

**AGREEMENT BETWEEN BRAZOS COUNTY AND TOM GREEN & COMPANY
ENGINEERS (COMMISSIONING AGENT)**

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.

THIS AGREEMENT is made on the 15th day of October, 2024,

Between the **COUNTY:** BRAZOS COUNTY, TEXAS
c/o Brazos County Commissioners' Court
Attention: County Judge
200 South Texas Ave., Ste. 332
Bryan, Texas 77803

and the **COMMISSIONING AGENT:** TOM GREEN & COMPANY ENGINEERS
3701 Executive Center Drive, Ste. 258
Austin, Texas 78731

for the following **SCOPE OF WORK:**

The objective is to assist Brazos County with professional building system and envelope commissioning services pursuant to the terms, conditions and qualifications included in RFQ 24-135 and the Tom Green & Company Engineers, Inc. (TGCE) response to this RFQ, in an indefinite delivery and indefinite quantity. Commissioning services may begin during pre-design, design, construction, post-construction, or warranty phases for each project and will be scoped separately for each project and include the level of effort required.

The summary of work to be performed by the Consultant for various County projects may include services relating to the planning and construction of projects. A detailed Scope of Work will be provided for specific projects. Services to be provided may include some of, but not limited to, the following:

1. To ensure quality of project delivery to Brazos County, a high level of collaboration shall occur between all design and construction teams. The Building Systems and Envelope Commissioning provider (CxA) will work closely with the Brazos County and collaborate with the Architect/Engineer (A/E), Construction Manager at Risk (CMR), third-party testing firm(s), and contractors during all phase of the project, as described in the Contract. The CxA shall be a part of the Project Team who works independently of A/E and CMR to lead the commissioning process to ensure the proper installation of components/systems, verify readiness for functional performance testing, development/execution of functional testing procedures and training verifications for operations of all installed and integrated systems.
2. Provide building system and envelope commission services for design, construction, and warranty phases.
3. Develop a Commissioning Plan for each building.

4. Participate in design review meetings and provide review comments at design deliverable milestones. Provide regular Commissioning Status Reports during Design Phase.
5. Review Plans and Specifications for general compliance to Local/State codes pertinent to the specific project assignment.
6. Develop Commissioning Specifications and provide commissioning-related documents to be incorporated into the construction documents.
7. Provide submittal reviews, concurrently with the A/E's reviews, during design/pre-construction, and construction phases.
8. Conduct site visits and provide observation reports as appropriate during Construction.
9. Conduct Commissioning Meetings and provide meeting minutes as appropriate to the particular phase of the project.
10. Develop and provide Pre-functional (System Readiness) Checklists (to be completed by the CMR) and Functional Performance Test procedures (executed and documented by the CxA), including a review and comment process by all members of the Commissioning Team.
11. Review completed Start-up Reports and completed Pre-Functional Checklists submitted by the CMR.
12. Proactively coordinate with the CMRs Commissioning Manager, as needed, to verify an integrated Testing Adjusting and Balancing (TAB) approach/process is defined in the contract documents. Review Testing, TAB Reports, as needed, to verify readiness for Functional Performance Testing.
13. Lead the planning, execution, and documentation of all functional performance tests. Provide status reports including metrics and recommendations for issue resolution, as needed, in support of completing the Commissioning Process before Substantial Completion.
14. Develop/implement procedures for an issues log to track all commissioning-related issues, deficiencies, and resolutions.
15. Participate and provide observations during integrated systems testing, NFPA 101, NFPA 110, or applicable testing procedures.
16. Attend seasonal testing and report observations.
17. Attend operations and maintenance (O&M) training to ensure the project requirements are met.
18. Periodically review overall project schedule and make comments to assure commissioning-related tasks are integrated/coordinated with pertinent project activities.
19. Collaborate and coordinate with specialty equipment vendors to ensure project specific specialty equipment startup and integration are well specified/planned/scheduled and

executed to meet manufactures requirements as well as operational needs and warranty requirements.

