county subdivision regulations, flood plain administration, lakeshore protection administration, staffing and planning services for Little Bitterroot, Bigfork, Ashley Lake, Rogers Lake Land Use Advisory Committee, and the Lakeside Community Council.

LAKE COUNTY LAND SERVICES — 10/1989-8/1998

Division Head, Planning and Zoning Senior Planner, Associate Planner and Assistance Planner (*Lake County hired me in the fall of 1989 and promoted three times, ultimately taking responsibility for management of the entire Planning Division*)

Management of the Division budget, management, training and supervision of Division staff, Subdivision administration for both city and county, zoning administration, zoning district creation and amendment, city and county Master Plan amendments, transportation planning, neighborhood planning, county subdivision regulation amendments, floodplain administration, primary planner for County Planning Board and Board of Adjustments, staffing for the City of Polson, City-County Planning Board, Board of Adjustments and City Council.

ADDITIONAL CERTIFICATIONS AND RECOGNITIONS:

- KLJ Project Management Training (Contracting Overview), 2017
- KLJ Project Managers Training, 2015
- Essentials of Management 2, a 6-day course for Upper Level Managers by the Montana Professional Development Center, May 2007
- Developing and Managing a Budget, Montana Professional Development Center, May 2006
- Essentials of Management, an 8-day course for managers by the Montana Professional Development Center, August 2006
- Effective Supervision, Montana State Fund, Safety Trainer, November 2006
- Supervisor Drug and Alcohol Training, February 2004
- Citizen of the Year 1998, Citizens for a Better Flathead
- Montana Association of Planners Vice President, 1997
- Polson City Council, Ward 3, 1995-1996
- Montana Association of Planners Board of Directors, 1993 to 1998
- Honorable Discharge US Army Reserve February 1990
- Primary Leadership Development Course-August 1986 Graduated Top of Class
- Honorable Discharge, US Army, Active Duty February 1986
- Basic Military Police, Fort McClellan, Alabama June 1984
- Twice Decorated with the Army Achievement Medal for Military Achievement while acting in the capacity of Military Policeman
- Once Decorated with the Army Commendation Medal for Meritorious Achievement while acting in the capacity of Military Policeman
- Platoon Sergeant, 420th MP Company (USAR)



BRAD KOON, PE

PRINCIPAL/PROJECT MANAGER/PROJECT ENGINEER/CONSTRUCTION ENGINEER

REGISTRATION

PROFESSIONAL ENGINEER – MT

LAND SURVEY INTERN – MT

EDUCATION

BS CIVIL ENGINEERING (MSU BOZEMAN)

SURVEYING CERTIFICATE
(UNIVERSITY OF WYOMING)

With more than 24 years of engineering experience, Brad Koon, PE, serves as a principal of Triple Tree Engineering. Brad has a background in civil design and management, focusing on municipal systems, site/utility design, and project development. He has served as senior engineer and project manager on a broad range of large and small projects for more than twelve years, and understands the steps necessary to effectively complete a project. Brad provides senior project management and construction quality assurance to allow compliance with specifications and facilitate communication between design staff, regulatory agencies, contractors, and owners. Brad is known for his strong work ethic, thorough understanding of the design and construction process, and insistence on quality.

GENERAL CIVIL — Brad is experienced with design and project management for general civil and site design projects; and understands the steps necessary to coordinate site grading, utilities, and Americans with Disabilities Act (ADA) conformance for both private and public clients.

RAILROAD ENGINEERING — Brad has more than 12 years of experience working on railroad projects ranging from master planning through design and construction. He has developed working relationships with the railroads and regulatory agencies, and has a thorough understanding of the design process.

WASTEWATER — Brad is experienced in planning, design, and construction of sanitary sewer collection systems. He has served as project manager and designer on multiple systems, and understands the requirements of the Department of Environmental Quality (DEQ) Circulars.

WATER — Brad has served as project manager, designer, and construction engineer for multiple water system projects including distribution, storage, supply, and treatment systems. He understands the life cycle of a project from Preliminary Engineering through funding, design, and construction.

CONSTRUCTION ENGINEERING — Brad has extensive construction engineering experience and has managed multiple projects through the construction process. He understands the Owner/Engineer/Contractor relationship and has the ability to bring all parties together to keep a project moving in a positive direction.

