AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING
INFORMATION ADDED – 7-13-21
Wednesday, July 14, 2021
7:00 P.M.
Wisner Center
2870 Jacksmith Drive SE, Grand Rapids 49546

Public may access the meeting via video conference software Zoom
https://us02web.zoom.us/j/84346379918

Meeting ID: 843 4637 9918
By Phone: 1 (312) 626 6799

Expected Meeting Procedures

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

Article 1. **Call to Order, Roll Call**

Article 2. **Pledge of Allegiance to the Flag**

Article 3. **Approval of Agenda**

Article 4. **Presentations**

Article 5. **Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**

Article 6. **Approval of Consent Agenda**

a. Receive and File Minutes
1. Township Board – 6/23/21

b. Receive and File Reports
1. Building Department Report – June 2021

c. Receive and File Education Requests
1. None

d. Receive and File Communication
1. None

Article 7. **Financial Actions**
None

Article 8. **Unfinished Business**
None

Article 9. **New Business**

063-2021 **Consider Request to Hold Grand Rapids Triathlon on June 11 & 12, 2022**

064-2021 **Consider Township Event – Cascade Heritage Day - on September 25, 2021**

065-2021 **Consider Project Award – Professional Architectural/Engineering Services for Fire Station #1**

066-2021 **Consider Proposed Resolution to Modify Strategic Planning Process** *(Roll Call)* ***(Information Added: 7-13-21)***

Article 10. **Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**

Article 11. **Manager Comments**

Article 12. **Board Member Comments**

Article 13. **Adjournment**

MINUTES OF THE
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING
Wednesday, June 23, 2021
HYBRID FORMAT
Wisner Center
2870 Jacksmith Dr SE
AND
Virtual Zoom Meeting
7:00 P.M.

Article 1. Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Peirce, Trustees Koessel, McDonald, Shipley and Noordhoek
Absent: None
Also Present: Township Manager Swayze, Assistant Township Manager Fast, Deputy Clerk Brott, DDA/Economic Development Director Korhorn, Attorney Doug Van Essen, and Mr. Doug Vredeveld from Vredeveld Haefner LLC

Article 2. Supervisor Lesperance led the Pledge of Allegiance.

Article 3. **Approval of Agenda**
Motion for approval by Trustee Peirce, seconded by Trustee Shipley. Motion carried unanimously.

Article 4. **Presentations**
Trustee Noordhoek – Conveyed that the Planning Commission would like to be actively involved from the beginning in the strategic plan starting this summer with McKenna. Planning Commission wants to make certain residents are "number one" in the process. Supervisor Lesperance agreed and stated that something would be put together for the next agenda for the Board's review and approval.

Article 5. **Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
Supervisor Lesperance opened the public comment portion of the meeting by setting a comment structure for both Trustees and residents. All speakers during public comment will be recognized by the Chair, there will be no back-and-forth discussions during this time with audience members, and any questions not answered will be recorded by Manager Swayze for input at a later date. All comments will be limited to 3 minutes.

1. Brad Anderson-4950 Streamside Pointe-Supportive of the Township purchasing the Wycliffe property as a pocket park and/or a trailhead.
2. Don Faass-7374 Grachen Dr -Requested the number of surveys that were completed? Manager Swayze advised that 296 surveys were received as of June 17, 2021. He wondered if the survey was intended to be kept quiet so that favorable survey results could influence the Board to agree to purchase the Wycliffe property. He also wonders if the responses represent the majority of the 8,000 households.

There is no way to accurately predict what recreational facilities will be needed in the future, and we have no idea the cost of developing the property. He believes the hillside is steep and unsafe, as well as safety concerns to get to the property.

3. Steven Underwood-6858 Maplecrest Dr-He stated this is a bad idea to purchase the Wycliffe property. He is not against parks, but he is against this property at this price. Purchasing the property would be 10 percent of the annual budget, not counting site development planning, expenses, and other expenditures that go with it. The purchase of this property does not meet the criteria that the planning report advised it should in order for the Township to acquire for the use of parks and recreation. With the land acquired where Tuffy sits, there is enough property for parks in that geographical area. He wanted to know if there was another location for a park?
4. Ken VanDerKolk-7200 Leyton-He would appreciate having a park located at the Wycliffe property. Also asked whether he is allowed to utilize the property that the Township purchased on Thornapple River Drive to go kayaking and fishing. Manager Swayze responded that it is public property.
5. Craig Meurlin-6333 Thornhills Ct-He would like an update on the fire station lease. Manager Swayze indicated he would provide an update on that during Manager Comments.
6. Scot VanSolkema-2570 Orange Ct-He is in support of purchasing the property at Wycliffe for use as a park. The Township does have plenty of money, according to the finance reports. Also thinks the landscaping on the islands in the middle of Centennial Office Park are good but the roads are horrible. Thinks Township should purchase the Wycliffe property and sell the two parcels on Thornapple, and use some of the revenue to buy the property, or for maintenance. He asked how it became Tassell Park and wondered if Leslie Tassell donated it. Manager Swayze responded that yes, it was donated by Leslie Tassell.
7. Matt Douglas-7131 Oran Dr-He supports purchase of the Wycliffe property for a park, but the hills are very steep, and that is a concern. Property is bio-diverse with 30 species of butterfly, 35 species of birds, and 24 species of mammals. The Township could purchase the Wycliffe property now, and if it's a failure in 20 years, sell it. He believes it is a good business deal; wants the board to think about children/grandchildren using it. If this property is developed, it will make the area noisier, much like what happened when the trees were cut down in the Cascade Cemetery.
8. Amy Kaechele-7040 Thorncrest Dr-Her property is directly across from the Wycliffe property. She would like the Board to reference Cascade's own logo, thinks it is of historical value. History can be lost unless it is preserved. Cascade village should be maintained.
9. Jared Behrens-2939 Burrwick-He is relatively new, and one of his hobbies is running. He had no idea about the amazing non-motorized trail system. Though he cannot comment on the budget or the financial viability, he has noticed that there isn't a very spectacular trailhead. The Wycliffe property, if turned into a park, could be a good location for a trailhead, and could connect to other parks and is an access point throughout the entire community.
10. Jeff Dionne-2984 Thornapple River Dr-He is pro park and loves parks. The parks need maintenance and interconnection to other parks. Safety is the main concern; crossing the street is dangerous. There should be a central plan centered around the flow of traffic and pedestrian flow. Thornapple River Drive used to be quiet. He

and his kids would love a community pool; commented on baseball fields at Cascade Park that have not been maintained. He brought a proposal to Manager Swayze and Development Director Korhorn a few years ago to purchase his property and two others along Thornapple River, and he didn't think it was handled properly. Interesting that the Township is looking to purchase property for a park when an expansion could have been purchased. He hopes these kinds of things are brought to the community in the future.

11. Renee Hamstra-2777 Cascade Springs Dr-She is very much in favor of leaving the Wycliffe property as it is. She is confused about the development of a park. She agrees with the person who talked about the different species of butterflies and asked if it wasn't more important than a couple of houses? There are no sidewalks where she lives, and many kids learned how to ride their bike at Church on the Hill. She agrees with the first person who spoke that when you drive by there it is "home."
12. Keely Shay-7486 Alaska Ridge-re the internet: She doesn't believe that anyone was listening. She thanked Supervisor Lesperance and Trustees Noordhoek and Shipley for showing them that they are welcome and listening. She believes that for the children and grandchildren, Township should preserve green space. She was surprised to find out that Peace Park allows hunting. Thinks there is an agenda against our children.
13. Mary DeRochey-7470 30th St-Her son's biggest joy is to go to the park. Purchasing the Wycliffe property would be a great opportunity for children; the Township's motto of "one community" is something we should try to preserve for the future.
14. Molly Miller-1490 Briarcliff-She thinks that the community could have a fundraiser to decide what to do with the Wycliffe property; doesn't think the Board should make the whole decision, rather, the whole community.
15. Suzanne Ward-2052 Tall Pines-She seconds what Molly Miller said. She was here at another meeting to find out about the $40,000 spent on hand sanitizer in the Township; sent a FOIA request recently and wondered if there was an answer to that. Manager Swayze advised that he was not aware of $40,000 spent on hand sanitizer. He stated he would follow up on this question.
16. Bryce McMahon-7470 30th St-He supports purchasing the Wycliffe property and turning it into a park; likes the fundraising idea. It would be great to be able to take his son to a park nearby.
17. Windy Korstange, via Zoom, agrees with all of the comments in favor of purchasing the Wycliffe property for use as a park. Pedestrian bridge will cost $1-2 M. The park is a fraction of the cost.
18. Manager Swayze read into the record emails received from residents re the Wycliffe property.
    a. The following residents are in favor of purchasing the property:
        i. Michelle Kleyla-2503 Riveredge Dr
        ii. Al Meyer-7478 Leyton Dr
        iii. Barbara Boshoven-6125 Chamonix Ct
        iv. Trish Hielkema-3130 Howlett Dr
        v. Vicky Monterusso-6647 Tanglewood Dr
        vi. Jane Westbrook-7108 Thorncrest
        vii. Sandy Salter-7420 30th St
        viii. Al Salter-7420 30th St
        ix. Roberta Blake and Ronald Landis-7350 Leyton Dr
        x. David Simpson-2763 Hickorywood Lane

xi. Michael J. Cronk-6830 Burton St
xii. David UitdeFlesch-8959 36th St
xiii. Carolyn Booker and Greg Weiland-7979 Whitburn
xiv. Ryan Bruneau-7109 Hidden Ridge Dr
xv. Stephanie Brewer-7001 Cascade
xvi. Tim Groenhof-8183 Bolt Dr
xvii. Ann Kassouni-7409 Kenrob Dr
xviii. Ann Marie Cunningham-6810 Burton

b. The following residents are not in favor of purchasing the property:
i. Carrie Borchers-8751 Cascade Rd
ii. Bill and Shelli Otten-7333 30th St
iii. Joe Engel-1833 Timber Trail Dr

Article 6. Approval of Consent Agenda

a. Receive and File Minutes
1. Township Board – 6/9/2021
2. Downtown Development Authority – 5/18/21

b. Receive and File Reports
1. Treasurer Department Report – February 2021

c. Receive and File Education Requests
1. Ben Swayze – MME Annual Summer Workshop – Rochester Hills, MI July 21-23

d. Receive and File Communication
1. None

Motion by Clerk Slater, seconded by Trustee Shipley, to approve the Consent Agenda with correction to the minutes of 6/9/21-p. 3, Art. 8; Second Motion, Roll Call vote 6-1: Trustee Noordhoek was omitted from the list of those in favor. Motion carried unanimously.

Article 7. Financial Actions

a. Consider Approval of May 2021 Payroll, Payables and Transfers
b. Consider Approval of May 2021 Financial Reports

Motion for approval by Trustee Shipley, seconded by Trustee Koessel. Motion carried unanimously.

Article 8. Unfinished Business

None

Article 9. New Business

057-2021 Consider Acceptance of the FY2020 Audit and Comprehensive Annual Financial Report *(Roll Call)*

Mr. Doug Vredeveld of Vredeveld Haefner LLC, gave a brief analysis of the audit. Motion for approval by Treasurer Peirce, seconded by Trustee Koessel. Motion carried unanimously by roll call vote.

058-2021 Consider a Resolution to Defer Without Penalty Summer Tax Payment to Qualifying Taxpayers *(Roll Call)*

Motion for approval by Trustee Shipley, seconded by Trustee Koessel. Motion carried

unanimously by roll call vote.

059-2021 Consider an Outdoor Gathering Permit for Metro Cruise Warm-Up
Motion for approval by Clerk Slater, seconded by Trustee McDonald. Motion carried unanimously.

060-2021 Consider Whole House Filters for Properties Effected by PFAS Contamination *(Roll Call)*
Motion for approval by Treasurer Peirce, seconded by Trustee Shipley, subject to $224,000 limit and 3 options in writing. Motion carried unanimously by roll call vote.

061-2021 Discussion Regarding Burton Street Pedestrian Bridge Project *(Roll Call)*
Motion by Trustee Shipley, seconded by Treasurer Peirce, to drop project. Motion carried by 5-2 roll call vote. In favor-Trustees Shipley, Noordhoek, and Koessel, Treasurer Peirce and Supervisor Lesperance. Opposed-Trustee McDonald and Clerk Slater.

062-2021 Consider Purchase of 2965 Wycliff – Pages added 6/18/2021
Considerable Board discussion.
Motion for approval by Trustee Shipley, seconded by Trustee Noordhoek. Motion failed 3-4 by roll call vote. In favor-Supervisor Lesperance, and Trustees Noordhoek and Shipley. Opposed-Clerk Slater, Treasurer Peirce, and Trustees Koessel and McDonald.

Article 10. Closed Session
Pursuant to Open Meeting Act 15.268(8)(h) – To consider material exempt from discussion or disclosure by state or federal statute. *(Roll Call)*
Motion to enter closed session by Trustee Koessel, seconded by Trustee Shipley. Motion carried unanimously by roll call vote. Board entered closed session 9:27 pm. Motion by Trustee Shipley, seconded by Trustee Koessel, to reconvene open session. Motion carried unanimously. Board resumed public meeting 10:04 pm.

Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)

1. Craig Meurlin, via Zoom-He suggests further testing to be sure that all areas affected by PFAS are included. He would like a report on the Township Hall cost overruns since project completed.
2. Scot VanSolkema, via Zoom-He hopes the Zoom option will remain open. He thanked the Township for clearing the tree in the river. Also, why not ask Kentwood to help pay for the bridge? Commented that land is more expensive now, re Wycliffe property.

Article 12. Manager Comments

1. Received 11-12 proposals for Station 1 RFP, goes to Infrastructure Committee tomorrow.
2. Re Rental of Air Cargo facility-negotiated material terms.
3. Working on final design on outbuilding Station 2.

4. Encouraged all to attend the 4th of July Fireworks on July 3. When we had to decide in Feb/March, we didn't know the restrictions would be lifted. Planning a new celebration in September.
5. Last official hybrid meeting.

Article 13. Board Member Comments

1. Trustee Shipley commented that we need to spend money to repair the pathways, and that the Township did a good job controlling the gypsy moth.
2. Treasurer Peirce encouraged Chief to get a lease ASAP at airport.
3. Trustee Koessel commented that we need to fix parks/fields and pathways.
4. Supervisor Lesperance stated that Building and Grounds is stretched thin.
5. Trustee McDonald commented that it is useful for residents to let Township know when there is a problem on the pathways. Also, he appreciates the Supervisor having more structure in meetings.

Article 14. Adjournment

Motion to adjourn by Treasurer Peirce, seconded by Trustee Shipley. Motion carried unanimously.
Meeting adjourned at 10:22 pm.

Krissi Brott
Deputy Clerk

Approved by:

_____
Grace Lesperance, Supervisor

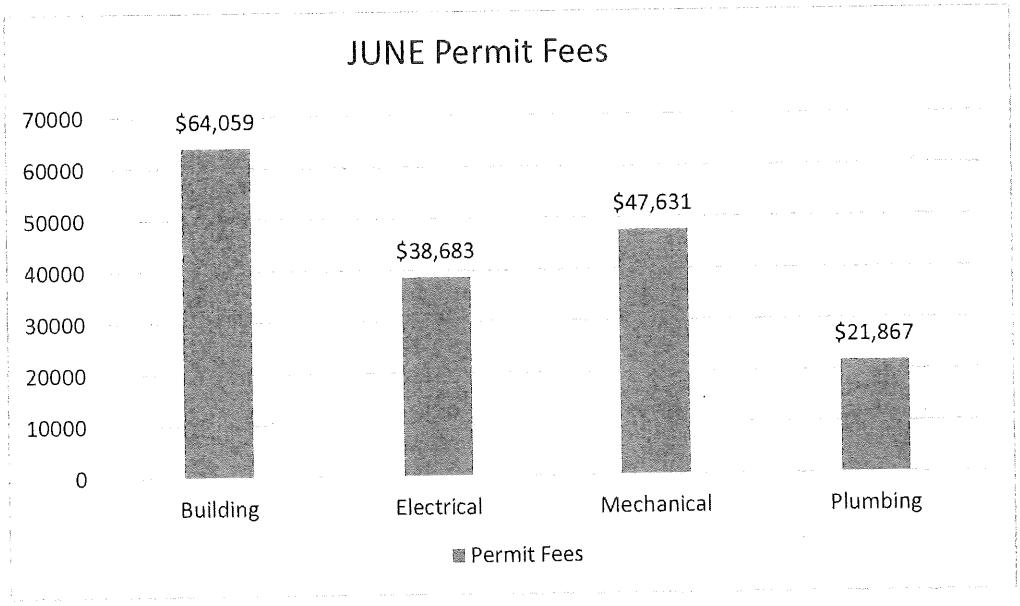
_____
Susan B. Slater, Clerk

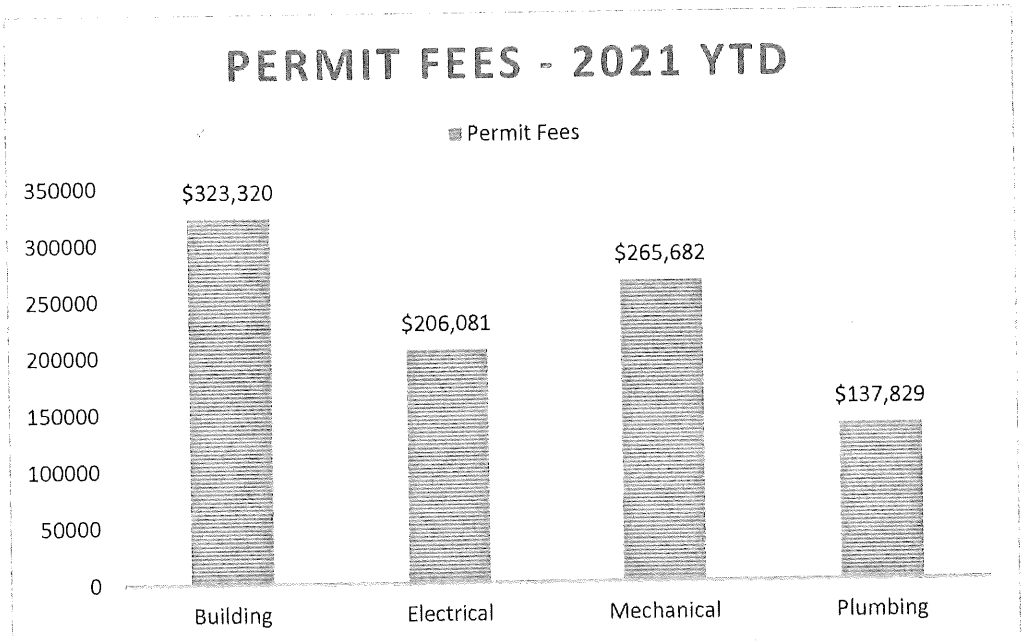
DRAFT

Cascade Inspection Services

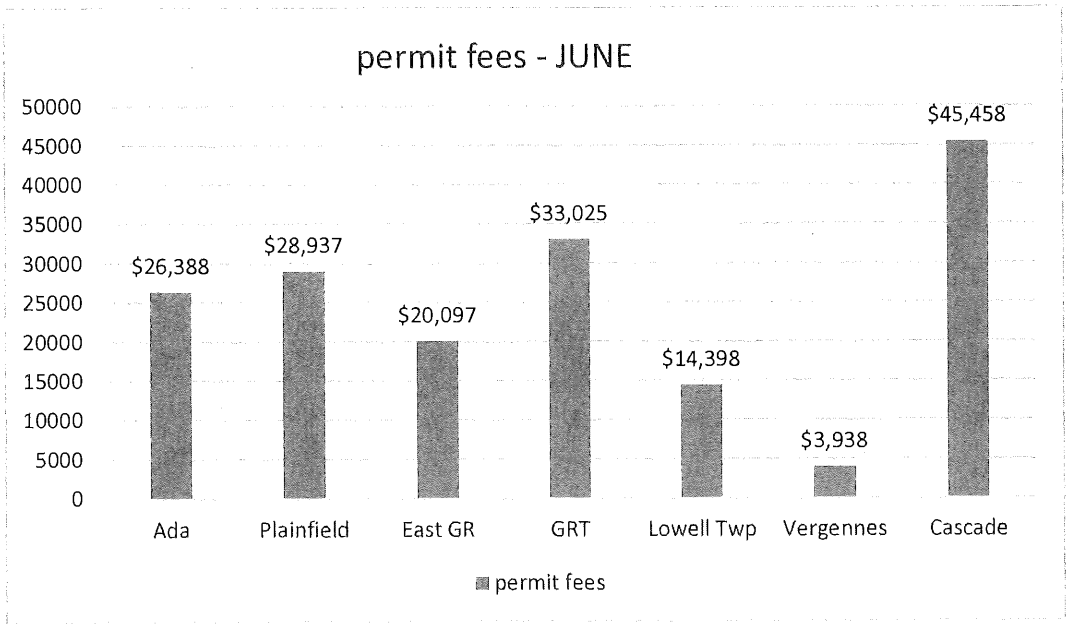
JUNE 2021

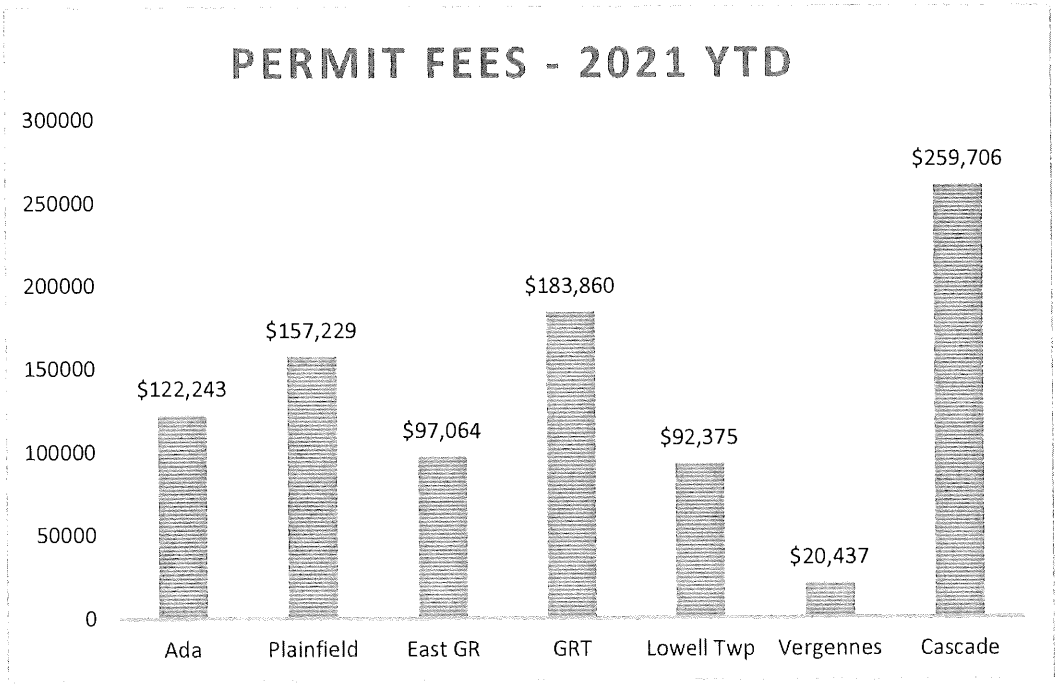
Permit Fees by Type





Permit Fees by Municipality





Township	#of Per	Building	#of Per	Electricial	# of Per	Mechanical	# of Per	Plumbing	Total Permits	Total Fees
PREV YTD TOTAL	788	$259,261.00	934	$167,398.00	1624	$218,050.85	741	$115,962.00	4087	$760,671.85
JUNE										
Cascade	84	$24,641.00	44	$6,167.00	70	$8,432.65	31	$6,217.00	229	$45,457.65
Lowell Twp	16	$7,372.00	14	$3,242.00	22	$ 2,380.00	7	$1,404.00	59	$14,398.00
Ada	32	$9,852.00	28	$7,470.00	52	$6,766.25	15	$2,300.00	127	$26,388.25
Vergennes			10	$1,613.00	17	$1,875.00	2	$450.00	29	$3,938.00
GR Twp	45	$13,701.00	36	$5,562.00	66	$10,490.00	23	$3,272.00	170	$33,025.00
EGR	46	$8,493.00	33	$4,540.00	48	$5,285.00	17	$1,779.00	144	$20,097.00
Plainfield			78	$10,089.00	120	$12,402.50	43	$6,445.00	241	$28,936.50
									0	$0.00
MONTH TOTAL	**223**	**$ 64,059.00**	**243**	**$ 38,683.00**	**395**	**$ 47,631.40**	**138**	**$ 21,867.00**	**999**	**$172,240.40**
YTD	1011	$ 323,320.00	1177	$ 206,081.00	2019	$ 265,682.25	879	$ 137,829.00	5086	$ 932,912.25
TOTAL -2020	1628	$ 803,244.00	2017	$ 307,137.85	3410	$ 403,536.80	1616	$ 212,701.00	8671	$ 1,726,619.65
TOTAL -2019	1675	$ 631,143.50	2288	$ 347,205.00	3478	$ 406,781.95	1469	$ 206,608.00	8910	$ 1,591,688.45
TOTAL -2018	1705	$ 920,876.00	2116	$ 380,754.00	3585	$ 456,603.00	1654	$ 238,664.00	9060	$ 1,996,897.00
TOTAL-2017	1758	$ 753,389.00	2210	$ 376,979.00	3273	$ 412,867.25	1485	$ 219,324.00	8726	$ 1,762,559.25
TOTAL-2016	1475	$529,552.24	1992	$310,463.00	3217	$383,718.00	1404	$190,762.00	8088	$ 1,414,495.24
TOTAL-2015	1510	$ 665,025.51	1948	$ 327,865.00	3070	$ 385,822.30	1361	$ 216,089.00	7889	$ 1,594,801.81
TOTAL-2014	1354	$ 615,191.80	1780	$ 297,971.00	2860	$ 359,989.90	1257	$ 196,553.00	7251	$ 1,469,705.70
TOTAL-2013	1241	$644,712.00	1667	$288,442.06	2583	$334,045.70	969	$142,474.00	6460	$ 1,409,673.76
TOTAL-2012	1,122	$511,272.00	1,349	$188,766.99	2,134	$247,625.30	835	$118,335.00	5,440	$ 1,065,999.29
TOTAL-2011	949	$410,550.75	990	$148,549.50	1585	$189,180.10	753	$111,023.00	4277	$ 859,303.35
TOTAL-2010	850	$309,779.00	1330	$162,994.00	1644	$188,927.25	625	$94,790.00	4449	$ 756,490.25
TOTAL-2009	712	$222,039.00	875	$125,848.00	1313	$149,101.75	554	$74,397.00	3463	$ 571,382.75
TOTAL-2008	848	$582,100.75	1043	$147,674.00	1348	$164,271.30	697	$91,695.00	3933	$ 951,266.55
TOTAL-2007	1032	$336,749.55	1069	$137,857.00	1447	$151,002.60	778	$98,270.00	4326	$ 723,879.15
TOTAL-2006	1181	$481,673.30	1547	$215,121.00	2147	$243,076.90	1243	$162,020.00	5173	$ 940,523.41
TOTAL-2005	1032	$419,355.30	1369	$191,694.00	1874	$211,234.15	1111	$144,926.00	5386	$ 967,209.45

							2021						
	JAN	FEB	MARCH	APR	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	TOTAL
Township													
Ada Twp	$27,459.00	$13,375.00	$18,276.75	$16,813.00	$19,930.75	$26,388.25							122,242.75
Permit Fees													-
Special Insp													-
Ada Total	$27,459.00	$13,375.00	$18,276.75	$16,813.00	$19,930.75	$26,388.25							122,242.75
Plainfield	$24,049.00	$20,106.00	$32,060.00	$28,387.25	$23,690.00	$28,936.50							$157,228.75
Permit Fees													-
Special Insp													-
Plainfield Total	$24,049.00	$20,106.00	$32,060.00	$28,387.25	$23,690.00	$28,936.50							157,228.75
East Gr	$15,550.00	$10,726.00	$19,866.50	$16,928.00	$13,896.00	$20,097.00							97,063.50
Permit Fees													-
Special Insp													-
East Gr Tot	$15,550.00	$10,726.00	$19,866.50	$16,928.00	$13,896.00	$20,097.00							97,063.50
GR Twp	$20,454.25	$20,362.00	$37,061.50	$34,026.00	$38,931.00	$33,025.00							183,859.75
Permit Fees													-
Special Insp													-
GR Twp tot	$20,454.25	$20,362.00	$37,061.50	$34,026.00	$38,931.00	$33,025.00							183,859.75
Lowell Twp	$13,434.00	$12,372.00	$16,559.00	$15,479.00	$20,133.00	$14,398.00							92,375.00
Permit Fees													-
Special Insp													-
Lowell Tot	$13,434.00	$12,372.00	$16,559.00	$15,479.00	$20,133.00	$14,398.00							92,375.00
Vergennes	$3,779.00	$1,491.00	$2,993.00	$5,467.00	$2,769.00	$3,938.00							20,437.00
Permit Fees													-
Special Insp													-
Verg Total	$3,779.00	$1,491.00	$2,993.00	$5,467.00	$2,769.00	$3,938.00							20,437.00
Permit Fees													
Special Insp													
Subtotal	$104,725.25	$78,432.00	$126,816.75	$117,100.25	$119,349.75	$126,782.75							673,206.75
Cascade	$21,135.00	$23,150.00	$53,678.75	$77,193.35	$39,090.75	$45,457.65							259,705.50
Total w/ Cas	$125,860.25	$101,582.00	$180,495.50	$194,293.60	$158,440.50	$172,240.40							932,912.25
		2021 YTD		$932,912.25		2020 YTD		$ 651,215.25		DIFFERENCE		$281,697.00	

GRAND TOTAL PERMIT FEE CHART

CASCADE CONSOLIDATED FEES

YEAR 2021

MONTH	Building Comm.	Building Residential	Electrical	Mechanical	Plumbing	TOTAL
JANUARY	$1,005.00	$4,853.00	$6,552.00	$5,952.00	$2,673.00	$21,035.00
FEBRUARY	$2,345.00	$6,482.00	$4,979.00	$6,810.00	$2,534.00	$23,150.00
MARCH	$23,045.00	$8,099.00	$5,506.00	$9,662.75	$7,366.00	$53,678.75
APRIL	$31,617.00	$8,794.00	$22,953.00	$8,628.35	$5,201.00	$77,193.35
MAY	$10,623.00	$9,300.00	$6,428.00	$10,024.75	$2,715.00	$39,090.75
JUNE	$7,261.00	$17,380.00	$6,167.00	$8,432.65	$6,217.00	$45,457.65
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
YEAR END TOTAL	$75,896.00	$54,908.00	$52,585.00	$49,510.50	$26,706.00	$259,605.50
PERMIT # FOR MONTH	14	70	44	70	31	229
PREV PERMIT TOTAL	49	184	173	321	151	878
PERMIT TOTAL FOR YR	63	254	217	391	182	1107
YEAR TO DATE	2021	$259,605.50				
YEAR TO DATE	2020	$211,938.50				
OVER	$47,667.00					

CASCADE SINGLE FAMILY HOMES

Number of Permits	JUNE	YTD 2021	2020	2019	2018
New Residential Homes	12	31	55	38	43
VALUE - RESIDENTIAL	$ 6,978,298.00	$ 14,216,116.00	$ 36,322,102.00	$ 18,187,545.00	$ 28,327,352.00

Printed: 07/07/2021

Cascade Twp -Permit Report by Category/ Fe

1/1/2021 12:00:0(to 6/30/2021 12:00:(

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee
Res. Single Family					
PB21000262	HEYS BUILDERS INC	3055 WEST LOCUST LN SE	06/08/2021	1,424,950	1,285.00
PB21000733	HEARTLAND BUILDER	3262 THORNCREST DR SE	06/28/2021	999,900	1,177.00
PB21000787	VERKAIK DANIEL	8934 52ND ST SE	06/07/2021	500,000	763.00
PB21000840	THOMAS MICHAEL HC	6543 ROUND HILL CT SE	06/09/2021	600,000	827.00
PB21000860	INSIGNIA HOMES	7375 THORNAPPLE PINES DR SE	06/07/2021	850,000	1,013.00
PB21000893	BUFFUM BUILDERS LL	4908 PRAIRIE RIVER DR SE	06/08/2021	235,000	631.00
PB21000895	JTB HOMES LLC	8064 HONEYSUCKLE HILL CT SE	06/11/2021	374,400	825.00
PB21000902	T BOSGRAAF HOMES I	4777 HARBOR VIEW DR SE	06/10/2021	269,341	735.00
PB21000940	JTB HOMES LLC	4611 HARBOR VIEW DR SE	06/16/2021	311,007	819.00
PB21000989	JTB HOMES LLC	4563 HARBOR VIEW DR SE	06/28/2021	380,700	913.00
PB21000993	EPIQUE HOMES INC	5075 HICKORY POINTE WOODS	06/21/2021	645,000	735.00
PB21001019	T BOSGRAAF HOMES I	4515 HARBOR VIEW DR SE	06/23/2021	388,000	901.00
				6,978,298	10,624.00
12	Permits	Value Total		**6,978,298**	**10,624**

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director SKK

Subject: Consider Request to Hold Triathlon on June 11 & 12, 2022

Meeting Date: July 14, 2021

Grand Rapids Triathlon organizers held their event on June 19 & 20, 2021 in Cascade and Ada Township. This event has historically been a one-day event held on a Sunday in Cascade and Ada Townships, but last year the organizers requested testing a two-day event to allow participants to spread out over two days to improve the event and also allow for more social distancing due to the uncertainty of the status of COVID-19 in June, 2021.

The feedback from athletes regarding the two-day event was very positive and the organizers are receiving requests for sign-ups for 2022.

Cascade and Ada Township staff met with race organizers a few weeks ago to hold a recap meeting as well as discuss the 2022 event. During that meeting, dates for 2022 was discussed and staff informed race organizers that if they want to hold a similar two-day event in 2022, they should submit a request soon. The request from the organizers is to hold the event the dates of June 11th and 12th. Requests for road closures (resolutions) and other items will be presented to the board in a few months as planning details are finalized.

I have included the request from Race Director John Mosey as well as a 2021 event recap and the proposal for 2022.

Staff recommends approval of the Grand Rapids Triathlon request to hold their event June 11th and 12th, 2022. Roads were open Saturday by 11:30 (or earlier) and the township did not receive any complaints regarding the two-day event. Holding the event as a two-day event means the number of participants will not overwhelm the area and provides more opportunity for athletes and their families to visit and stay overnight in the area hotels and spend money at local businesses.

GRAND RAPIDS TR1ATHLON

Huntington

June 11 & 12, 2022

CASCADE, MI

A portion of all proceeds will benefit:

MAKE-A-WISH

Wishes are more than just a nice thing

A wish experience can be a game-changer for a child with a life-threatening medical condition.

This one belief guides us in everything we do at Make-A-Wish®. It inspires us to grant wishes that change the lives of the kids we serve. It compels us to be creative in exceeding the expectations of every wish kid. It drives us to make our donated resources go as far as possible.

Most of all, it's the founding principle of our vision to grant the wish of every eligible child.

Wishes are more than just a nice thing. And they are far more than gifts, or singular events in time. Wishes impact everyone involved - wish kids, volunteers, donors, sponsors, medical professionals and communities. The impact varies. For wish kids, just the act of making their wish come true can give them the courage to comply with their medical treatments. Parents might finally feel like they can be optimistic. And still others might realize all they have to offer the world through volunteer work or philanthropy.

Whatever the odds, whatever the obstacles ... wishes find a way to make the world better.

GRAND RAPIDS TRIATHLON

INTRODUCTION

Thank you for considering approval of the 2022 Grand Rapids Triathlon.

Who we are – Michigan Endurance Holdings, LLC

Michigan Endurance Holdings is owned by Jon Conkling and John Mosey, both of whom are level 1 certified race directors by USA Triathlon. We are avid triathletes and have been involved with the sport for 8+ years. Our vision is to continue to grow the Grand Rapids Triathlon, both locally and nationally. We want as many people as possible to get off the couch and into a healthier lifestyle, while at the same time showing off all of the wonderful things the Grand Rapids area is known for.

What the Grand Rapids Triathlon is:

This triathlon is a chance for athletes of all skill levels to compete on a scenic riverside course, perfect for the novice and seasoned triathlete. This USA Triathlon sanctioned event promises heart pounding excitement from start to the finish. We typically offer three events: Sprint, Olympic and Half-Iron, along with a kid's triathlon the day before. We would like to add a Super Sprint event for 2021 to allow for an even more inclusive event.

BENEFITS

Give back to the community: We partner with Make-a-Wish with the goal of granting as many wishes as possible to children and families who desperately need them. A portion of the proceeds from our event will be given to Make-a-Wish and they also use our event as a fundraiser through the Dream Team.

Be involved with one of the fastest growing sports in the country. The general excitement for the sport of triathlon received a boost of popularity when triathlon debuted at the 2000 Olympic Games in Sydney, Australia. It is estimated that approximately 150,000 people participate in multi-sport in the United States each year. And the numbers continue to grow!

Positions Ada/Cascade with a healthy lifestyle and lifelong fitness associated with swimming, biking and running. Triathlon embraces the idea of maintaining a healthy and active lifestyle like no other sport. You can often see participants at local races ranging in age from 10-85 years old! All three sports require aerobic power, excellent endurance and tactical thinking.

