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Office of the Mayor  
Gavin Buckley, Mayor  
160 Duke of Gloucester Street  
Annapolis, MD 21401-2517

AP-33-23

October 5, 2023

To: Alderpersons, City of Annapolis

From: Mayor Gavin Buckley

Re: Environmental Commission appointment

Pending your approval, I would like to appoint Ms. Alycia Roberson to the Environmental Commission. Ms. Roberson is a resident of Ward 7 and this appointment fills a vacancy on the commission.

Alycia Roberson  
Breakwater Drive  
Annapolis MD 21401

A copy of her resume is attached.

Thank You.

GB/hrr

Reviewed by: <u>Environmental Matters Committee</u>	
<input checked="" type="checkbox"/> Favorable	<input type="checkbox"/> Unfavorable
<u>Robert W. Smith</u>	<u>10/6/23</u>
Committee Chair	Date

# ALYCIA ROBERSON

alyciamary.r@gmail.com ♦ (913) 707-2954 ♦ Annapolis, Maryland

## PROFESSIONAL EXPERIENCE

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### **Resource Environmental Solutions, LLC - Glen Burnie, MD**

*October 2020 - Present*

Estimator 1

- Complete estimates for Environmental Remediation, Stream Restoration, Living Shoreline Construction, Wetland Creation and Enhancement, and LID Construction and Maintenance contracts up to \$50 million for public and private entities in Maryland, Virginia, and District of Columbia
- Prepare and manage client specific estimates
- Develop and maintain relationships with vendors, subcontractors, and clients
- Solicit and evaluate bids from vendors and subcontractors
- Present final estimates to management and stakeholders and submit proposal package on time to owner
- Prepare bid tab analysis for management and stakeholders
- Manage estimating information in Smartsheet and control automation commands

### **Carolina Wetland Services, Inc. - Charlotte, NC**

*May 2019 - October 2020*

Senior Estimator

- Completed estimates for Construction and Consulting with a focus on Design-Builds and multimillion dollar contracts
  - Construction and Maintenance - includes Wetland Restorations, Pond Dam Breaches, Pond Conversions, LID Facilities and Stream Restorations
  - Vegetation - includes Commercial Landscaping, Restoration Plantings, and Invasive Plant Management
  - Environmental Compliance - includes Annual Stormwater Control Measure (SCM) Inspections and maintenance for LID Facilities, E&S Inspections, Sediment Assessments, Sediment Remediation Plans, and Sediment Clean-Ups
  - Consulting - includes, Preliminary Wetland Investigations, Wetland Delineations through Permitting, Preliminary Protected Species Assessments and Cultural Resources Screenings, Protected Species Surveys, Mitigation/Restoration Options Analyses, Phase I Environmental Site Assessments, Permit Transfers, and Reliance Letters
  - Material Supply - includes Construction and Vegetation Material Sales
- Trained and managed Junior Estimators
- Created Bid2Win database and integrated use of B2W in departments to generate more accurate proposals
- Developed spreadsheets for estimators to accurately quantify material quantities and activity costs for bids
- Approved purchase orders and subcontractor contracts for Project Management

### **Environmental Quality Resources, LLC - Millersville, MD**

*June 2016 - May 2019*

Estimator

- Completed estimates for ecological restoration contracts up to \$15 million for public and private entities
- Completed prequalification packages for public bidding opportunities

Layout Foreman 2

- Assisted a crew of 3 to complete stream restorations, on-site design for emergency erosion mitigation of streambanks, and pond to wetland conversions
- Operated Track Truck to transport materials across site

## EDUCATION

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### **University of Maryland - College Park, MD**

*September 2012 – May 2016*

B.S. Geographical Sciences with Honors

- Minors in Geographic Information Systems and Remote Sensing of Environmental Change

## PROFESSIONAL ASSOCIATIONS

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Gamma Theta Upsilon – *Geography Honors Society*

Maryland Stream Restoration Association

## ADDITIONAL SKILLS

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Proficient in Microsoft, Bluebeam, Adobe, InSite Site Works, Agtek Earthwork 4D, On-Screen Takeoff, Bid2Win, and Smartsheet  
Experience with ArcGIS, and AutoCAD