PROJECT MANAGER // Montana Avenue Pavement Improvements — Shelby, MT

PROJECT MANAGER // Port of Northern Montana Track Extension — Shelby, MT

PROJECT MANAGER // Hinrichs Commercial Loadout Facility — Shelby, MT

PROJECT MANAGER // Rail Park Master Plan and Rail Design — Port of Northern Montana

Master Planning, Survey, Design Engineering for planning of a rail park facility. Design of internal rail spurs within the facility.

PROJECT MANAGER // Conrad Water Treatment and Truck Fill Station — Conrad, MT
Preliminary Engineering, Survey, Design Engineering, Construction Admin for removal of air from water system, and construction of a bulk water fill station.

PROJECT MANAGER // Conrad Trail Project — Conrad, MT
Survey, design, and construction engineering for 1 mile of trail in the City of Conrad.

PROJECT MANAGER // Conrad Stormwater and Sewer Improvements — City of Conrad
Preliminary, Design, and Construction Engineering for Conrad Stormwater and Sewer Lift station Improvements.

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JASON CRAWFORD, PE

PRINCIPAL/PROJECT MANAGER/PROJECT ENGINEER/CONSTRUCTION ENGINEER

REGISTRATION

PROFESSIONAL ENGINEER — MT

EDUCATION

BS CIVIL ENGINEERING
(MSU BOZEMAN)

Jason Crawford, PE serves as a principal of Triple Tree Engineering and has more than 21 years of transportation, water system, wastewater system, stormwater system, and land development design and management experience; including funding, bidding, and construction management. Jason has extensive design and construction management experience, and is also an exceptional project and staff manager. Jason has worked closely with the Montana Department of Environmental Quality (MTDEQ), Montana Department of Transportation (MDT), Montana Department of Commerce, and Montana Department of Natural Resources and Conservation (DNRC) and understands their policies and procedures. His background has provided him a unique appreciation of a precise schedule and budget. Jason is known for his strong work ethic, attention to detail, communication skills, and in-depth engineering knowledge, which he applies to each project.

GENERAL CIVIL — Jason has more than 14 years of experience designing and permitting residential, commercial, and industrial projects including survey, geometric road design, drainage analysis and culvert sizing, and traffic analysis. He has functioned in many positions including municipal engineer for various municipalities across the state.

WATER/WASTEWATER/STORMWATER — Jason has managed water, wastewater, and stormwater projects of all sizes. He has written several PERs resulting in millions of dollars of project grant funding. He has designed, permitted, and provided construction engineering for water projects throughout the state.

CONSTRUCTION ENGINEERING — Jason's experience leading his own firm provided valuable project, schedule and budget management knowledge. He has used these skills to oversee major coordination efforts amongst project stakeholders, property owners and the public. As a construction engineer, Jason provides progress reports, pay requests, and prevailing wage rate reviews to keep clients informed.

PROJECT MANAGER // Darby Wastewater System Rehabilitation — Darby, MT
Preliminary, Design, and Construction Engineering for wastewater collection and treatment system.

PROJECT MANAGER // Whitehall Water Treatment Facility and Tank — Whitehall, MT
Preliminary, Design, and Construction Engineering for water system improvements including a new tank and treatment facility.

PROJECT MANAGER // Shelby Stormwater — Shelby, MT
Preliminary Engineering, Survey, Design Engineering for overall stormwater system design.

PROJECT MANAGER // Sunburst Water System Improvements — Sunburst, MT
Preliminary Engineering for water system improvement.

PROJECT MANAGER // Joliet Wastewater System Improvements — Joliet, MT
Preliminary, Design, and Construction Engineering for wastewater collection.

PROJECT MANAGER // Joliet Water System Improvements — Joliet, MT
Preliminary, Design, and Construction Engineering for water system improvement.



DOUGLAS C. TAMCKE, PE

PROJECT ENGINEER/PROJECT MANAGER

REGISTRATION

PROFESSIONAL ENGINEER — MT

EDUCATION

BS CIVIL ENGINEERING (MONTANA TECH)
BS GENERAL ENGINEERING (MONTANA TECH)

Doug graduated from Montana Tech in 2020 with degrees in Civil Engineering and General Engineering. Throughout his college career, Doug worked as an intern for an engineering firm in Helena, MT. Duties included drafting up plan sets, assisting with designs, and surveying. After completing college, he went on to work full-time for the same firm. Once full-time, responsibilities also included full project design, surveying, construction administration, and project management. Doug came to Triple Tree in late 2023. At Triple Tree, Doug has been tasked with design engineering, project management and construction administration.