REQUEST

We are requesting approval of the following:

1.) To hold this annual event in the Ada/Cascade area on June 11 and 12, 2022 and for years to come.
2.) Course maps, suggested parking areas, etc. are available on our website (www.grandrapidstri.com). If approved for a two-day event the routes will change slightly to allow for the added distance from the new finish line area, but it will be a minor adjustment.
3.) Specific road closures will be determined at a later meeting but should be similar as previous years.
4.) We request a letter from Cascade Township stating the above has been approved.
5.) Michigan Endurance Holdings will have Cascade Township as an additional insured. One week prior to the race we will place 3 changeable message signs in Cascade and Ada.

GRAND RAPIDS TRIATHLON

Huntington

Official Charity Partner:

Make-A-Wish®

Local Charity Partner:

Brody's be Cafe

2021 Recap

- We had an outstanding event with overwhelmingly positive feedback from athletes, sponsors, vendors, etc.
- 99.5% of people say they are likely to return.
- 81% of people preferred the 2-day format with another 15% not having a preference.
- 58% of people visited a business in Ada/Cascade
- Average spending was $243 per athlete in Ada/Cascade.

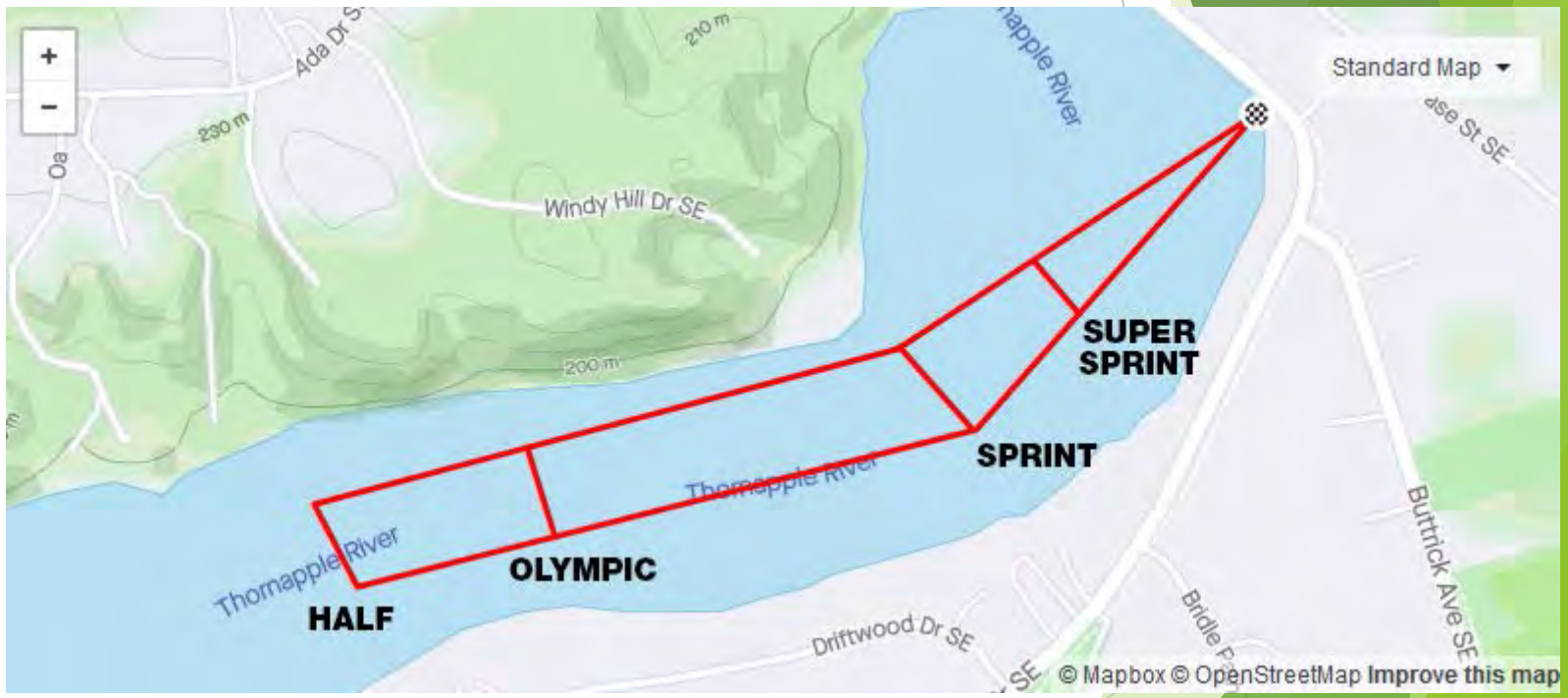
2022 Proposal

- Keep 2-day format
- We propose the weekend of June 11 and 12, 2022.
- Specific routes, road closures, etc. can be determined later.

Map Appendix

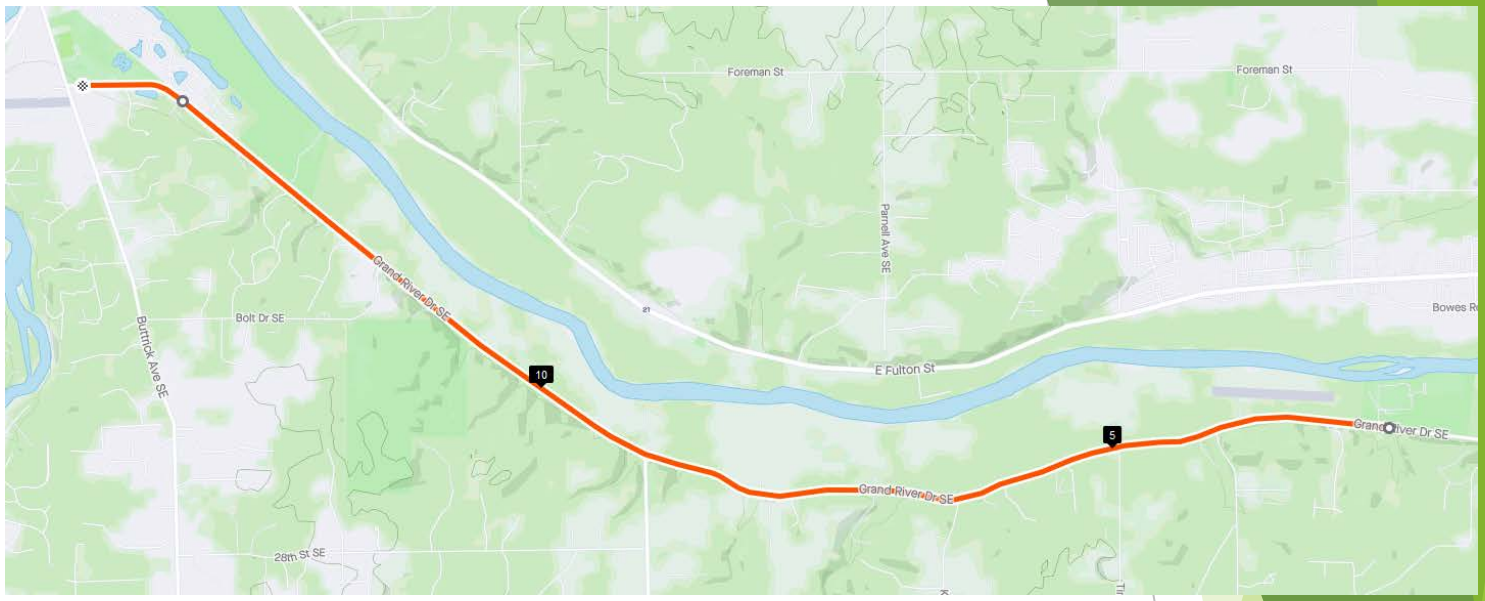
Swim Course

- Super Sprint - 400 meters
- Sprint - 600 meters
- Olympic - 1500 meters
- Half - 1.2 miles

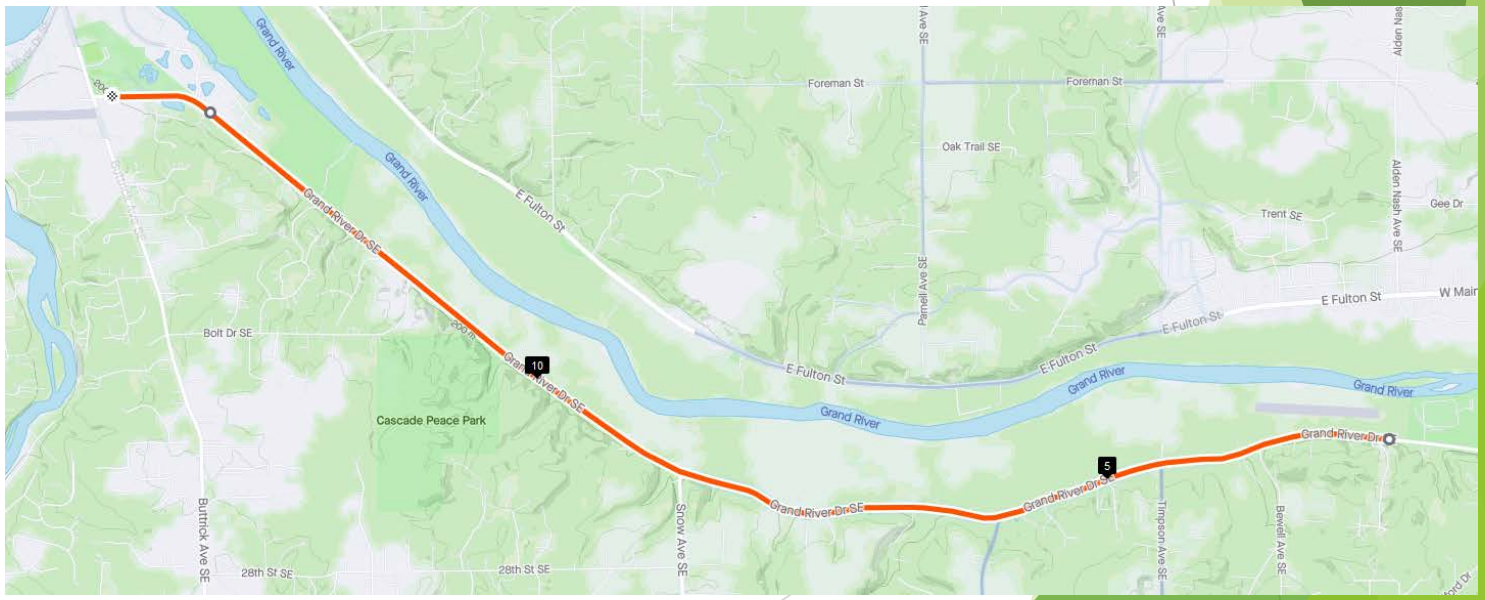


Bike Course (Saturday)

- Super Sprint - 10k
- Sprint - 20k



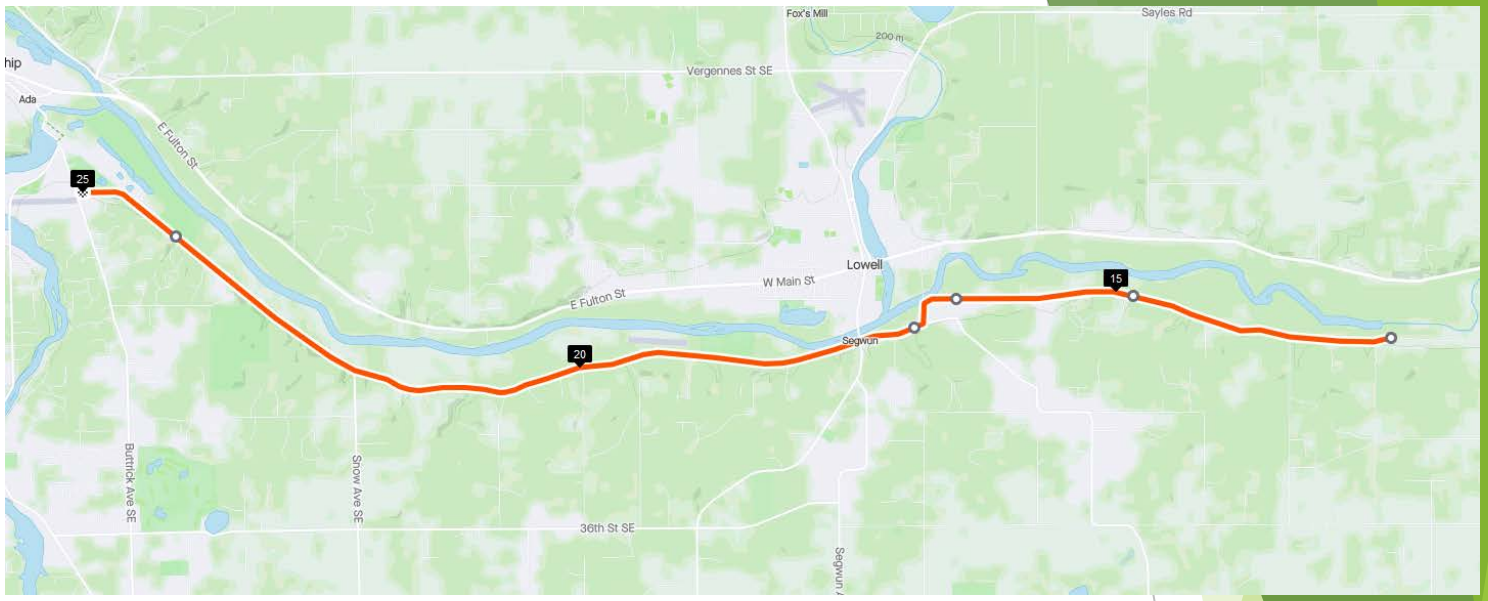
SUPER SPRINT



SPRINT

Bike Course (Sunday)

- Olympic - 40k
- Half - 56 miles



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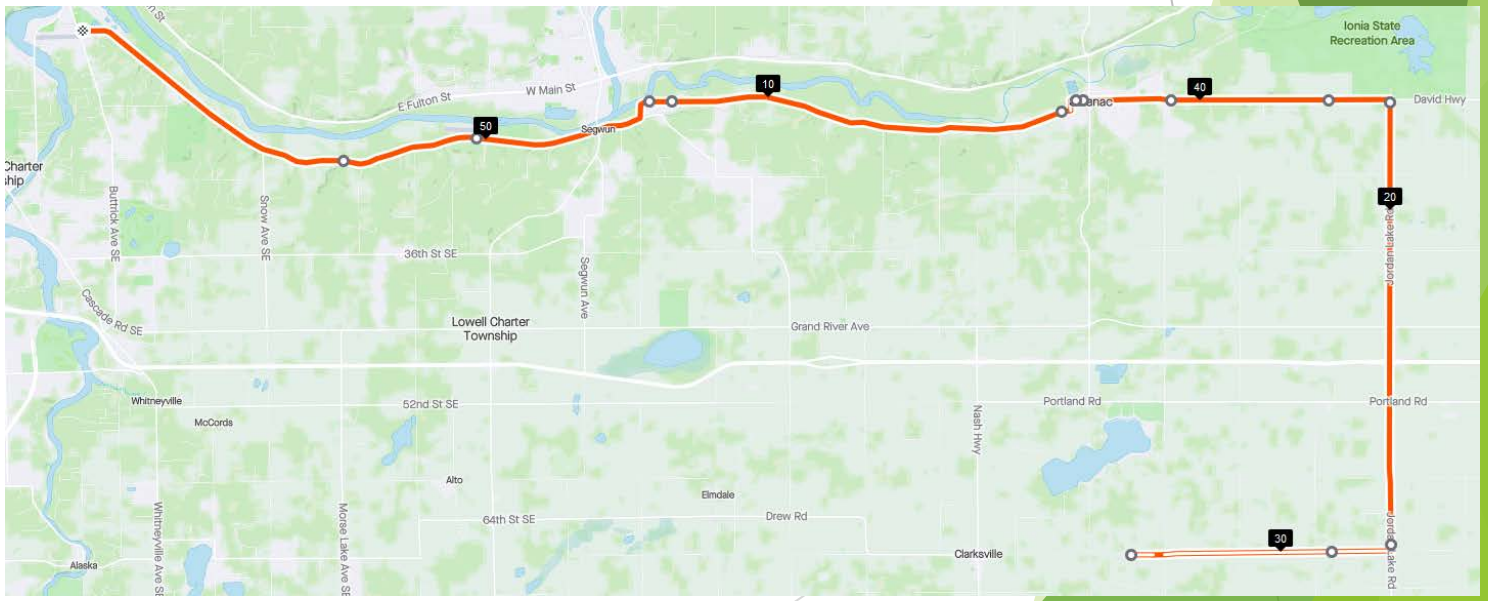


HALF

Run Course (Saturday)

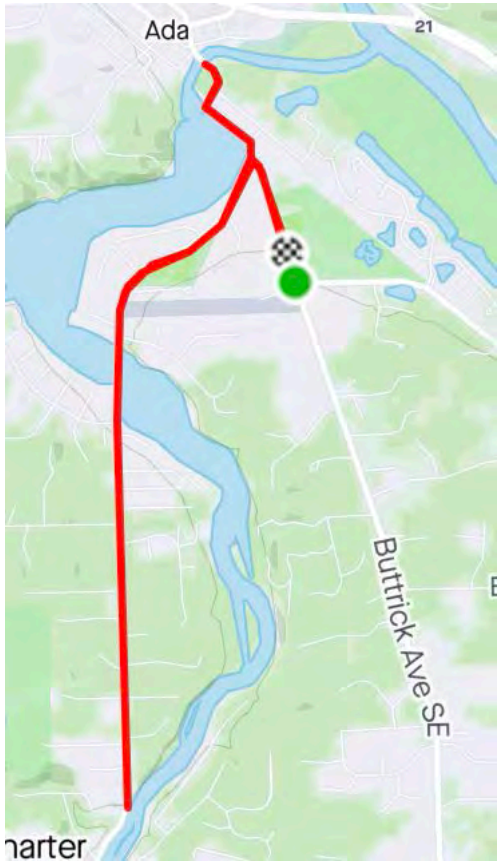
- Super Sprint - 2.5k
- Sprint - 5k

SUPER SPRINT

SPRINT

Possible Run Course (Sunday)

- Olympic – 6.2 miles
- Half - 13.1 miles (2 loops)



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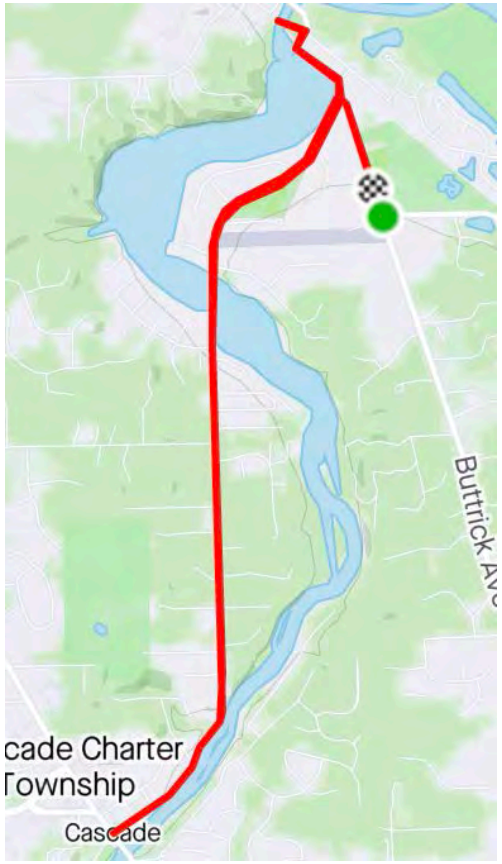
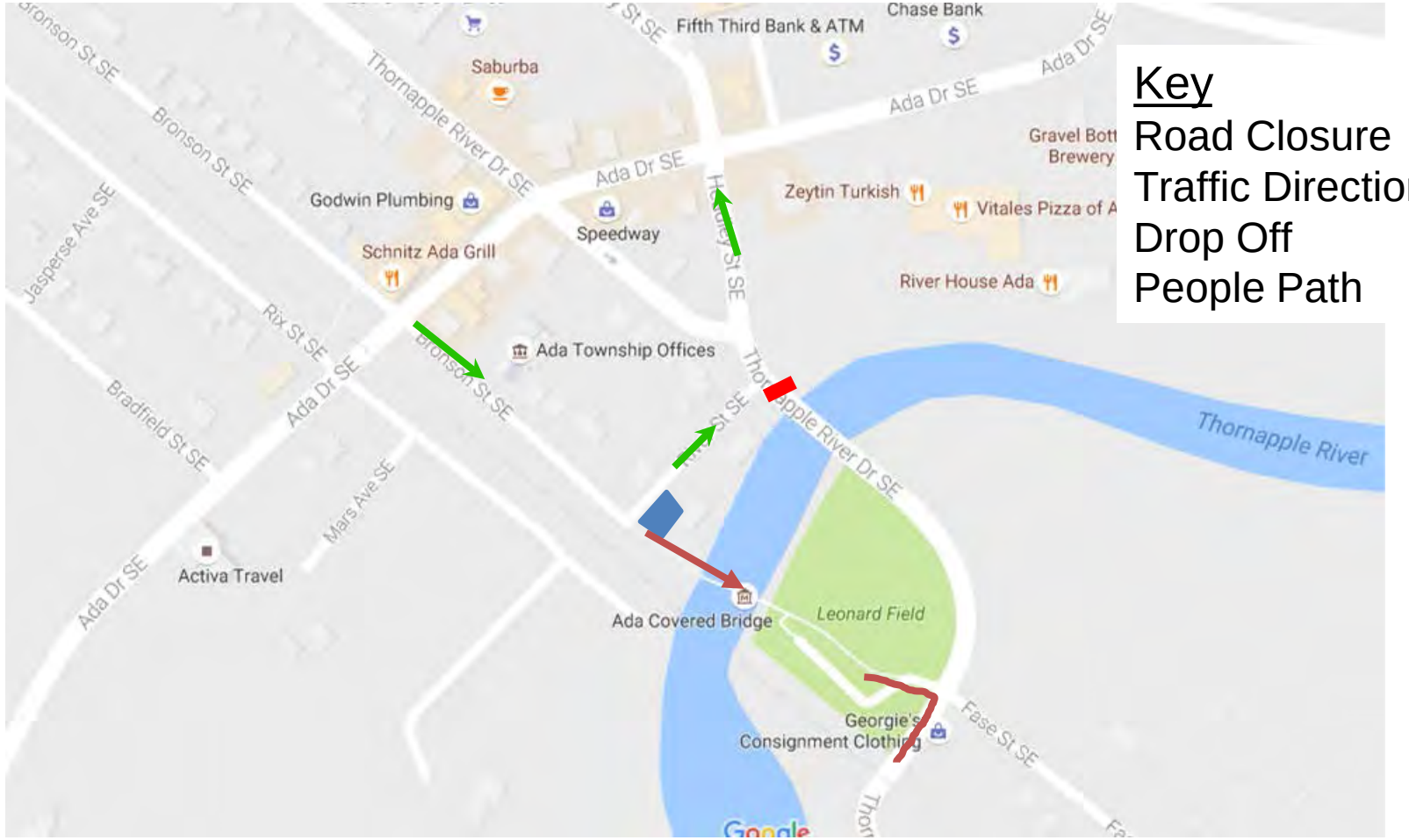


HALF

Shuttle Route



Key

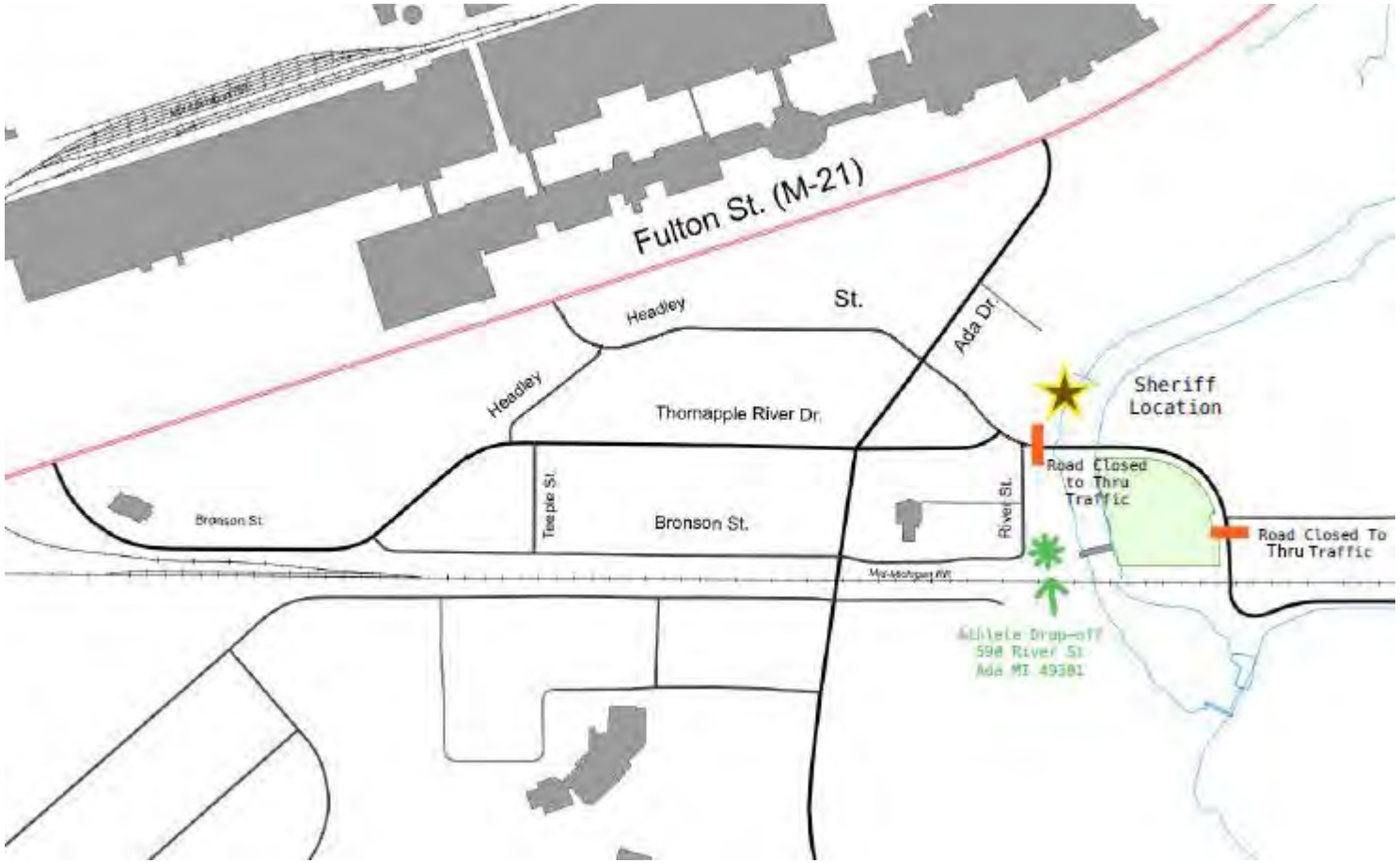
Road Closure

Traffic Direction

Drop Off

People Path

Athlete Drop-off



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: July 14, 2021
To: Supervisor Lesperance and Township Board Members
From: Ben Swayze, Township Manager
Adam Magers, Fire Chief
Subject: New Township Event – Cascade Heritage Days

FACTS:

The 2021 Cascade Township 4th of July celebration was not able to be held. The event is typically planned in January – March and during that time it was unknown what the County and State Covid-19 restrictions would look like. Now that the Covid-19 restrictions have been lifted, the committee that typically plans the 4th of July celebration has been exploring the option of a fall event. This event would incorporate some parts of the 4th of July celebration as well as some new activities/events. The idea would be that this event, if successful, could become a regular event of the Township. The goal of the event would be to bring together Cascade residents in the spirit of family, community and hometown pride as well as an opportunity to celebrate the unique and rich history of Cascade.

Below is a list of activities for the event that are being considered:

- 5k / Fun Run
- Cornhole Tournament
- Museum Tours / Historical Activities
- Family Inflatables / Rides / Activities
- Friends of The Library Book Sale
- Beer Tent / Food Vendors / Live Music

The event would run from 9am to 9pm with various parts of the event taking place at different times. The event would take place at the library property with the exception of the 5k, which would start and end at Tassel Park with registration activities at the Museum.

Many parts of the event are being developed and tweaked, but at this point the committee would like for the Township Board to consider approving the event in concept prior to making final plans. Two contracts that the committee would like the Board to consider at this time would be the contract for the event rides/attractions with Funny Business and for the live music with Signal Point. The committee would also like for the Board to consider committing $30,000 of Township funds to the event. These funds would come from the line item typically reserved for the 4th of July celebration

Attached for your review are:

- Proposed contract from Funny Business for event ($23,100)

- Proposed contract from Signal Point for event ($1,000)

ANALYSIS & CONCLUSIONS:

The Cascade Heritage Day event would be an opportunity for the Township to provide a family friendly event to the community after the cancellation of the previous 2 4th of July events. If successful, the Heritage Day event could become an annual event for the community. While this year's event includes activities typically reserved for the 4th of July celebration as well (i.e Funny Business attractions) the event in the future would be designed to be a wholly separate event.

FINANCIAL CONSIDERATIONS:

The event has been designed with a budget that would include the Township funds generally allocated to the 4th of July event. In addition, other parts of the event (i.e Beer Tent, Food Vendors, 5K, Cornhole) would generate revenue to cover expenses as well.

The committee is requesting the Township allocate $30,000 in funds for the event.

The Funny Business contract is $23,100 and would come from this allocation. The Signal Point contract is $1,000 and would come from this allocation.

RECOMMENDED ACTION:

Approve the 2021 Cascade Heritage Days event in concept, allocate $30,000 in funding for the event, and approve the Funny Business and Signal Point contracts.

P: (888) 593.7387
F: (888) 308.9644
E: info@funny-business.com
www.funny-business.com

Thu, Jun 24, 2021 1:33 PM

THANK YOU FOR YOUR BUSINESS!

To ensure quick and easy processing of the contract please follow these guidelines:

All signed contracts and completed data sheets should either be:
Emailed to alicia@funny-business.com or
Faxed to 888.308.9644

Accepted methods of payment:
Check (payable to Funny Business Agency, Inc.)
ACH/Direct Deposit (details upon request)
US Bank Wire (details upon request)

(Please indicate which you plan to use upon return of contract)
Our Federal Tax ID# is 38-3227974.

NOTE: All contracts and deposits are due within 5 business days unless otherwise specified in the Additional Agreement Provisions of the contract

Mailing Address:
Funny Business Agency
PO Box 1052
Ada, MI 49301

If you have any questions, please call (888) 593-7387 x100 or email alicia@funny-business.com

P: (888) 593.7387
F: (888) 308.9644
E: info@funny-business.com
www.funny-business.com

CONTRACT ID#: 99759 *(please refer to contract ID for all correspondence)*

The undersigned ARTIST and PURCHASER agree to the following terms on: **June 24, 2021**

1. NAME OF ARTIST/EVENT: **See Exhibit A**

2. PURCHASER INFORMATION: **Cascade Charter Township**
Ben Swayze
5920 Tahoe Dr. Southeast
Grand Rapids, MI 49546
PHONE:**(616) 949-1320** FAX:**6169493918**

3. PERFORMANCE DAY(S)/DATE(S): **Saturday, September 25, 2021 to Saturday, September 25, 2021**
4. PERFORMANCE PLACE: **KDL Cascade Library - 2870 Jacksmith Ave SE, Grand Rapids, MI 49546**

5. SHOWTIME: **See exhibit A attached**
AMT OF TIME: **See exhibit A attached**

6. AGREED PRICE: **$ 23,100.00**

Deposit of **$ 11,550.00** to be sent with signed contracts.
Balance of **$ 11,550.00** (see Additional Agreement Provisions).

All checks should be payable to: **Funny Business Agency, Inc.** Our FED ID# **38-3227974**

7. LODGING: **No**

8. **ADDITIONAL AGREEMENT PROVISIONS**:
Rider: **No** (see any attached rider if yes)
Purchaser to provide Sound?: **No** Stage?: **Yes** Lights?: **Yes**

Purchaser agrees to email or fax signed contract and deposit of **$ 11,550.00** by 7/16/21 to secure entertainment. Balance of **$ 11,550.00** to be paid by **08/25/21**. Deposit is non-refundable unless Artist cancels. Balance is due and non-refundable if Purchaser cancels event at any time, for any reason, other than Force Majeure (see Addendum).The information on the attached addendum is incorporated as part of this agreement. Full amount due rain or shine. Purchaser to provide: Access to event space Fri., 9/24 through Mon.,9/27/2021; Access to power on Library exterior and township breakers;(2) generators fully fueled from Cascade Fire Department; Set-up/strike tables + lights; stage and lights.

AGREED BY FUNNY BUSINESS AGENCY, INC

BY:_____DATE: 6/24/21

AGREED BY OFFICIAL PURCHASER REPRESENTATIVE:

BY:_____ DATE:_____

P: (888) 593.7387
F: (888) 308.9644
E: info@funny-business.com
www.funny-business.com

Addendum to Contract # 99759

1. It is understood that the AGENCY is an independent contractor and that the AGENCY and its' sub-contractors shall have exclusive control over, and means, method and details of, fulfilling the obligations under this contract, except for performing time(s).

2. Funny Business Agency, Inc., agrees to refund to the PURCHASER any advances or deposits received from the PURCHASER in the event that the AGENCY or its' sub-contractors cancels the contract and AGENCY cannot arrange comparable interactive event equipment that is acceptable to the PURCHASER.

3. The AGENCY agrees to perform and discharge all obligations as an independent contractor under any and all laws, whether existing or in the future, in any way pertaining to the engagement hereunder, including but not limited to social security laws, worker's compensation insurance, income taxes, state employment insurance taxes or contributions, and public liability insurance.

4. The parties agree that this agreement represents the full and complete understanding between them, and there are no other oral or verbal understandings except as set forth in this contract. Any controversies arising between the AGENCY and the PURCHASER pertaining to this contract shall be resolved by the courts of the state wherein the engagement was, or was to be performed.

5. The Official Purchaser Representative, in signing this contract, warrants that he signs as a properly authorized representative of PURCHASER.

6. In the event that the AGENCY is required to place the collection of any sums due under this contract in the hands of an attorney for collection, or sums due are collected by suit or through a court bankruptcy, than the PURCHASER agrees to pay all court costs, interest and actual attorney fees incurred as a result of such collection efforts.

7. In the event Purchaser fails or refuses to provide any of the items as herein stated, or fails or refuses to make any of the payments as provided herein or to proceed with the Engagement, AGENCY shall have no obligation to perform this agreement and shall retain any amounts theretofore paid to Funny Business Agency, Inc., and Purchaser shall remain liable for the full balance of the contract price herein set forth.

8. Purchaser hereby indemnifies and holds Funny Business Agency, Inc., as well as their respective agents, sub-contractors, representatives, principals, employees, officers and directors, harmless from and against any loss, damage or expense, including reasonable attorney's fee, incurred or suffered by or threatened against AGENCY or any of the foregoing in connection with or as a result of (a) Purchaser's negligence, act(s) or omission(s) or breach of this contract or (b) any claim for personal injury or property damage or otherwise brought by or on behalf of any third party person, firm or corporation as a result of or in connection with the Engagement, which claim does not result from the active and willful negligence of the AGENCY or its sub-contractors.

9. Force Majeure: Notwithstanding any other provision of this agreement, in the event that the performance of any obligation under this contract by any party to this contract (ARTIST, PURCHASER or Funny Business Agency, Inc.) is prevented due to acts of God, any government restriction, wars, hostilities, civil disturbances, revolutions, strikes, terrorist attacks, lockouts, or any other cause beyond the reasonable control of any party, then such party shall not be responsible to the other parties for failure of performance in its obligations

P: (888) 593.7387

F: (888) 308.9644

E: info@funny-business.com

www.funny-business.com

under the agreement. The terms of this clause shall not exempt, but merely suspend, any party from its duty to perform the obligations under this contract as soon as practicable after a force majeure condition ceases to exist. Notwithstanding the foregoing, if Artist is ready and willing to perform, PURCHASER will pay Artist the full amount of the guarantee (full amount of agreed contract price) set forth in this Agreement. The parties acknowledge and agree that the occurrence of any epidemic in an area in close proximity to the performance venue shall not in and of itself be deemed a Force Majeure Occurrence, unless the US Department of Health and Human Services officially declares such occurrence to be an epidemic affecting the particular state in which the performance is scheduled to take place. Inclement weather shall not be deemed a Force Majeure occurrence and the full amount of the contract is due rain or shine.