20. Provide access to commissioning process and document storage software for appropriate amount of time (for unlimited number of project users with training and support for all parties using the software).
21. Develop and provide a Systems Manual.
22. Provide a Final Commissioning Report.
23. Participate in regularly scheduled OAC meetings to help track punch list items and close out CxA deficiency items, during construction, and warranty phases.
24. The anticipated building systems to be commissioned include, but not limited to:
 - a. Building Automation and Energy Management
 - b. Life Safety and Security
 - c. Fire Suppression Systems
 - d. Heating, Ventilating, Air Conditioning (HVAC)
 - e. Electrical Systems including Emergency Power
 - f. Plumbing and Irrigation
 - g. Data and Communications
25. The anticipated envelope systems to be commissioned include, but not limited to:
 - a. Air Barrier systems
 - b. Vertical Weatherproofing and Water Management Systems
 - c. Roofing and Horizontal Weatherproofing Systems
 - d. Thermal Installation
26. This is not an exclusive contract. This contract is for an indefinite delivery and indefinite quantity of professional services. Brazos County reserves the right to solicit commissioning services for projects, or utilize the contract as determined by Brazos County.

The COUNTY and COMMISSIONING AGENT agree as set forth below.

ARTICLE I **COMMISSIONING AGENT'S RESPONSIBILITY**

1.1 COMMISSIONING SERVICE

1.1.1 The COMMISSIONING AGENT services consist of those services performed by the COMMISSIONING AGENT, COMMISSIONING AGENT'S employees and the COMMISSIONING AGENT'S consultants as enumerated in Articles 2 and 3 of this Agreement.

1.1.2 The COMMISSIONING AGENT'S services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Work. The COMMISSIONING AGENT shall submit for the COUNTY'S approval a schedule for the performance of the COMMISSIONING AGENT'S services which may be adjusted as the

Project proceeds and shall include allowances for periods of time required for the COUNTY'S review and for approval of submissions by authorities having jurisdiction over the Project. Time limits established by this schedule approved by the COUNTY shall not, except for reasonable cause, be exceeded by the COMMISSIONING AGENT or the COUNTY.

ARTICLE II
SCOPE OF COMMISSIONING AGENT'S BASIC SERVICES

2.1 DEFINITION

2.1.1 The COMMISSIONING AGENT'S Basic Services consist of those described in attached Exhibit "A" and incorporated by reference hereto – SCOPE OF BASIC SERVICES TO BE PROVIDED BY TOM GREEN & COMPANY, TO BRAZOS COUNTY.

ARTICLE III
ADDITIONAL SERVICES

3.1 GENERAL

3.1.1 The services described in attached Exhibit "A" as Additional Services are not included in the Basic Services. It is expressly understood and agreed that COMMISSIONING AGENT shall not furnish any of the additional services without the prior written authorization of the COUNTY or the COUNTY'S designee. The COUNTY shall have no obligation to pay for such additional services, which have been performed without the prior written authorization of the COUNTY as herein above provided.

3.1.2 Services which could possibly be required, but at the time of this Agreement were yet to be determined and which are not included in the Basic Services or Additional Services as identified and described in EXHIBIT "A", shall be considered Contingent Additional Services. A list of possible Contingent Additional Services that could be needed as the Project proceeds is included at the end of Exhibit "A."

3.1.3 It is expressly understood and agreed that the COMMISSIONING AGENT shall not furnish any of the Contingent Additional Services without the prior written authorization of the COUNTY or the COUNTY'S designee. The COUNTY shall have no obligation to pay for such Contingent Additional Services, which have been performed without the prior written authorization of the COUNTY as herein above provided.

ARTICLE IV
COUNTY'S RESPONSIBILITY

4.1 The COUNTY shall provide full information regarding requirements for the Project, including a program, which shall set forth the COUNTY'S objective, schedules, constraints and criteria.

4.2 The COUNTY shall establish and update an overall budget for the Project, including the Construction Cost, the COUNTY'S other costs and reasonable contingencies related to all of these costs.