PROJECT MANAGER & PROJECT ENGINEER // St. Peter’s Dialysis Addition — Helena, MT (TTE)

Triple Tree Engineering was hired by Slate Architecture to complete civil design for an addition to St. Peter’s Hospital. Project duties included coordinating surveys, site layout, grading, sidewalk and access design, ADA ramp design, storm sewer design, underground stormwater modeling, stormwater report, underground sewer service design, drafting of project plan set, permitting, construction administration, and submittal review.

PROJECT ENGINEER // Conrad Stormwater Project — Conrad, MT (TTE)

The Town of Conrad contracted Triple Tree Engineering to complete a design of a new stormwater system for both east and west portions of town. Project duties included processing of survey data, stormwater system layout and design, valley gutter design, creating of project sheet set, assisted with stormwater modeling for entire system, assisted with project manual, and coordinating permitting of proposed project.

PROJECT ENGINEER // Westside Subdivision — Helena, MT (WWC Engineering)

This project included full design of the proposed Westside Subdivision to be annexed into the City of Helena. Design engineer for Westside subdivision utilities and roads. Duties included roadway design, water system design, sanitary sewer system design, plat updates and road alternative designs.

Once design was complete, plans were made for utilities and roads to be submitted with preliminary plat application. Also took on roll as stormwater system designer as well. Using HydroCAD modeling software to design detention ponds to capture the developments stormwater and writing stormwater report to submit to City of Helena.

PROJECT ENGINEER // City of Helena Westside Project — Helena, MT (WWC Engineering)

Full-time construction administration for City of Helena Westside Project. Duties included ensuring overall site safety precautions were being taken by the contractor, all underground water and sewer main were installed per City of Helena and MPWS specifications, checking road grading, answering direct questions from the contractor, working with homeowners, communicating with contractor on work schedule, taking GPS survey shots on installed utilities, tracking quantities and contractor T&M requests and relaying concerns to design engineer and project manager. Later in the project, became acting project manager. New duties included directing resources and on-site inspectors, reviewing contractor submittals, pay applications, and payroll. Updating design for project needs under tight schedules. Working with funding agencies to close project out in a timely manner.

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PAUL SIMONICH, PE

CIVIL ENGINEER

REGISTRATION

PROFESSIONAL ENGINEER — MT

EDUCATION

BS CIVIL ENGINEERING TECHNOLOGY
(MONTANA STATE UNIVERSITY)

Paul graduated from Montana State University in 2010 with a degree in Civil Engineering Technology. After college, Paul worked as a civil engineer for the Forest Service in the Idaho Panhandle National Forest where he specialized in road design. Paul moved back to Montana and was employed with the Montana Department of Transportation where he worked in the Traffic and Safety Bureau before obtaining his professional engineering license in June of 2016. After obtaining his professional engineering license, Paul reviewed public water, wastewater and stormwater projects at the Department of Environmental Quality. Paul joined Triple Tree Engineering in April of 2022 and has continued working with public water, wastewater and stormwater management systems. At Triple Tree, Paul is responsible for project management to ensure projects are completed on-time and within budget.

PROJECT MANAGER // Joliet Wastewater Improvement — Joliet, MT

The Town of Joliet contracted Triple Tree Engineering to provide construction engineering services for wastewater improvements. Paul is the project manager of the project. The total project budget is approximately 2 million and includes improvements to the wastewater system such as the replacement of sewer mains, relining of sewer mains and replacing manholes. Paul has been responsible for surveying the wastewater system, drafting plans, drafting specifications, and coordinating the geotechnical investigation for the project. The project has an expected start date of May 2023, with project completion in late 2023.

PROJECT ENGINEER // Sewer Main Replacement — Philipsburg, MT

Paul was responsible for the design of a sewer main extension to serve a private development. His responsibilities included using CAD to design the sewer main extension. Furthermore, Paul was responsible for drafting the engineering design report, combining specifications, and submitting all required documents to the Department of Environmental Quality for approval.

PROJECT ENGINEER // Darby Wastewater Improvement — Darby, MT

The Town of Darby contracted Triple Tree Engineering to provide construction engineering services for wastewater improvements. Paul is a project engineer for the Darby Wastewater Improvement project. The project consists of replacing aging sewer mains, relining sewer mains, replacing a lift main station and rehabilitating an existing lagoon.

Paul is responsible for surveying the site and drafting plans. The project has an expected start date of June 2023 with project completion in late 2023.