AGREED TO BY:_____ DATE: _____

P: (888) 593.7387

F: (888) 308.9644

E: info@funny-business.com

www.funny-business.com

DEPOSIT INVOICE

June 24, 2021
Invoice No.: 99759-1

To:

Ben Swayze
Cascade Charter Township
5920 Tahoe Dr. Southeast
Grand Rapids, MI 49546

Deposit for Event Date: Saturday, September 25, 2021

Salesperson	Event ID #	Terms	Due Date
Jamison Yoder	*99759*	*Signed contract & deposit due by 7/16/21*	*07/16/21*

Entertainment Booked	Amount
See Exhibit A	*$ 11,550.00*
(please refer to Event ID# 99759 on all checks)	
	$ 11,550.00

Payment Options

Pay Online via:

- ACH/E-Check (details upon request)

Or Pay via:

- Bank Wire (details upon request)
- Check (payable to Funny Business Agency, Inc.):
  - Federal ID# 38-322-7974
  - Funny Business Agency, Inc.
  - PO Box 1052
  - Ada, MI 49301

If you have any questions concerning this invoice, call or e-mail: Alicia Wobma at (888) 593-7387 ext: 100 | alicia@funny-business.com

P: (888) 593.7387

F: (888) 308.9644

E: info@funny-business.com

www.funny-business.com

BALANCE DUE INVOICE

June 24, 2021
Invoice No.: 99759-2

To:

Ben Swayze
Cascade Charter Township
5920 Tahoe Dr. Southeast
Grand Rapids, MI 49546

Deposit for Event Date: Saturday, September 25, 2021

Salesperson	Event ID #	Terms	Due Date
Jamison Yoder	***99759***	***To be paid no later than 8/25/21***	***08/25/21***

Entertainment Booked	Amount
See Exhibit A	***$ 11,550.00***
(please refer to Event ID# 99759 on all checks)	
	$ 11,550.00

Payment Options

Pay Online via:

- Credit Card (3.5% convenience fee added to transaction)
- ACH/E-Check (details upon request)

Or Pay via:

- Bank Wire (details upon request)
- Check (payable to Funny Business Agency, Inc.):
  - Federal ID# 38-322-7974
  - Funny Business Agency, Inc.
  - PO Box 1052
  - Ada, MI 49301

If you have any questions concerning this invoice, call or e-mail: Alicia Wobma at (888) 593-7387 ext: 100 | alicia@funny-business.com

P: (888) 593.7387
F: (888) 308.9644
E: info@funny-business.com
www.funny-business.com

EXHIBIT A
SAT., SEPTEMBER 25, 2021 EVENTS
Kid's Event from 1-4PM (3 Hours) | Adult Event from 5-9PM (4 Hours)

CARNIVAL FOOD FOR KID'S EVENT
*Includes staff to serve. Set-up Saturday morning, strike at end of kid's event or when supplies run out.

- Popcorn (500)
- Sno Cones (500)
- Cotton Candy (500)

RIDES & INFLATABLES FOR KID'S EVENT
*Set-up Saturday morning, strike at end of kid's event.

- The Edge (32' Slide)
- Pirates Revenge
- QB Blitz
- Full Court Press
- Boulder Dash
- Vertical Rush
- Jacob's Ladder
- Dragon Hide n' Slide
- (2) Pony Rings

TENTS/TABLES/FENCING/PORTA-JOHNS
*Delivery/set-up on Fri., 9/24. Pick-up Mon., 9/27.

- (1) 30 x75 w/ curtains for one long side
- (42) 3' Round Tables Standing Height
- (4) 10 x 10 tents
- (20) 8' Banquet Tables
- (1) 20 x 20 Frame Tent with curtains for three sides
- 1,000 ft of orange snow fence installed
- (9) Standard Porta-Johns
- (2) Handicap Porta Johns

Purchaser to provide:

- Access to event space Fri., 9/24-Mon., 9/27/2021
- Access to power on Library exterior and township breakers
- (2) generators fully fueled from Cascade Fire Department
- Set-up/strike tables + lights.

P: (888) 593.7387
F: (888) 308.9644
E: info@funny-business.com
www.funny-business.com

- **Payment Terms:** 50% deposit due with signed contract; balance due one month prior to event date. Full amount due rain or shine.

Signal Point Band
Event Contract

BAND PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of June 23, 2021, between Cascade Township, Michigan, (the "Operator") and Signal Point Band (the "Band") for the hiring of Band as independent contractors to perform (the "Show") for Operator at Cascade September 25, 2021 Celebration (the "Venue"), located near the Kent District Library in Cascade Township, 2870 Jack Smith Drive, Grand Rapids , Mi 49546.

It is agreed as follows:

1. **Place, date, and time of Show.** The parties agree that the time and place of Show will be Venue, located at Kent District Library Cascade, on September 25, 2021, from a.m 5:00 pm to 9:00 p.m.

2. **Description of Show.** Show will be a musical performance with musical content decided by Band. Show will last 4 hours. The Band will take two breaks during which, background music will be played over the PA system.

3. **Payment.** Compensation for the Show will be 1000 dollars, payable by cash or check (made payable to Tim Dickman) (together being the "Fee"). A 50% deposit of Fee is due on the signing of this contract. This is a required condition for the contract to proceed; if a 50% deposit of Fee is not tendered upon the signing of this contract, no further obligation for either party comes due. The remaining 50% of Fee is due immediately prior to Band's Show, but may be made earlier.

4. **Cancellation.** If full payment is not made by the time immediately prior to Band's Show, Show may be cancelled by Band, and Operator may not seek any damages. Cancellation may be made by Operator before two days prior to the time of Show, in which case Operator's 50% deposit of Fee is non-refundable, but Operator will not have to pay the remaining 50% of Fee. If Show is cancelled within 2 days of Show, Operator must pay Band's full Fee. Band may cancel at any time prior to the event, in which case Band must refund Fee in its entirety.

5. **Force Majeure.** In the event Show cannot reasonably be put on because of unpredictable occurrences such as an act of nature, government, or illness/disability of Band, the 50% deposit of Fee is non-refundable, but no other portion of Fee is due, and the parties may negotiate a substitute Show on the same terms as this Agreement save for the time of Show, with no further deposit of Fee due, in which case a new Agreement reflecting this will be signed by the parties. No further damages may be sought for failure to perform because of force majeure.

6. **Band Guest Tickets.** Not applicable to this event.

7. **Food and Drink.** Not applicable to this event.

8. **Parking.** Operator will secure sufficient parking for Band's vehicles within a reasonably convenient distance to Venue for a minimum period of 2 hours prior to the show and lasting until 1 hour after the show.

9. **Sound Systems Check.** A sound check conducted by Band of Venue's sound system is required, at a time to be mutually arranged between Band and Operator.

10. **Security, Health, and Safety.** Operator warrants that Venue will be of sufficient size to safely conduct Show, that Venue is of stable construction and sufficiently protected from weather, and that there will be adequate security and/or emergency medical responders available if foreseeably necessary. Operator maintains sufficient personal injury/property insurance for Venue sufficient to cover foreseeable claims.

11. **Indemnification.** Operator indemnifies and holds Band harmless for any claims of property damage or bodily injury caused by Show attendees.

12. **Severability.** If any portion of Agreement is in conflict with any applicable law, such portion will become inoperative, but all other portions of Agreement will remain in force.

13. **Interpretation.** Agreement will be interpreted according to the laws of Michican.

14. **Riders.** Nothing in Agreement shall prevent any rider from being added to Agreement that is favorable to Band, as judged by Band. All riders must be in writing and signed by the party against whom enforcement is sought.

The below-signed Band Representative warrants s/he has authority to enforceably sign this agreement for Band in its entirety. The below signed Operator's Representative warrants s/he has authority to bind Operator and Venue (above).

Signature of Band Representative: *Timothy E Dickman* (signed electronically)

Band's Representative typed name and title: Tim Dickman, Band Member

Band's typed name: Signal Point Band

Band's Address: 2772 Coit Ave NE, Grand Rapids, MI 49505

Band's Phone: (616) 566-88

3251

Operator's Representative Signature: _____

Operator's Representative typed name and title: _____

Signal Point Band
Event Contract

Proposed Set List (may vary slightly, depending on crowd interaction)

Hurts So Good

Roadhouse Blues

Born To Be Wild

Centerfold

Summer of '69

Keep Your Hands to Yourself

Crazy Little Thing Called Love

They Call Me The Breeze

Every Rose

China Grove

You Wreck Me

Honky Tonk Blues

Two Tickets to Paradise

Rockin in the Free World

Brass in Pocket

Blister in the Sun

Authority Song

Just What I Needed

Hungry Like the Wolf

Jessie's Girl

You Really Got Me

I Want You to Want Me

500 Miles

Boys are Back in Town

What I Like About You / R.O.C.K in the USA

We Got the Beat

Play That Funky Music

Dream On

La Grange

Jailhouse Rock

Long Train Running

You Shook Me

Sweet Caroline

I Love Rock and Roll

I Won't Back Down

Folsom Prison Blues

Satisfaction

1999

Brown Eyed Girl

I Saw Her Standing There

Purple Rain

Jenny (867-5309)

CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: July 14, 2021
To: Supervisor Lesperance & Cascade Township Board
From: Benjamin Swayze, Township Manager
Adam Magers, Fire Chief
Subject: Project Award – Professional Architectural/Engineering Services for Fire Station #1

FACTS:

At the March 10 Township Board meeting the Township Board and public had an opportunity to review the final conceptual planning analysis for a proposed Fire Station #1 project. The presentation was the culmination of a nearly yearlong process to develop a recommended location, conceptual layout and conceptual cost estimate for the replacement of Fire Station #1. The recommendation is for the current Fire Station #1 to be demolished and a new Headquarter Station be built to replace it.

At the May 26th Township Board meeting the Township Board approved the letting of a request for proposals for Architectural and Engineering Services for Fire Station #1 to assist in the design and construction of the facility based on the completed conceptual planning analysis.

The schedule for this procurement as outlined in the RFP is:

- Issue request for proposals — May 27, 2021
- Proposals due — June 18, 2021
- PSA Committee evaluates proposals — Week of June 21, 2021
- Township Board approves contract — July 14, 2021
- Project Begins — July 15, 2021
- Project Concludes — TBD

The Township received 11 total proposals in response to the RFP. Responses were received from:

- Williams Architects
- Redstone – Progressive AE
- Tower Pinkster – BRW
- Paradigm
- Alexander Bogaerts & Assoc.
- The Collaborative – KZF
- Fleis & Vandenbrink – BKV
- DLZ
- Fishbeck
- FGM
- Healy Bender Patton Been

The Public Safety Advisory Committee met in late June to conduct a full review of all the submitted proposals based on the review criteria outlined in the RFP. After reviewing all of the proposals, the committee chose to interview three firms: Williams Architects, Tower Pinkster/BRW and The Collaborative/KZF.

Attached for your review is:

- Fire Station RFP Analysis – Executive Summary from Chief Magers
- Request for Proposals for Professional Architectural/Engineering Services for Fire Station #1
- All proposals received in response to RFP

ANALYSIS & CONCLUSIONS:

As detailed by Chief Magers in the Fire Station RFP Analysis – Executive Summary, the Fire Department design committee and Public Safety Advisory Committee used the following process analyze, break down and compare the proposals:

1. Overall proposal quality and detail.
2. Fee structure: Fixed vs. Percentage based. What was included in basic services. Additional fees/reimbursables. Vague or hidden costs. Detailed estimates. "Scope creep."
3. Fire Station Experience: Comparable Projects. Similar budgets. Portfolio quality.
4. Program schedule
5. References check/validation.
6. Warranty/walkthroughs/quality control.
7. Interviews/Presentations/Follow up

After completion of the interviews, the PSAC unanimously recommended that the Township Board award the project to Williams Architecture. Among other qualities, the committee was impressed with Williams portfolio of projects, the qualifications and experience of key project staff, attentiveness to the needs of the Township, competitive cost proposal and positive reference check. Chief Magers and members of the PSAC will be able to elaborate on the recommendation at the meeting. In addition, the Williams team will be in attendance to answer any questions the Board may have.

FINANCIAL CONSIDERATIONS:

The cost proposal from Williams breaks down as follows:

Base Fee: 6.9% of total construction cost
Civil Engineering & Landscape Design: $35,000
Topo Site Survey: $5,600
Low Voltage Design: $9,000
Geotechnical: $6,300
Interior Finishes: $9,500
Furniture Design: $8,500
Reimbursable: Estimated at 6% of base fee

RECOMMENDED ACTION:

To award the bid for Profession Architectural/Engineering Services for Fire Station #1 to Williams Architects and authorize the Township Manager to execute a contract for services subject to final contract language being approved by the Township attorney

CASCADE TOWNSHIP FIRE DEPARTMENT

Dedicated to Serving You

Township Board Members

Fire Station RFP Analysis - Executive Summary

July 8, 2021

Members of the Board,

We received 11 architectural and engineering services proposals for our Fire Station 1 plan. The Fire Dept. and PSAC committee used the following process to analyze, break down, and compare the proposals. (See the following page for detailed addendum.)

1. Overall proposal quality and detail.
2. Fee structure: Fixed vs. Percentage based. What was included in basic services. Additional fees/reimbursables. Vague or hidden costs. Detailed estimates. "Scope creep."
3. Fire Station Experience: Comparable Projects. Similar budgets. Portfolio quality.
4. Program schedule
5. References check/validation.
6. Warranty/walkthroughs/quality control.
7. Interviews/Presentations/Follow up

Steps one through six were used to identify and advance three firms for interviews, presentations, and follow up. The three firms were The Collaborative/KZF, Williams Architecture/Prein-Newhoff, and Tower-Pinkster/BRW. After the interview/presentation portion, the PSAC committee, along with myself, and Manager Swayze met and came to a unanimous decision to recommend Williams Architects to the Board for consideration.

If you have any questions or concerns, please let me know and I will be happy to review all of this process. amagers@cascdetwp.com or c: (616)318-8340.

Thank you for your consideration,

Adam T. Magers

Fire Chief, Cascade

2865 THORNHILLS AVE SE ● GRAND RAPIDS, MI 49546
(616) 949-1320 ● FAX (616) 285-2330

Fire Station RFP Analysis Addendum: For comparison, all percentages/estimates are based on a construction cost projection of 7.3 million. (Note: these fees represent architectural/engineering/design/etc. actual construction bids are not expected until design is completed around the first of the year.)

1. **Williams Architects:** 6.9% ($503,700 - $607,822)
    - **a.** Comparable project – Portage Fire Station 2020 $6.1 mil
    - **b.** Detailed fee structure. Budget
    - **c.** Unanimous recommendation after interview/presentation.
    - **d.** Local CE. Prein-Newhoff
2. **Redstone – Progressive A&E:** 7.25% ($529,250 - $654,250)
    - a. Comparable project – Ada Library 2020 $12 mil
    - b. Local-Progressive
3. **Tower-Pinkster – BRW:** Fixed Fee ($538,973 - $565,300)
    - **a.** Comparable project – Bryan Fire, TX 2018 $6.4 mil
    - **b.** Final three
    - **c.** Local-Tower Pinkster
    - **d.** Higher project cost estimate
4. **Paradigm:** Base Fee ($260,800 - ??)
    - **a.** Vague fee structure/proposal
5. **Alexander Bogaerts & Assoc:** 8% ($584,000 - ??)
    - **a.** Vague fee structure/proposal
6. **The Collaborative/KZF:** 7% ($517,664 - $561-664)
    - **a.** Comparable project – Lebanon Fire, OH 2021 $6.9 mil
    - **b.** Final three
    - **c.** Ann Arbor/Cincinnati
7. **Fleis & Vandenbrink – BKV:** 6.8% ($496,400 - $521,400)
    - **a.** Comparable project – Henrico Fire, VA 2022 $7.23 mil
    - **b.** F&V local
8. **DLZ:** % based ($564,468 - ?)
    - **a.** Comparable Project – Kzoo Twp Fire Station 2 2021 concept $9 mil
    - **b.** Local office
9. **Fishbeck:** Fixed Fee ($365,000 - ?)
    - **a.** Comparable project – Holland Twp, Station 2 2019 $7.2 mil
    - **b.** Vague Fee structure
    - **c.** Local
10. **FGM:** Fixed Fee ($484,000 - ?)
    - **a.** Comparable project – Elk Grove Il, Station 8 2019 11 mil
    - **b.** Illinois based
    - **c.** Vague fee/additional services
11. **Healy Bender Patton Been: %** (no fee provided)
    - a. Illinois based

2865 THORNHILLS AVE SE ● GRAND RAPIDS, MI 49546
(616) 949-1320 ● FAX (616) 285-2330

CASCADE CHARTER TOWNSHIP
REQUESTS FOR PROPOSALS
Professional Architectural/Engineering Services Fire Station #1

Cascade Charter Township hereby requests proposals from qualified firms interested in providing a ***Professional Architectural/Engineering Services for Fire Station #1*** for Cascade Charter Township.

Proposals shall be due June 18, 2021 at 10:00 a.m. Please mark the sealed envelope as "Cascade Township Professional Architectural/Engineering Services for Fire Station #1." A complete Request for Proposal document may be obtained at:

Cascade Charter Township
ATTN: Benjamin Swayze
Township Manager
5920 Tahoe Dr. SE
Grand Rapids, MI 49546
Phone: 616-949-1500

Or on the Web at:
http://www.cascadetwp.com/Reference-Desk/Bids.aspx

Cascade Township
Request for Proposals
Professional Architectural/Engineering Services for Fire Station #1

Cascade Charter Township hereby requests proposals from qualified firms interested in providing Professional Architectural/Engineering Services for Fire Station #1 to the Township.

These specifications describe the conditions, requirements and responsibilities accepted by firms when bidding on providing these services to Cascade Charter Township (Cascade ***or*** the Township).

I. INTRODUCTION

1.1 Background

Cascade is a full-service Charter Township that offers the following services:

- Township Administrative Services
- Clerk
- Treasurer
- Assessing
- Community Development (Planning, Zoning, Economic Development)
- Buildings and Grounds
- Parks, Pathways and Cemeteries
- Emergency Services (Fire, Medical, Accident)
- Building Inspections (Including contracted services with neighboring communities)
- Library (In partnership with Kent District Library)
- Police (In partnership with the Kent County Sheriff's Department)
- Water/Sewer (In partnership with The City of Grand Rapids)
- Downtown Development Authority

This **Request for Proposal** is intended to solicit and secure proposals from firms with experience working with diverse interests within municipalities of a size similar to Cascade. The Township recently completed a planning analysis to study the feasibility of a new fire station to replace the current Fire Station #1 at 2865 Thornhills SE. Station #1 is one of two stations in the department. The study was conducted as a result from a 2019 needs assessment and facilities study effort led by the Township Board. Fire Station #1 was ranked as the top priority for investment in existing or new facilities.

During the study, three sites were considered, including the current Thornhills site and two alternate sites. Based on the Thornhills site, a space needs assessment was completed

to identify the needs of the Cascade Township Fire Department. A concept layout, based on the needs assessment, was developed to demonstrate adjacencies.

As part of the site planning analysis exercise, the pros and cons of each location were considered against the planning priorities of the Fire Department and the Township's long-range master plan. The Thornhills site was ultimately selected as best meeting the priorities.

The building concept plan was applied to the Thornhills site resulting in three site conceptual options Again, the pros and cons of each option were identified and the team evaluated against the planning priorities, resulting in the ultimate selection of Concept A as the preferred design. The final Planning Analysis document presentation and cost estimate are included as ***Appendix A***. It should be noted that this RFP is associated with Fire Station #1 only and not the Station #2 outbuilding.

The Planning analysis was presented to the Community in January 2021 and to the Township Board in February 2021. The Township Board now wishes to move the project forward and is seeking a qualified firm to provide architectural and engineering services for the project, including bidding services. A full scope of services can be found in ***Section 3***.

1.2 Minimum Qualifications

Proposals will be accepted from firms who meet the following minimum qualifications. Individuals or firms that do not meet these minimum qualifications shall be deemed non-responsive and will not receive further consideration.

A. Standard Insurance Requirements:

1. Commercial General Liability Coverage: Commercial General Liability Coverage including products/completed operations, contractual liability, and personal injury. This insurance shall be on a commercial insurance, occurrence form. The certificate must contain, as an endorsement, the following language: "Cascade Charter Township, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the Township and within appointment of its operating budget, including Cascade Charter Township, are named as additional insured and said coverage shall be considered to be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by Cascade Charter Township". The limit amount for this insurance shall be not less than $1,000,000 per occurrence and $2,000,000 aggregate.

2. Workers Compensation Coverage: At a minimum, Workers

Compensation Insurance as required by State of Michigan law, Michigan statutory coverage, or evidence of an exemption for sole proprietors or a State issued exemption for corporations, partnerships or LLCs who have three or less employees. Employer Liability limits of $500,000 each accident, $500,000 disease policy limit and $500,000 disease each employee.

3. Automobile Liability Coverage: The Automobile Liability Coverage shall cover all owned, non-owned, and hired automobiles with a limit of not less than $1,000,000 combined single limit each accident.

4. Professional Liability Insurance: An errors and omissions policy covering an actual or alleged error, statement, act, omission, neglect or breach of official duty, including misfeasance, malfeasance, and non-feasance in an amount not less than $2,000,000 per claim.

5. Cancellation: Cancellation clause of insurance not less than thirty (30) days.

6. Proof of Insurance: The Township reserves the right to require complete, certified copies of all required insurance policies at any time.

B. The successful bidder will be required to enter into a professional service contract with the Township.

1.3 Funding

Any contract awarded as a result of this Request for Proposal is contingent upon the availability of funding, as determined by the Township Board.

1.4 Period of Performance

The period of performance of any contract resulting from this RFP is tentatively scheduled to begin on or about July 15, 2021 and conclude at a time to be determined based on the schedule submitted as part of this proposal.

II. GENERAL INFORMATION FOR CONSULTANTS

2.1 Project Administrator

The Project Administrator is the sole point of contact for this procurement. All communication between prospective bidders and the Township upon receipt of this RFP shall be with the Project Administrator, as follows:

Benjamin Swayze
Township Manager
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

Telephone: (616) 949-1500
E-mail: bswayze@cascadetwp.com

Prospective bidders are to rely on written statements issued by the Project Administrator. Any other communication will be considered unofficial and non-binding on the Township. Communication directed to parties other than the Project Administrator may result in disqualification of the prospective bidder.

2.2 Estimated Schedule of Procurement Activities

- Issue request for proposals — May 27, 2021
- Proposals due — June 18, 2021
- PSA Committee evaluates proposals — Week of June 21, 2021
- Township Board approves contract — July 14, 2021
- Project Begins — July 15, 2021
- Project Concludes — TBD

2.3 Submission of Proposals

Responding firms are required to submit one (1) physical copy and one (1) electronic copy of their proposal. The proposal, whether mailed or hand delivered, must arrive at the Cascade Township Hall no later than 10:00 a.m., local time, on Friday June 18, 2021.

Proposals must include all information as outlined in Section 4 of this document.

The proposal is to be sent to the Project Administrator at the address noted in Section 2.1, above. The envelope should be clearly marked "Cascade Township Professional Architectural/Engineering Services for Fire Station #1" and addressed to the attention of the Project Administrator.

Bidders who mail proposals should allow normal mail delivery time to ensure timely receipt of their proposals by the Project Administrator. Respondents assume the risk for the method of delivery chosen. The Township assumes no responsibility for delays caused by any delivery service. Proposals may not be transmitted using electronic media such as facsimile or email transmission.

Late proposals will not be accepted and will be automatically disqualified from further consideration. All proposals and any accompanying documentation become the property of the Township and will not be returned.

2.4 Proprietary Information and Public Disclosure

Materials submitted in response to this competitive procurement shall become the property of the Township. All proposals received shall remain confidential until the deadline for submission of bids or proposals has expired, as defined by Michigan statute (MCL 15.243 (1)(i), the Freedom of Information Act).

2.5 Revisions to the RFP

In the event it becomes necessary to revise any part of this RFP, addenda will be reduced to writing and submitted to all prospective bidders known to the Township. For this purpose, the published questions and answers and any other pertinent information will be considered an addendum to the RFP and will be provided to prospective bidders.

The Township reserves the right to cancel or to reissue the RFP in whole or in part, prior to execution of a contract.

2.6 Acceptance Period

Proposals must provide 60 days for acceptance by Township from the due date for receipt of proposals.

2.7 Responsiveness

All proposals will be reviewed by the Project Administrator to determine compliance with administrative requirements and instructions specified in this RFP. Failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive. The Township also reserves the right, at its sole discretion, to waive minor administrative irregularities.

2.8 Most Favorable Terms

The Township reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially on the most favorable terms that the respondent could propose. There will be no best and final offer procedure. The Township does reserve the right to contact a respondent for clarification of its proposal.

The Respondent should be prepared to accept this RFP for incorporation into a contract resulting from this RFP. Contract negotiations may incorporate some of or the Respondent's entire proposal. It is understood that the proposal will become a part of the official procurement file on this matter without obligation of the Township.

2.9 Costs of Proposal

The Township will not be liable for any costs incurred by the Respondent in preparation of a proposal submitted in response to this RFP, in conduct of a presentation, or any other activities related to responding to this RFP.

2.10 No Obligation Contract

This RFP does not obligate the Cascade Township Board to award a contract for services specified herein.

2.11 Rejection of Proposals

The Township reserves the right at its sole discretion to reject any and all proposals received without penalty and not to issue a contract as a result of this RFP.

2.12 Failure to Comply

The Respondent is specifically notified that failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive.

2.13 Commitment of Funds

The Cascade Township Board or their delegates are the only individuals who may legally commit the Township to the expenditures of funds for a contract resulting from this RFP. No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.

2.14 Signatures

The proposal must be signed and dated by a person authorized to legally bind the Respondent to a contractual relationship, e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship.

III. SCOPE OF WORK

3.1 General Scope of Work

The Township is seeking professional architectural and engineering services from qualified firms to assist in the design and construction of a new Fire Station #1 based on the conceptual design study completed in Winter 2021, and attached to the RFP as ***Appendix A***. It is the intention of the Township to hire an Owners Representative to oversee the construction of the Fire Station and assist throughout the entire process. The scope of services includes a complete Fire Station design package including structural, mechanical, utility, electrical, HVAC and landscape site design.

Each phase shall be completed and approved by the Township Board prior to authorization to proceed with the subsequent phase.

1. **Preliminary Design –** The firm shall use the available planning analysis and conceptual design to develop preliminary architectural and engineering document. Preliminary design shall include all topographic and property surveying of the area selected in the preliminary report as well as all subsurface soils testing and utility investigation. Preliminary design will include:
    - **a.** Architectural/Engineering Drawings (85% complete)
    - **b.** Mechanical/Structural Design
    - **c.** Architectural/Site Plan
    - **d.** Conceptual Landscaping
    - **e.** Demolition Plan and Estimate
    - **f.** Architectural Renderings
    - **g.** Final Construction Estimate and Timeline

2. **Final Design –** Upon written authorization from the Township, the firm shall proceed with final design and specifications and preparation of bidding documents of the proposed facility. Final design will include:
    - **a.** Engineering Plans (100% Complete)
    - **b.** Electrical/Mechanical Drawings
    - **c.** Demolition Plans
    - **d.** Architectural Plans
    - **e.** Landscaping Plans
    - **f.** Complete Permit Application Submittal
    - **g.** Project specification and bidding documents

3. **Bidding –** Firm will be responsible for bidding process including letting of bids, pre-bidding meeting, reception and opening of bids, tallying of bids and recommendation of bid selection to the Township Board.

4. **Construction** – The Township intends to procure the services of an Owners Representative to oversee the construction process. However, the selected firm will need to work cooperatively with the Owners Representative through the entire construction process.

3.2 Owners Representative

It is the intent of the Township to retain a construction manager/ owner's representative to work in conjunction with the successful bidder. Among other services, the Owner's Representative will be integrated into the project to review every aspect of the project, including but not limited to:

1. Constructability

2. Scheduling
3. Cost Estimates
4. Value Engineering
5. Construction Oversite

It is the intent that the successful architectural/engineering firm will consult with Township staff and assist in developing a scope of services and RFP for the Owner's Representative/Construction Management Services.

IV. PROPOSAL CONTENT

After fully evaluating the proposal requirements and the project description, including all information provided in ***Appendix A***, each bidder shall develop a proposal that will describe the proposed method for project implementation. Bidders are encouraged to be creative in their project submissions, however each proposal must contain, at a minimum, the following information:

4.1 Business Organization

State the full name and address of your organization and, if applicable, the branch office, consultants, or other subordinate elements that will provide or assist in providing the service. Include phone number(s), email address(es) and respondent's website address.

4.2 Executive Summary

Summarize the respondent's strong points and how experience, particularly with similar responsibilities, will benefit the stakeholders. Include a brief description of the scope, staffing and dates.

4.3 Project Proposal

Describe in narrative form, the methods proposed for completing the scope of services outlined in ***Section 3***. Identify deliverables with emphasis on the stated scope and intent of the project, including tasks and timelines. Emphasis on clarity and detail of the proposal is an important consideration in evaluation of the responses. Proposal must identify a timeline for this project, including proposed beginning date, length of time to conduct each phase and completion date.

4.4 Project Staffing

Provide a chart with the staff you are committing to the solicitation. Show lines of authority and communication and provide a brief role description with responsibilities for each person as they relate to the solicitation. Provide resumes for each person assigned to the project.

4.5 Pricing Methodology

Provide a price methodology with attention to detail and understandability that includes a properly designed and implemented all-inclusive response. The Respondent shall include all associated costs to successfully complete the project including travel, printing telephones expenses, etc…

4.6 Authorized Negotiations

Include the names and telephone numbers of those persons in your organization authorized to negotiate the proposed contract with the Township.

4.7 References

Provide a minimum of three (3) relevant references preferably of similar scope and complexity. Include the names of the projects, location, completion date, project cost and specific challenges; identify project team members and references for each project including telephone numbers and email addresses.

Provide permission for the Township to contact any municipality or individuals, whether offered as references or otherwise, to obtain information that will assist the Township in evaluating the Proposal. The Township retains the right to use such information to make selection decisions. Submittal of a proposal is an agreement that the Township may contact and utilize such information.

4.8 Additional Information

The respondent may also include any additional information and/or comments believed to be pertinent but not specifically requested elsewhere in the document.

IV. EVALUATION CRITERIA

5.1 Evaluation Subcommittee

The Public Safety Advisory Committee of the Cascade Township Board will be responsible for evaluating the submitted proposals and submitting a recommendation of project award to the full Township Board for consideration. Though there are no formal evaluation criteria, the Public Safety Advisory Committee will focus on the following items when evaluating the proposals:

1. Verification of the basic information provided by the firm including, but not limited to, entity name, principals, incorporation, licensing and references.

2. Completeness of the proposal

3. Responsiveness to all elements outlined in the request for proposal.

4. Project proposal and the likelihood it will satisfactory address the needs of the Township in regards to the scope of services.

5. Experience and qualifications of the Respondent and all team members identified.

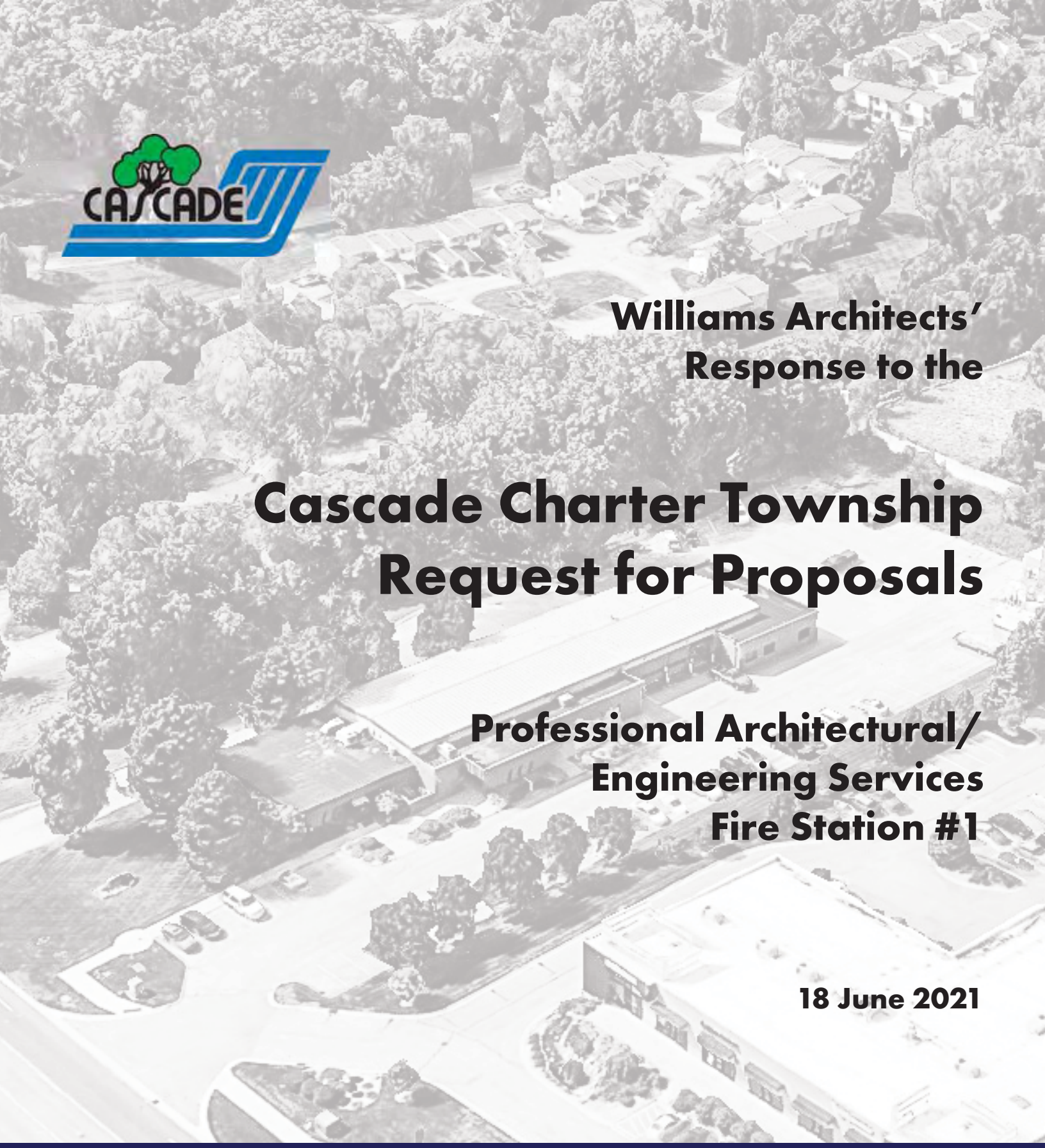
6. Experience and results in performing the services desired by the Township.

7. Cost proposal that is advantageous to the Township.

5.2 Subcommittee Recommendation

The Public Safety Advisory Committee will be responsible for making recommendations on the choice of a proposal to the full Cascade Township Board. The Cascade Township Board remains the sole body responsible for awarding a contract. The Cascade Township Board reserves the right to request additional information from the firms including, but not limited to, formal interviews and/or firm presentations. Should firms be requested to present to the Public Safety Advisory Committee or the Cascade Township Board, they will receive a minimum of seven (7) days' notice.

Submission of a proposal indicates acceptance by the firm of the conditions contained in the Request for Proposal.



Williams Architects'
Response to the

Cascade Charter Township
Request for Proposals

Professional Architectural/
Engineering Services
Fire Station #1

18 June 2021

WILLIAMS ARCHITECTS
Architecture | Planning | Aquatics | Interiors

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WILLIAMS ARCHITECTS

Architecture | Planning | Aquatics | Interiors

18 June 2021

Cascade Charter Township
ATTN: Benjamin Swayze
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

Re: Request for Proposals - Professional Architectural / Engineering Services Fire Station #1

Dear Mr Swayze,

Williams Architects has been dedicated to public clients throughout our 47+ years with a concentration on fire facilities for 30 years. We understand that fire stations are the home base and provide important support for the Department. Based on our understanding of the Project, combined with our years of experience with fire facilities, positions us as a well suited organization for this Project. We would be honored to be selected as your Architect!

Our senior partners, Mark Bushhouse and Scott Lange have been personally involved throughout all our fire station projects. Mark and Scott will be our representatives to work directly with your staff and Township officials throughout the project. Mark and Scott personally "handcraft" only a few select fire stations per year. They have developed, refined, and honed their skills and understanding of the facility needs of today's fire fighter professionals on dozens of facilities. Their consistent track record speaks volumes as to their skill and passion to meet our client's goals.

We have recently celebrated the grand opening of the City of Portage, MI's new fire station and are currently assisting the City of Struthers, OH, and the Highland Park Fire Department with their fire stations. We encourage you to contact our current and previous client references to learn first-hand about our project process, approach and performance.

We want to affirm that we are committed to represent the best interests for Cascade Charter Township. We look forward to meeting with you to discuss your Project and ways in which Williams Architects can be of assistance. We trust you will find our qualifications and proposal complete, but should you have any further questions or require additional information during the evaluation period, please contact us at your convenience.