4.3 The COUNTY shall designate a representative authorized to act on the COUNTY'S behalf with respect to the Project. The COUNTY, or such authorized representative, shall render decisions in a timely manner pertaining to documents submitted by the COMMISSIONING AGENT in order to avoid unreasonable delay in the orderly and sequential progress of the COMMISSIONING AGENT'S service.

4.4 The COUNTY shall give prompt written notice to the COMMISSIONING AGENT if the COUNTY becomes aware of any fault or defect in the Project or non-conformance with the contract documents. Any delay by the COUNTY in providing said notice shall not constitute a waiver, a bar or act to estop the COUNTY from exercising any of its rights under this contract.

4.5 Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the COMMISSIONING AGENT, obtain advice of an attorney, insurance counselor and other consultants as the COUNTY deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the COMMISSIONING AGENT.

4.6 The proposed language of certificates or certifications requested of the COMMISSIONING AGENT or the COMMISSIONING AGENT'S consultants shall be submitted to the COMMISSIONING AGENT for review and approval at least 14 days prior to execution. The COUNTY shall not request certifications that would require knowledge or services beyond the scope of this Agreement.

4.7 The COUNTY shall also provide those specific items identified in the attached Exhibit A incorporated by reference hereto – ITEMS TO BE PROVIDED BY THE COUNTY TO THE COMMISSIONING AGENT.

ARTICLE V **PROJECT COST**

5.1 INTENTIONALLY LEFT BLANK

ARTICLE VI **USE OF COMMISSIONING AGENT'S DRAWINGS, SPECIFICATIONS AND OTHER DOCUMENTS**

6.1 The COUNTY shall be the absolute and unqualified owner of all drawings, preliminary layouts, record drawings, sketches, tests, reports and other documents prepared pursuant to this Agreement by the COMMISSIONING AGENT with the same force and effect as if the COUNTY prepared same. Copies of complete or partially completed reproducible, preliminary layouts, record drawings, sketches and other documents prepared pursuant to this Agreement shall be delivered to the COUNTY when and if this Agreement is terminated or upon completion of this Agreement, whichever occurs first. The COMMISSIONING AGENT may retain one set of documents and these shall be for the COMMISSIONING AGENT'S sole use in preparation of studies or reports for the COUNTY. The COMMISSIONING AGENT is expressly prohibited from selling, licensing, or otherwise marketing or donating these documents, or using the documents in preparation of other work for any other client, without the prior express written permission of the COUNTY.

6.2 All documents including tests, reports, drawings and specifications prepared by the COMMISSIONING AGENT pursuant to this Agreement are instruments of service in respect of the Project. They are not intended or represented to be suitable for reuse by the COUNTY or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by the COMMISSIONING AGENT for the specific purposes intended will be at the COUNTY'S sole risk and without liability or legal exposure to the COMMISSIONING AGENT. Any such verification or adaptation will entitle the COMMISSIONING AGENT to further compensation at rates to be agreed upon by the COUNTY and the COMMISSIONING AGENT.

6.3 Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the COMMISSIONING AGENT'S reserved rights.

ARTICLE VII **TERMINATION, SUSPENSION OR ABANDONMENT**

7.1 This Agreement may be terminated by either party upon not less than fourteen (14) days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

7.2 If the COUNTY suspends the Project for more than thirty (30) consecutive days, the COMMISSIONING AGENT shall be compensated for services performed prior to notice of such suspension.

7.3 This Agreement may be terminated by the COUNTY upon not less than fourteen (14) days written notice to the COMMISSIONING AGENT in the event that the Project is permanently abandoned. If the COUNTY abandons the Project for more than ninety (90) consecutive days, the COMMISSIONING AGENT may terminate this Agreement by giving written notice.

7.4 If the COUNTY fails to give prompt written authorization to proceed with any phase of services after completion of the immediately preceding phase, the COMMISSIONING AGENT may, after giving seven (7) days written notice to the COUNTY, suspend services under this Agreement.

7.5 Failure of the COUNTY to make payments to the COMMISSIONING AGENT in accordance with this Agreement shall be considered substantial nonperformance and cause for termination.