PROJECT ENGINEER // 2022 Preliminary Engineering Report — Sunburst, MT

Paul assisted with development of the preliminary engineering report for wastewater system for the town of Sunburst. Paul was responsible for developing maps of the wastewater system and for the cost estimates used in the report.

REVIEW ENGINEER // The Prestige at Red Fox Meadows Subdivision — Lewis and Clark County, MT

Paul was the review engineer for the water supply, sewer system and stormwater facilities. Paul was responsible for working with the design engineer to ensure that the water system, sanitary sewer system, and a stormwater management system comply with Department of Environmental Quality regulations.

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MITCH WEST

PROJECT ENGINEER

REGISTRATION

ENGINEER TECHNICIAN

EDUCATION

BS PETROLEUM ENGINEERING
(MONTANA TECH)

Mitch graduated from Montana Tech in 2019 with a degree in Petroleum Engineering. In the summers of Mitch's college career, he worked for a large oilfield stimulation company as a field engineer collecting data, troubleshooting software, operating equipment, and learning the engineer's role in the Data Van. After completing college, he started his career with an oilfield cement pumping service preparing bids, reviewing job tickets, and supervising jobs in the field. At Triple Tree, Mitch is responsible for addressing sanitary restrictions on properties and design engineering for municipal infrastructure.

PROJECT ENGINEER // PNMMH Operating & Storage Track Expansion — Shelby, MT

The Port of Northern Montana Multi-Modal Hub has been working with Triple Tree Engineering to install industrial storage tracks to increase capacity and improve operational efficiency. Mitch was responsible for coordinating closely with Owner to verify track alignments and design. Mitch was also in contact with BNSF to ensure the project met all safety standards and requirements, secure necessary permits, and approval for track expansions and crossings.

PROJECT ENGINEER // Malta Irrigation District Siphon Protection Structure — Malta, MT

The Malta Irrigation District has a large siphon structure to transport irrigation water across a large drainage basin. During a large flood event, the siphon was exposed and at risk of failure. Triple Tree worked with the District to design a concrete structure to protect the siphon and transport floodwaters. The structure is approximately 60 feet wide and 4 feet deep; and includes concrete cutoff walls on the upstream and downstream sides. The project was constructed in the fall of 2023.

PROJECT ENGINEER // Montana Propane Inc Water System Improvements — East Helena, MT

Montana Propane contracted with Triple Tree Engineering to develop a water main extension within the city limits of East Helena. Mitch was responsible for the surveying and design of the proposed water main. Mitch worked with Montana Rail Link and Montana Department of Transportation, filing for permits to allow the water main to pass underneath a railroad and highway.

PROJECT ENGINEER // Whitehall Water System Improvement — Whitehall, MT

The Town of Whitehall has been working with Triple Tree Engineering to improve their water utilities in various locations around Whitehall. Mitch is responsible for survey of the project as well as coordination with the public works director to ensure all underground utilities have been located. Mitch was also in contact with the Department of Environmental Quality to gather information on existing utilities within the project area. Mitch worked with Montana Rail Link and Montana Department of Environmental Quality, filing for permits to allow for multiple MDT and MRL crossings. He was responsible for design of the project, ensuring DEQ, MDT and MRL requirements were met.



PIERCE BROWN, EI

DESIGN ENGINEER

REGISTRATION

ENGINEER INTERN — MT

EDUCATION

BS CIVIL ENGINEERING
(MONTANA TECH)

Pierce graduated from Montana Tech in the Fall of 2023 with a degree in Civil Engineering. During the summers while attending Montana Tech, Pierce worked with a company in Helena providing engineering design, survey and construction services. At Triple Tree, Pierce is responsible for project designs, construction administration and surveying. Pierce is known for his strong work ethic and quality work product.

PROJECT ENGINEER // Vigilante West Subdivision — East Helena, MT

As a Project Engineer at Triple Tree Engineering, Pierce led the design and implementation of roadways, water distribution, gravity sewer, and stormwater management systems for a 10-acre residential subdivision in the City of East Helena. He was responsible for directing and designing the extension of municipal water and sewer infrastructure, ensuring seamless integration with City services. Additionally, Pierce collaborated closely with the property owner and worked with the City of East Helena planner during the preliminary phases of the development to complete preliminary plat, annexation and zoning applications, securing necessary approvals and facilitating the overall development process.