Sincerely,

Mark S. Bushhouse, AIA, LEED AP
President / Principal-in-Charge

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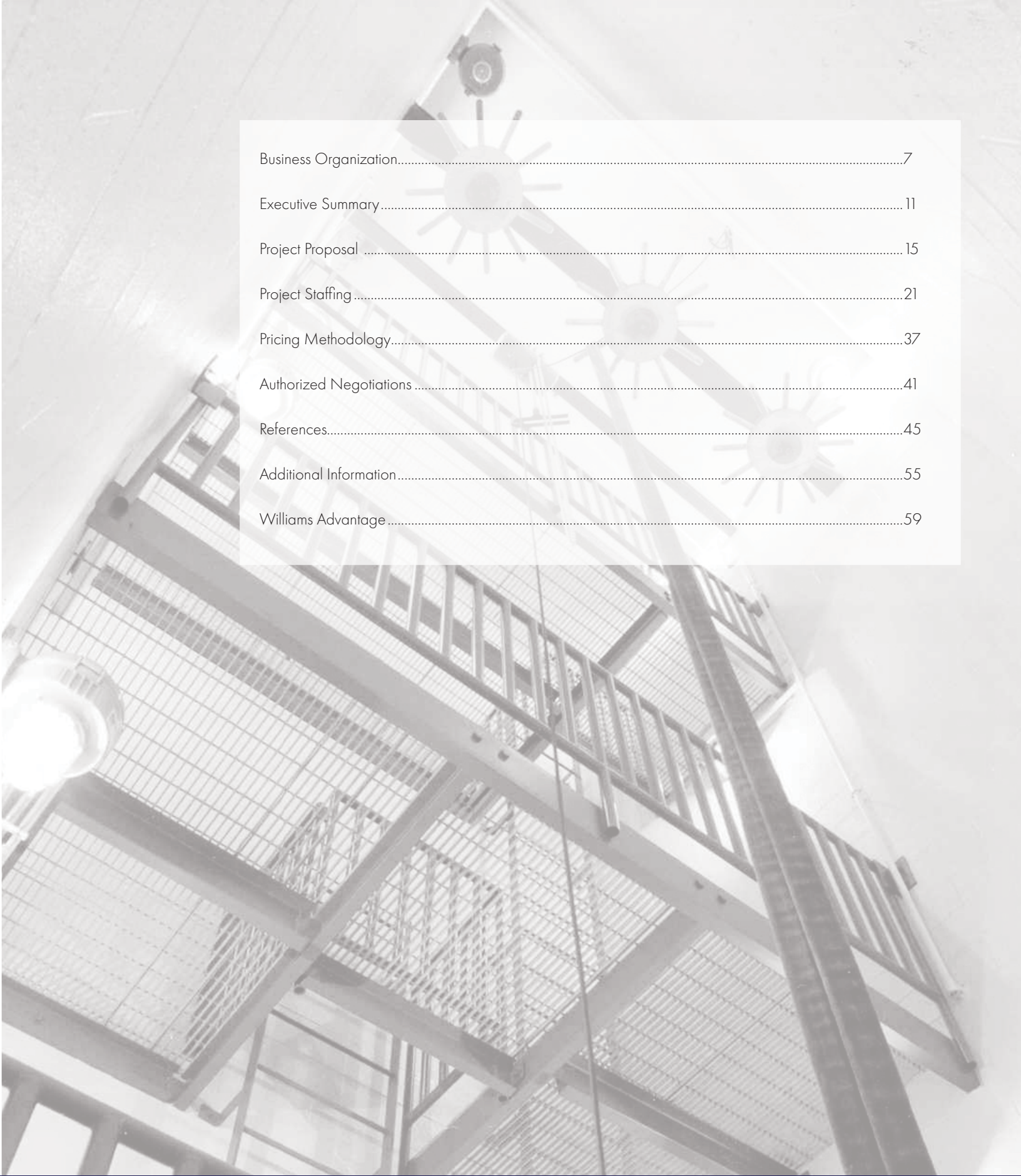

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Business Organization

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Williams Architects - Illinois Licensed Corporation Operating in Michigan

OFFICE ADDRESS:

500 Park Boulevard, Suite 800

Itasca, IL 60143

ALL OFFICES:

Itasca, IL (HQ); Chicago, IL; Columbus, OH;

Indianapolis, IN; Austin, TX; St. Petersburg, FL

OFFICE PHONE NUMBER: 630.221.1212

WILLIAMS ARCHITECTS CONTACT:

Mark S. Bushhouse AIA, LEED AP

Principal-in-Charge / President

msbushhouse@williams-architects.com

Direct: 630.344.1021

Cell: 630.565.3498

CONSULTANTS:

Prein&Newhof: Civil and Landscape Design

WT Group: MEP Engineering

Johnson Wilbur Adams: Structural Engineering

Sentinel: Low Voltage Systems

WEBSITE : WILLIAMS-ARCHITECTS.COM

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Executive Summary

Firm Overview

Our Design Philosophy

As a client-oriented firm, Williams Architects is committed to developing a thorough understanding of our clients and their project needs. We express a commitment to architectural design that emphasizes economy and efficiency, durability and imagination of design with patron appeal and satisfaction while establishing a visual project identity that reflects and respects our clients' personality.

Williams Architects, originally established in 1974 and re-organized in 1994, has become a recognized leader in fire and public safety architecture. Our firm serves a range of local government clients as diverse as our projects, including more than 150 municipalities, park agencies, Townships, and Fire District bodies. Throughout all phases of each project, our senior management remains personally involved, which allows us to bring the more than 125 years of combined hands-on experience they represent to every facility.

For 30+ years, Williams Architects has demonstrated an in-depth understanding of the requirements for fire station facilities by developing innovative design solutions that incorporate the components necessary while introducing the most cutting edge technology to the final design. We have worked with a variety of operations and know all the right questions to ask to insure every facility meets the goals of our clients. Combined with our wide-ranging expertise in municipal and public architecture, this results in superb, custom-designed facilities that reflect the needs of our clients and their communities.

Our firm offers a **quality** comprehensive package of services, including options that can be tailored to meet project goals. We understand that **people** are the foundation for every project and therefore our projects express a commitment to architectural design excellence that emphasizes economy and efficiency, durability and imagination, patron appeal and satisfaction while establishing a visual project identity that reflects and respects our clients' personalities. We provide comprehensive **services** through a combination of in-house personnel and collaboration with complementary consultants.

The Williams Mission Statement

Williams Architects strives to create exceptional design solutions to inspire the way people live, learn, heal, work and play through the creative blending of human needs, environmental stewardship, functional value, science and art that embodies the spirit of architecture.

FIRM NAME:
Williams Architects

CONTACT NAME:
Mark S. Bushhouse, AIA, LEED® AP
President / Principal-in-Charge
msbushhouse@williams-architects.com

COMPANY ADDRESS:
500 Park Boulevard, Suite 800
Itasca, IL 60143

OFFICE LOCATIONS:
Itasca, IL (HQ); Chicago, IL;
Columbus, OH; Indianapolis, IN;
Austin, TX; St. Petersburg, FL

COMPANY CONTACTS:
Phone: 630.221.1212
Fax: 630.221.1220

DATE INCORPORATED:
1974

OWNERSHIP & CORP. STRUCTURE:
Illinois Licensed Corporation Operating in Michigan
- Tom Poulos: CEO
- Mark Bushhouse: President
- Frank Parisi, Vice President
- Scott Lange: Vice President
- Steven Mihelich: Vice President
- Andrew Dogan, Principal
- Andrew Caputo, Associate Principal

NUMBER OF EMPLOYEES:
34

EMPLOYEES BY DISCIPLINE:
Architects: 23
Technical Staff: 2
Marketing / Administrative: 3
HR / Accounting: 2
Interior Design: 2
IT: 1
Cost Estimator: 1

SERVICES PROVIDED:
Architectural Basic Services
Master Planning
Space Needs
Feasibility Studies
Programming
Referendum / Levy Assistance
Public Input
ADA
Interiors
Cost Estimating
Sustainable Design / LEED

SOCIAL MEDIA:
/williams_architects_aquatics
/williams.architects.aquatics
/williams-architects-aquatics
/williams_arch
/williams architects | aquatics

www.williams-architects.com

Executive Summary

HISTORY OF SUCCESS
Williams Architects has a long relationship with fire station projects that are similar to that being proposed by Cascade Charter Township. We have developed a respectful and collaborative approach that can offer insight and additional value to the Township.

FIRE STATION EXPERTS
Williams Architects has worked on over 150 Municipal Facilities. We will use this experience to provide the Cascade Charter Township with the high-quality services you expect and deserve.

WORKING TOGETHER
We understand the need to work together to ensure the goals of the Cascade Charter Township and its residents are met.

WE CAN MEET YOUR FINANCIAL GOALS
We understand that every dollar counts. We have experience meeting our client's budget and can help ensure that we meet yours.

QUALITY TEAM
We have assembled Team Members and Experts that are committed to the Cascade Charter Township's success.

Our Project Team will be led by Mark Bushhouse and Scott Lange. Mark and Scott have over 25 years of experience working together in the design and planning of Fire Stations. Working closely with our Architectural Staff and Consultants, we shall provide the necessary expertise to meet Cascade Charter Townhip's goals for for Fire Station # 1. Our proposed project team is ready to commence work immediately.

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Project Proposal

Project Approach

Our practical team management approach has proven successful in maintaining exceptional communications with clients, enabling us to complete superior projects on time and within budget. Our approach is collaborative throughout all phases. We believe in building strong working relationships with the Cascade Charter Township, encouraging all to work hand-in-hand with the Williams Team to achieve an open exchange of information and ideas. We will continually organize and plan our services to maintain open and ongoing communication with the Cascade Charter Township's leadership throughout the project so issues may be discussed and effectively resolved. In the instance where we need to come to the site at a moments notice we are prepared to meet that and any other need.

The Williams Architects' Team will provide the following services:

SCOPE OF SERVICES

PROJECT KICK-OFF/DATA COLLECTION

Williams Architects and our consultant team shall attend a Project Kick-Off meeting with the Cascade Township staff and other stakeholders. During this meeting, we will identify the Project Team, Township goals, review all data collected with respect to the Project and meet with key staff to gather additional input. We will discuss:

- Expectations/Tasks – We will discuss and define overall expectations and necessary tasks and responsibilities. A detailed work plan (including initial goals & objectives, as it relates specifically to the task) will be discussed and a project schedule will be developed.

- Evaluate Program and Project Parameters – Williams Architects will facilitate discussions and evaluate the program requirements and overall project parameters.

- Communiqué – Confirmation on lines of communication, points of contact, level of involvement by the Township leaders and staff, and other related project management details.

- Data Collection – Williams Architects will request, collect, log and review potential data and information required in order to facilitate a thorough understanding of the project background.

- Design Criteria – Develop a "Design Statement" and establish the Project's design criteria, as they relate to the Project's goals and objectives.

We gather all information available to include infrastructure, due diligence, surveys, land use preservation, photographs, existing master plans, drawings, zoning information, soil borings, etc. We will review the materials / studies to become familiar with the design intent and scope of work for the project. Utilizing this information we complete our comprehensive database. .

PRELIMINARY DESIGN

Schematic Design

- Assist Owner to define Project goals and objectives.
- Review Owner's existing Project Site information, including current survey of Project Site.
- Review previously prepared program data and conceptual design and incorporate into design criteria.
- Preparation of Architectural Program defining elements to be included within Project.
- Include information related to current and desired circulation patterns.
- Assist Owner in researching applicable local zoning requirements and/or procedures potentially required to secure approval(s) for Project by local governmental officials.
- Review and Approval.
- Prepare multiple Building and Site design concepts, review with Owner and refine to best concept..
- Review and determine Mechanical, Electrical, Plumbing and other specialty systems for the facility.
- Preparation of Schematic Design Site Plan(s) graphically defining design intent. Plans shall include location and configuration of

proposed building(s), facilities, entrance/exit driveways, pedestrian walkways and signage.
- Preparation of preliminary Project Schedule from Design through Construction.
- Preparation of Preliminary Estimate of Probable Construction Cost based on Owner's Facility Program.
- Final review with the Owner.

Design Development

- Based upon Schematic Design Phase Documents, further develop drawings, typical sections and details, site and floor plans, and elevations.
- Provide code review analysis and review with local Code Authority.
- Develop and engineer the main components of Mechanical, Electrical, Plumbing and other specialty systems for the facility.
- Select fixtures and equipment.
- Provide outline specifications and notebook of all selected materials and fixtures.
- Further refine documents / deliverables.
- Refine cost estimate.
- Final review with the Owner for approval.

FINAL DESIGN

Construction Documents Phase

- Preparation of Contract Documents consisting of detailed drawings and specifications as required to secure a building permit and proceed with bidding and construction of the Project.
- Revise Estimate of Probable Construction Cost as required to reflect that defined within the Contract Documents.
- Final review with the Owner.

BIDDING

- Prepare/Issue Contract Documents to bidders.
- Respond to questions and provide clarifications to bidders.
- Issue Addendums and/or clarification to bidders.
- Attend One (1) pre-bid conference/meeting and One (1) bid opening/meeting.
- Prepare bid summary and recommendations to Owner.

CONSTRUCTION

- Architect's Basic Services during the Construction Phase shall include attendance every other week at Project Meetings for 11 months with the Owner's Representative and Contractor combined with a site observation visit to become generally familiar with the progress and quality of the completed construction work for general compliance with Construction Documents. The Architect shall report to the Owner's Representative nonconforming work observed during such visits.
- The Architect shall review and respond to written requests for information ("RFI's") from the Contractor seeking an interpretation or clarification of the Construction Documents in writing within a reasonable time.
- The Architect shall review Contractor submittals and shop drawings for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents and process Contractor's submittals and Shop Drawings.
- The Architect shall review in conjunction with a site observation visit the Contractor's Applications for Payment and process Contractor's Applications for Payment. Such review is to check for quantity of construction work which the Contractor has indicated is completed in the Application for Payment. The Architect shall not be responsible for obtaining or checking lien waivers provided or required.
- The Architect shall prepare Change Orders for Owner's approval and execution.
- The Architect shall visit Project Site to prepare One (1) Punch-List, issue Certificate of Substantial Completion and One (1) follow-up review for completion of Punch-List.
- The Architect shall conduct an 11-month walk-through of the facility to determine any outstanding warranty items.

Schedule Management

We attribute our success in maintaining rigorous adherence to schedules to our ability to collaboratively set realistic expectations with our clients or, alternatively, respond to pre-determined schedules by devising sensible and effective methods to organize project tasks. Collaboration among client, sub-consultants and contractor is critical throughout the design and construction project phases and must begin with realistic schedule setting.

We attempt to schedule our workload in an orderly manner to consistently and comprehensively meet your expectations while deploying our staff in a rational and productive manner. We also strive to have projects that are in various stages of service – from master planning to construction – in our workflow, so as to maintain a uniform workload, thus avoiding "peaks and valleys" in our operations.

Our procedure for maintaining project schedules includes outlining with the owner at the outset of a project an explicit, step-by-step process that considers both owner objectives and our capabilities with respect to fulfilling them. Having then established an ongoing series of deadlines, we have a course of milestones that allow us to realize outstanding results in project schedule management.

We propose the following schedule based upon the above Work Plan:

TASK	**DURATION**
Project Kick-Off / Data Communication	1-2 Weeks
Pre-Design	
Schematic Design	4-8 Weeks
Owner Approval	TBD
Design Development	4-8 Weeks
Owner Approval	TBD
Final Design	
Construction Documents	6-8 Weeks
Quality Control	2-3 Weeks
Owner Approval	TBD
Bidding	3 Weeks
Contracts and Owner Approval	TBD
Construction Administration	11 Months (Determined by Contractor)

Insurance

Williams Architects carries general, professional, and umbrella liability insurance with Hartford Insurance Company through USI Midwest LLC. Our coverage includes the following:

Williams Associates Architects, Ltd.
General Liability - $1,000,000 / $2,000,000
Umbrella Liability - $5,000,000 / $5,000,000

Williams Architects also carries $3,000,000 of Professional Liability (Errors and Omissions) insurance with RLI Insurance Company, 9025 N. Lindbergh Drive, P.O. Box 3961, Peoria, IL 61612-3961, Phone: 877-863-5095. Upon our selection and award of a contract, we provide the necessary professional liability insurance certificate for the project, and list the Cascade Charter Township as an additional insured.

Client#: 847736 WILLIASC

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/18/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Laurie Cloninger
USI Ins Srvcs LLC Euclid-Prof 2021 Spring Road, Suite 100 Oak Brook, IL 60523 312 442-7200	PHONE (A/C, No, Ext): 630 625-5219 FAX (A/C, No): 610 537-4939 E-MAIL ADDRESS: laurie.cloninger@usi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hartford Underwriters Insurance Company	30104
INSURER B : Nutmeg Insurance Company	39608
INSURER C : Everest National Insurance Company	10120
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Williams Associates Architects, Ltd.
500 Park Blvd Ste 800
Itasca, IL 60143

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:			83SBWAK2M3R	02/05/2021	04/01/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$2,000,000 $1,000,000 $10,000 $2,000,000 $4,000,000 $4,000,000 $
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			83SBWAK2M3R	02/05/2021	04/01/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$2,000,000 $ $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $10,000			83SBWAK2M3R	02/05/2021	04/01/2022	EACH OCCURRENCE AGGREGATE $	$10,000,000 $10,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		83WEGAK2LZV	02/05/2021	04/01/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$1,000,000 $1,000,000 $1,000,000
C	Professional Liability			AAEP000062211	04/01/2021	04/01/2022	$3,000,000 each claim / $3,000,000 annual aggr.	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability is written on a 'claims made' policy form.

THIS CERTIFICATE OF INSURANCE IS INTENDED AS A SPECIMEN COPY ONLY.

CERTIFICATE HOLDER
Williams Associates Architects, Ltd.

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Project Staffing

Organization Chart

We have selected the following team members to provide the required scope of services to the Cascade Township. Each team member has been selected for their expertise in projects similar to that being proposed by the Township.

MARK BUSHHOUSE
Principal in Charge

Planner; Overall Project Responsibility

SCOTT LANGE
Project Designer

Project Management, Design, Quality Control, Construction Phase Oversight

NATALIE CLEMENS
Project Architect

Document Production, Coordination, Construction Phase

PREIN&NEWHOF
Civil Engineering & Landscape Design

WT GROUP
MEP Engineering

JOHNSON WILBUR ADAMS
Structural Engineering

SENTINEL
Low Voltage

MARK S. BUSHHOUSE, AIA, LEED® AP, NCARB

Principal-in-Charge / Managing Principal

EDUCATION: University of Illinois, Chicago
Bachelor of Architecture, 1982

LICENSED ARCHITECT: FL, IA, IL, KS, MI, MO, NY, OH, WI

INDUSTRY EXPERIENCE: 39 Years

MEMBERSHIPS / AFFILIATIONS:
AIA Northeast Chapter Member
National Council of Architectural Registration Boards
LEED® Accredited Professional
American Public Works Association Member
International Association of Chiefs of Police Member
IL Fire Chiefs Association Member

Mark joined Williams Architects in March 1987 and is a licensed Architect in several states. While leading the firm as President, he also oversees our interiors and municipal practices. He has full project architectural responsibilities with a focus on master planning. Mark has demonstrated project leadership, planning expertise and effective cost control which will allow our team to create a realistic, cost conscious solution for Fire Station # 1.

PROJECT EXPERIENCE

- **Ankeny, IA, City of – Fire and Police Space Needs Analysis**
- **Ann Arbor, MI, City of – Fire Station No. 1 Master Planning**
- **Arlington Heights, Village of – Fire Department Headquarters Master Plan**
- Arlington Heights Memorial Library – Makerspace & Remodeling
- **Barrington, Village of – Police, Fire, and Village Hall Facilities**
- **Barrington Countryside Fire Protection District – Fire Station**
- Bartlett, Village of – Police Facility Planning Study; New Police Station
- Beacon, NY – Facilities Study
- **Bedford Park, Village of – Fire Station No. 3**
- Burr Ridge, Village of – Police Facility
- **Carol Stream Fire Protection District – Fire Station No. 2 Planning Study**
- Carol Stream, Village of – Municipal Village Hall & Police Master Plan; Addition / Expansion to Village Hall & Police
- Carpentersville, Village of – Multi-Department Master Plan, New Public Works Facility
- Cleveland Public Library, Cleveland, OH - Jefferson Branch Renovation & Addition
- Deerfield, City of – City Hall Renovation and Addition
- DeKalb, City of – Police Master Plan
- **Downers Grove, Village of – Fire Headquarters Facility, Police & Village Hall Planning**
- First Community Church – Columbus, OH – North Campus Sanctuary; Camp Akita Cabin
- Glencoe, Village of – Municipal Center - Police Department Renovation
- **Glenview, Village of – Fire Station No. 6 and No. 8, Village Hall & Police Addition / Renovation**
- **Highland, City of – Police, EMS & Fire Facility**
- **Highland Park, City of – Fire Dept. Headquarters Facility**
- Harris-Elmore Public Library, OH – Library Expansion & Renovation
- Hoffman Estates, Village of – Police Facility Master Plan
- **Huntley Fire Protection District – Fire Station No. 2; Headquarters Facility Master Plan**
- **Itasca Fire Protection District – Headquarters Facility Master Plan**
- Lake County – Sheriff's Main Evidence Processing & Storage Facility, Light Duty HVAC Improvements
- Lisle, Village of – Village Hall and Police Facilities
- Lisle Train Depot Interior and Exterior Seating Replacement
- **Morgan County, IN - EMS Stations Study**
- Morton Grove, Village of – Police and Village Hall Planning Study
- **Mount Prospect, Village of – Fire Station No.13**
- Mundelein, Village of – Police Facility Design Review
- Naperville Park District - Knoch Park Central Maintenance Facility
- North Aurora, Village of – Village Hall and Police Master Plan
- New Port Richet, FL - Public Works Fleet Warehouse & Storage Improvements
- Newburgh, NY – Facilities Master Plan
- Oakbrook Terrace, City of – City Hall and Police Station
- Oak Brook, Village of – Police Detention Zone Remodeling, Village Hall and Police Master Plan
- **Palatine, Village of – Fire Station No. 81**
- **Portage, MI, City of – New Fire Station No. 2**
- Poughkeepsie, NY, Town of – Municipal Feasibility Study
- Ravenna, Ohio – Reed Memorial Public Library
- **Richton Park, Village of – Police, Fire, Village Administrative & Recreation Master Plan**
- **Riverside, Village of – Municipal Facilities Assessment (Fire, Police, Village Hall);** P&R Building
- **Riverwoods, Village of – Lincolnshire/Riverwoods Fire Protection District Fire Station**
- Rolling Meadows, City of – Village Hall and Police Master Plan
- Sandwich, City of – Police Facility
- **Schaumburg, Village of – Fire Stations No. 1, 2 and 3;** EPW Facility Storage Assessment; Renaissance Parking Facility
- **Skokie, Village of – Fire Stations No. 16, 17 & 18;** Police Department Maintenance Facility
- **Skokie Park District – Historic Fire Station Renovation;** Maintenance Facility
- **Struthers, OH - New Fire Station**
- Sugar Grove, Village of – New Police Facility & Village Hall and Municipal Master Plan
- Summit, Village of – Police Facility Master Plan
- **Tinley Park, Village of – Fire Stations No. 2 & 3 Master Plan**
- Wadsworth, OH Public Library – Roof Replacement
- Warrenville, City of – Feasibility/Master Plan, Police and Administration
- West Chicago, City of – Municipal Facilities Master Plan & Police Station
- **Wheaton, City of – City Hall Addition/Remodeling & Fire Department Headquarters**
- Wheeling, Village of – Fire Station No. 24; Police Department Planning and Design
- **Willow Springs, Village of – Public Safety Facility**
- **Wood Dale, Village of - Fire Station No. 69 Repairs & Maintenance Improvements**
- Woodridge, Village of – Municipal Police & Public Works Facilities Master Plan
- Woodridge, Village of – Municipal Campus Feasibility/MP
- Yorkville, United City of – City Hall and Police Master Plan

SCOTT E. LANGE, AIA, LEED® AP, NCARB

Project Designer

EDUCATION: De Paul University, Bachelor of Arts
University of Illinois at Chicago, School of Architecture
William Rainey Harper College, A.A.S. Architectural Technology

LICENSED ARCHITECT: IL

MEMBERSHIPS / AFFILIATIONS:
AIA Northeast Chapter Member
National Council of Architectural Registration Boards
LEED® Accredited Professional
Construction Specifications Institute, Home Chapter 134

Scott joined Williams Architects in 1994 and is a licensed architect in the State of Illinois. Even though a Principal with ownership responsibilities in the firm, he often performs the role of project manager and project architect for specific projects. Scott is responsible for establishing firm-wide uniformly high production standards for design and contract documents and oversees the Quality Assurance process. He is thoroughly familiar with the entire architectural process and possesses managerial skills with respect to leading, and directing activities of all project team personnel while monitoring budget, scheduling, technical production and ensuring adherence to client goals. Throughout Scott's tenure with Williams Architects, he has consistently sought to ensure the client's goals for their projects are met at every project milestone. A brief highlight of the municipal projects Scott has been involved with is listed below.

PROJECT EXPERIENCE

- **Barrington, Village of – Public Safety Facility,** Village Hall
- Bartlett Veterans Association – Veteran's Memorial
- Bartlett, Village of – Police Department Planning; New Police Facility
- Bartlett Park District - Bartlett Community Center
- **Bedford Park, Village of – Fire Station No. 2 & No. 3**
- Burr Ridge, Village of – New Police Facility
- Deerfield, Village of – Village Hall Remodel & Expansion
- **Downers Grove, Village of – Fire Station No. 2 Headquarters**
- DuPage County – Architect on Call
- Elgin, City of Parks & Recreation Department – The Centre of Elgin
- Elmhurst, IL Museum – Historic Churchville School House Addition
- Elmhurst Park District - East End Pool, Wilder Mansion Renovation, Wagner Community Center, Courts Plus Fitness Center Renovation
- **Glenview, Village of – Fire Stations No. 6 and No. 8,** Village Hall & Police Addition / Renovation Plan
- **Highland, City of – Highland Public Safety Facility**
- **Highland Park, City of – Fire Department Headquarters Facility / Station 32 Master Plan**
- Hoffman Estates, Village of – Police Facility Master Plan
- **Huntley Fire Protection District – Fire Station No. 4 (LEED Certified) and Headquarters**
- Immaculate Conception High School - Plunkett Field Renovation
- Montgomery, Village of - Public Works Planning Study
- Morton Grove, Village of – Police and Village Hall Planning
- **Mount Prospect, Village of – Fire Station No. 13**
- Oak Brook, Village of – Police Detention Zone Renovation
- Oakbrook Terrace, City of – New Police Station
- Ohio University - Zanesville, OH - Muskingum Recreation Center
- **Palatine, Village of – Fire Station No. 81**
- **Portage, MI – New Fire Station No. 2**
- **Riverwoods, Village of – Fire Protection District Fire Station**
- Sandwich, City of – Public Safety Complex
- **Schaumburg Fire Department – Fire Stations No. 51, 52 and 53**
- Schaumburg, Village of – Renaissance Parking Facility
- Skokie Park District – Skatium Expansion / Renovation
- **Skokie, Village of – New Fire Station No. 17, Fire Station No. 16 & 18 Expansion/Remodel**
- **Tinley Park, Village of – Fire Stations No. 2 & 3 Master Plan**
- **Wheeling, Village of – Fire Station No. 24**
- Willowbrook, Village of – Village Hall; Police Facility Renovation
- Wilmette Park District – Centennial Park Family Aquatic Center, Tennis and Ice Center remodel, Wilmette Golf Course Clubhouse, Community Recreation Center Expansion and Remodel
- Winfield Park District – Beggs Activity Center expansion
- Woodridge, Village of – Municipal Campus Feasibility
- York Park District – Recreation Center Expansion

NATALIE L. CLEMENS, AIA, LEED® AP

Project Architect

EDUCATION:
Architectural Association School of Architecture, London England Master of Architecture, 2015
Illinois Institute of Technology - Bachelor of Architecture, 2007
Bradley University - Studio Arts, 2003

LICENSED ARCHITECT: IL; Licensed Interior Designer in IL

INDUSTRY EXPERIENCE: 14 Years

MEMBERSHIPS / Affiliations:
AIA Member
ICC Member, IECC Certification
NCARB Certified
Leed AP

Natalie L. Clemons joined Williams Architects in 2016. Not only a licensed architect, Natalie also is a licensed Interior Designer. Natalie's attention to detail, combined with her talent, knowledge and experience brings a high level of confidence to all her projects. She has significant architectural experience in a variety of project types including commercial, residential, municipal, health care, libraries and museums. She possesses extensive knowledge of project delivery from initial design through construction. Natalie is a LEED® Accredited Professional and applies this knowledge to each of the projects she works on.

PROJECT EXPERIENCE

- **Ann Arbor, MI – Fire Station No. 1 Planning**
- Arlington Heights Memorial Library - New Makerspace
- Bannerman's Sports Grill – New Restaurant, Bartlett, IL
- Barrington Park District – Comprehensive Master Plan
- Burr Ridge, Village of - Village Hall Security Updates
- Carmel, IN Parks & Recreation – MCC Entrance and Fitness Expansion
- Channahon Park District - Heritage Bluffs Clubhouse
- Charles B. Phillips Library District - Library Expansion
- Forest Park Library – Renovation
- Geneva Park District – Sunset Recreation Center Improvements, Roof & HVAC Replacement; Sunset Pool Sprayground
- **Glenview Fire Station No. 8**
- Harris-Elmore, OH Public Library – Expansion & Renovation
- Highland Park Public Library – Needs Assessment & Feasibility Study
- **Highland Park, Village of - Ravinia Fire Station No. 32**
- Kane County Forest Preserve District – Natural Resources Maintenance Facility
- **Morgan County, IN - EMS Stations Study**
- Naperville Public Library, 95th Street Library IT Room
- New Port Richey, FL – Public Library
- Palos Heights, City of - City Hall Plan & Design
- Riverside, Village of - Park and Recreation Building Interior Build-Out
- Schaumburg Park District – Jerry Handlon Administration Renovation
- Schaumburg Park District – CRC Lobby and Program Rooms
- Schaumburg Park District - Sport Center Roofing Replacement
- Schaumburg Park District – St. Matthew's ADA Stair/Ramp
- **Struthers, OH - New Fire Station**
- Villa Park Public Library – Addition & Renovation
- Wadsworth, OH Public Library
- Winfield, Village of - Municipal Center Master Planning
- **Wood Dale, Village of - Fire Station No. 69 Repairs & Maintenance Improvements**
- Wood Dale, Village of – Public Works Planning Study

Illinois Institute of Technology

- Adjunct Professor (2016 - 2019)

Professional Profile

At Prein&Newhof, our goal is to serve our clients wisely – meeting their infrastructure needs with a combination of experience, integrity, creativity, and common sense.

For 50 years, Prein&Newhof has been serving township, municipal, and private clients across Michigan. Because every situation is different, we put a high value on personal attention. Our main goal is to see farther. We are dedicated to crafting flexible, long-term solutions rather than quick fixes, because we want the best for our clients and for Michigan.

History

Begun by Tom Newhof and Ed Prein in 1969, P&N was founded on the belief that each engineer should take personal responsibility for meeting his or her clients' needs – building long-term relationships and managing each project from start to finish, from preliminary design to final construction. Today, we are the engineer of choice for over 50 communities across Michigan.

Employees

Prein&Newhof is 100% employee-owned, with 150 full-time personnel, including engineers, surveyors, drafters, geologists, chemists, communication specialists, and support staff.

Professional Services

At Prein&Newhof, we are constantly developing our skills to serve our clients better. Our primary services include the following:

- Municipal Engineering
- Water & Wastewater
- Stormwater Management
- Roads & Trails
- Airports
- Private Development
- Asset Management
- Landscape Architecture
- Environmental Consulting
- Laboratory Testing
- Structural Engineering
- Geotechnical Engineering
- Surveying
- GIS & Mapping

Locations

Our Values

Invest Wisely
Develop Relationships
Take Responsibility
Build Expertise
Support Community

Our strength lies in our dedication to thinking ahead, building lasting relationships, and crafting long-term solutions.

John VerPlank, PE

Project Manager

John is a creative and business-savvy civil engineering professional with experience across a broad range of facilities projects. He has a proven ability to combine visions, creativity, and strong business acumen with well-developed project management and leadership qualities to produce positive results.

John's areas of expertise include project management, public speaking, presentations, strategic business planning, land development, corporate communications, public relations, civil engineering, team building, leadership, event management, public utility extensions, stormwater detention design, and roadway design.

Representative Projects

Site Design

- Grand River Aseptic Manufacturing: New City of Grand Rapids Butterworth Facility
- 10 Ionia: New City of Grand Rapids Hotel
- Grand Rapids Home for Veterans: 128 Bed Facility
- Chesterfield Home for Veterans: 128 Bed Facility
- Byron Center: Ultimate Soccer - 330,000 square foot indoor soccer arena and outlots
- City of Lowell: Valley Lift Station Replacement, Main Lift Station Replacement and 30-inch Influent Sewer
- Northwood University: North Village Housing Phase I and II, Hall of Fame Building Additions, Primary Power Loop/Sidewalk Project
- Distribution Center: Cadillac, Michigan
- City of Whitehall: 100,000 square-foot industrial building expansion
- CVS Pharmacy: Account management over design and construction for approximately 100 locations
- McDonalds: Account management over design and construction for approximately 50 locations
- The Velmeir Companies: Various Mixed Use Development Projects
- Site Evaluation Reports: Created hundreds of Due Diligence reports for various projects around the country
- Various Retail Projects: Tim Hortons, Java Jo's Coffee, Chase Bank, Goodwill Industries, Target, Kohls, Burger King, Wendy's

Education

BS Civil Engineering
University of Michigan, 1998

Registrations

Engineering Michigan, 2003

Certifications & Training

LEED® Accredited Professional, U.S. Green Building Council

Professional Activities

Grand Rapids Economic Club
ACE Mentor Program of West Michigan

Professional History

Prein&Newhof, 2015-Present
23 years in Industry

Paul Reinhold, PLA

Landscape Architect

Paul joined Prein&Newhof in 2017 with extensive experience in all phases of site planning, design, and landscape architecture projects of a wide range of size and scope. He performs well in a team setting and his knowledge is valuable in coordinating the efforts and schedules of team members and related disciplines. He excels at building and maintaining client relationships, always meeting client project needs and deadlines.

His technical capabilities include considerable experience with AutoCAD/Civil3D, Adobe Photoshop, InDesign, and Microsoft Office software.

Representative Projects

Design

- 10 Ionia: New City of Grand Rapids Hotel
- Grand Rapids Home for Veterans: 128 Bed Facility
- Chesterfield Home for Veterans: 128 Bed Facility
- Byron Center: Ultimate Soccer Arena - 330,000 square foot indoor soccer arena and outlots
- City of Whitehall: 100,000 square-foot industrial building expansion
- Blandford Nature Center: Slope Stabilization
- City of Grand Rapids: Sidewalk Improvements, Parking Expansion at Community Archive & Research Center
- City of Muskegon: Lakeshore Drive Reconstruction & Streetscape
- CRB Consulting Engineers, Inc.: 524 Butterworth
- D F Chase, Inc: Old Dominion Freight Line
- Kalamazoo Public Schools: Transportation Facility on Ravine Road
- Tower Pinkster: KPS Kitchen Facility
- Village of Vicksburg: 2019-20 Capital Improvements

Education

BS Landscape Architecture
Purdue University, 1987

Registrations

Registered Landscape Architect
Michigan, 2006

Certifications & Training

National Green Infrastructure Certification Program

LEED® Accredited Professional, U.S. Green Building Council

Professional History

Prein&Newhof, 2017-Present
34 years in Industry

Firm History

WHO:

The WT Group provides engineering, design and consulting solutions with precision across all major industries and markets today. As a single, turnkey solution, we take a unified approach working together as a team towards the client's common goal. Our high-trained engineers with an average of 2 decades of industry experience, take pride in each and every project, regardless of scale or budget. From new construction to renovating existing structures, WT Group ensures compliance with state and federal jurisdictions as well as local codes and ordinances.

Our award-winning Mechanical/Electrical Engineering Practice provides clients with a one-stop company to help maintain the integrity of all projects from start to finish.
What seperates us from our competitors is that we are a mid-size mechanica, electrical, plumbing, and fire protection engineering firm with ample resources to complete the large projects; yet small enough so that each team member is hands on and has an impact on every project.

HISTORY:

Since 1971, the WT Group has offered a growing customer base with full-service engineering, design and consulting services. From humble beginnings in founder Donald R. Triphahn's garage in Hoffman Estates, Illinois, WT has been committed to providing world-class engineering and design solutions while never compromising the personal attention our clients deserve.

Over more than 45 years, the WT Group expanded its portfolio of design and engineering services and today consists of 10 teams operating in nearly all 50 states. WT Group's team of innovative and high-skilled professionals across disciplines bring their passion for customer service and unwavering worth ethic to deliver results and meet each clients' specific needs.

Engineering with Precision, Pace & Passion. We Are WT!

WT Group
Engineering • Design • Consulting

Mission:

To provide an unparalleled engineering, design, and consulting experience through precision, pace, and passion.

Solutions:

- Civil Engineering
- Structural Engineering
- Mechanical/Electrical/ Plumbing Engineering
- Land Surveying
- Accessibility Consulting
- Aquatic Engineering
- Telecommunications
- Design & Program Management
- Construction Management

WT Group

Engineering with Precision, Pace & Passion.

Mark Ventrelli PE

Vice President | Mechanical/Electrical Engineering Practice

Bio

Mark has more than twenty (20) years of experience in the Mechanical Engineering field. His responsibilities include initial systems design and preparation of complete contract documents, coordination in the field and with other trades, specifications, and all duties through the construction phase.

Mark specializes in commercial, residential and industrial HVAC systems including heating, cooling, ventilation, refrigeration, hydronic, and piping systems.

Mark has completed designs on condominium buildings, aquatic centers, HVAC equipment replacement projects, etc. Mark's knowledge and experience makes him a key member of our team.