7.6 If the COUNTY fails to make payment within thirty calendar days of receipt of a monthly invoice of fees due to the COMMISSIONING AGENT for services and expenses, the COMMISSIONING AGENT may, upon seven (7) days written notice to the COUNTY, suspend performance of services under this Agreement. Unless the COMMISSIONING AGENT receives payment in full within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the COMMISSIONING AGENT shall have no liability to the COUNTY for delay or damage caused by the COUNTY because of suspension of services.

7.7 In the event of termination that is not the fault of the COMMISSIONING AGENT, the COMMISSIONING AGENT shall be compensated for services performed prior to termination, together with Reimbursable Expenses, if any, then due.

ARTICLE VIII MISCELLANEOUS PROVISIONS

8.1 Unless otherwise provided, this Agreement shall be governed by the law of the principal place of business of the COUNTY. Venue for any dispute or disagreement regarding the terms of this Agreement shall be in Brazos County, Texas.

8.2 Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitation shall commence to run not later than the date that all project commissioning services are completed.

8.3 The COUNTY and the COMMISSIONING AGENT, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representative of such other party with respect to all covenants of this Agreement. Neither the COUNTY nor the COMMISSIONING AGENT shall assign this Agreement without the express written consent of the other party.

8.4 This Agreement represents the entire integrated agreement between the COUNTY and the COMMISSIONING AGENT and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the COUNTY and the COMMISSIONING AGENT.

8.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the COUNTY or the COMMISSIONING AGENT.

8.6 Unless otherwise provided for in this Agreement, the COMMISSIONING AGENT and the COMMISSIONING AGENT'S consultants have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

8.7 The COMMISSIONING AGENT shall have the right to include representations of the design of the Project, including photographs, among the COMMISSIONING AGENT'S promotional professional materials. The COMMISSIONING AGENT'S materials shall not include the COUNTY'S confidential or proprietary information, if the COUNTY has previously advised the COMMISSIONING AGENT in writing of the specific information considered by the COUNTY to be confidential or proprietary.

8.8 COMPLIANCE AND STANDARDS. The COMMISSIONING AGENT agrees to perform the work hereunder in accordance with generally accepted standards applicable thereto, and shall use that degree of care and skill commensurate with the engineering profession to comply with all applicable state, federal and local laws, ordinances, rules and regulations relating to the work to be performed hereunder and the COMMISSIONING AGENT'S performance.

8.9 INDEMNIFICATION: COMMISSIONING AGENT shall save and hold harmless the COUNTY from and against any and all claims and liability due to activities of the COMMISSIONING AGENT, its agents or employees, performed under this Agreement and which result from any negligent act, error, or omission of the COMMISSIONING AGENT, or of any person employed by the COMMISSIONING AGENT. The COMMISSIONING AGENT shall also save harmless the COUNTY from and against any and all expenses, including attorney's fees which might be incurred by the COUNTY in litigation, or otherwise, resisting said claims or liabilities which might be imposed on the COUNTY as the result of such activities by the COMMISSIONING AGENT, its agents or employees.

8.10 LIQUIDATED DAMAGES: THIS SECTION INTENTIONALLY BLANK

ARTICLE IX
PAYMENTS TO THE COMMISSIONING AGENT

9.1 PAYMENTS ON ACCOUNT OF BASIC SERVICES

9.1.1 Upon approval by the COUNTY, or the COUNTY'S designee, payment for Basic Services shall be made monthly and shall be in proportion to services performed that month within each phase of service.

9.2 PAYMENTS ON ACCOUNT OF ADDITIONAL SERVICES

9.2.1 Upon approval by the COUNTY or the COUNTY'S designee of the COMMISSIONING AGENT'S statement of services rendered or expenses incurred, payment on account of the COMMISSIONING AGENT'S Additional Services and for Reimbursable Expenses shall be made monthly.