PROJECT ENGINEER // Peace Harbor Subdivision — Great Falls, MT

As a Project Engineer at Triple Tree Engineering, Pierce led the design and development of key infrastructure systems, including roads, water supply, gravity sewer, and stormwater management for a 49-acre residential subdivision, which was divided into three subdivisions. He created a Planned Unit Development (PUD) for the subdivision and coordinated with a survey company to develop the subdivision plat. Pierce also managed the extension of municipal utilities, ensuring compliance with city requirements. Additionally, he collaborated with the property owner and the City of Great Falls to navigate the preliminary, annexation, and zoning applications, securing key approvals for the development.

PROJECT ENGINEER // Conrad Stormwater Improvements — Conrad, MT

As a Project Engineer at Triple Tree Engineering, Pierce assisted in the design of a new stormwater system that addressed the City's critical infrastructure needs. He developed comprehensive plan sets for the project, ensuring effective implementation of the new system. Additionally, Pierce helped create and develop the bidding documents for the project and collaborated with engineers to review and integrate feedback from the Department of Environmental Quality (DEQ), addressing comments to ensure compliance with environmental regulations.

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JARED GRIFFITH

PROJECT ENGINEER

REGISTRATION

ENGINEER INTERN — MT

EDUCATION

BS CIVIL ENGINEERING
(MONTANA TECH)

Jared graduated from Montana Tech in 2024 with a degree in Civil Engineering. After working internships in the heavy civil construction industry, Jared joined Triple Tree in May 2024. Jared performs civil design, drafting, construction administration, and assists with surveying for municipal and rail projects. Additionally, Jared works on fast-paced designs throughout active construction projects as challenges are encountered. Jared works closely with contractors to determine the most effective solution that meets design requirements and is beneficial to project owners.

PROJECT ENGINEER // Port of Northern Montana Track Extension — Shelby, MT

Jared designed and provided construction engineering service for a rail track extension for the City of Shelby that will provide rail access to the City property. The project encompasses a variety of challenges including road and utility crossings and stormwater drainage. Jared worked closely with BNSF guidelines to ensure the design met BNSF requirements, while being the most useful and practical design for the client.

PROJECT ENGINEER // Port of Northern Montana Operating and Storage Track Expansion — Shelby, MT

Triple Tree worked closely with the Port of Northern Montana to design and engineer a \$3.6 million dollar expansion project that provided additional rail spurs and storage tracks for businesses operating at the Port. Jared performed construction administration, surveying, and track design throughout the project. Specific challenges included track realignments, clearance requirements, and stormwater drainage. Triple Tree worked closely with BNSF throughout the design and construction process to coordinate design and operational plans.

PROJECT ENGINEER // Montana Avenue Pavement Improvements — Shelby, MT

Triple Tree designed and surveyed a new concrete pavement intersection for the City of Shelby where significant truck traffic had rutted and deteriorated the existing intersection. Jared worked on-site, inspecting construction of the intersection and completed/reviewed construction documentation including pay applications, change orders, submittals, punch list, and field-testing requirements. The intersection was phased into 5 separate concrete pours and with additional sidewalk and curb and gutter replacements.

PROJECT ENGINEER // 2024 Water Distribution — Philipsburg, MT

Triple Tree worked with the Town of Philipsburg to design water main replacements along Broadway and Montgomery Streets. The new mains replaced old mains filled with leaks and benefited Philipsburg's water supply. Jared worked onsite with the contractor to counter unexpected challenges met in construction. The project was able to be constructed with the old water mains still in service, limiting the time that water had to be shut off for construction.

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PROJECT TEAM

RELEVANT EXPERIENCE

APPROACH TO ON-CALL /MSA WORK

SUBMITTAL SCOPE OF SERVICES

CAPACITY AND CURRENT WORKLOAD

REFERENCES

RESUMES

ADRIAN LARGENT, PLS

PROFESSIONAL LAND SURVEYOR



REGISTRATION

PROFESSIONAL LAND SURVEYOR — MT

EDUCATION

BS/AS DESIGN DRAFTING
(MONTANA STATE UNIVERSITY-NORTHERN)

CERTIFICATE OF SURVEY
(UNIVERSITY OF WYOMING)

Adrian graduated from Montana State University-Northern in 2008 with a Bachelors of Science degree in Design Drafting Technology. Upon graduation he went to work for a large engineering/surveying firm. Adrian furthered his surveying education by graduating with his Certificate of Survey from the University of Wyoming in 2012. Adrian has 8+ years of surveying experience and has worked on projects ranging from family member transfers, boundary adjustments, topography, and house staking. Adrian received his Professional Land Surveyor license in 2021.