Project Experience

- Bartlett Fire Stations #2 & #3
- East Dundee Fire Station Headquarters
- Hoffman Estates Fire Stations #23 & #24
- Elk Grove Fire Station #8 and #10
- Schaumburg Fire Stations #1, #2, & #3

Professional Affiliations

- American Society of Heating, Refrigeration & Air Conditioning Engineers

Education

Northern Illinois University
Bachelor of Science
-Mechanical Engineering

Professional License

Alabama, Arizona, California, Colorado, Connecticut, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kentucky, Maine, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Nebraska, Nevada, New Jersey, New York, North Carolina, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin

Contact

PH: 224-293-6322
FX: 224-293-6444
Email:
Mark.Ventrelli@wtengineering.com

WT Group
Engineering with Precision, Pace & Passion.

Joe Hainaut

Plumbing Engineer | Mechanical/Electrical Division

Bio

Joe has ten (10) years of experience in the plumbing field. His responsibilities include initial systems design and preparation of complete construction documents, coordination in the field and with other trades, specifications and all duties through the construction phase. He also has four (4) years of field experience in estimating, designing and managing plumbing projects.

Project Experience

- Elk Grove Fire Station #8 and #10
- Elburn/Countryside Fire Station Headquarters
- Frankfort Fire Stations #4 & #5
- Huntley Fire Stations #2, #3, & #4
- Naperville Fire Stations #1, #5, #6, & #10

Professional Affiliations

- American Society of Plumbing Engineers (ASPE)
- U.S. Green Building Council (USGBC)

Education

University of Illinois at Urbana-Champaign - 2003
Bachelor of Science
-Mathematics

Contact

PH: 224-293-6315
FX: 224-293-6444
Email: Joe.Hainaut@wtengineering.com

WT Group
Engineering with Precision, Pace & Passion.

Robert Chrachol PE, LEED AP

Electrical engineer
Mechanical/Electrical Division

Bio

Rob has thirteen (13) years of experience in the Electrical Engineering field. His responsibilities include preparation of electrical design drawings and specifications, shop drawing and review.

Rob specializes in commercial, residential and green building design including power, lighting, fire alarm systems, arc flash analysis and low voltage systems.

Rob is very thorough and effectively communicates with clients; he is a key component of our team.

Education

Northern Illinois University
- Electrical Engineering

Professional License

LEED, AP
Texas

Project Experience

- Elk Grove Fire Station #10
- Streamwood Fire Station
- Portage Fire Station #2
- Round Lake Beech Fire Station
- Beecher Fire Station

Professional Affiliations

- U.S. Green Building Council (USGBC)
- Chicago Electrical Association (CEE)

Contact

PH: 224-293-6306
FX: 224-293-6444
Email: Robert.Chrachol@wtengineering.com

JOHNSON WILBUR ADAMS, INC.

Structural Engineering

Company Profile

Johnson Wilbur Adams, Inc. (JWA) is a full-service structural engineering firm committed to providing economical and innovative solutions to all types of projects. Established in 1989 as R.I. Johnson & Associates, we strive to develop long-term relationships with our clients by understanding their needs relative to the structural engineering aspects of their projects. JWA offers a wide range of quality, state of the art engineering services to the commercial, industrial, institutional, municipal, religious, health care and educational facilities. Our engineers are licensed as Professional Engineers in over twenty-five states.

JWA's commitment to the owner's needs and requirements and the quality and innovation of our services has resulted in very successful long term relationships with our clients. JWA has worked with many of our clients for over twenty years and we provide this same commitment to our new clients. JWA successfully collaborates with owners, architects and civil, mechanical, electrical and plumbing engineers to provide a coordinated set of construction documents for each project.

Our projects encompass a wide spectrum of projects whether it is new construction, modifications of existing structures, the design of delegated design components (structural steel connections, stairs, guardrails etc.), structural condition assessments or site observations of construction. Projects include the Wheaton College Science Building, LA Fitness Centers, Naperville Community Center, Portage MI Fire Station, North Aurora Police Station, McHenry High School, Plainfield Fire District Administration Building.

JWA is also committed to environmentally sustainable buildings and the LEED principles associated with the design, construction and performance of green buildings. JWA has one LEED AP B+CD and one LEED Green Associate on staff and encourages our engineers to pursue LEED accredited professional status.

Illinois Design Firm 184.00576

Company Services

JWA provides a broad range of structural engineering services including:

- Feasibility studies
- Schematic design including structural system descriptions
- Structural framing (foundations and superstructure) Analysis and Design
- Preparation of construction documents for new construction or modifications to existing structures.
    - Specifications
    - Structural Design Drawings (AutoCAD 2013 or Revit)
    - List of Special Inspections
- Construction Assistance
    - Review of submittals
    - Site Observations
- As-Built design drawings
- Analysis and design of existing structures for change of occupancy/loading
- Delegated structural engineer of record for design of components (stairs, guardrails, structural steel connections, etc.)
- Structural condition assessments of existing structures.
- Value engineering assistance.

Johnson Wilbur Adams, Inc. – Structural Engineering
330 S. Naperville Rd Wheaton, IL 60187 • p: 630-653-9060 E-mail: info@jwase.com

Key Personnel

MICHAEL J. WILBUR, P.E., S.E., SECB, LEED AP BD+C

Mr. Michael Wilbur has over 45 years of structural engineering experience. In his position as Principal, Mr. Wilbur directs all structural design activities for, commercial, industrial, municipal, recreational and private development projects. Mr. Wilbur is responsible for the management of the projects from proposal development through project completion. Activities include scheduling, code review, design and analysis, review of design documents, verification of construction conformance with design documents and quality control and assurance for the structural activities for a project. He has also performed numerous structural condition assessments and prepared due diligence reports for a variety of structures including commercial buildings and bridges.

Prior to joining JWA Mr. Wilbur worked as a Consulting Engineer in the power sector with Sargent & Lundy Engineers in Chicago, IL and in the steel industry with American Bridge Division of U.S. Steel.

EDUCATION
Bachelor of Science, Civil Engineering, University of Notre Dame, 1973
Master of Science – University of Illinois, Champaign/Urbana, 1980

PROFESSIONAL AFFILIATIONS
Licensed Structural Engineer / Illinois (081-004248)
Licensed Professional Engineer / Arizona, Arkansas, Connecticut, District of Columbia, Florida, Idaho, Illinois, Indiana, Kentucky, Maryland, Massachusetts, Michigan, Minnesota, Nevada, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, Texas, Utah, Virginia, Washington, Wisconsin.
Structural Engineers Certification Board
National Council of Engineering Examiners
Structural Engineers Associates of Illinois
LEED AP BD+C

KENT L. ADAMS, P.E., S.E.

Mr. Kent Adams has over 30 years of structural engineering experience and has acted as senior project engineer for numerous projects with Johnson Wilbur Adams, Inc. He has performed and been responsible for design of municipal, recreational, educational, residential, and commercial projects throughout the United States. Mr. Adams's responsibilities as a structural engineer include scheduling, code review, design and analysis, review of design documents, verification of construction conformance with design documents and quality control and assurance for all of the structural activities for a project.

Prior to joining JWA Mr. Adams worked as a Consulting Engineer in the power sector with Sargent & Lundy Engineers in Chicago, IL.

EDUCATION
Bachelor of Science, Civil Engineering, Bradley University, Peoria, IL, 1983

PROFESSIONAL AFFILIATIONS
Licensed Structural Engineer / Illinois (081-005394)
Licensed Professional Engineer / Illinois, Mississippi, Louisiana, Kansas, Colorado, Iowa
National Council of Engineering Examiners
American Society of Civil Engineers
American Concrete Institute

Firm Overview

Since 1982, Sentinel Technologies has been a premier business technology services provider dedicated to delivering the highest quality IT solutions, customer service and support. Even as our services have spanned generations of technology, Sentinel has stayed at the forefront of IT developments and maintained a singular focus on providing practical and innovative solutions. With single-source accountability, Sentinel processes and teams can efficiently address a range of IT needs - from communications, to data center, to cloud and managed services. Our proven success has allowed us to expand from our original charter of providing technology maintenance services to our current standing as one of the leading IT services and solutions providers in the U.S.

With over 500 employees and 11 offices nationally, Sentinel holds over 50 company certifications and specializations, more than 2400 individual certifications, and award-winning customer service. Frequently rated as one of the *Chicago Tribune*'s Best Places to Work, Sentinel's Technology Area Design consultants are Registered Communications Distribution Designers (RCDDs), the building industry's highest certification in technology design. Members of the Building Industry Consulting Services International, or BICSI, we are leading experts in the areas of voice and data cabling, optical fiber and coaxial cabling. Additionally, we specialize in the design and specification of technology areas such as computer rooms and NOCs, audiovisual systems, security systems and the operational integration of all technology platforms.

Resumes of Key Personnel

Jim Michalik

CERTIFICATIONS

RCDD	Holds the title of Registered Communications Distribution Designer from the Building Industry Consulting Services International organization.

QUALIFICATIONS

Expert Knowledge	Cable plant design infrastructure, technology area design, UPS systems, physical security systems, audiovisual and control systems, paging, sound masking, intercom, emergency communications, and nurse call systems.
Working Knowledge	Generation and building electrical distribution systems; building management control systems; wireless technologies, LAN switches.
ADDITIONAL	Authored article "The New Rules for Keeping Your Data and Premises Secure" in *Law Firm, Inc*. (Spring, 2003). Featured in *Electrical Contractor*, June 2007
EDUCATION	Bachelor of Arts, Loyola University of Chicago

SENTINEL

Frank M. Kristoff

CERTIFICATIONS

RCDD

Holds the title of Registered Communications Distribution Designer from the Building Industry Consulting Services International organization.

QUALIFICATIONS

Expert Knowledge

Cable plant infrastructure, technology area design, UPS systems, audiovisual and control systems, physical security systems, paging, sound masking, intercom systems, disaster recovery and business continuity strategy.

Working Knowledge

LAN switches, routers, wireless technologies, VoIP, building management control systems.

ADDITIONAL

Published article – "Reclaiming Valuable Office Space: Considerations for Relocating Your IT Operation Off-Site," *Law Firm Advisory Group* Spring 2001.

Published article – "Making a Place for an IP/Converged System," *Law Net Quarterly Newsletter* August 2003.

EDUCATION

Bachelor of Science, Loyola University of Chicago

Pricing Methodology

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WILLIAMS ARCHITECTS

Architecture | Planning | Aquatics | Interiors

18 June 2021

Mr. Benjamin Swayze, Township Manager
Cascade Charter Township
5920 Tahoe Drive SE
Grand Rapids, MI 49546

Re: Cascade Charter Township
Fire Station # 1

Dear Mr. Swayze:

Williams Architects is pleased to provide this fee proposal to the Cascade Charter Township for Architectural / Engineering Services for Fire Station # 1.

We want to assure you that we are a highly competitive firm and we provide our services efficiently and with fees that are in line with other quality architectural firms for similar services. We are determined not to let fee issues prevent us from being selected. We request that, if you feel the fees outlined below appear out of line with those of other firms, we meet with you to review the scope in more detail, to provide an "apples-to-apples" comparison. We look forward to reviewing the scope of services to better refine and negotiate our fees.

FEE

We propose to provide the Professional Architectural Engineering Fees for Fire Station # 1 as follows:

Understanding the Township has budgeted approximately $7,000,000 for this project for about 18,000 SF plus a mezzanine, we propose the following fees:

Basic Design Services of the Architect and Structural, Mechanical, Electrical, Plumbing and Fire Supression Engineering throughout Schematic Design, Design Development, Construction Documents, Bidding and Construction, we propose a percentage based fee of 6.9% of the total construction cost.

In addition to the above fee, we propose the following services through Schematic Design, Design Development, Construction Documents, Bidding and Construction Administration phases and their assocaiated fees:

Civil Engineering & Landscape Design	$ 35,000
Topographical Site Survey	$ 5,600
Design of Low Voltage Wiring, Access Control, Station Alterting and Audiovisual Systems	$ 9,000
Geotechnical Investigation with 125 Feet of Total Drilling	$ 6,300
Interior Finishes, Colors, Patterns Design	$ 9,500
Furniture Design	$ 8,500

Reimbursable Expenses
In addition to our professional services, we shall also invoice the Township for our Project related Reimbursable Expenses at a 1.15 multiplier. Reimbursable expenses include project related expenses such as vehicle mileage, miscellaneous printing & photocopying, photography, postage / messenger / overnight courier, etc..

We recommend the Township establish a budget of 6% of the Basic Services Fee.

INVOICING
We shall invoice on a monthly basis and payment is due in accordance within thirty days of your receipt.

Thank you again for this wonderful opportunity to be of service to the Cascade Charter Township. We look forward to the possibility of working with you on this very exciting project. If you have any questions or comments, please don't hesitate to call.

Cordially,

Mark S. Bushhouse, AIA, LEED AP
President / Managing Principal

Authorized Negotiations

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Authorized Negotiator

Williams Architects' President Mark Bushhouse will be the authorized negotiator for the Cascade Township Fire Station #1 project.

CONTACT NAME:

Mark S. Bushhouse, AIA, LEED® AP
President / Principal-in-Charge
E-mail: msbushhouse@williams-architects.com
Direct: 630.344.1021
Cell: 630.565.3498

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References

PORTAGE, MICHIGAN

FIRE STATION NO. 2

Relevant Features:

- Fitness Room
- Kitchen
- Hose Tower
- 4 Apparatus Bays
- Lobby
- Offices
- Sleeping Quarters
- Locker Rooms
- Training Room
- Day Room
- Restrooms
- Conference Rooms

Williams Architects recently assisted the City of Portage with the design of Fire Station No. 2. The new 18,300 square-foot fire station features a four drive apparatus bay, hose tower and storage, workroom, offices, lobby, day room and kitchen, sleeping quarters, locker rooms and fitness room.

Challenges Overcome: Project design had to allow existing the station to remain in operation until the new facility was completed.

Reference

Client / Contact:
City of Portage
7900 S. Westnedge Ave., Portage, MI 49002
Stacy French - Senior Deputy Fire Chief
269.329.4487/ frenchs@portagemi.gov

Project Info

Project Size:	18,300 SF
Completion Date:	November 2020
Construction Cost:	$6,030,926
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange
MEP Engineer:	W-T Group
Structural Engineer:	Johnson Wilbur Adams
GeoTech / Civil Engineer:	SME

STRUTHERS, OHIO

FIRE STATION NO. 1

Relevant Features:

- 2 Apparatus Bays
- Garage Storage Areas
- Administrative Space
- Staff Living Areas
- Improved Drives
- Public & Staff Parking
- Greenspace

Williams Architects is currently working with the City of Struthers, Ohio to design and build a brand new Fire Station to serve the community. All existing structures on the lot will be demolished and the new Fire Station will be built upon a clean slate. The Struthers Fire Station will encompass 2 drive-through apparatus garage bays with storage areas, administrative space, living areas for the staff, improved drives for adequate site maneuverability, public and staff parking, greenspace, and limited landscaping for site improvements.

Challenges Overcome: The client's initial expectations from a previous planning study led to a lack of funding for the needed size of the facility. Williams Architects implemented significant team effort to explore multiple building shell, materials and systems to best align the scope with the budget. The project is now on track and finishing up Design Development.

Reference

Client / Contact:
City of Struthers
6 Elm Street, Struthers, OH 44471
Mike Agnore - Fire Chief
(330) 755-2122 / firechief@cityofstruthers.com

Project Info

Project Size:	7,300 SF
Est. Completion Date:	Fall 2022
Construction Cost:	$2,000,000
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange, Natalie Clemens
MEP Engineer:	Karpinski Engineering
Structural Engineer:	SMBH
Civil Engineer:	MS Consultants

GLENVIEW, ILLINOIS

GLENVIEW FIRE STATION NO. 6

Relevant Features:

- 3 Apparatus Bays (Drive-Thru)
- Bunk Room / Sleeping Quarters for 9
- Exercise Room
- Kitchen / Dining
- Training Room
- Administrative Offices
- Day Room

Designed with future growth in mind, the Village of Glenview's Fire Station # 6 is outfitted with three full bays, living quarters and many other first responder amenities. Efficient utilization of space in design and building of the structure resulted in a state of the art facility at an excellent value. In order to provide interactive communication with neighboring communities, the Westnet Alerting System is a welcomed feature in responding to emergencies in Glenview and the surrounding communities.

Challenges Overcome: Fire Station No. 6 was planned on a very tight site with significant Village Downtown Planning requirements. The Owner changed the scope from 6 bunk rooms to 9 during design and there was an existing on site cell tower that the Village decided to relocate.

Reference

Client / Contact:
Village of Glenview
1225 Waukegan Road, Glenview, IL 60025
Tony DeRose - Fire Chief
(847) 724-2141 / tderose@glenview.il.us

Project Info

Project Size:	14,659 SF
Completion Date:	December 2014
Construction Cost:	$5.5 Million
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange
MEP Engineer:	20/10 Engineering
Structural Engineer:	20/10 Engineering
Civil Engineer:	Gewalt Hamilton

GLENVIEW, ILLINOIS

GLENVIEW FIRE STATION NO. 8

Relevant Features:

- 3 Apparatus Bays (Drive-Thru)
- Bunk Room / Sleeping Quarters for 6
- Kitchen / Dining
- Admin. Offices
- Day Room
- Extractor
- Turn-Out

Taking the place of an existing Station, the Village of Glenview's Fire Station # 8 has three full bays, living quarters for 6, kitchen / dining / day room / exercise, and many other first responder amenities. Final documents were completed and the project was bid. The bid results were under budget, but the project was put on hold during COVID.

Challenges Overcome: In order to accommodate a new, adjacent Park District facility, our team was required to coordinate changes to the project site. During design, there was a change in Fire Department leadership which lead to a change in facility goals.

Reference

Client / Contact:
Village of Glenview
1225 Waukegan Road, Glenview, IL 60025
Tony DeRose - Fire Chief
(847) 724-2141 / tderose@glenview.il.us

Project Info

Project Size:	13,472 SF
Completion Date:	March 2021
Construction Cost:	$6 Million
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange, Natalie Clemens
MEP Engineer:	20/10 Engineering
Structural Engineer:	Johnson Wilbur Adams
Civil Engineer:	Gewalt Hamilton

HIGHLAND PARK FIRE STATION NO. 32 (RAVINIA)

Relevant Features:

- 2 Apparatus Bays
- Bunk Room / Sleeping Quarters for 6
- Exercise Room
- Kitchen / Dining
- Muster Room
- Administrative Offices
- Day Room

The City of Highland Park's Ravinia Fire Station had reached the end of its useful life. Williams Architects is assisting the City with the design of a new Fire Station to be located on the same site as the existing station. Located in a residential neighborhood, it was important to the community that the new station blend in with its surroundings. The 2-story structure (with underground Lower Level) will have Exercise, Maintenance and Storage located on the Lower Level, while the main level contains 2 Apparatus Bays, Turn-Out, Gear Dryer & Extractor, and Muster Room. The Upper Level houses sleeping quarters for 6, Kitchen, Dining and Day Room. An elevator provides access to all three floors.

Challenges Overcome: Fire Station No. 32 was designed on an extremely tight site with very specific City appearance requirements that conflicted with the Owner's green design and budget goals. The Fire Station is located in a very change sensitive neighborhood with high community expectations.

Reference

Client / Contact:
City of Highland Park
1130 Central Avenue, Highland Park, IL 60025
Larry Amidei - Fire Chief
(847) 433-3110 / lamidei@cityhpil.com

Project Info

Project Size:	12,516 SF
Est. Completion Date:	December 2022
Construction Cost:	$6.3 Million
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange, Natalie Clemens
MEP Engineer:	W-T Group
Structural Engineer:	IMEG
Civil Engineer:	Gewalt Hamilton

MOUNT PROSPECT, ILLINOIS

FIRE STATION NO. 13

Relevant Features:

- Seven (7) Apparatus Bays
- Living / Sleeping Quarters for 13
- Kitchen
- Dining Room
- Day Room
- Exercise Room
- Meeting / Training Room
- Locker Rooms
- Flexible Work Area
- Administration

Williams Architects has recently completed the Village of Mount Prospect's Fire Station No. 13. The new fire station features the Headquarters offices, fire prevention, a large drive apparatus bay, workroom, offices, lobby, day room and kitchen, sleeping quarters, locker rooms and fitness room. This structure was originally a bank and has been transformed into the Department's Headquarters Facility.

Challenges Overcome: This project involved remodeling a branch bank with drive-up teller access into a fully functional and well designed Fire Department Headquarters on half the budget of a new facility.

Reference

Client / Contact:
Village of Mount Prospect, 50 S. Emerson Street
Mount Prospect, IL 60056
Mark Rysavy - Deputy Dir. of Bldg. and Inspection
(847) 818-5350 / MRysavy@mountprospect.org

Project Info

Project Size:	30,583 SF
Est. Completion Date:	15 April 2020
Construction Cost:	$7,940,076
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange, Natalie Clemens
MEP Engineer:	W-T Group
Structural Engineer:	IMEG
Civil Engineer:	Gewalt Hamilton

DOWNERS GROVE, ILLINOIS

DOWNERS GROVE FIRE STATION NO. 2

Relevant Features:

- 4 Apparatus Bays (Drive-Thru)
- Bunk Room / Sleeping Quarters for 12
- Training Room
- Conference Room
- Day Room
- Dining Room
- Kitchen
- Exercise Room
- Administrative Offices
- Training Tower

This new fire station serves as the Department's headquarters facility, housing administration space, a training room, a four- bay drive-through apparatus bay, living quarters for 12 firefighters, an exercise room, a kitchen, and a day room. Designed to be a 33,400-square-foot facility, this new station also features a training tower.

Challenges Overcome: Fire Station No. 2 was designed on an extremely tight site with significant Village Council scrutiny due to a previous Village project that had problems regarding design and budget.

Reference

Client / Contact:
Village of Downers Grove &
The Downers Grove Fire Dept.
801 Burlington Avenue, Downers Grove, IL 60516
David B. Fieldman - Village Manager
(630) 434-5526 / dfieldman@downers.us

Project Info

Project Size:	33,400 SF
Completion Date:	Spring 2008
Construction Cost:	$6.9 million
Role:	Prime Architect

Project Team

Architect:	Williams Architects
	Mark Bushhouse, Scott Lange
MEP Engineer:	W-T Group
Structural Engineer:	IMEG
Civil Engineer:	Gewalt Hamilton

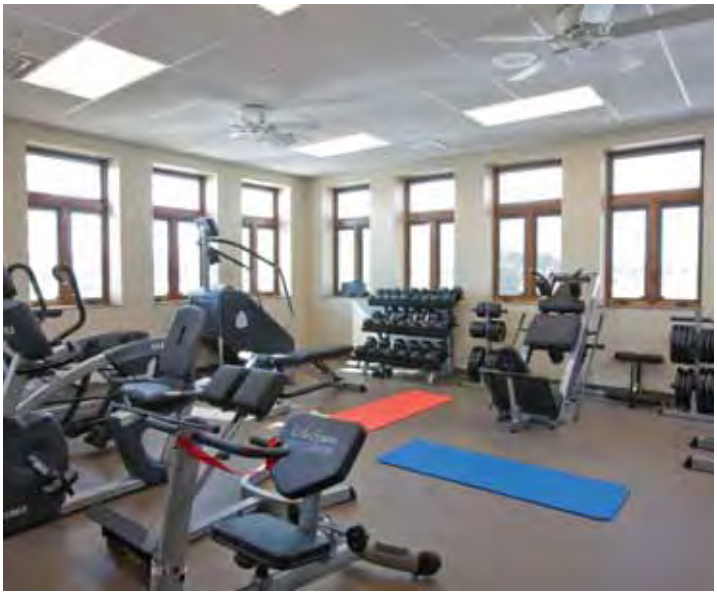
Additional Relevant Experience

HUNTLEY, ILLINOIS

HUNTLEY FIRE STATION NO. 4

Relevant Features:

- Four (4) Bay Drive-Through Apparatus
- Living Quarters for Six (6)
- Lobby
- Training Room
- Exercise Room
- Kitchen
- Dining Room
- Administration



The Huntley Fire Protection District engaged Williams Architects to design this 11,700 square feet facility situated on 1.75 acres that features 2 apparatus bays, living quarters for six (6), a training room and other associated spaces. The goal for this project was to provide engaging and well functioning spaces which provide classic architectural and aesthetic structures in the community demonstrating economical design and minimizing energy use. The District was awarded Leadership in Energy and Environmental Design certification for its design and construction features. The distinction from the U.S. Green Building Council makes Huntley Fire Protection District Station No. 4, the first LEED certified fire station in McHenry County and the Village of Algonquin.

Client:
Huntley Fire Protection District
11808 Coral Street
Huntley, IL 60142

Project Size: 11,700 SF
Completion Date: July 2011
Project Cost: $ 3.3 Million
Role: Prime Architect

WHEELING, ILLINOIS

WHEELING FIRE STATION NO. 24

Relevant Features:

- 4 Apparatus Bay (Drive-Thru)
- Bunk Room / Sleeping Quarters for 12
- Training Room
- Kitchen / Dining
- Day Room
- Administrative Offices

Williams Architects was hired to design and build a new fire station for the Village of Wheeling. The resulting 16,000-square foot fire station serves as the department's headquarters facility and features administrative offices, a training room, a four- bay drive-through apparatus bay, living quarters for up to 12 firefighters, and a kitchen.

Challenges Overcome: The Fire Station No. 24 site backs up to a river with significant flood elevation and floodway requirements.

Client:
Village of Wheeling
255 W. Dundee Rd.
Wheeling, IL 60090

Project Size:	20,454 SF
Completion Date:	Fall 2010
Project Cost:	$5.8 Million
Role:	Prime Architect

Additional Information

Fire Station Design

Williams Architects has specialized in the planning and design of fire stations for over 30 years, beginning with our first Fire Station Project - Fire Station # 1 for the City of Wheaton, IL. Since that time we have honed our expertise and understanding of the needs of firefighting professionals on 40 fire facilities. Our work has ranged from existing conditions analyses, space programming, feasibility studies, to full design and construction services inclusive of both remodeling and renovations and the designing of new facilities. Firefighting is constantly evolving and Fire Station design must acknowledge these changes. We address universal concerns like the handling of accommodating emergency vehicles and equipment, personal protection gear, and many others while balancing the administrative, work, and living environments of the brigade. We work one-on-one with your staff to find your individual needs and integrate those needs with the national trends of fire station design, some of which currently include socially inclusive living environments that are safe and healthy for the staff, environmental design initiatives, and "hot-zone" design to protect the health of the brigade against the invisible dangers of carcinogens they encounter. Our senior partners, Mark Bushhouse and Scott Lange, have been personally involved in all of our fire station projects and will be our representatives to work directly with your staff and District officials to create a lasting investment for future generations.

Support Department Operations – All aspects of the design of a fire station impact operational effectiveness, whether it is as simple as having adequate storage, or as specialized as clearly understanding the role of your personnel with regard to care and proper maintenance of your specialized equipment. The ability to turn apparatus around quickly, maintain readiness, and have the best response times is strongly impacted by the design of the building and site. These issues will be thoroughly evaluated during all phases of design.

Enhance Departmental Cohesion – The design of a fire station should acknowledge the importance of the fire station as a place where the fire fighters work, live, and build a sense of community. A poorly designed fire station interferes with the bonds between members of the staff and causes points of friction. This can result from things as simple as having to wait unnecessarily for your turn at the bunking area bathrooms or not being able to find a quiet place to sit, to being under each other's feet during maintenance operations. Our design process will actively search out the pitfalls and opportunities to provide the best possible design.

Value the Service of the Members – Our design process respects and values your personnel. It is our intention to make sure that they have the opportunity to voice their opinions and concerns about the design as it is being developed. We have learned that this results in operational improvements and reinforces the knowledge among the staff and membership that they are valued.

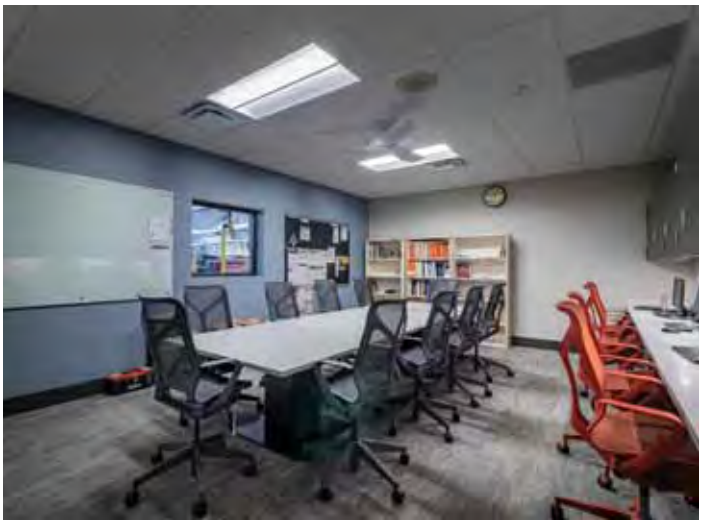
Support Training – The fire station can offer many opportunities for training, ranging from a classroom setting with adjacent training space, to integration of elements such as bailout, confined space extrication, rappelling and the like. These integrated elements facilitate opportunities to train more frequently, and on short notice when a need arises without the need to travel to a remote location taking the firefighters away from the station in the event of an alarm, and generating overtime costs.

Acknowledging the Cancer Risk – It has become apparent to all in the fire service that firefighters experience disproportionately high rates of cancer. Presumptive cancer legislation has been passed in a number of states, further emphasizing the necessity to take all reasonable preventive measures in the design of fire stations. Additionally, municipalities are at risk of litigation if they are not addressing these occupant exposures with the full acknowledgment of current research-based evidence. We are committed to designing fire stations in an effort to reduce health risks to the firefighters and other occupants of the building.

Air Quality in the Apparatus Bay – It is commonly understood that byproducts of internal combustion engines are hazardous. In 2002, NFPA 1500 called for 100% source capture of apparatus exhaust. NFPA 1500, Article 9.1.6 states "...shall prevent exposure to firefighters and contamination of living and sleeping areas to exhaust emissions," and NIOSH/OSHA requirements call for reduction of vehicle emissions to the lowest feasible level. In the 2009 ARRA funding program, 100% source capture was a requirement. We will work with you to determine the best approach to provide good air quality, efficiency and practical day to day operations in your apparatus bays.

Hot Zone Design – Significant quantities of carcinogenic pollutants are brought back to the station from the fire scene as particulates on apparatus and equipment that will subsequently release Polycyclic Aromatic Hydrocarbons (PAH's). We design stations that provide effective separation of the "Hot Zone" of the apparatus bay and adjacent support spaces from the "Cold" living and office zones. This requires careful attention to building organization and layout, effective construction details of the walls and penetrations between these zones, and careful management of the mechanical systems to avoid uncontrolled points of air-borne passage between the zones. We will design your building elements and mechanical systems to isolate these pollutants to the best extent practical, and to exhaust them from the building.

Tornado Shelter – We will incorporate the shelter as required by code, but design the space in a multi use approach to minimize its added cost.



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The Williams Advantage

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What separates the Williams Architects Team from its competitors is our in-depth understanding of what it takes to do a project of this type and our hands-on approach by our principals. We are recognized experts in Fire Station Planning and Design. We are comprised of experienced and talented staff with the capacity to meet your goals, and are dedicated to fully achieving your goals. The awards that our projects receive and the references from our clients are a testament to our success.

We understand the importance of seeking a skilled professional team with a quick response, cost control, solid project management, and personal service. We believe the Williams Architects Team incorporates all these benefits into our projects by providing in-house planning, architecture, and construction estimating services that are exact, practical, functional, cost-effective, schedule sensitive, and visually attractive.

Our team is highly confident that we can offer everything Cascade Charter Township and this project need to succeed, which we believe distinguishes us from other architects and makes us an excellent fit for this project. As indicated in our response to your request for qualifications, our experience is extensive and boasts a track record that consists of highly successful projects.

Be assured, the Williams Architects Team expresses a commitment to architectural design that emphasizes economy and efficiency, durability and creativity, and satisfaction. We are a client-oriented team, committed to developing a thorough understanding of our clients and their project needs. We will provide a design solution that establish a visual identity in harmony with the environmental context of your project that reflects and respects the character of Cascade Charter Township.

Thank you for your consideration.

QUALITY PEOPLE SERVICE

500 Park Boulevard, Suite 800
Itasca, IL 60143
630.221.1212
www.williams-architects.com

THE STEWARDS OF YOUR VISION

JUNE 18, 2021 // REQUEST FOR PROPOSAL

CASCADE CHARTER TOWNSHIP

PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES FOR FIRE STATION #1

Fire Station #6, Georgetown, Texas

TowerPinkster
Architecture · Engineering · Interiors

BRW
ARCHITECTS

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01

BUSINESS ORGANIZATION

BUSINESS ORGANIZATION

4.1. State the full name and address of your organization and, if applicable, the branch office, consultants, or other subordinate elements that will provide or assist in providing the service. Include phone numbers, email address(es), and respondent's website.

LET'S GET STARTED.

MEET YOUR TEAM:

TowerPinkster
Architecture · Engineering · Interiors

THE LOCAL LEAD:

TowerPinkster uses imagination, innovation and integration to create bold, transforming results while providing superior service and project management. We are committed to the creative design of exceptional, high-performance, sustainable environments for our clients and our communities. Our team offers architecture, mechanical, electrical, and structural engineering, interior design, technology design, landscape architecture, and master planning. We create an atmosphere of teamwork and collaboration within our multi-disciplinary team to develop holistic solutions and successful designs.

Contracting Office:
4 E Fulton Street, Suite 200
Grand Rapids, Michigan 49503

PH. 616.456.9944

BRW
ARCHITECTS

THE NATIONAL EXPERT:

Based out of Texas, Brown Reynolds Watford Architects (BRW) has been focused on enhancing the built environment through responsible architecture and innovative design for over 30 years. We are driven to provide creative solutions that work with the natural context and history of each site. Integrating regional forms with contemporary design is a trademark of our work, while quality remains our priority The success of our firm is based on our ability to create buildable, durable, timeless architecture. That ability has provided our clients a high standard of quality in their facilities and has led to many long-term relationships.

Contracting Office:
175 Century Square Drive, Suite 350
College Station, Texas 77840

PH. 979.694.1791

OUR STORY

TowerPinkster
Architecture · Engineering · Interiors

4 EAST FULTON STREET, SUITE 200, GRAND RAPIDS, MICHIGAN 49503
PH.616.456.9944 // FX.616.456.5936

242 EAST KALAMAZOO AVENUE, SUITE 200, KALAMAZOO, MICHIGAN 49007
PH. 269.343.6133 // FX.269.343.6633

WWW.TOWERPINKSTER.COM

WHO WE ARE

TowerPinkster is an award-winning multi-discipline architecture, engineering, and interior design firm full of creative professionals committed to collaboration, quality, and integrity. We have been nurturing curiosity since 1953 when our first office opened with just six people, and now we have over 160 of the best and brightest employees serving commercial, healthcare, K-12 education, higher education, and government markets.

Our corporate culture is a driving force behind the success of our company. TowerPinkster was ranked by industry benchmarking organization, Zweig White as one of the top five multi-discipline firms to work for in the country two years in a row. This follows being named the top architecture firm to work for in 2016. Our firm is also repeatedly one of "West Michigan's Best and Brightest Companies to Work For." These accolades represent a culture of dedication, compassion, and trust, and our clients experience the same approach through project design and delivery.

TowerPinkster's LEED-Platinum Grand Rapids Office

WHAT WE DO + WHY WE DO IT

No two days are the same at TowerPinkster, and that's part of why we love what we do. Our architects, engineers, interior designers, landscape architects, and planners have expertise in multiple markets, meaning we get to enjoy project diversity.

Our market sectors focus on experience-driven spaces. Spaces where people can live, learn, collaborate, serve, heal, and play. We identify ways for our clients to be more energy efficient while laying groundwork for the future at the same time.

We wake up every day with zest and excitement to work hand in hand with our clients—to understand their challenges and work creatively toward a solution. We brainstorm together, we give them the marker, we listen to them, and we learn from them. Then, we develop a solution. But not just any solution—our team's design concepts surpass our client's expectations. We sleep well knowing we have happy clients.

FIRM CONTACT

Adam Doubblestein, Principal
adoubblestein@towerpinkster.com
o: (616) 719-4225 c: (616) 570-4154

MISSION + VISION

Mission
Design leaders creating creating purposeful connections and experiences with clients and communities.

Vision
A diverse, empowered team driving innovation and creativity in built environments.