9.3 PAYMENTS WITHHELD

9.3.1 No deductions shall be made from the COMMISSIONING AGENT'S compensation on account of penalty, liquidated damages or other sums withheld from payments to Contractors or other professional services firms, or on account of the cost of changes in the Work other than those for which the COMMISSIONING AGENT has been found to be liable.

9.4 COMMISSIONING AGENT'S ACCOUNTING RECORDS

9.4.1 Records of Reimbursable Expenses pertaining to Additional Services and services performed on an hourly basis shall be available to the COUNTY or the COUNTY'S authorized representative at mutually convenient times.

9.5 LIMIT OF APROPRIATION

9.5.1 Prior to the execution of this Agreement, the COMMISSIONING AGENT has been advised by the COUNTY and the COMMISSIONING AGENT fully understand and agrees, such understanding and agreement being of the absolute essence to this Agreement, that the total maximum compensation that COMMISSIONING AGENT may become entitled to hereunder, and the total maximum sum that the COUNTY shall become liable to pay to the COMMISSIONING AGENT hereunder, shall not, under any conditions, circumstances or

interpretations hereof, exceed the sum of the encumbered COUNTY issued purchase order, except as may be amended by properly and fully executed change order.

ARTICLE X
BASIS OF COMPENSATION

The COUNTY shall compensate the COMMISSIONING AGENT from funds obtained through current revenue of Brazos County as follows:

10.1 BASIC COMPENSATION

10.1.1 For Basic Services, as described in Article 2, Basic Compensation shall be computed as follows:

In accordance with the attached Exhibit "A" incorporated by reference hereto, SCHEDULE OF FEES.

10.2 COMPENSATION FOR ADDITIONAL SERVICES

10.2.1 For Additional Services of the COMMISSIONING AGENT, as described in Article 3, compensation shall be computed as follows:

In accordance with the attached Exhibit "A" incorporated by reference hereto, SCHEDULE OF FEES.

10.3 COMPENSATION FOR CONTINGENT ADDITIONAL SERVICES

10.3.1 For Contingent Additional Services of the COMMISSIONING AGENT, as described in Article 3, compensation shall be computed as follows:

In accordance with the attached Exhibit "A" incorporated by reference hereto, SCHEDULE OF FEES.

10.3.2 Payments shall be made by the COUNTY in accordance with Texas Government Code Chapter 2251. The COUNTY shall pay the COMMISSIONING AGENT'S invoice as approved by the COUNTY'S designee within thirty (30) days after the COUNTY'S designee's approval of the same, provided that the approval or payment of any such invoice shall not be considered to be evidence of performance by the COMMISSIONING AGENT to the point indicated by such invoice or of receipt or acceptance by the COUNTY of the work covered by such invoice.

ARTICLE XI
OTHER CONDITIONS OR SERVICES

11.1 INSURANCE

11.1.1 The COMMISSIONING AGENT shall file with the COUNTY a Certificate of Errors and Omissions Insurance having minimum limits of One Million and No/100 Dollars (\$1,000,000.00) for each occurrence and annual One Million and No/100 Dollars (\$1,000,000.00) aggregate. Such Errors and Omissions Insurance shall have a deductible not in excess of Two Hundred Thousand and No/100 Dollars (\$200,000.00) self-insured. Such

Certificate shall bear the endorsement "Not to be canceled without thirty (30) days prior notice to BRAZOS COUNTY, TEXAS." The COMMISSIONING AGENT shall maintain the Errors and Omissions Insurance at all times this Agreement is in effect and for a period of five (5) years after completion of the Project. Failure to maintain the required insurance shall be deemed to be a material breach of this Agreement.

11.1.2 The COMMISSIONING AGENT shall also provide Worker's Compensation, automobile and comprehensive general liability policies. The COMMISSIONING AGENT shall deliver the insurance certificates to the COUNTY. The coverage provided herein shall contain an endorsement providing thirty (30) days notice to the COUNTY prior to any cancellation of coverage. Said coverage shall be written by an insurer acceptable to the COUNTY and shall be in a form acceptable to the COUNTY. If the COMMISSIONING AGENT has canceled or allowed to lapse any of these insurance policies then the COUNTY may pay for such insurance and may hold the amount of such payment out of the COMMISSIONING AGENT's fees or be otherwise reimbursed. Failure to maintain the required insurance shall be deemed to be a material breach of this Agreement.