PROJECT SURVEYOR // Joliet Water Tank — Joliet, MT

Adrian Worked on doing research for the boundary of where the Joliet water tank was located. After doing the research he performed the necessary fieldwork to locate monuments in the field. After the fieldwork Adrian worked in CAD to create easement exhibits for the future Joliet water tank and water lines.

PROJECT SURVEYOR // Family Member Transfers

Adrian has worked on many family member transfers in various counties. The projects include many different phases. Starting with research within the county courthouses and online records. After research field work tying monuments and evidence in the field to the existing surveys. After fieldwork is complete he then drafts the survey to submit to the county or city, all the while working with county and city officials to keep the project flowing smoothly.

PROJECT SURVEYOR // Easement Exhibits

Adrian has created many easement exhibits. The projects include research and fieldwork. Starting with research within the county court houses and online records. After research field work tying monuments and evidence in the field to the existing surveys. After fieldwork is complete he then drafts the survey to create an exhibit, working with a lawyer to provide a clear diagram and easement language to be filed with the courthouse of the respecting county.

PROJECT SURVEYOR // Topographic Surveys

Adrian has worked on many topographic surveys which include scheduling utility locates in the field, projecting existing field conditions onto a CAD program for engineers to design future projects on. Topographic surveys vary from showing contours of the landscape, utility lines, measuring down sewer/storm manholes, to existing structures on the property.

PROJECT SURVEYOR // City of Helena Maintenance Building — Helena, MT

Abraham Construction contacted Adrian to perform construction staking on a new maintenance building for the city of Helena. On the project Adrian worked with the foreman to calculate points withing CAD to stake in the field with a total station. After the job was complete Adrian completed an as-built survey showing the product and map of underground utilities running through the property.



SARAH SAMPSON

FUNDING SPECIALIST

EDUCATION

BA BUSINESS ADMINISTRATION:
MANAGEMENT, FINANCE, MARKETING
(CARROLL COLLEGE)

Sarah graduated from Carroll College, majoring in Business Administration with a minor in Accounting and Public Administration. Sarah works for Triple Tree Engineering as their Funding Specialist. She works closely with engineers on the funding side of their projects as well as working directly with grant funding agencies. Sarah manages project budgets, reimbursements and progress reporting on all grant funded projects. She is also a liaison between the different municipalities and the funding agencies.

FUNDING SPECIALIST // Whitehall Treatment Facility — Whitehall, MT

The Town of Whitehall is currently in the construction phase of building a new water treatment facility. This project encompasses both federal and state funding sources. Sarah is responsible for the Grant Administration of the project which has included the management and coordination of the projects grant and loan funds. As well as careful budget analysis and organization Sarah prepares and submits progress reports and draw requests.

FUNDING SPECIALIST // Joliet Wastewater Improvement — Joliet, MT

The Town of Joliet received over \$2,000,000 of ARPA Water & Sewer Grant Awards to make improvements to the Wastewater system. Sarah, in cooperation with the Town of Joliet, processes payment requests and prepares requests for reimbursement to DNRC, including the Request for Payment, Status of Funds Report, Invoice Tracking Spreadsheet and the Project Progress Reporting.

FUNDING SPECIALIST // Conrad Wastewater & Stormwater — Conrad, MT

Sarah is responsible for the Grant Management portion of this project. Funds will be used to administer the grants to ensure the project is implemented in accordance with the various funding agency requirements. Tasks include tracking project costs, compiling progress reports, reviewing, paying, and turning in reimbursement requests, entering and tracking expenses and warrants, participating in project calls.

FUNDING SPECIALIST // Darby Wastewater Improvement — Darby, MT

The Town of Darby received ARPA Water & Sewer Grant Awards for the improvement of their Wastewater system. Sarah works closely with the Town of Darby to prepare all essential documents and reports that ensure all grant management tasks are complete and updated in accordance with the funding agencies standards.

FUNDING SPECIALIST // Cooke City Wastewater System — Cooke City, MT

Sarah assists in the maintaining of complete and accurate project files and preparing of all documentation and reports associated to the administration of the grant.

FUNDING SPECIALIST // Drummond Wastewater Improvements — Drummond, MT

Sarah works closely with the Town of Drummond to prepare all necessary documents associated with the grant administration of this project including project budget, budget tracking, invoice tracking, reimbursement requests, vendor invoicing, quarterly reporting, and progress reporting.