CAPABILITIES + EMPLOYEES

TowerPinkster's multi-disciplinary approach ensures solutions that are imaginative, innovative, and integrated in every aspect of project design. Our firm's capabilities include:

ARCHITECTURE + PLANNING

- Master Planning
- Feasibility Studies
- Facility Audits
- Code Analysis
- Site Selection and Design
- Programming
- Conceptual Design
- Schematic Design
- Design Development
- Construction Documentation
- Construction Administration
- Cost Estimating
- Post-Occupancy Evaluations
- 3D Modeling and Animation

INTERIOR DESIGN

- Space Planning
- Finish & Material Selections
- Furniture Selection/Layout
- Casework/Millwork Design
- Signage Design
- Furniture Audits

LANDSCAPE ARCHITECTURE

- Site Master Planning
- Rezoning Analysis
- Landscape / Planting Design
- Signage Design
- Site Evaluation and Assessment
- Athletic and Recreation Design
- Storm Water Management / Grading Design
- Site Circulation Studies

ENGINEERING

- Mechanical Engineering
- Electrical Engineering
- Structural Engineering
- HVAC/Plumbing Design
- Fire Protection Design
- Lighting and Power Design
- Energy Audits and Modeling
- Telecommunications Infrastructure
- Existing Structure Evaluation
- Security and Fire Alarm Design
- Commissioning
- Building Information Modeling

TECHNOLOGY DESIGN

- Audio/Visual
- IT Spaces
- Structured Cabling Systems (Fiber Optics + Copper)
- Security (Cameras and Access control)

TOWERPINKSTER STAFF

Registered Architects	27
Architectural Support	31
Interior Designers	12
Landscape Architects	4
Professional Engineers	17
Engineering Support	26
Technology Designers	5
BIM Specialists	1
Project Administrator	1
Specification Writers	2
Support Staff	18
Interns	17
Total:	**161**

TowerPinkster has also created successful partnerships with local and national consultants to provide our clients with the best possible team to meet the unique needs of their projects.

OUR SERVICES

ARCHITECTURE.

Our architectural services begin with conceptual design and conclude with the successful delivery of the building and post-occupancy review. All efforts required to achieve an imaginative, innovative, and integrated building design are part of our process including the incorporation of all engineering disciplines into the overall design process. This is the only way to create a sustainable building project which incorporates both innovative design ideas and smart engineering system solutions. Our architectural services include code analysis, building envelope methods, cost estimating, specifications, and other specific examples such as facility audits and building commissioning.

INTERIOR DESIGN.

We are dedicated to innovative interior design solutions that reflect the client's vision. This creative process is achieved by collaborating to solve challenges efficiently and effectively. Our team utilizes intuitive wayfinding techniques, as well as creative use of materials, textures and color that are unique to each project. As a firm, we are committed to sustainability as a central component of the interior design process through careful selection of materials that contribute to a safe and healthy interior environment for all occupants.

MECHANICAL + ELECTRICAL ENGINEERING.

Engineering expertise at our firm consists of mechanical, electrical, plumbing, and fire protection systems for all types of building projects. We provide a variety of services which include selection of the most appropriate system to achieve the goals and objectives of the client and provide efficient energy solutions to minimize the current and future operational costs. Our engineers also undertake energy audits, evaluations of existing systems, mechanical systems commissioning, emergency power system designs, telecommunication and A/V designs, security and surveillance systems, and other relevant services.

STRUCTURAL ENGINEERING.

Our firm provides structural engineering to support all phases of the design and construction. The team continually seeks to achieve economical structural designs that integrate with all disciplines as well as provide the client with a safe and high-performing structural system. Our engineers analyze and design using a variety of materials including steel, concrete, masonry, and wood. Our structural engineering services include designing and detailing new structures as well as evaluating existing structures.

TECHNOLOGY DESIGN.

Our technology design professionals work alongside our architecture and engineering teams in order to seamlessly incorporate technology into a project. Our services can include structured cabling systems for enterprise networks, paging systems, video surveillance, access control, paging, and clock systems. Our team also designs sound masking, or white noise systems, that provide improved occupant comfort in larger, open workspaces. We work with our clients to establish the technology needs for each project and collaborate across disciplines to ensure it's integrated from design through construction.

LANDSCAPE ARCHITECTURE.

Our firm provides landscape design for all types of building projects with the goal of integrating the building design into the surrounding environment and minimizing its impact on the natural resources. Our services include sustainable designs utilizing native plant selection strategies to minimize or eliminate the requirement for irrigation systems. We approach the design of garden spaces and settings to create intimate healing environments as well as enhance the health and well-being of employees and visitors.

SUSTAINABLE DESIGN.

TowerPinkster implements sustainable design practices which aim to reduce negative impacts on the environment, while increasing the health of building occupants. We are committed to the development of environmentally sound architecture through responsible design and respectful use of resources. We help clients incorporate sustainability into their projects by taking a holistic approach towards the entire building from material selection to building orientation, alternative energy sources to daylight harvesting, and more. We practice sustainable design in every project and our firm prides itself on practicing what it preaches by designing and working in our LEED-certified corporate headquarters in Kalamazoo , as well as our LEED Platinum Grand Rapids office.

MASTER PLANNING.

Our expertise in planning allows us to assist our clients in creating a comprehensive vision for their property. This requires crafting a logical framework, or road map, to guide the various development projects and provide flexibility for future projects. Our approach aims to enhance and promote the brand of each specific client within the physical development process. In addition, this service includes outlining a strategic phasing plan to prioritize projects based on existing operating facility needs, proposed capital projects and the future demand for each organization.

SITE PLANNING.

These services include evaluation and assessment of the site and surround context to develop sustainable solutions which leverage topography, earthwork and natural features in the overall design. The site planning services include zoning and code analysis related to parking, access and service/loading requirements. Many of our clients require design of recreational fields and spaces, storm water management and overall campus character and wayfinding design.

VISUALIZATION.

We employ the use of three-dimensional computer modeling as a technique to bring the project to life and create a realistic image of the project prior to the first brick being laid. Our team can develop virtual walk-through animation of the building which allows for experiencing the character and quality of each space as well as viewing the building project from almost every angle imaginable. The visualization techniques that we provide are great solutions for fundraising materials and presentation boards to allow the public and various constituents to see a snapshot of things to come.

ENERGY CONSERVATION + ALTERNATIVE ENERGY SOURCES.

With the long term escalation of energy costs, our design services include proposing and evaluating energy conservation measures and alternative energy sources. A key component of this service includes Energy Modeling of both existing facilities and new facilities to determine potential ideas to reduce energy consumption and operating costs. Our team is on the cutting-edge of alternative energy solutions having designed projects such as a closed-loop geothermal system, solar collectors, and high-efficiency mechanical systems.

ENERGY MODELING.

Our engineering professionals utilize energy modeling to define the flows of energy in and out of a building project. This is accomplished through the use of computer-based tools to simulate the energy consumption of a building throughout an entire year of operation. Energy modeling is a living document that in early design phases can be used to test the effects of site location, building massing, and building orientation. During the design development, an energy model can focus on the most promising energy saving strategies by defining the largest energy consumers and then focusing on their reduction. This service helps optimize the building design by working with the client to prioritize investment in the strategies that will have the greatest effect on the building's energy use.

OUR STORY

175 CENTURY SQUARE DRIVE, SUITE 350, COLLEGE STATION, TEXAS 77840
PH. 979.694.1791

WWW.BRWARCH.COM

WHO WE ARE

BRW is a full-service architectural design firm. The following is a list of services we have extensive experience in providing: Architectural Design, Space Programming, Site Analysis and Master Planning, Interior Design, Lighting Design, Landscape Architecture, Daily/Weekly Construction Administration, Renovation/Additions, Building Information Modeling (BIM), Sustainable Design (LEED), Needs Assessment, Feasibility Study, Code Analysis, Cost Estimating, Furnishings Selection and Procurement, Signage & Graphic Design, Bid / Pricing Oversight, Interior and Exterior Renderings, Fly-through Renderings, Bond Election Preparation, Grant Funded Projects.

FIRM HISTORY

Established in 1984, Brown Reynolds Watford Architects Inc. (BRW) is an 120+ person architectural and planning firm. Founded in Texas, based in Texas, and owned by Texans, we serve clients throughout Texas from our Dallas, College Station, and Houston offices. **BRW's College Station office will manage this project.**

Communication is a core value of our firm because BRW strongly believes that quality communication is critical to the success of any project. In our profession, accurate and quick communication is key to our client's satisfaction, therefore, we are proposing Daniel Pesek and Ray Holliday as your primary day to day contact. We believe it is as vital for the Architect to comprehend the needs and expectation of the City, the Fire Department, and its users, as it is for the City to understand the services of the architect. A project is not successful if the result does not demonstrate harmony among the functional, operational and contextual aspects of the project.

FIRM CONTACT

Ray Holliday, Principal
rholliday@brwarch.com
o: (979) 694-1791

LOCATIONS

College Station, TX (Contracting Office)
Dallas, TX (Corporate Headquarters)
Houston, TX
San Francisco, CA

> "EACH TEAM MEMBER AT BRW SHOWED INTEREST AND DEDICATION TOWARDS THE PROJECT WHICH HELPED ILLUSTRATE THEIR GENUINE CARE FOR THE PROJECT."
>
> *Michael Youngblood, Fire Chief*
> *Richmond Fire Department*

02

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

4.2. Summarize the respondent's strong points and how experience, particularly with similar responsibilities, will benefit the stakeholders. Include a brief description of the scope, staffing, and dates.

WE UNDERSTAND

HOW TO ENGAGE COMMUNITY + ACTIVATE TRENDS

The opportunity to design and construct a new Fire Station Headquarters Facility only happens once every 30-40 years. The new Fire Station No. 1 for Cascade Charter Township (known hereafter as the Township) will greatly improve the efficiency and effectiveness in delivering Fire Protection and Emergency Medical Services to the entire community. Our team recognizes the significance of this project and appreciates the years of planning it has taken to get to this point.

We have assembled an exceptionally experienced team that is very familiar with the local context of Grand Rapids and has specialized knowledge of how firehouses should function. Our TowerPinkster + BRW Architects team is thrilled to have the opportunity to establish a successful working relationship with you and other township representatives in developing a fantastic project.

Located in the heart of Grand Rapids, TowerPinkster brings a local commitment and design expertise to the Township's project. We bring in-house architecture, engineering, and interior design excellence which will be imperative in creating concepts for a robust, functional, and long-term solution to serve the community. Our team is made up of 161 employees that are dedicated to the long-term success of your new firehouse. We have successfully executed numerous planning and design projects for municipal clients across Michigan. Our recent planning experience includes the City of Grand Rapids, City of Kalamazoo, Kent County, Kalamazoo County, St. Joseph County, and Barry County.

In addition to our local team of architects, engineers, and interior designers who are familiar with the township planning and zoning requirements, we have also added a team of national experts that understand the latest trends and technologies being employed by other fire departments across the country. Brown Reynolds Watford (BRW) Architects specializes in designing firehouses that are focused on the health and safety of the first responders and staff that live and work in these environments. The BRW civic studio consists of 46 employees who all specialized in municipal architecture, specifically on Fire, EMS, and Public Safety facilities. By applying industry "best practices" BRW creates long-lasting, low maintenance facilities with the flexibility to accommodate evolving operations and future needs. With a portfolio of over 280 award-winning firehouse facilities, BRW is a nationally recognized authority in the industry.

The main objective of this project is to provide architectural and engineering design and assist with bidding and construction administration for the new Cascade Fire Station No. 1 which will be located on the existing Thornhills site. The Planning Analysis report which includes site analyses, space programming, and several conceptual design solutions will serve as the basis of design for this new facility. Our team has familiarized ourselves with this report including the planning priorities identified for the site and building by the department. With the specialized knowledge and expertise of our proposed team, we do not doubt that we will be able to complete this project within the determined time period and budget.

We are most appreciative of your consideration to be a part of your team. We are available to begin immediately, and we look forward to embracing what matters most to the Cascade Charter Township. If you have any questions, please do not hesitate to contact Adam at the number below.

Sincerely,

Adam Doubblestein, Principal
adoubblestein@towerpinkster.com
o: (616) 719-4225 c: (616) 570-4154

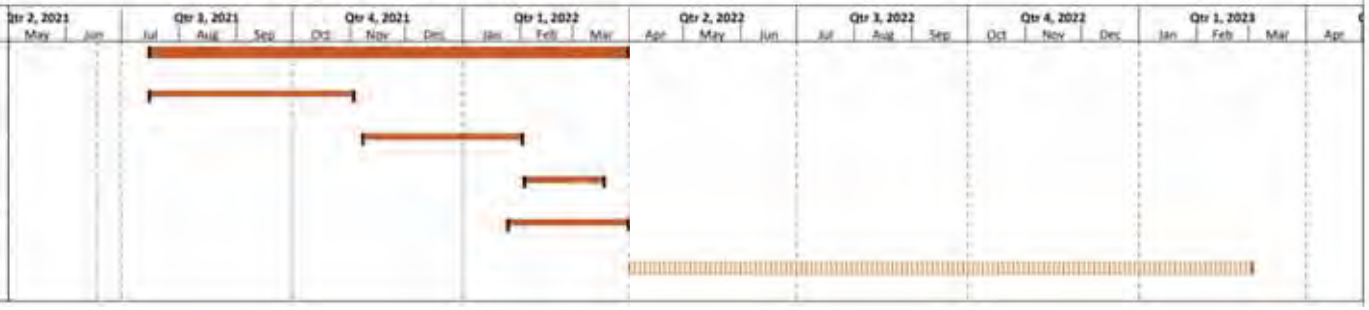
Ray Holliday, Principal
rholliday@brwarch.com
o: (979) 694-1791

Cascade Township

Fire Station #1 Summary

Fri 6/18/21

ID	Task Name	Duration	Start	Finish
1	Fire Statir n #1 - Bid Package	178 days	Fri 7/16/21	Wed 3/30/22
2	Prelimenary Design	78 days	Fri 7/16/21	Tue 11/2/21
9	Final Design	56 days	Mon 11/8/21	Tue 2/1/22
14	Plan Review	31 days	Wed 2/2/22	Thu 3/17/22
19	Bidding / Contract Negotiations	47 days	Tue 1/25/22	Wed 3/30/22
24	FireStation #1 Construction	12 mons	Fri 4/1/22	Thu 3/2/23



03

PROJECT PROPOSAL

PROJECT PROPOSAL

4.3. Describe in narrative form, the methods for completing the scope of services outlined in Section 3. Identify deliverables with emphasis on the stated scope and intent of the project, including tasks and timelines. Emphasis on clarity and detail of the proposal is an important consideration in evaluation of the responses. Proposal must identify a timeline for this project, including proposed beginning date, length of time to conduct each phase, and completion date.

APPROACHING YOUR PROJECT

WITH EFFICIENT + VALUE-DRIVEN SOLUTIONS

The TowerPinkster and BRW team take great pride in the quality and completeness of its design process. Our team will manage the project with efficiency and a value driven focus from programming through construction administration. To achieve this objective, our dedicated project team will prepare the project plan and schedule to meet the Township's established timeline.

We have tailored our approach to your project based on the information provided within the Request for Proposal (RFP). From the kick-off meeting to completion of the project, your involvement is critical to the success of this effort. We are passionate about assisting you in creating a long-term solution for your Fire Department services. The final result will be a cost-effective solution to meet the needs of your operations and programs now and for many generations to come. The design process is outlined in the following pages.

FACILITY PLANNING

As a public building, your project demands that the design process fully respond to all of the challenges that will ultimately affect the delivery of services, community engagement, and the staff well into the future. Therefore, it is essential that the project be sited, planned, programmed, and designed to strengthen the fabric of the Township and respond to community needs. Our process starts with developing the program for your project(s) based on input provided by the Fire Department stakeholders. The Space Planning Phase will consist of meeting with Stakeholder groups, programming meetings, and developing adjacency lay-outs of the proposed functions included in your project. The general steps will include:

1. STAKEHOLDER MEETING – KICK-OFF WORK SESSION

In our first Stakeholder meeting, we will review your strategic goals and evaluate the Township's definition of a successful project. We will also discuss the budget parameters and project schedule in more detail to define milestones for the project. This meeting will take about 2-3 hours.

2. PROGRAMMING MEETINGS

Our team will assemble onsite for a full day of programming meetings. We will schedule sessions with the individual user groups, concluding with combined wrap-up meeting. We will complete the program and initial concepts based on this collaboration with the Fire Department stakeholders. We may include site plan configurations, 3D sketches, and relationship diagrams to supplement the program tabulation. We will schedule a second programming meeting to present the finalized space tabulations for review and approval by the Stakeholder group.

PRELIMINARY DESIGN

The Schematic Drawing phase will build upon the space program for your project(s). The Schematic Phase will consist of the site evaluation and a schematic lay-out of the proposed design for the project. The general steps will include:

1. SCHEMATIC DESIGN CONCEPTS

We will complete the schematic design concepts based on your Program and functional adjacency. This will likely include site plan configuration(s), 3D sketches, floor plans, elevations, and mechanical/electrical/plumbing system narratives. Multiple options will be developed to achieve the appropriate balance of project elements; operational function, budget, scope, and schedule.

2. SITE PLAN DEVELOPMENT

Site plan development will occur when our Schematic Design Concepts begin to take focus and direction. We will place the project concepts to a feasible site location(s) to determine the impact. This effort will include preliminary site plan configuration sketches.

3. SITE EVALUATION, SURVEY AND GEOTECHNICAL SERVICES (SOIL BORINGS)

Available projects sites will be reviewed for feasibility. Location, utility infrastructure, and project cost will influence our recommendation to the Township. We will request approval from the Township to proceed with the Site Survey and Geotechnical Services; which are two key components that need to be executed early in the design phase.

4. SCHEMATIC DESIGN COST ESTIMATE

We will work with the team to produce a preliminary cost estimate for the project and develop value based alternates for consideration by the Client team if the project is above the approved cost target.

5. CLIENT REVIEW AND APPROVAL

Completion of the Schematic Design Phase represents our 30% completion milestone. Prior to the next phase, you and your team will have a review period to analyze the final schematic design drawings and provide comment/feedback and approval. Our team will present the Schematic Design package to the Fire Department and Township.

6. ADVANCEMENT OF PREFERRED DESIGN

We will develop the approved planning and design materials into final design solutions for each component of the project. This generally includes 3D sketches, floor plans, elevations, sections, finishes, lighting, mechanical / electrical / plumbing systems, landscape plan, and site plans.

7. STAKEHOLDER COLLABORATION

We will collaborate with your team at regular intervals to review and discuss the development of the design components. Bidding strategies and overall project schedules will be developed in conjunction with the documents.

8. CODE ANALYSIS AND AGENCY REVIEW

Our team will approach the Agency approvals proactively. We will perform a comprehensive code analysis and propose to meet with Agencies to review the in-progress design for comment and feedback.

9. DESIGN DEVELOPMENT COST ESTIMATE

Near the end of Design Development, we will work with the team to update the cost estimate for the project and develop value based alternates for consideration by the Client team if the project is above the approved cost target.

FINAL DESIGN

We will advance and refine the approved schematic design including plans, sections, elevations, layouts, etc. for detailed design development. We will develop construction details and building methods to further define the major building systems and establish the level of quality and character of the Project. The key tasks will consist of the following:

1. CONSTRUCTION DOCUMENTATION

This phase of the design process consists of the detailed construction documentation and specifications required for the ultimate construction of the project. The Design Team will develop a complete set of construction documents which communicate to contractors and vendors the full design intent and provide sufficient detail for bidding. The development of the contract documents for construction will include detailed drawings of project components (floor plan, interior finishes, exterior elevations, building sections, etc), detailed building engineering systems, final specification documents, final site and landscape plans, as well as furniture, exterior/interior signage, and other related items.

2. DOCUMENT REVIEW

Near the completion of the Construction Documents, our team will present the Bidding Document package to the Township Stakeholders. This review stage represents our 95% completion milestone. Final Client review and comment as well as internal quality control/quality assurance reviews will occur at this milestone.

3. ISSUE FOR PERMIT TO GOVERNMENT AGENCIES

We will assist you with the submittal of the final contract documents to the government agencies for their review and permitting.

4. FINAL DOCUMENTS ISSUED FOR CONSTRUCTION

We will issue the final documents in PDF format to your preferred Contractors for bidding, selection of final Contractor, and construction.

BIDDING

Our team will assist the Fire Department and Township with bidding the project. We will conduct a mandatory on-site pre-bid meeting and site walk-through, review and respond to bidder's request for information, prepare and issue all required addenda, review the contractor bids, review any pre-submittal documents, and make final recommendations for the contract award. It is essential during this process that our design team strictly enforce the specification requirements set forth during design. Our team will lead a thorough evaluation of the bidding contractors to provide a recommendation for your "Best Value".

1. BIDDING/NEGOTIATION

Responsibilities in this phase include clarification and confirmation that the bidding parties understand the construction documents and the design intent as well as to work with you and the Contractor in selecting the qualified subcontractors to execute the project. This phase generally consists of the following: participate in bidding process - response to subcontractor questions and development of addenda, attend pre-bid meeting, review bids, attend post-bid interviews (as required), and assist in recommendations of contract awards.

CONSTRUCTION ADMINISTRATION

Our role in Construction Administration of the project is to verify that the design intent of the project is adhered to throughout the construction phase. As your representatives and advocate, we will review submittal documents and schedule-related items provided by the selected Contractor to assist in ensuring the timely, on-budget completion of the project. The tasks will generally consist of the following:

1. CONSTRUCTION ADMINISTRATION

The TowerPinkster team will provide oversight during construction, including monthly site visits to observe work in progress as well as being available as required for immediate response items. The tasks during this phase include: attendance at OAC (Owner, Architect and Contractor) meetings, on-site field observation, shop drawing/ submittal review, coordination of field issues, and payment application review.

2. PROJECT CLOSE-OUT

During the Close-Out period, the project undergoes a detailed review and coordination process to deliver a final product for occupancy. Our team is involved in reviewing all aspects of the building and advising the Fire Department and Township regarding the adherence of the construction to the project documents. Typical tasks of this step consist of punchlists, review balance reports, review close out documents, and Owners manuals.

3. POST OCCUPANCY

Our team will work with you and the Contractor to confirm that all requests and comments from the various agencies have been fulfilled. Before the warranty period has expired, TowerPinkster will complete a walk-thru of the entire project to verify any items that need attention prior to the expiration of the warranty.

At our initial kickoff meeting with you and your team, we will review this proposed approach in detail and tailor it to meet your overall goals and objectives. We believe that a collaborative and transparent process is the optimum methodology for achieving the best solutions and most successful outcomes for the future of your facility.

SCHEDULE AND BUDGET MANAGEMENT

MEETING DEADLINES

A challenge of many projects is maintaining the project schedule. Clear graphic communication, specific agendas, and sending ahead the information needed for concise meetings are techniques to expedite the project and maximize time. Getting design options on the table early avoids time wasting and discourages "what if's" later. Clear and effective presentations that depict information efficiently can validate the decision process and achieve consensus promptly.

TowerPinkster and BRW will prepare a Workplan at the beginning of the project outlining the schedule from the start of design through post-occupancy of the Owner. This schedule is closely coordinated with the Owner's and contractor's schedules and is updated before each meeting. Once this schedule is established, it is monitored weekly throughout the design, documentation, and construction phases. Regularly held consultant coordination meetings and weekly sharing of the project BIM model will help keep the work on schedule. These will provide all team members the opportunity to coordinate, have questions answered, and maintain a unified direction. Additionally, it holds all team members accountable for progress during the intervening time. BRW and TowerPinkster will provide weekly updates to everyone involved in the project.

If a project falls behind schedule, we will gather the project team together to prepare a recovery plan. Recognizing the abilities of each team member and reviewing capacity is critical to assess the need for additional resources. Only with the "buy-in" of each team member will the project complete on time without sacrificing quality. Timeliness of consultant's work is also critical for an integrated and coordinated design. Staying in regular contact with consultants and exchanging progress documents will allow TowerPinkster and BRW to determine the true status of the project and react as appropriate.

"AS INDUSTRY LEADERS IN THE DESIGN OF PUBLIC SAFETY FACILITIES, BRW TRULY UNDERSTANDS HOW A FIRE STATION OPERATES. THEY ARE DEDICATED TO DESIGNING FACILITIES THAT WILL NOT ONLY MEET YOUR NEEDS, BUT ALSO IMPROVE EFFICIENCY AND PROTECT THE MOST VALUABLE ASSET WITHIN YOUR DEPARTMENT, YOUR FIREFIGHTERS."

John Sullivan, Fire Chief
Georgetown Fire Department

STAYING WITHIN BUDGET

In today's construction market, we believe the biggest challenge to project budgeting is estimating the escalation of construction costs. BRW and TowerPinkster have a proven track record of delivering projects at or under budget. This can be attributed to our unyielding commitment to aligning the project scope and budget by finding value through providing options, developing consensus, making sound decisions early, and alerting the team as soon as possible of any potential scope creep.

An initial construction cost estimate is created just after Programming, during Concept Design. At this time, various structural and mechanical/electrical systems, along with building forms, facades, and alternative architectural materials and assemblies are considered. The next cost estimate occurs during Schematic Design and involves quantity takeoffs of building assembly components. Depending on the scale of the project, subsequent estimates usually occur at the completion of Design Development and at 50% and 95% Construction Documents. We will work with our consultants to continually align the architectural and engineering scope while the design progresses.

The key to successful cost estimates during design is to make critical decisions early. As the design progresses, more detailed decisions must fall within an overall budget strategy. BRW and TowerPinkster will work closely with product vendors on material appropriateness, availability, and installation cost. We also prepare "cut sheet" notebooks of selected building components to support unit cost estimates. Should the probable construction cost vary from the target budget, the challenge is to gain consensus quickly from the entire project team to realign project scope back to the target before the design advances further. Besides considering potential reductions in project scope to align with the budget, we also consider alternative assemblies and materials, or even phasing the project if required.

QUALITY ASSURANCE AND QUALITY CONTROL

Quality assurance is not a milestone date on the calendar, it is a consistent approach to providing the best service and highest quality documents available in the industry. TowerPinkster and BRW are committed to this. Between our two firms, we have developed a comprehensive approach to design and project delivery that guides each discipline's efforts:

CONSISTENT STAFFING: We have hand-picked a joint team of talented, experienced professionals who are qualified to meet your unique needs. This team will stay involved throughout the duration of the project to ensure comprehensive design, documentation, and construction administration that reflects your goals and priorities.

PROJECT COORDINATION: Our Project Managers are responsible for leading the team's design and documentation efforts. While our collaborative approach to design brings team members to the table early on to review project requirements, establish priorities, and create holistic solutions, the PMs will make sure all team members are communicating effectively, and that the project budget and schedule are being met.

TEAM REVIEW: Detailed quality control reviews are scheduled near the end of Schematic Design, Design Development, and Construction Documentation to give all team members the opportunity to measure design solutions against established project goals and priorities. These reviews will also ensure proper coordination of disciplines and adherence to project scope and budget. Client "page turn" meetings are also provided.

PEER REVIEW: One of the benefits of this partnership between BRW and TowerPinkster is the ability to execute peer reviews of project design and documentation using professionals that are not part of the project team. A fresh set of eyes will review project design, coordination of systems and components, and completeness of documents.

CODE REVIEW: Between TowerPinkster and BRW, our teams will identify all local, state, and federal regulations that apply to your project early in the design phase. We will help you achieve a thorough understanding of code requirements and provide design solutions that meet those requirements. Project documents will support the approval process, and the project schedule will incorporate meetings with building officials, if required, as well as ample time for review and approval by governmental agencies.

STANDARDIZED DETAILING: Our firms' understanding of successful construction techniques and our ability to convey them accurately and appropriately in our documents means fewer problems in the field. Our firms' designated "experts" stay abreast of new technology and construction techniques to maximize quality, constructability, and cost effectiveness. Lessons learned from each project are communicated to the entire office to promote constant improvement in project design and delivery.

SPECIFICATIONS: TowerPinkster and BRW offer dedicated and experienced Specifications Writers who work in conjunction with the project design and documentation team to create comprehensive, well-coordinated project specifications. Our firm utilizes MasterSpec software, which offers cross-coordination of specification sections, supports LEED certification and documentation, and creates submittal reports that assist in the timely completion of the construction administration process.

CONSTRUCTION ADMINISTRATION: Our seasoned construction representatives will schedule regular meetings and field visits to verify that the project is constructed as it was intended, meeting our standards for quality. Our efforts include: shop drawing reviews to avoid inferior products or project delays, development of project work list and punch list to ensure conformance with plans and specifications, as well as quality construction.

WARRANTY WALK-THROUGH: As TowerPinkster is local, we will provide a 10-month walk through of the completed facility to identify potential warranty issues prior to expiration of the warranties. We will work with the construction entity to resolve any issues that arise during early occupancy.

AVOIDING SCOPE CREEP

We have learned to ask the critical questions during the programming and schematic phase of a project to avoid scope creep. With our combined experience, we have the expertise and knowledge to identify all of the large components of the firehouse design and provide accurate cost estimates. If scope creep occurs during schematic design, the additional size and costs are either approved or denied at the beginning of the fire house design. If scope creep occurs, we will provide the city with multiple options and cost solutions to determine what is best for the city's long-term needs. As your expert, we will make a recommendation for one of the three options, but the city and fire department make the final decision.

IDENTIFYING OPPORTUNITES
FOR DESIGN + CONSTRUCTION OF FIRE STATION 1

Fire Stations are unique and specialized facilities. They are a home for firefighters, an enclosure for fire apparatus, and a municipal building in a community. Listed below are some ideas about opportunities and challenges our team will address when working with Cascade Township.

DESIGN OPPORTUNITIES

Fire Stations must meet all the operational demands of the Fire Department, while generating civic pride with citizens. TowerPinkster and BRW embrace the idea of site-specific design and incorporating the surrounding context. The exterior building design should respond to the character of the community and must be durable and easily maintained as these municipal buildings may have life spans of over 50 years.

SITE PLANNING CONSIDERATIONS

- Traffic visibility while exiting the apparatus driveway is a primary consideration, particularly with hilly roads and dense vegetation.
- Ample firefighter parking spaces is also important as the need doubles during a shift change.
- The security of personal vehicles should be considered, so fencing or screening walls around parking areas are common.
- Other site design issues may include the location of a fuel tank, generator, dumpster, and radio antennas.

The primary consideration with the floor plan should be the distance and clarity of the pathway between the living quarters and the Apparatus Bay to reduce response time. A minimum of two doors should provide access to the Bay from the living areas. Corridors should be as direct as possible to the bays.

APPARATUS BAY SYSTEM AND DESIGN CONSIDERATIONS

While generally an open room, we spend more time coordinating systems and design preferences in the apparatus bays than any other room. Innovations and newer equipment in our recent fire stations include the below:

- Four-fold bay doors for improved speed and reduced maintenance.
- Multiple ceiling-hung air filter units as well as direct capture vehicle exhaust hose systems.
- Trench drains are now pre-formed units to ensure proper slope rather than formed concrete in the field.
- Manhole in an Apparatus Bay Storage Mezzanine floor for confined space training into the room below.
- Geothermal heat rejected into the ground during summer to provide heating in the winter.

DESIGN CONSIDERATIONS FOR SECURITY SHOULD INCLUDE:

- The Watch Room should have visibility of the Apparatus Bay, driveway, and Public Lobby to monitor activities.
- The public entrance must have a clear identity, and there should be a very distinct separation between the public areas and firefighter areas to address security and privacy issues.
- There is typically a secure Public Lobby door with an adjacent doorbell that rings in the station, or a telephone handset connected to dispatch to alert firefighters of visitors.
- To improve security in the Apparatus Bays, open rolling grilles can be installed just in front of the bay doors to secure equipment yet allow breezes to flow through.

Socializing and camaraderie are essential to the fire station, and the true heart of this is the Kitchen. More socializing occurs while preparing and eating meals than any other area and we have found that a kitchen island encourages this activity. This does create a need for reducing noise and daylight for sleeping during daytime hours, however. Ideally, the bedrooms are isolated or surrounded by non-occupied rooms. The physical Training Room should be remote from the sleeping areas due to music and equipment noise.

FIRE STATION DESIGN TRENDS

Through TowerPinkster's local municipality experience and BRW's expertise on a national scale, we have found that design innovation is often the result of "lessons learned". We have developed a comprehensive knowledge of designs that function properly, and through close collaboration with fire personnel and consultants, BRW has developed many innovations. TowerPinkster and BRW are dedicated to raising the status quo of facilities for our first responders. We achieve this by staying at the forefront of the latest standards, innovations, and best practices in Fire Station design, and by sharing our experiences and lessons-learned with our clients.

A few important design considerations include:

- Providing ample driveway width and street traffic control for emergency vehicles leaving the station as well as investigating the potential for a traffic light at street intersections.
- Orienting the Apparatus Bays facing north and south if possible, to prevent vehicles exiting into the setting western sun.
- Considering individual versus dormitory sleeping rooms.
- Considering individual unisex restrooms versus men and women multi-person restrooms. Individual restrooms occupy less space.
- Coordinating the type of Apparatus Bay exhaust system and sequence of operations.
    - Preventing fans from running while the public-address system is operational to eliminate hearing difficulties.
    - Individual volume controls for the public-address system speakers.
    - Timer control for public-address system for deactivation at night if the station is near residential.
- Carefully considering the load on the emergency generator. This should include review of all mechanical systems including communication systems, emergency equipment, apparatus bay overhead doors, and refrigerators. The largest load consideration for a generator is the mechanical systems.
- Locating the fill for the emergency generator within 50' of the fuel truck as they typically only carry a 50' hose.
- Considering locating the refrigerators (one per shift) in a locked pantry, in lieu of the open kitchen, to eliminate the need for locks on refrigerator doors.
- Providing a high-end residential grade gas range in the kitchen with an electronic igniter and gas solenoid valve that shuts-off during an alarm. The system should also be installed at outdoor gas grills.
- Providing separate lights in the sleeping rooms for activation during an alarm, in lieu of normal lighting, as well as wiring approximately 1/3 of the Apparatus Bay lights for activation during an alarm at night.

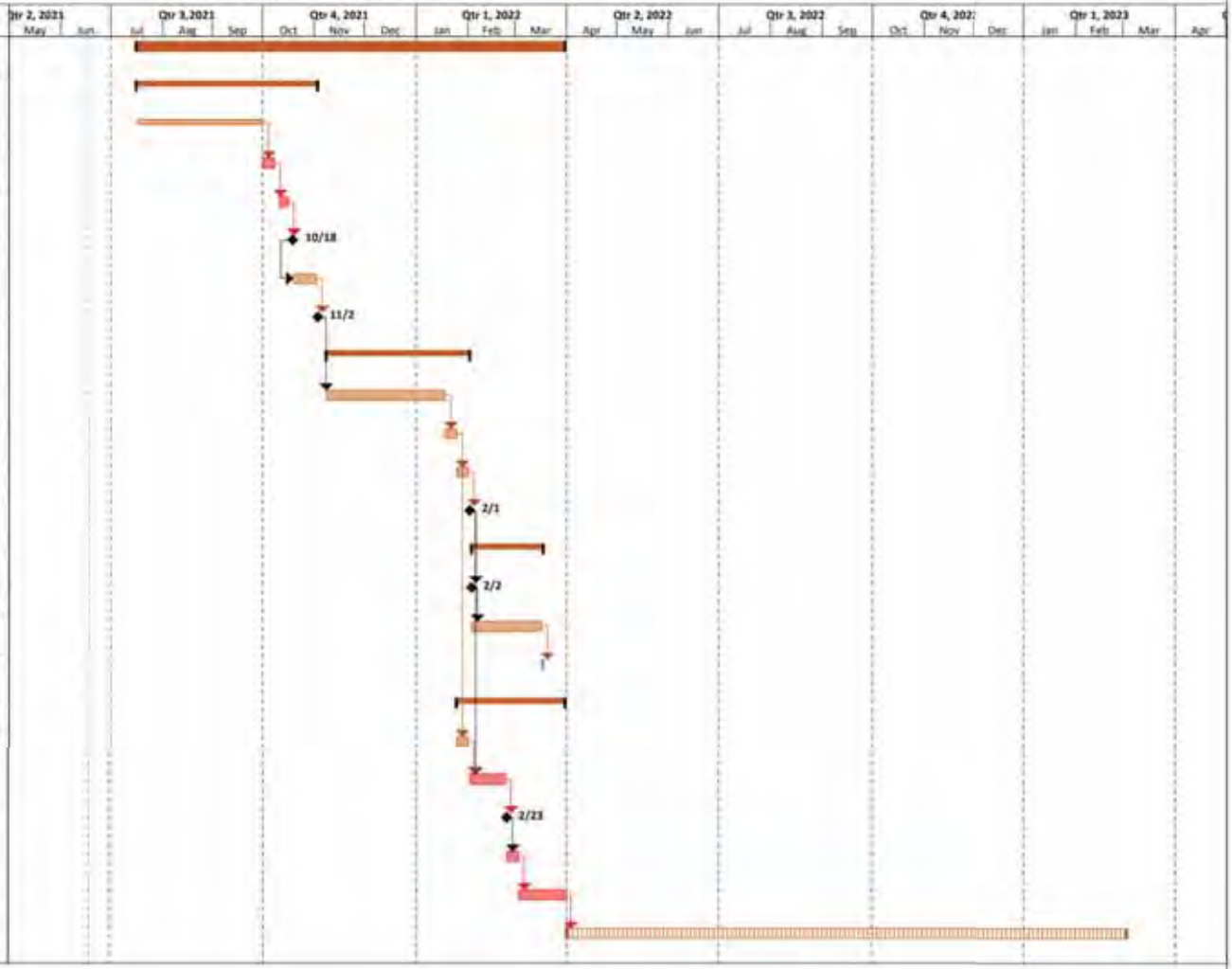
Our experienced team of architects and MEP consultants will recommend one or multiple of these innovative methods to help reduce the risk of airborne exposure to your staff.