11.2 PERIODS OF SERVICE

11.2.1 The COMMISSIONING AGENT shall begin work immediately upon receipt of the Notice-to-Proceed in writing by the COUNTY or the COUNTY's designee. The project will proceed according to the schedule shown in Exhibit "A." The schedule makes certain assumptions regarding review processes and other activities that are beyond the control of the COMMISSIONING AGENT.

11.2.2 Working days shall be defined as standard workdays between Monday and Friday, exclusive of COUNTY holidays.

11.2.3 This schedule assumes an orderly progression of the COMMISSIONING AGENT'S services. Delays beyond the control of the COMMISSIONING AGENT may be cause for extension of this period of service, in which case the COMMISSIONING AGENT shall submit in writing to the COUNTY its request for such extensions a minimum of thirty (30) calendar days prior to the end of the affected service period.

11.2.4 If the COUNTY has requested significant modifications or changes in the general scope, extent or character of the Project, the time or performance of the COMMISSIONING AGENT'S services shall be adjusted equitably.


This Agreement entered into as of the day and year first written above.

The undersigned officers and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolution extending said authority have been duly passed and are now in force and effect.

BRAZOS COUNTY, TEXAS

**TOM GREEN & COMPANY
ENGINEERS**

Duane Peters, County Judge



by: Cameron Labunski, P.E.
Principal

Acting by and through the authority of
the Brazos County Commissioners Court

Attest:

County Clerk

Approved as to Form:

General Council

Tom Green & Company Engineers, Inc.

MEP Hourly Rates, Effective March, 2024

<u>Designation</u>	<u>Rate per Hour</u>
Principal Engineer,	\$340
Senior Engineer,	\$295
Staff Engineer,	\$260
Engineer,	\$230
Senior Designer,	\$215
Staff Designer,	\$195
Engineer-in-training,	\$170
Designer,	\$160
Tech Staff,	\$150
Administrator,	\$145
Clerical,	\$95

Licensed Engineers

<u>Principal Engineer</u>	<u>TX License No.</u>
Tom Green	51655
Tod Thompson	75752
Cameron Labunski	92707

Senior Engineer

Sam Hammer	57683
Ruth Sulzer	97586
Jennifer Hall	104958
John A. Marsac	114415

Staff Engineer

Yinling Ng	139459
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Engineer

Alvaro Gloria	141147
Wyatt Hahn	144591
Miguel Minick	148855

These rates are subject to annual adjustment in accordance with our standard salary review practices, and will be adjusted as such for invoicing.



Wiss, Janney, Elstner Associates, Inc.
 9511 North Lake Creek Parkway, Austin, Texas 78717
 512.257.4800 tel
 Texas Registered Engineering Firm F-0093
 www.wje.com

October 4, 2024

Cameron Labunski, PE
 Tom Green & Company Engineers, Inc.
 3701 Executive Center Dr., Ste. 258
 Austin, Texas 78731

Brazos County Commissioning IDIQ Contract

WJE Hourly Rates
 WJE No. 2024.5954

Dear Cameron:

Per your request, our hourly rates for the above-referenced contract are below. We look forward to working with you on this project.

Table 1. Hourly Billing Rates

Professional Staff		Professional Support Staff	
Senior Principal	\$400.00	Senior Specialist	\$180.00
Principal	\$330.00	Specialist	\$160.00
Associate Principal	\$280.00		
Senior Associate	\$250.00	Senior Technician	\$140.00
Associate III	\$220.00	Technician II	\$120.00
Associate II	\$190.00	Technician I	\$100.00
Associate I	\$150.00	Admin Support	\$120.00

Sincerely,

WISS, JANNEY, ELSTNER ASSOCIATES, INC.

Matthew P. Carlton, PE
 Unit Manager and Principal

Copy to: Ryan Jones, AIA, WJE Project Manager