Cascade Township

Fire Station #1 Schedule

Fri 6/18/21

ID	Task Name	Duration	Start	Finish
1	**Fire Station #1 - Bid Package**	**178 days**	**Fri 7/16/21**	**Wed 3/30/22**
2	**Preliminary Design**	**78 days**	**Fri 7/16/21**	**Tue 11/2/21**
3	Preliminary Design	11 wks	Fri 7/16/21	Thu 9/30/21
4	QA/QC_Page Turn	5 days	Fri 10/1/21	Thu 10/7/21
5	Pick up Comments	5 days	Mon 10/11/21	Fri 10/15/21
6	***Issue Preliminary Design Package***	0 days	Mon 10/18/21	Mon 10/18/21
7	Cost Estimate	10 days	Tue 10/19/21	Mon 11/1/21
8	***Cost Estimate Review***	***0 days***	***Tue 11/2/21***	***Tue 11/2/21***
9	**Final Design**	**56 days**	**Mon 11/8/21**	**Tue 2/1/22**
10	Final Design	9 wks	Mon 11/8/21	Mon 1/17/22
11	QA/QC_Page Turn	5 days	Tue 1/18/22	Mon 1/24/22
12	Pick Up Comments	5 days	Tue 1/25/22	Mon 1/31/22
13	***Issue for Bid***	0 days	Tue 2/1/22	Tue 2/1/22
14	**Plan Review**	**31 days**	**Wed 2/2/22**	**Thu 3/17/22**
15	Submit Plans for Approval	0 days	Wed 2/2/22	Wed 2/2/22
16	Plan Review	6 wks	Thu 2/3/22	Wed 3/16/22
17	**Final Approval / Permit**	1 day	Thu 3/17/22	Thu 3/17/22
18	**Bidding / Contract Negotiations**	**47 days**	**Tue 1/25/22**	**Wed 3/30/22**
19	Bid Scopes / Bidders List	5 days	Tue 1/25/22	Mon 1/31/22
20	Bidding	15 days	Wed 2/2/22	Tue 2/22/22
21	***Receipt of Bids***	**0 days**	**Wed 2/23/22**	**Wed 2/23/22**
22	Bid Analysis / Contractor Selection	5 days	Thu 2/24/22	Wed 3/2/22
23	Contract Negotiations	20 days	Thu 3/3/22	Wed 3/30/22
24	**FireStation #1 Construction**	**12 mons**	**Fri 4/1/22**	**Thu 3/2/23**



TowerPinkster

04

PROJECT STAFFING

PROJECT STAFFING

4.4. Provide a chart with the staff you are committing other the solicitation. Show lines of authority and communication and provide a brief role description with responsibilities for each person as the relate to the solicitation. Provide resumes for each person assigned to the project.

We have assembled a team of experts uniquely suited for the development of the Cascade Charter Township New Fire Station No. 1. Resumes of the team members listed in the chart below are included on the following pages.

CASCADE

PROJECT MANAGEMENT TEAM

Vince Novak
Program Manager | TowerPinkster

Daniel Pesek
Project Manager | BRW Architects

LEADERSHIP

Adam Doubblestein
Principal | TowerPinkster

Ray Holliday
Principal | BRW Architects

DESIGN TEAM

Shawn Parshall
Design Architect | TowerPinkster

Justine Zack
Project Coordinator | TowerPinkster

Ryan Eversole
Structural Engineer | TowerPinkster

Shane Evens
Electrical Engineer | TowerPinkster

Eric Rinehart
Technology Designer | TowerPinkster

Marcus Gibbon
Project Designer | BRW Architects

Peri Sutton
Project Coordinator | BRW Architects

Perry Hausman
Mechanical Engineer | TowerPinkster

Carissa Benjamin
Interior Designer | TowerPinkster

ADDITIONAL CONSULTANTS

Brandon Mieras
Civil Engineer | Williams&Works

TowerPinkster
Architecture · Engineering · Interiors

BRW
ARCHITECTS

ADAM DOUBBLESTEIN, PE, CPMP, LEED AP BD+C

PRINCIPAL

Adam is a licensed engineer and ASHRAE-certified Commissioning Process Management Professional with more than 22 years of experience in design, commissioning, and project management. He is experienced in managing projects through all phases, including feasibility studies, budgeting, construction documents, bidding, and construction administration. Adam excels at planning, organization, communication and scheduling project-related tasks. His project expertise includes complex building systems, sustainability, and energy management.

REGISTRATION

Professional Engineer
Michigan

ASHRAE Certified Commissioning Process Management Professional (CPMP)

LEED Accredited Professional
Building Design and Construction

EDUCATION

Milwaukee School of Engineering
Bachelor of Science
Architectural Engineering

PROFESSIONAL AFFILIATIONS

International Ground Source Heat Pump Association (IGSHPA)

IGSHPA Certified GeoExchange Designer Training

Association of Energy Engineers (AEE)

Building Commissioning Association (BCA)

ASHRAE Regional Vice Chair – 2016- 2019

ASHRAE – Member, West Michigan President – 2012-2013

ASHRAE Grassroots Government Activities Chair – 2013-Present

ASHRAE Technical Committee-1.7: Business, Management, and General Legal Education, Committee Member

ASHRAE Technical Committee - 7.5: Smart Building Systems – Committee Member

ASHRAE Technical Committee-7.9: Building Commissioning – Committee Member

STATE OF MICHIGAN NEW VETERAN'S HOMES

Detroit and Grand Rapids, Michigan
The State of Michigan and the Michigan Veterans Affairs Agency is working with TowerPinkster and senior living design consultant, SFCS, to design two new State Veterans Homes developments based on the USDVA Community Living Center (CLC) Guidelines. Building on his experience from over 100 projects with the State, Adam serves as the client liaison for this project.

REPRESENTATIVE EXPERIENCE

Air National Guard
Baldwin, Michigan
- Baldwin Ranger Station Commissioning
- Selfridge Air Nation Guard Commissioning

Barry County
Hastings, Michigan
- Facility Master Plan

City of Portage
Portage, Michigan
- Fire Station #2 - New Heating System*

Kalamazoo / Battle Creek International Airport*
Kalamazoo, Michigan
- New Terminal Building

Kalamazoo County
Kalamazoo, Michigan
- Commissioning for New Juvenile Detention and Educational Facility*
- Commissioning for Renovations and Additions to County Jail*
- Commissioning for Gull Road Family Court

Kent County
Grand Rapids, Michigan
- Fuller Complex Office Renovation

Livingston County
Howell, Michigan
- Judicial Center Needs Assessment and Facility Design Plan

State of Michigan *(Select Projects)*
Various Locations, Multiple Projects
- Fire Alarm Upgrades: Bellamy Creek Correctional Facility, Women's Huron Valley Correctional Facility
- DTMB General Office Building Restroom & Piping Upgrade
- Michigan Commission of the Blind Training Center*
- Secondary Complex Controls*
- Capital Complex Integration*
- Muskegon Boiler Relocation*
- Three Year Commissioning Contract
- DTMB WHV Heating Study
- DTMB WHV Vocational Village

**Denotes work completed prior to TowerPinkster*

RAY HOLLIDAY, AIA, ASLA, ASID, LI

PRINCIPAL

Mr. Holliday will serve as Project Principal and your main point of contact for BRW Architects. Ray will be your main point of contact and will be involved in the development and organization of the project team through the all phases of the project including consultant coordination, client liaison, and construction administration. Ray is a nationally recognized leader in fire station design, and he has presented at numerous design conferences and teaches design at annual fire station design seminars. Ray brings a unique addition to the team in his attention to detail and extensive architecture design expertise. Ray is also a licensed landscape architect and interior designer in the State of Texas.

REGISTRATION

Registered Architect
Texas

Registered Interior Designer
Texas

Registered Irrigator
Texas

EDUCATION

Texas A&M University
Master of Architecture
Master of Landscape Architecture

University of Nebraska
Bachelor of Architecture

GEORGETOWN FIRE STATION NO. 6

Georgetown, Texas

An excellent example of a coordinated effort between an Emergency Service District (ESD) and a municipality, Firehouse No. 6 was jointly funded by the City of Georgetown and the Williamson County ESD No. 8. The exterior façade is designed to reflect the surrounding residential neighborhood and features locally quarried Texas limestone, stained Hardie siding, sun-shading devices, and red four-fold apparatus bay doors.

REPRESENTATIVE EXPERIENCE

Bexar County ESD #3, Fire Stations No. 124 & 125, 121, 122, 123
San Antonio, Texas

Bryan Fire Station No. 2 and No. 5
Bryan, Texas

College Station Fire Station No. 2 Addition / Renovation, Fire Stations No. 3, 5, & 6
College Station, Texas

Comal County ESD 3 - Fire Stations 1, 5, 4 & 6
Canyon Lake, Texas

Comal County ESD 4 - Bulverde Spring Branch Fire Station No. 4
Canyon Lake, Texas

El Paso Fire Station 36 & 38 -
El Paso, Texas

Central Fire Station No. 1
Horizon City, Texas

Galveston Central Fire Station
Galveston, Texas

Georgetown Fire Station No. 5 & Training Facility, Fire Station No. 7
Georgetown, Texas

Harris County ESD #16, Klein Admin. Complex with Maintenance Facility, Fire Station No. 3 and Training Facility, Fire Station No. 8, Fire Station No. 6 Addition/Renovation
Spring, Texas

Harris County ESD #7, Spring Fire Stations No. 74 & 75, and Maintenance Facility
Spring, Texas

New Braunfels Fire Station No. 1 Renovation, Stations No. 2, 3, 7 and Fire Training
New Braunfels, Texas

Richmond Central Fire Station and Fire Station 2
Richmond, Texas

VINCE NOVAK, AIA, NCARB

PROJECT MANAGER

Vince will serve as Project Manager and brings over 15 years of experience in Architectural Design and Project Management. His areas of expertise include federal and government, higher education, K-12 education, and commercial.

REGISTRATION

Registered Architect
Michigan

EDUCATION

University of Nevada - Las Vegas
Master of Architecture

Western Michigan University
Bachelor of Science Industrial Design

PROFESSIONAL AFFILIATIONS

Lean Construction Institute
Member

AIAGR Sustainability Committee
Chair

TRUCKEE MEADOW FIRE PROTECTION DISTRICT

Reno, Nevada

This new 11,500 SF Fire Station #14 is situated on three acres with approximately half the site being dedicated to the station. The balance of the site is master planned for additional county functions with fire department administration, logistics, and training classrooms being considered.

REPRESENTATIVE EXPERIENCE

City of Henderson*
Henderson, Nevada
- 35,600 SF North Community Police Station (LEED Gold)

General Service Administration*
Various Locations
- Calexico, CA Temporary Land Port of Entry Inspection Facility
  - Renovation of a Historic Customs House and Expansion
- Honolulu, HI
  - 12,000 SF Tenant Improvements for Immigration and Customs Enforcement Agencies
- Otay Mesa, CA Land Port of Entry
  - 100,000 SF New Build
  - Master Plan and Design Development

State of California*
Sahara, California
- DMV Saraha Service Center

North Butte County*
Fernley, Nevada
- New Courthouse

Davenport University*
Grand Rapids, Michigan
- College of Business Master Planning and Design Development

Saginaw Chippewa Tribal College*
Mt. Pleasant, Michigan
- 70,000 SF Development

Manistee Area Public Schools
Manistee, Michigan
- Kennedy Elementary

Silverland Middle School*
Fernley, Nevada
- Master Planning Through Construction

Los Angeles Valley College*
Los Angeles, California
- Campus Wide Accessibility Upgrades

**Denotes work completed prior to TowerPinkster*

DANIEL PESEK, AIA, LEED AP BD+C

PROJECT MANAGER / ARCHITECT

Mr. Pesek has been with BRW Architects since 2009. He has managed and designed 36 fire station projects for counties and municipalities, throughout Texas. Daniel will serve as Project Manager, overseeing the coordination of all project disciplines. His role will also include establishing and maintaining the schedule throughout the project, monitoring anticipated cost to align scope and budget, leading internal BRW team and consultant teams, technical review of construction documents, participating in all design and construction meetings.

REGISTRATION

Registered Architect
Texas

EDUCATION

North Carolina State University
Master of Architecture

Texas A&M University
Bachelor of Environmental Design

PROFESSIONAL ORGANIZATIONS

American Institute of Architects
Member

American Institute of Architects Brazos Chapter
President
Bark and Build Planning Committee

GAVELSTON CENTRAL FIRE STATION 1

Gavelston, Texas

The symmetrical form of the building is derived from the Classical Revival style of the City Hall while the materials, balconies, and detailing reflect the Romanesque style of the Moody Mansion. To create a connection between the City Hall and fire station, the entrances are oriented on axis to one another across a new public plaza where the former fire station once stood.

REPRESENTATIVE EXPERIENCE

Bexar County ESD #3, Fire Stations No. 124 & 125, 121, 122, 123
San Antonio, TX

Baytown Fire & EMS Station No. 6

Brenham Fire Station No. 2

Burnet Fire Station No. 1

College Station Police Station Renovation

Comal County ESD #3 Canyon Lake Fire & EMS Station No. 5

El Paso County ESD #1 - Horizon City Central Fire Station No. 1
Horizon City, TX

Galveston Central Fire Station -
Galveston, TX

Galveston City Hall Renovation -
Galveston, TX

Georgetown Fire Station No. 5 & Training Facility
Georgetown, Texas

Harris County ESD #28, Ponderosa Fire Station No. 62 and No. 63 with Training Facility and No. 61 Renovation

Harris County ESD #47 Westlake Fire Station No. 1

Leander Fire Station No. 1, 4 & 5 Study (Cost Estimates Only)
Leander, TX

Los Fresnos City Hall and Police Station

New Braunfels Fire Station No. 1 Improvements
New Braunfels, TX

New Braunfels Fire Station No. 2 and 3

SHAWN PARSHALL, AIA, NCARB, CDT, CPTED, LEED AP

DESIGN ARCHITECT

Shawn is a visionary designer with extensive design experience with health care, higher education, and K-12 education clients. His skill in communicating design concepts to owners and team members facilitates project consensus, and he provides efficient solutions for both complex renovation challenges and new construction. Shawn's leadership skills and passion for design provide the project team a well-rounded perspective.

REGISTRATION

Registered Architect
Michigan

LEED Accredited Professional

EDUCATION

University of Michigan
Master of Architecture

University of Michigan
Bachelor of Science, Architecture

PROFESSIONAL AFFILIATIONS

American Institute of Architects, Construction Specifications Institute

Crime Prevention Through Environmental Design (CPTED)

CDT

Greater Battle Creek Ice Hockey Association, Board Member

LECTURES AND PUBLICATIONS

Greening Your Store: Downtown Retailers Association

STATE OF MICHIGAN NEW VETERAN'S HOMES

Detroit and Grand Rapids, Michigan

The State of Michigan and the Michigan Veterans Affairs Agency is working with TowerPinkster and senior living design consultant, SFCS, to design two new State Veterans Homes developments based on the USDVA Community Living Center (CLC) Guidelines.

REPRESENTATIVE EXPERIENCE

City of Kalamazoo
- Kalamazoo, Michigan
- Alternative Roofing System for City Hall
- Stockbridge Facility Renovations
- City Hall Lighting Renovations

Kalamazoo County
Kalamazoo, Michigan
- Gull Road Justice Complex

Kent County
Grand Rapids, Michigan
- Jail Replacement

Ross Township
Richland, Michigan
- Programming and Design of New Facility

State of Michigan
Michigan
- W.J. Maxey Training School
- DMB - Camp Grayling: Headquarters & Barracks
- McLeish Building 4th Floor Remodel

St. Joseph County
Centreville, Michigan
- Courts Building Addition and Remodeling

Lawton Community Schools
Lawton, Michigan
- Pre-Bond Services
- Elementary Facilities Assessment
- 2018 Bond for Elementary Improvements

Van Buren Intermediate School District
Lawrence, Michigan
- Technology Center
- Main Street Addition
- Storage Building
- Community Health Addition
- Technology Center Master Plan
- Tech Center Chemistry Lab
- Tech Center Main Street and Community Health Addition

MARCUS GIBBON, AIA

PROJECT DESIGNER

Mr. Gibbon will serve as the Project Designer for the Cascade Charter Township project. Marcus will serve as the primary point of contact for day to day communications and overall project coordination. Marcus has experience managing and designing projects of similar scope for counties and municipalities. Marcus's strong communication skills enhances his ability to establish open lines of communication between the owners, owners representatives, and design consultants.

REGISTRATION

Registered Architect
Arizona

EDUCATION

Texas A&M University
Bachelor of Environmental Design

KLEIN FIRESTATION NO. 8

Klein, Texas

The Station sleeps a staff of 8 in individual bedrooms, features and open concept kitchen / dining/ dayroom, and has a covered patio. A large shop supports the 3 pull-through apparatus bays while Turnout gear is protect from U.V. exposure in a designated storage room. Additionally, harmful carcinogens are kept out of the station with the use of air-locks and a decontamination bathroom accessed directly off of the bay.

REPRESENTATIVE EXPERIENCE

Fort Bend County ESD#4 EOC and Training Facility
Simonton, TX

Bexar Co. ESD 2 Fire Station No. 124
San Antonio, TX

City of Bryan Fire Station No. 2
Bryan, TX

City of Stafford Fire Administration & Training Building
Stafford, TX

City of Stafford Northwest Fire Station Renovation
Stafford, TX

City of Stafford Training Tower
Stafford, TX

Comal County ESD 3 Fire & EMS Station No. 4
Canyon Lake, TX

El Paso Fire Station No. 36, El Paso, TX

Gregory Police, Fire, EMS & City Hall Feasibility Study
Gregory, TX

Harris Co. ESD 16 Maintenance & Training Facility
Spring, TX

Harris Co. ESD 16 Fire Station 3 & 8,
Spring, TX

Harris County ESD Station #75
Spring, TX

Mineral Wells City Admin & Public Safety Building
Mineral Wells, TX

Richmond Fire Station No. 2
Richmond, TX

Schertz Fire Station No. 3
Schertz, TX

JUSTINE ZACK, ASSOC., AIA

PROJECT COORDINATOR

Justine has over 5 years of professional experience in drafting and architectural documents. She received her bachelor's degree from Ferris State University, and her Master of Architecture from Lawrence Technology University. She is knowledgeable of the technical aspects of building systems and construction documents. Justine is responsible for supporting the architectural drafting of projects.

EDUCATION

Lawrence Technology University
Master of Architecture

Ferris State University
Bachelor of Science

PROFESSIONAL AFFILIATIONS

American Institute of Architects
Associate Member

VAN BUREN INTERMEDIATE SCHOOL DISTRICT TECH CENTER

Lawrence, Michigan

Justine has been instrumental in coordinating design and construction documents for the addition to Van Buren Intermediate School District's Tech Center. The addition will provide facilities for training students and will expand dental health services for both Van Buren and Cass Counties.

REPRESENTATIVE EXPERIENCE

Barry Intermediate School District
Hastings, Michigan
- West Learning CenterSeclusion Room Renovation

Branch Intermediate School District
Coldwater, Michigan
- BACC Renovations and Additions

Coldwater Community Schools
Coldwater, Michigan
- Walk-in Cooler Additions

Lawton Community Schools
Lawton, Michigan
- Elementary Schools
- High School

Kalamazoo Public Schools
Kalamazoo, Michigan
- Turn 2/ Central High School Fields

Western Michigan University
Kalamazoo, Michigan
- Goldsworth Valley II Substation Replacement

Ascension Health - Borgess Health
Various Locations
- Borgess Medical Center OR Floor Rebalance
- PIPP Hospital Emergency Power Assessment
- RO Dialysis Water Treatment

Bronson Healthcare Group
Kalamazoo, Michigan
- Walnut Street Surgery Center Renovation
- Gazette Building Redevelopment

West Michigan Cancer Center
Kalamazoo, Michigan
- Oncology Facility Expansion Master Site and Assessment

PERI SUTTON, LEED AP BD+C

PROJECT COORDINATION

Peri will serve as the Project Coordinator for Cascade Charter Township Fire Station #1. Her responsibilities will include schematic design, design development, project management and construction documentation. In addition, she will be involved with client coordination and construction administration of this project. Peri has worked on a variety of project types while with Brown Reynolds Watford Architects; including successfully delivering many similar projects for municipal and county clients. Peri's strong communication skills and collaborative thought process enhance the systematic approach to problem solving utilized by BRW.

EDUCATION

Texas A&M University
- Master of Environmental Design
- Bachelor of Environmental Design

RICHMOND CENTRAL FIRE STATION NO 1

Richmond, Texas

Working with the historical review board, the integration of details such as flat arches, blended brick colors and a combination of smooth and rough cut limestone used to articulate areas of significance nod to the origins of the history of the town. The 16,965 sq ft. central fire station, though filled with many beautiful details was designed to utilize tax payer funds responsibly.

REPRESENTATIVE EXPERIENCE

Fort Bend County ESD#4 EOC and Training Facility
Simonton, Texas

Austin Onion Creek Fire Station #46
Austin, Texas

Baytown Fire Station No. 6
Baytown, Texas

Clute Fire Station No. 1 & Training
Clute, Texas

Georgetown Fire Station No. 5 and Training Facility
Georgetown, Texas

Harlingen Fire Station No. 2
Harlingen, Texas

League City Fire Station 6 Site Analysis
League City, Texas

Pearland Fire Station No. 2 & 3
Pearland, Texas

Port Arthur Fire Station No. 4
Port Arthur, Texas

Sugar Land Fire Station No. 7
Sugar Land, Texas

Trophy Club Fire Station No. 1
Trophy Club, Texas

Washington County Fire/EMS Station No. 1
Brenham, Texas

Los Fresnos Public Safety / Municipal Complex
Los Fresnos, Texas

Victoria 911 Dispatch Center Feasibility Study
Victoria, Texas

RYAN EVERSOLE, PE

STRUCTURAL ENGINEER

Ryan leads our growing structural engineering department with over 15 years of project experience. Throughout the course of his career, he has been involved in the structural design, project management, and construction administration for projects across multiple industry sectors. His specialties include reinforced concrete and structural steel design, and he is proficient in both masonry and timber design. Most recently, Ryan has completed work for Stryker Instruments and the State of Michigan's Department of Corrections.

REGISTRATION

Professional Engineer
- Michigan
- Indiana
- Ohio

EDUCATION

Michigan Technological University
- Bachelor of Science
- Civil Engineering

PROFESSIONAL AFFILIATIONS

American Institute of Steel Construction
International Concrete Restoration Institute
Structural Engineers Association of Michigan
Western Society of Engineers

RANSOM DISTRICT LIBRARY

Plainwell, Michigan

The new library was constructed adjacent to the Kalamazoo River and serves as a catalyst for the Plainwell community. Ryan's structural design solutions ensure that the library will stand strong for generations to come.

REPRESENTATIVE EXPERIENCE

Big Rapids Public Library*
City of Big Rapids, Michigan
- Structural floor evaluation for existing public library building.

Delta Township District Library*
Delta Township, Michigan
- Shop drawing review

Gerald R. Ford International Airport
Grand Rapids, Michigan
- Rental Car Expansion
- Utilities Plant
- Small Task Projects
- Remote Utilities Plant Phase 2

State of Michigan
Various, Michigan
- MDOC: Handlon Correction Facility - PELS
- Bellamy Creek Correction Facility - PELS
- Jackson Regional Correctional Facility Electrical Upgrades
- Parnall Vocational Village
- Women's Huron Valley Village
- Handlon Vocational Village
- Forensic Psychiatry Building

Kalamazoo Public Schools
Kalamazoo, Michigan
- Transportation Building
- New District Kitchen
- King-Westwood Elementary School
- Community Education Center

Mattawan Consolidated Schools
Mattawan, Michigan
- Athletics Team Building

Glen Oaks Community College
Centerville, Michigan
- Renovations

Grand Rapids Community College
Grand Rapids, Michigan
- Lettinga Hall Renovations

**Denotes work completed prior to TowerPinkster*

PERRY HAUSMAN, PE, CPMP, LEED AP BD+C

MECHANICAL ENGINEER

Perry is an expert in low-energy mechanical systems and has extensive knowledge in applying the LEED rating system to many projects for both new construction and renovation. He also brings extensive experience designing computer simulated energy models which create a holistic analysis of the building, pinpoint key areas for potential improvement, and help clients achieve the greatest energy-efficiency for their dollar. Perry is a Certified Building Energy Assessment Professional and works closely with Consumers Energy's Business Solutions Program offering commissioning expertise for their energy incentive programs, including the Smart Buildings Program, Building Performance with Energy Star, and the Industrial Refrigeration Program.

REGISTRATION

Professional Engineer
Michigan, Indiana

LEED Accredited Professional

Building Energy Assessment Professional

EDUCATION

Western Michigan University
Bachelor of Science
Construction Engineering and Management

PROFESSIONAL AFFILIATIONS

American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) Certified Building Assessment Professional

National Society of Professional Engineers

Southwest Michigan Chapter of the US Green Building Council

Building Commissioning Association

American Society of Plumbing Engineers

Association for Facilities Engineering

KALAMAZOO COUNTY DOWNTOWN JUSTICE FACILITY

KALAMAZOO COUNTY DOWNTOWN JUSTICE FACILITY

Kalamazoo, Michigan

TowerPinkster is working with Kalamazoo County to develop the programming and planning for a new courthouse and administration building. The design team is approaching the project from a long-term perspective to ensure the new facility will serve the county and community well into the future.

REPRESENTATIVE EXPERIENCE

Central County Transportation Authority
Kalamazoo, Michigan
- HVAC Replacement and Upgrades

City of Kalamazoo
Kalamazoo, Michigan
- Alternative Roofing System for City Hall
- Energy Efficiency Study
- City Hall Lighting Upgrades
- Facility Assessment
- IT Consolidation and Dept. 311 Projects

City of Sturgis
Sturgis, Michigan
- City Hall HVAC Assessment

Kalamazoo Airport
Kalamazoo, Michigan
- ARFF Building Study

Kalamazoo County
Kalamazoo, Michigan
- Facility Assessment Management
- Gull Road Family Courts
- Gull Road Court Utility Rebates
- New Courthouse and Administration Building
- Clerks Office Renovation
- Indigent Defense Space at Michigan Ave. Courthouse

Kent County
Grand Rapids, Michigan
- Jail Replacement
- Fuller Complex Office Building

Livingston County
Grand Rapids, Michigan
- Judicial Center Needs Assessment and Design

Ottawa County
West Olive, Michigan
- County Campus Master Planning

State of Michigan
Multiple Locations
- BAS Controls for Various Buildings
- Duane Waters Health Center Oxygen System Upgrades
- DTMB Energy Monitoring System
- Michigan State Police Forensics Lab Energy Audit
- NORESCO St. Louis Correctional Facility Green Prison

SHANE EVENS, PE, LEED AP

ELECTRICAL ENGINEER

Shane brings over eleven years of experience in designing and creating specifications for power, lighting, fire alarm and security systems. His depth in project expertise ranges from K12 and higher education to health care, commercial and industrial facilities.

Shane also serves on the board as past president for the Michigan Society of Professional Engineers - Southwestern Michigan Chapter. As an MSPE board member, he participates in raising money for scholarships, volunteering in Mathcounts grade school competition and promoting community awareness to uphold the integrity of the Professional Engineering License.

REGISTRATION

Professional Engineer
Michigan

LEED Accredited Professional

EDUCATION

Western Michigan University
Bachelor of Science
Electrical Engineering

PROFESSIONAL AFFILIATIONS

Michigan Society of Professional Engineers
Southwest Michigan Chapter
Board Member

National Society of Professional Engineers

KALAMAZOO COUNTY DOWNTOWN JUSTICE FACILITY

Kalamazoo, Michigan

TowerPinkster is working with Kalamazoo County to develop the programming and planning for a new courthouse and administration building. The design team is approaching the project from a long-term perspective to ensure the new facility will serve the county and community well into the future. Shane is the lead electrical engineer for this project.

REPRESENTATIVE EXPERIENCE

Kalamazoo - Battle Creek International Airport*
Kalamazoo, Michigan
- New Airport Terminal Building

Kalamazoo County
Kalamazoo, Michigan
- New Family Court Facility
- New Courthouse and Administration Building
- Transportation Authority Facilities Assessment
- Jail Addition & Renovation*

Kent County
Grand Rapids, Michigan
- Fuller Complex Office Building

Kalamazoo Valley Community College
Kalamazoo, Michigan
- Culinary & Allied Health Feasibility Study
- Food Innovation Building
- Health Focused Campus Site Master Plan
- 5 Year Master Plan (2016)
- Medical Assistant Program Renovation

State of Michigan
Michigan
- Department of Corrections Security Fencing Upgrades: Muskegon, Handlon, Huron, Brooks, Baraga, St. Louis, Ionia, and Bellamy Creek Correctional Facilities
- Huron Valley Correctional Facility Primary Electrical Study
- PELS (Personal Emergency Location System) Design for Various Correctional Facilities
- Fire Alarm Replacement: SAI Facility, Central Michigan, St. Louis Correctional, Gus Harrison
- Cadillac Armory*
- Manistee Armory*
- Joint Operation Center*
- General Services Building*
- Dwayne Walters Renovation*
- Egeler Correctional*
- Fort Custer*

**Denotes work completed prior to TowerPinkster*

CARISSA BENJAMIN

INTERIOR DESIGNER

Carissa is a talented interior designer with experience in a variety of project types. She joined TowerPinkster as an intern, and upon graduating from Western Michigan University she was brought on full-time as an Interior Designer. Carissa is skilled in programming, space planning, design development, furniture and finish selection, signage, drawing production and coordination. She also excels in developing photorealistic renderings and three-dimensional models.

EDUCATION

Western Michigan University
- Interior Design
- Business

PROFESSIONAL AFFILIATIONS

International Interior Design Association

RANSOM DISTRICT LIBRARY

Plainwell, Michigan

Carissa has served as lead interior designer for the district's new library which is situated adjacent to the Kalamazoo River. She has worked with the client to embrace their unique proximity to the surrounding natural environment, while establishing a distinctive identify that celebrates the Plainwell community.

REPRESENTATIVE EXPERIENCE

Ransom District Library
Plainwell, Michigan
- New Library

Custer, Inc.
Kalamazoo, Michigan
- Tenant Fitout

Confidential Client
Whitehall, Michigan
- Plant Expansion + Renovation

Catalyst Development
Various Locations
- New Kalamazoo Mixed-Use Development

Mercantile Bank
Kalamazoo, Michigan
- Globe Building Tenant Fitout

Stryker
Portage, Michigan
- New 485,000 SF Divisional Facility
- Stryker GQ&O Kalamazoo Campus Expansion

Kalamazoo Public Schools
Kalamazoo, Michigan
- Districtwide Projects
- Edison Elementary
- Greenwood Elementary
- Indian Prairie Elementary
- Northeastern Elementary
- Westwood Elementary
- Winchell Elementary
- Woods Lake Elementary
- Central High School
- Loy Norrix High School

Kalamazoo Regional Service Agency
Kalamazoo, Michigan
- West Campus Remodel

ERIC RINEHART, RCDD

TECHNOLOGY DESIGNER

Eric has over 20 years of experience in the technology industry. He has a background with nearly every facet of a technology environment including physical infrastructure, network design, storage systems, virtualization, management tools and end-point devices. Recently, he has worked on many structured cabling projects and fiber optic backbone upgrades. His passion is in seeing technology systems properly designed and properly implemented to completely meet client expectations.

REGISTRATION

Master Electrician
Michigan

BICSI Registered Communications Distributions Designer (RCDD)

BICSI Technician

EDUCATION

Electrical Apprentice School

RANSOM DISTRICT LIBRARY

Plainwell, Michigan

The new library was constructed adjacent to the Kalamazoo River and serves as a catalyst for the Plainwell community. Eric's technology design solutions ensure that the library will support the needs of the community for many generations to come.

REPRESENTATIVE EXPERIENCE

City of Kalamazoo
Kalamazoo, Michigan
- IT Consolidation and Dept. 311 Projects

Gerald R. Ford International Airport
Grand Rapids, Michigan
- On-Call Engineering Services

Kalamazoo County
Kalamazoo, Michigan
- Downtown Justice Facility Project
- County Clerk's Office Renovation

State of Michigan
Various Locations, Multiple Projects
- Personal Emergency Location Systems (PELS): St. Louis Correctional Facility, Handlon Correctional Facility, Bellamy Creek Correctional Facility, Cotton Correctional Facility, Oaks Correctional Facility
- DTMB Women's Huron Valley Correctional Facility Heating Study
- DTMB Women's Huron Valley Correctional Facility Vocational Village
- DTMB Switch Room Upgrades Commissioning
- Handlon Vocational Village

Catalyst Development
Various Locations
- Corporation Hall Mixed-use Development, Kalamazoo*
- Greenleaf Trust Kalamazoo Office*
- Greenleaf Trust Grand Rapids Office*
- Wings Events Center 2012 Upgrades
- New Mixed-Use Development Downtown Kalamazoo, Tenant Fit-Outs
- Renovation of Traverse City's former City Hall into a Mixed-Use Development

Stryker
Portage, Michigan
- Stryker Medical Centre Street Expansion
- Stryker Instruments Fiber Optic Backbone Upgrades*
- Stryker Medical Structured Cabling, Security and AV*

BRANDON MIERAS, PE

municipal engineer

mieras@williams-works.com

EDUCATION

B.S., Civil Engineering
Purdue University

REGISTRATIONS AND CERTIFICATIONS

Licensed Professional Engineer - Michigan

PROFESSIONAL AFFILIATIONS

Michigan Water Environment Association

Brandon is a professional engineer who focuses on civil engineering projects such as wastewater treatment plant design and construction, sanitary sewer design and construction, and road and utility improvements. His project responsibilities generally include project management, planning, design layout, construction inspection, hydraulic analysis, economic analysis, and coordination with other engineering groups and disciplines.

Before joining Williams & Works, Brandon worked as a staff engineer for the air permitting and engineering division of a national consulting firm. He also has worked as a draftsman for a West Michigan engineering firm and has extensive experience in the commercial construction field.

PROFESSIONAL EXPERIENCE

City of Potterville *Eaton County, Michigan*	**Water, Sewer, & Street Improvements** Project Manager / Lead Engineer
MDTMB *Ionia, Michigan*	**Michigan Reformatory - Sanitary Sewer Study and Rehabilitation** Project Manager / Lead Engineer
Village of Middleville *Barry County, Michigan*	**Water Main and Sewer Replacement** Project Manager / Lead Engineer
Allegan County Road Commission *Allegan, Michigan*	**Road Reconstruction, Sewer Extension, Streetscape** Project Manager / Lead Designer
MDMB *Jackson, Michigan*	**Lee McCoy Range Design and Construction Improvements** Project Manager / Lead Engineer
Herburck's Poultry Ranch *Saranac, Michigan*	**Herbrucks Wastewater System** Project Manager / Lead Engineer

05

PRICING METHODOLOGY

PRICING METHODOLOGY

4.5. Provide a price methodology with attention to detail and understandability that includes a properly designed and implemented all-inclusive response. The Respondent shall include all associated costs to successfully complete the project including travel, printing, telephone expenses, etc...

PROJECT BUDGET ANALYSIS

The project budget provided within your previous study included $6.1M in construction cost and a total project budget of $7.2M. In preparation of this proposal, our team has used historical data of similar projects to estimate the project scope, as described, at approximately $7.3M for construction and a total project cost of $9.7M. Our design team will work with your construction manager to develop a detailed cost model in the preliminary design phase in order to design within an approved funding limit, however for the purposes of this proposal we have based our services on what we believe is a realistic budget to cover the scope identified, $7.3M.

BASIC SERVICES (AIA B133)

We have reviewed the project scope described within the RFP and supplemental information provided for the new Cascade Township Fire Station Headquarters. We are proposing a complete, full-service, work plan for the basis of our proposal based on your previous feasibility study for a 19,000 sf headquarters and 3,100 sf storage building (22,000 total sf). We will engage your input to develop a tailored, specific Project Plan to execute your project.

- Architecture – architectural plans, elevations, sections, details, schedules, and specifications
- Landscape Architecture – site plan, sections, details, schedules, and specifications
- Interior Design – interior plans, elevations, material palette, finish schedule, and specifications coordinated with corporate standards
- Sructural Engineering – footings, foundations, and structural system documentation.
- Mechanical Engineering – HVAC system design, documentation, and specifications
- Electrical Engineering – power distribution, lighting design documentation and specifications. Site lighting and photometric documentation
- Plumbing Engineering – plumbing system design, documentation, and specifications
- Code Review and Documentation – includes life safety code requirements. Provide code review with Cascade Township officials during the design process for input and feedback
- Construction Administration – participate in bidding process, select post-bid interviews, Client construction meetings during an 12-month construction period, respond to RFI's, prepare bulletins, review construction contract payment applications and review shop drawings/submittals as required
- Client Meetings – this proposal includes regular design meetings (anticipated 6 client meetings) during the design phase of the project. The location of the meetings will be at Cascade Township Fire Department or TowerPinkster.

EXTENDED SERVICES (AIA B133)

Extended services as defined by the AIA B133 are in addition to the fixed fee compensation for the professional services and include expenditures incurred by our team in connection with the project. These expenses include:

- Civil Engineering (Williams&Works) - Grading, utility modifications and paving improvements
- Technology Design - Provide technology design, plans and specifications
- Security Systems Design - Provide security design, plans and specifications

Our work will be performed in conformance with those services described in the American Institute of Architects Document B133 –Agreement Between Owner and Architect – CMc edition. The definition of the Cost of the Work is the total cost to the Client to construct all elements of the Project including the contractors' general conditions costs, contingencies, overhead, and profit.

TowerPinkster will work on a fixed fee of Five Hundred Thirty-Nine Thousand Dollars ($539,000.00), plus reimbursable expenses, to provide the basic services described above.

REIMBURSABLE EXPENSES

Reimbursable expenses are in addition to the fixed fee compensation for the professional services and include expenditures incurred by our team in connection with the project. These expenses include:

- All transportation in connection with the project.
- Presentation boards, reproduction, reports and other capital campaign materials (as requested).
- Consultants not specified in our proposal response.
- Furniture Design (To be determined at later date)
  - Option A: Develop a layout and design criteria for furniture as defined above; coordinate work with the Client's furniture vendor; OR
  - Option B: Develop a layout, design criteria and full specification for furniture as defined above for competitive bidding by multiple furniture vendors
- Ancillary Systems Design (To be determined at later date): Develop ancillary systems scope for compressed air, fluid handling, etc. that may be required.
- Commissioning (To be determined at later date): Our commissioning team may provide commissioning services.

Reimbursable Costs:	
Travel	$14,000
Site Survey (Allowance)	$7,500
Geotech Engineering (Allowance)	$4,800
Capital Campaign Materials	$TBD
Furniture	$TBD
Ancillary Systems	$TBD
Commissioning	$TBD

Our reimbursable expenses are not anticipated to exceed $26,300.00, plus any additional services you may request.

Invoices will be submitted monthly based on the percentage of work completed during each phase, and payment is due upon receipt of invoice. A service charge of 1½% per month (18% per year) is applied to accounts unpaid after thirty (30) days from date of invoice. There is no initial payment due in advance to secure our services.

ASSUMPTIONS

The terms and conditions of this proposal are as follows:

- All permit and agency review fees are paid by Others and not included in this proposal.
- Site is properly zoned for proposed use. No variances, rezoning or Special Use Permits are required to complete this project.
- If the scope of work changes, our services and compensation will be revised accordingly.
- Services not provided in this proposal:
  - LEED Services and fees
  - Commissioning Services
  - Cost Estimating (general and detailed)
  - Traffic Engineering and Impact Studies
  - Asbestos and other environmental remediation
  - Furniture, Fixture and Equipment selection and procurement
  - Sound system or communications design
  - Signage design (interior and exterior)
  - Artwork selection and procurement
  - Renderings, animations or other marketing/presentation materials for capital campaign
- All work product is copyrighted by TowerPinkster, and may only be used with specific written consent.
- If the Client suspends the Project, TowerPinkster shall be compensated for services performed prior to notice of such suspension.
- Limits of Liability - Our liability for any and all claims shall be limited to the compensation amount agreed to in this proposal.

PRICING DETAIL

Cascade Township Fire Station #1

Square Footage (Fire Station + Storage)	**22,770**
Construction Cost/SF	**$322.50**
Construction Cost (Hard Costs)	**$7,343,325**
Total Project Budget (Hard + Soft Cost)	**$9,791,100**

Program Validation	Cost	TowerPinkster	BRW
Architecture Planning/Prog/PM	$10,281		
Structural Eng	$1,469		
MEP Engineering	$2,937		
Sub-total	$14,687	$2,937	$11,749

Basic Services (AIA B133)	Cost	TowerPinkster	BRW
Preliminary Design			
Project Management	$17,119		
Architecture	$81,314		
Landscape	$12,839		
Interiors	$21,398		
Structural Eng	$17,119		
MEP Engineering	$64,195		
Sub-total	$213,984	$96,293	$117,691
Final Design			
Project Management	$10,198		
Architecture	$48,442		
Landscape	$7,649		
Interiors	$12,748		
Structural Eng	$10,198		
MEP Engineering	$38,244		
Sub-total	$127,480	$101,984	$25,496
Bidding			
Architecture/PM/LA	$5,463		
Interiors	$455		
Structural Eng	$546		
MEP Engineering	$2,641		
Sub-total	$9,106	$7,740	$1,366
Construction			
Architecture/PM/LA	$62,829		
Interiors	$5,236		
Structural Eng	$6,283		
MEP Engineering	$30,368		
Sub-total	$104,716	$89,008	$15,707
Basic Services Sub-Total	$455,286	$295,025	$160,261

Extended Services (AIA B133)	Cost	TowerPinkster	Consultant
Civil Engineering (Williams & Works)	$39,000	$0	$39,000
Technology / Security	$30,000	$30,000	$0
Sub-Total	$69,000	$30,000	$39,000
		TP	**Consultants**
		$327,963	**$211,010**
Total Fee	**$538,973**		

Reimbursable Cost	Cost	Design Phase	Construction Phase
Re-imbusable Cost (BRW Travel)	**$14,000**	$10,000	$4,000
Geotech Engineering (as requested)	**$4,800**	$4,800	
Survey of Building Site (as requested)	**$7,500**	$7,500	
FFE (as requested)	TBD	TBD	
Reimbusable Estimate	**$26,300**		

06

AUTHORIZED NEGOTIATIONS

AUTHORIZED NEGOTIATIONS

4.6. Include the names and telephone numbers of those persons in your organization authorized to negotiate the proposed contract with the Township.

The following are the names and telephone numbers of people from each organization who are authorized to negotiate the proposed contract. To cultivate synergies in the design process, we encourage you to copy all parties listed below in your communication.

FIRM CONTACT

Adam Doubblestein, Principal
adoubblestein@towerpinkster.com
o: (616) 719-4225 c: (616) 570-4154

CONTRACTING OFFICE

4 E Fulton Street, Suite 200
Grand Rapids, Michigan 49503
PH. 616.456.9944

FIRM CONTACT

Ray Holliday, Principal
rholliday@brwarch.com
o: (979) 694-1791

CONTRACTING OFFICE

175 Century Square Drive, Suite 350
College Station, Texas 77840
PH. 979.694.1791

07

REFERENCES

REFERENCES

4.7. Provide a minimum of three (3) relevant references preferably of similar scope and complexity. Includes the names of the projects, location, completion date, project cost, and specific challenges; identify project team members and references for each project including telephone numbers and email addresses.

Provide permission for the Township to contact any municipality or individuals, whether offered as references or otherwise, to obtain information that will assist the Township in evaluating the Proposal. The Township retains the right to use such information to make selection decisions. Submittal of a proposal is an agreement that the Township may contact and utilize such information.

As mentioned, the TowerPinkster and BRW team provides you with local relationships and national fire station design expertise. This is demonstrated by the projects of similar scope and complexity that are included below and on the following pages. References for each firm can be found at the end of this section. Each firm grants permission to the Township to contact any municipality or individuals during the evaluation of our proposal.

LOCAL MUNICIPALITIES

FIRE + PUBLIC SAFETY FACILITIES

TowerPinkster
Architecture · Engineering · Interiors

TWO NEW FIRE STATIONS
GEORGETOWN CHARTER TOWNSHIP
JENISON, MICHIGAN

NEW FIRE STATION NO. 1 AND 2
CITY OF WYOMING
WYOMING, MICHIGAN

NEW TOWNSHIP HALL + FIRE STATION CONCEPT
ROSS TOWNSHIP
RICHLAND, MICHIGAN

PUBLIC SAFETY FACILITY CONCEPT
EMMET CHARTER TOWNSHIP
BATTLE CREEK, MICHIGAN

NEW FIRE STATION
LOOKING GLASS REGIONAL
FIRE AUTHORITY
GRAND LEDGE, MICHIGAN

ROAD PATROL UNIT
EMMET COUNTY
PETOSKEY, MICHIGAN

NEW 911 CENTRAL DISPATCH FACILITY
INGHAM COUNTY
LANSING, MICHIGAN

OFFICE OF COMMUNITY CORRECTIONS + PROBATION
KALAMAZOO COUNTY
KALAMAZOO, MICHIGAN

SHERIFF DEPARTMENT + TRAINING CENTER
KENT COUNTY
GRAND RAPIDS, MICHIGAN

GEORGETOWN, TEXAS

FIRE STATION NO. 6

Located in one of the fastest growing cities in the country, Georgetown Firehouse No. 6 serves to improve emergency response time to the northwest side of the City of Georgetown. An excellent example of a coordinated effort between an Emergency Service District (ESD) and a municipality, Firehouse No. 6 was jointly funded by the City of Georgetown and the Williamson County ESD No. 8. The exterior façade is designed to reflect the surrounding residential neighborhood and features locally quarried Texas limestone, stained Hardie siding, sun-shading devices, and red four-fold apparatus bay doors.

In support of the ESD, there is a dedicated ESD office and storage closet in the lobby. Additionally, the adjacent meeting room can be utilized by the ESD or other community members without interfering with the functions of the fire station. Also located in the lobby is a public restroom and a treatment room for walk-up patients. Minor treatment can be provided while the rest of the station beyond the lobby remains secure for the safety of the staff.

The station features three double-stacked, pull-through bays for the fire and EMS apparatus. Support spaces such as the S.C.B.A./Shop, EMS Decontamination room, utility room, and watch office are located next to the apparatus bays. While the station will initially be staffed with four personnel, living accommodations are provided for up to six personnel to account for future growth. The open concept kitchen, dining, and dayroom has direct access to the covered patio, which has and a stone wall enclosure for a built-in natural gas grill. The exercise room has an adjacent covered patio as well as a roll-up coiling door to provide space for outdoor workouts like CrossFit.

The physical and mental safety of first responders is of the utmost importance in today's firehouses. In addition to providing a separation between high hazard and low hazard zones for carcinogens with airlocks, the bunker gear room is strategically located on the second floor. While on duty, the firefighters' gear is kept by the trucks. After a call or at the end of a shift, the gear is decontaminated in the EMS Decon. room. Once the gear is cleaned, a dumbwaiter in the EMS Decon. room allows the clean gear to be easily lifted to the second floor where it is stored in the bunker gear room until the next shift. Another unique safety feature within this station is the dedicated tornado shelter. An interior office in the station was designed to withstand 200 mile per hour wind speeds (3-second gust) and act as an area of refuge for personnel during a tornado event.

PROJECT DETAILS

completed: 2020
client: City of Georgetown
size: 11,125 sq. ft.
cost: $4,666,710
role: Prime Architect
team leader: Ray Holliday
contractor: O'Haver Contractors
owner/client contact:
Fire Chief John Sullivan
City of Georgetown
3500 D B Wood Rd.
Georgetown, TX 78628
(512) 930-3611
John.Sullivan@georgetown.org

SPRING, TEXAS

KLEIN FIRE STATION NO. 8

Located in a Residential neighborhood and staffed by a volunteer fire department, the new Fire Station No 8. was designed to fully maximize the counties tax revenue and to meet the communities long term needs.

The simple wood framed station, was designed to be cost efficient not only in up-front material cost but in long term life cycle expenses. LED lighting was used through out the facility along with a High Efficiency Mechanical system, and "water sense" water fixtures. The design team worked diligently to provide a water-tight and efficient building envelope including a seamless roof with zero penetrations. Low maintenance and durable materials are used both on the interior and the outside of the station. The station is also equipped with the latest in emergency alerting technology, with fully automated access control, and blue-tooth enabled speakers.

The Station sleeps a staff of 8 in individual bedrooms, features and open concept kitchen / dining/ dayroom, and has a covered patio. A large shop supports the 3 pull-through apparatus bays while Turnout gear is protect from U.V. exposure in a designated storage room. Additionally, harmful carcinogens are kept out of the station with the use of air-locks and a decontamination bathroom accessed directly off of the bay.

PROJECT DETAILS

completed: 2020
client: Harris Co. ESD 16
size: 12,278 sq. ft.
cost: $3,619,825
role: Prime Architect
delivery method: Sealed Competitive Proposal
type of building: New Construction
client contact:
Mike Pate, Board President
281.376.4449
mpate@hcesd16.org
16810 Squyres Road
Spring, TX 77379

BRYAN, TEXAS

BRYAN FIRE STATION NO. 2

The City of Bryan, Texas is proud of its history and is continuing to revitalize areas to respect and tell the wonderful story of Bryan's past. This new, 23,000 SF, 5 bay fire station pays homage to it's past with historical context and traditional materials while incorporating the latest technology and design to enhance the safety and response time of the personnel.

The Station's five, 100'-0" deep, pull-through apparatus bays are book-ended by the private fire fighters living quarters and the public administration offices. Two separate entrances serve each side of the station giving firefighter staff added privacy by directing public to the administration portion of the building.

The fire fighter portion of the building sleeps a staff of 17 in semi-private dorm rooms, and boasts a beautiful open concept day room, dining, and kitchen area that are filled with natural daylight and look out onto the covered patio. The Lieutenant's and Battalion Chief offices, located by the entrance, have sliding windows into the lobby to help direct any visitors.

The administration side houses both the building inspectors and the fire marshal staff for the city. An interview room located right off of the lobby and secured evidence storage help the fire marshal with ongoing investigations. A large two-story quartermaster storage features an elevator lift and has enough space to serve the entire fire department. Meanwhile, the Bunker gear and PPE are stored in two separate rooms to prevent contamination. Additionally, a large multi-purpose room is available for both community meetings as well as typical staff training.

PROJECT DETAILS

completed: June 2018
client: City of Bryan
size: 23,082 sq. ft.
cost: $6,382,810
role: Prime Architect
delivery method:
Competitive Sealed Proposals
type of building: New Construction
client contact:
Randy McGregor, Fire Chief
300 South Texas Ave.
Bryan, Texas 77803
979.209.5970
rmcgregor@bryantx.gov

AWARDS

- 2018 Firehouse Magazine Station Design Bronze Award
- 2018 F.I.E.R.O. Fire Station Design Recognition Award

HOUSTON, TEXAS

PONDEROSA FIRE STATION 62

Harris County ESD No. 28's new Ponderosa Fire Station No. 62 is a relocation of a neighborhood station to a busier street to provide faster response times as well as improved functionality for the firefighters. The facility has sleeping facilities for eleven firefighters and room for temporary beds during a hurricane or other emergency. It has a "shotgun" layout: long and lean to fit its deep, narrow site. The public entrance acts like hub between three zones: Training, Administration and Living Quarters. The training room opens directly into the lobby and provides seating for up to twenty-five people. The watch office has a reception window surrounded by custom woodwork to provide an inviting portal for the public to interact with the fire department. An access-controlled door leads to the offices and living quarters.

The open-concept Kitchen / Dining / Day Room has direct access to the covered patio area. The attached study is for tasks that require more concentration. Sleeping is divided between a dorm and individual sleeping rooms. Flexibility in sleeping arrangements was requested since the fire department balances volunteer and career personnel. The utility room with washer, dryer and extractor can be accessed from the living area on one side and the bunker gear storage room on the other.

The apparatus room has three 65-foot pull through bays and is equipped with automatic exhaust fan system, bay heaters, 3/4" and 2" hose bibbs, drop-downs for power and compressed air and truck-length trench drains. Large amounts of glass provide natural day-lighting for the bays and put the vehicles on display to the community. Adjacent to the apparatus bays are bunker gear storage, shop, restroom and a vending area. A second-story mezzanine provides approximately 800 square foot of storage as well as access to the well-equipped weight room.

PROJECT DETAILS

completed: 2011
client: Harris Co. ESD 16
size: 11,163 sq. ft.
cost: $2,177,320
role: Architect of Record
type of building: New Construction
contractor: LDF Construction
client contact:
Fred C. Windisch, Fire Chief
281.444.8465
fwindisch@ponderosavfd.org

AWARDS & HONORS

- 2012 Fire Chief Magazine's Station Style Design Bronze Award

RICHMOND, TEXAS

RICHMOND CENTRAL FIRE STATION NO. 1

Located in Richmond's Historic District and next to the Historic Fort Bend County Court House, the new Central Fire Station compliments the significant surroundings of Richmond, Texas. Working with the historical review board, the integration of details such as flat arches, blended brick colors and a combination of smooth and rough cut limestone used to articulate areas of significance nod to the origins of this historic Texas town. Two separate entrances bookend the apparatus bay and allow the more publicly accessed administrative wing to be separated from the firefighter area. The historic exterior style melds into the lobby of the administrative wing by means of brick clad walls, richly colored vinyl plank floors and a custom alcove housing the department's historic Model-T fire truck, and other memorabilia.

The 16,965 sq ft. central fire station, though filled with many beautiful details was designed to utilize tax payer funds responsibly. To save on construction costs and contractor overhead, the public works department completed the rough grading and building pad themselves. Richmond officials also took advantage of the new technology and fiber network going into the station and converted some of the extra storage space into a new I.T. hub for the entire city. In addition to the use of low maintenance and durable finishes many of the spaces where designed for double duty with the community in mind. The entry on the firefighter side of the building includes a small alcove to provide treatment space to any public walk-ins. Additionally, the weight room and attached shower is open to all city staff, helping to encourage healthy living among all public servants. The station is home to the administration department, 5 firefighters, one lovable Dalmatian, and designed to allow for the conversion of two additional bedrooms and one office in the future.

PROJECT DETAILS

completed: February 2016
client: City of Richmond
size: 16,965 sq. ft.
cost: $3,652,300
role: Prime Architect
delivery method: CSP
type of building: New Construction
client contact:
Mike Youngeblood
Fire Chief
200 Houston Street
Richmond, TX 77469
Phone: 281.238.1210
email address:
mikeyoungblood@richmondfd.com

AWARDS

- 2016 Firehouse Magazine Station Design Silver Award
- 2016 F.I.E.R.O. Fire Station Design Merit Award

TowerPinkster
Architecture · Engineering · Interiors

TOWERPINKSTER REFERENCES

AL JANO
FACILITIES MANAGEMENT
KENT COUNTY
(616) 262-3172
AL.JANO@KENTCOUNTYMI.GOV

JOHN FAUL
ADMINISTRATOR
VAN BUREN COUNTY
(269) 657-8253
FAULJ@VBCO.ORG

CASEY RIESS
COUNTY ADMINISTRATOR
KALAMAZOO COUNTY
(269) 384-8111
TLMOORED@KALCOUNTY.COM

BRW ARCHITECTS

BRW ARCHITECTS REFERENCES

FIRE CHIEF PATRICK O'CONNELL

CITY OF NEW BRAUNFELS, TEXAS
FIRE STATIONS NO. 1, 2, 3, 7 AND TRAINING FACILITY
(830) 221-4200 // POCONNEL@NBTEXAS.ORG

FIRE CHIEF JOHN SULLIVAN

CITY OF GEORGETOWN , TEXAS
FIRE STATION5, 6, 7 AND TRAINING FACILITY
(512) 930-3611 // JOHN.SULLIVAN@GEORGETOWN.ORG

FIRE CHIEF MIKE YOUNGBLOOD

CITY OF RICHMOND, TEX
RICHMOND CENTRAL STATION AND FIRE STATION NO. 2
(281) 238-1210 // MYOUNGBLOOD@RICHMONDTX.GOV

THE COLLAB ORATIVE

KZF DESIGN

Designing Better Futures

Cascade Charter Township

Professional A/E Services for Fire Station 1

Grand Rapids, MI

THE COLLABORATIVE / KZF DESIGN

One SeaGate, Park Level 118
Toledo, OH 43604
419.242.7405

213 South Main Street
Ann Arbor, MI 48104
734.922.8002

June 18, 2021

Dear Benjamin Swayze, Chief Magers and the Selection Team -

Congratulations on the initiative you have taken in establishing the vision for the proposed Fire Station 1 project and beginning the process of moving the project forward! The groundwork which you have prepared to this point puts Cascade Township and its Fire Department on a great path, and our team would be proud to help you accomplish your goals. When Fire Station 1 is complete it will support the mission of its department's service to the community while also supporting the health and well-being of its occupants.

We have assembled a team of specialists that will work together to assure that these outcomes are realized. The Collaborative will be the Architect of Record (AOR) for this project, and will champion the entire process from project kick-off through construction close-out. Beyond leading the project process, our charge will be delivering your project on time and within budget.

Under our A/E umbrella, we have teamed with two key consultants that will help bring this project to fruition. Primarily, KZF Design, who are specialists in fire station planning and design. KZF Design knows the needs for facilities for first responders and public employees, and are experts in operations, efficiency, and function of fire stations.

Additionally, we will be teamed with SME, engineering and consulting experts for the geotechnical, environmental, site survey, and civil engineering components for your project.

This is a highly-prized commission with many firms submitting their qualifications (we know you have a lot of materials to sort thru!), but we encourage you to review our recommended process and qualifications thoughtfully as you develop your short-list. We thank you in advance for the opportunity and your consideration!

Sincerely,

Keith Russeau, AIA, LEED AP
Architect / Principal

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BUSINESS ORGANIZATION

Architect of Record

The Collaborative

Founded in 1973, with offices in Ann Arbor, Michigan and Toledo, Ohio, The Collaborative prides itself on design solutions tailored to each clients' specific needs and context. Led by seven Principals who are hands-on in day-to-day project management, our 44-person team is broken down into functional focus areas that foster experts in design solutions and project delivery mechanics.

Our diverse design capabilities have allowed the firm to encompass many markets over the years, however a majority of our work has been focused on civic, corporate, non-profit, higher education and health / wellness projects.

The Collaborative represents both who we are and the way we function. As a team of architects, landscape architects, interior designers, planners and graphic designers, we support an interactive design process. We share the conviction that problem solving and design excellence are the products of many people, in different disciplines, working together with the client to achieve a common goal.

Because of this dedication to teamwork as the essence of the creative process, The Collaborative has established an extensive and diverse portfolio highlighted by more than 80 national, state and local design awards.

Business Organization

– Contact Information

The Collaborative / Ann Arbor Office
Keith Russeau, AIA, LEED AP
213 South Main Street
Ann Arbor, MI 48104

O / 734.922.8002
C / 734.652.0830
krusseau@TC.design
www.TC.design

– Services

Architecture	Programming, Space Planning, Design & Construction Documents, Construction Observation, Feasibility Studies, Facility Inspections, Consultations
Landscape Architecture	Plans, Design, Construction Docs, Zoning Process, Land Use Studies, Environmental Impact Studies, Interior Plantscaping, Cost Estimating, Street Furniture Specs
Master Planning	Site Selection, Site Planning, Campus Planning, Building Planning, Park Planning, Urban Planning
Interior Design	Space Planning, Interior Architectural Detailing, Color Selection, Finish Selection, Furniture and Fixture Selection and Specification, Custom Furniture Design

– Civic / Municipal Clients

City of Athens, OH
City of Bowling Green, OH
City of Fenton, MI
City of Findlay, OH
City of Flint, MI
City of Genoa, OH
City of Marietta, OH
City of Maumee, OH
City of Monroe, MI
City of Napoleon, OH
City of Oregon, OH
City of Perrysburg, OH
City of Rossford, OH
City of Sandusky, OH
City of Sylvania, OH
City of Toledo, OH
City of Trenton, MI
Danbury Township, OH
Erie Metroparks District, OH
Fulton County Eastern District, OH
Hancock County Park District, OH
Huron County Park District, OH
Lenawee County, MI
Lorain County Metroparks, OH
Lucas County Commissioners, OH
Lucas Metropolitan Housing Authority, OH
Sandusky County, OH
Sandusky County Metroparks, OH
Springfield Township, OH
Swanton Township, OH
Toledo-Lucas County Port Authority, OH
Village of Ottawa Hills, OH
Washtenaw County, MI
Washtenaw County Parks & Rec, MI
Williams County Commissioners, OH
Wood County Commissioners, OH
Wood County Park District, OH

Fire Station Specialist & MEP / Structural Engineer

KZF Design, Inc.

At KZF Design, they help clients design better futures. Their team of more than 70 architects, engineers, interior designers and urban planners have created regional landmarks across the country and around the world. They've built their reputation on thoughtful, award-winning designs and unparalleled technical proficiency in both the public and private sectors, with specific expertise in public safety, commercial, workplace, education, transportation, industrial and government projects.

As one of the Midwest's premier design firms, they pride themselves on fostering an internal culture of continuous improvement and reinvention. This translates to clients through strong relationships, creativity and independent thinking — factors that have made them a leader in providing value-based design for more than 64 years.

KZF's project teams specialize in work ranging from small to very large, complex projects — from purely functional buildings to high image, award-winning designs — and from conventional project design to design / build and other project delivery methods. They believe in the traditional Midwestern values of honesty, integrity, and a strong work ethic.

KZF has been delivering quality projects since 1956 and has been recognized with 70 awards for projects and corporate achievements in the past 10 years.

Business Organization

– Contact Information

KZF Design
Scott Csendes, AIA, PMP
700 Broadway St
Cincinnati, OH 45202

O / 513.621.6211
csendes@kzf.com
www.kzf.com

– Experts in Fire Station Design

KZF knows Fire Stations are unique buildings, combining living quarters with offices, operations spaces and vehicle storage. They must be designed to provide secure, comfortable living for those who live and work in them, facilitate public interaction and be designed for safe / efficient circulation of personnel and vehicles (inside and out) for quick response to emergency calls. Additional features for training such as classrooms and basic tactical skills training are often incorporated providing an added value to the community by increasing training opportunities while saving training costs. Considerations for accommodating separate staff shifts such as adequate parking for shift changes, separate food storage, appropriate locker facilities to avoid noise / interruption of sleeping personnel need to be well thought out. Every department is different; understanding the culture of the department for which a fire station is being designed is critical to the success of the project.

– Services

Architecture
Criteria Architecture / Engineering
Sustainable Design
Interior Design / Space Planning
Mechanical / Plumbing / Electrical Engineering
Urban Planning
Site / Civil Engineering / Utilities
Traffic / Transportation Engineering
Structural Engineering
Cost Estimation
Constructability / CA & Inspection

– Sample Public Safety Clients

Bloom Township Fire Substation, OH
Cincinnati Fire Department, OH
Deerfield Township Fire Department, OH
City of Troy Fire Department, OH
City of Monroe, OH
Goshen Township Fire Station, OH
City of Lawrenceburg, IN
Madison Township Fire Station, OH
Wyoming Public Safety, OH
NAS Cabaniss, TX
Turtlecreek Township, OH
Fairfield Township, OH
Harlan Township, OH
Jefferson Township (Clinton County), OH

Geotechnical, Survey & Civil Engineer

SME

SME has a track record of using big-picture approaches to deliver right-sized, sustainable solutions. Their experts help clients solve their toughest site development and redevelopment, facility rehabilitation and maintenance, and environmental challenges. When clients face complex site and building challenges, they trust SME to deliver proven expertise and timely solutions. From site evaluation to facilities construction and maintenance to business operations, their holistic perspective keeps projects on the right track. With specialists in geotechnical engineering, environmental sciences, materials engineering and testing, and more, they can help you achieve your vision and drive your projects to success.

SME's ability to significantly and positively impact the projects and organizations the serve has led to a 50+ year track record of success. Their team of experienced and passionate experts has the capabilities to address virtually any and every geotechnical, environmental, building materials and pavement need, and they work as a trusted member of our clients' project teams to engineer the built environment and protect the natural environment in virtually every market and industry.

If you are seeking a consulting engineering firm that offers experience, expertise and comprehensive capabilities, many firms fit the bill. But, if you require a passion for solving problems from the big-picture perspective and creating lasting value that goes beyond just finishing the task, SME can deliver the innovative thinking and practical solutions you need to obtain real, sustainable success.

– Contact Information

SME
Andrew Bolton, PE
882 40th Street SE
Grand Rapids, MI 49508

O / 616.293.8540
andrew.bolton@sme-usa.com
www.sme-usa.com

– Moore & Bruggink

As part of their services for this project, Moore & Bruggink will subconsultant to SME and will provide local survey and civil engineering services to support for the project. Moore and Bruggink have extensive experience with fire station design and knowledge of local design requirements.

– Sample Projects

- Cascade Township - Geotechnical services for Fire Station Storage Facility
- Ann Arbor Fire Stations 3 & 4 - Preliminary civil engineering support during the initial planning for Ann Arbor Fire Stations 3 & 4.
- Portage Fire Station 2 - Civil engineering design services for the newly facility.

02

EXECUTIVE SUMMARY

Executive Summary

We have assembled a team of specialists to help Cascade Township bring Fire Station 1 to fruition. In addition to our team's similar project experience pages outlined in Section 4, to the right are key features our team will bring to this project:

- Fire Station Expertise

  KZF Design are experts in fire station planning and design and one of the Midwest's premier design firms for fire stations and related first responder facilities. KZF Design are leaders in operations, efficiency, and functional design of fire stations.

- Design and Delivery

  The Collaborative are leaders in design and execution of municipal projects. We share the conviction that problem solving and design excellence are the products of many people, in different disciplines, working together with the client to achieve a common goal. We excel in delivering projects for clients with diverse interests and multiple stakeholders. Additionally, we have tremendous experience working with owner's representatives and construction managers throughout the design and construction process to help the overall team deliver projects on time, and on budget.

- Local Knowledge

  SME is located in Grand Rapids and is a leader in the Great Lakes region for geotechnical, site survey, and civil engineering. SME and its consultants have also participated in several fire station design projects, and are well versed on the local design requirements for this project site.

- Track Record for Teamwork

  This is not our first rodeo. The Collaborative and KZF have previously teamed up on several fire station projects in the past 10 years. Additionally, The Collaborative and SME have recently, and are currently, working on projects together throughout the state of Michigan. You need a team who is familiar with each other with a proven track record for success – which our team brings to the table!

Executive Summary

This is an exciting project for Cascade Township, and would be an equally exciting project for our team to execute for you! We have studied the planning analysis and understand the recommendation to demolish the existing fire station and re-build a new Fire Station 1 on the Thornhills site. Our team is looking forward to transforming the concept diagrams into an award-winning fire station that exceeds the goals of the Fire Department, the Township Board, and the constituents of Cascade Township.

The scope of services, as laid out in the RFP, are understandable and in line with how we would recommend the project being executed. You will see, in our Work Plan and Approach in Section 5, how we intend to process and deliver on the Preliminary Design (Schematic Design and Design Development), Final Design (Construction Documents), Bidding, and Construction…all in conjunction with the Owner and the Owner's Representative / Construction Manager.

Additionally, our schedule outlines an estimated timeline for this project. Assuming a mid-to-late July start date, we believe we will comfortably be in a position to begin construction by early-to-mid spring. Our estimated timeline is high-level at this point, and we are open to making rational changes this project may require. For example, it is likely that the Owner's Representative / Construction Manager may require early bid packages for demolition, site preparation, and foundations/structural steel to achieve an earlier construction start date. Suggestions like this, and others, will be embraced and accommodated by our design team. We are your partner in this effort, and will do everything in our power to achieve your goals.

Our Team Chart and Project Staffing pages in Section 3 outline the responsibilities and key personnel who will be involved in your project. In summary:

– The Collaborative

  Architect of Record with whom you will contract. All required A/E personnel are under our umbrella. We will be your primary contact throughout the entire process – from Program Verification through Construction. In addition to landscape design, we will share in the exterior and interior design of the facility with KZF Design. We will lead the quality control effort and will be responsible for delivery of all construction documents (drawings and specifications), bidding support, and construction administration.

– KZF Design

  Our consultants for Fire Station programming, planning and design. Additionally, they will be providing structural engineering, Mechanical/Electrical/Plumbing/Fire Protection engineering.

– SME

  Our consultants for soil borings/geotechnical work, site survey, and civil engineering. SME will also assist with zoning items and other local site coordination efforts.

The people whose resumes are provided are those with whom you will be engaging throughout the project. These are also the people who will be executing the work. We believe in, and support a highly interactive and transparent design process, and we are committed to engaging with your team members in a highly collaborative way.

The following proposal will outline why we are the right team for Cascade Township Fire Station 1. Our history of success, design prowess, fire station expertise, delivery process, local knowledge, track record with construction managers, and project execution experience will be showcased in the following pages. We hope that you will agree, and we are looking forward to working with you on this project. Additionally, we encourage you to reach out to our references, as their testimonials can speak volumes to the work that we do and our ability to execute this project for you!

PROJECT STAFFING

Cascade Township

Fire Chief & Department Representatives

Township Representatives

Architect of Record

The Collaborative

Keith Russeau, AIA, LEED AP
Principal in Charge

Jim Rund, RA
Technical Lead

Ray Micham, AIA, LEED AP
Design Oversight

Stephen Wilson, AIA; LEED AP BD&C
Quality Assurance

Kristen Nyht, AIA, AICP, LEED AP, Fitwel
Project Manager

Jessica Hyde, ASLA
Landscape Architect

Fire Station Specialist / MEP & Structural Engineer

KZF Design, Inc

Scott Csendes, AIA, PMP
Project Executive

Jason Park, PE, CEM
Mechanical Engineer

David Ross, AIA, LEED AP
Design & Planning Team

Edward Stegman, PE, LEED AP BD&C
Electrical Engineer

Robert Schmitz, RA
Design Team

Mark Bukala, PE, LEED AP BD+C
Structural Engineer

Melissa Kelly, NCIDQ, CID
Interior Designer

Consulting Team

Geotech, Survey & Civil

SME
Andrew Bolton, PE

Moore & Bruggink (sub to SME)
Steven Green, PS
Justin Longstreth, PE

The Collaborative

Keith Russeau
AIA, LEED AP

The Principal in Charge of our Ann Arbor office, Keith Russeau's experience includes work for an array of clients across Ohio, Illinois, Michigan, Pennsylvania, Indiana and West Virginia. As part of his specialization, Keith has been involved in the design and specification of roughly 100 new construction and renovation projects. He possesses a vast knowledge of municipal and institutional design requirements, and understands trends in both community and sustainable facility design.

Education

BA in Architecture
University of Detroit Mercy / 2000

Registration

States of MI, OH, IN, & PA; LEED AP

Professional Activities

AIA; NIRSA: Leaders in Collegiate Recreation; Athletic Business 2017 Facilities of Merit Awards, Juror

Team Role / Principal in Charge

Washtenaw County Parks & Recreation Commission, Ann Arbor, MI
- Staebler Farm County Park - Multipurpose Building housing classrooms, offices, meeting space, etc.

City of Trenton, MI
- New Community / Activity Center - Site selection and design for new community recreation center

Ann Arbor Spark, Ann Arbor, MI
- SPARK Central - 6,600sf interior renovation of 3rd floor office facility
- SPARK East Incubator Renovations

Lenawee County YMCA, Adrian, MI
- New 40,000sf facility including a gymnasium, fitness, group exercise and a pool; as well as clinical space for Physical Therapy and Autism.

River Raisin National Battlefield Park, Monroe, MI
- Existing Sports Complex Space Analysis
- Visitor Center Conceptual Design

Olander Park System, Sylvania, OH
- Administrative Office Building
- Oak Openings Nature Center - Conceptual Design
- Conceptual Design of 15,000sf Fossil Center
- Conceptual Design of Fossil Park Office & Restroom Facility

Lorain County Metroparks, Lorain, OH
- Lakeview Park Master Plan to unify the park's historic identity (23 acres)
- Lakeview Park 9,000sf Beach House incorporating beach-level restrooms, changing rooms and concessions; and street-level multipurpose community room, café and gift shop

Lorain County Metro Parks, Oberlin, OH
- Expansion to Splash Zone Community Center - 36,000sf which includes indoor multi-purpose courts (4 short courts or 2 long courts), 3-lane jogging track, indoor lap pool, locker rooms and indoor splash / play structure featuring operable wall panels that open to compliment existing outdoor water park

The Collaborative

Ray Micham
AIA, LEED AP

Ray Micham's natural creativity and design sensitivity has played a major role in the programming and design development of some of the firm's largest projects. He has an intense appreciation for architectural details and is especially adept at making designs "work." A LEED Accredited Professional, Ray is passionate about sustainable practices. This passion led him to eagerly undertake the design of Michigan's first K-12 LEED Platinum project, which also achieved net-zero energy. A major role player in furthering sustainable initiatives across the region, Ray is regularly called upon to speak on green design and the future of energy-efficient buildings.

Education

BS in Architecture
University of Cincinnati / 1991

Registration

States of OH, MI, WV, KY, OK & NJ;
LEED AP

Professional Activities

AIA

Team Role / Design Oversight

Lenawee Intermediate School District, Adrian, MI

- Center for a Sustainable Future Campus - 8,750sf hands-on teaching facility for horticulture and ag-tech. Designed to demonstrate innovative sustainable practices. Includes rain gardens, solar power array, earth-bermed wall construction and a geothermal mechanical system. LEED Platinum, net-zero energy usage

City of Perrysburg, OH

- New Fire Station - 22,000sf facility for 8 personnel per shift, training room for 50 and 4 apparatus bays (with KZF Design)
- Municipal Building Renovations
- Louisiana Avenue Improvements

Lenawee County Commissioners, Adrian, MI

- New Office for Sheriff's Department
- Historic Courthouse Rehabilitation
- Judicial Building Addition / Renovation

Lucas County Commissioners, Lucas County, OH

- Huntington Center Multi-Purpose Arena - 250,000sf (w/HNTB Architecture), LEED Gold Certified
- Central Drug Testing Unit Relocation Study
- The Source Renovations
- Family Court / Child Study Institute Interconnected Utility Study - Recommendations for isolation
- Board of Elections - Space Study
- 701 Adams Street Entry Study
- Emergency Services Center Landscape & Erosion Control
- Early Voter Center

Toledo Area Regional Transit Authority, Toledo, OH

- Station Renovation - Interior and exterior renovation to existing station at corner of St. Clair and Jefferson, at the Port Lawrence Garage
- Solar Installation - Solar field with artistic interpretation at Central Administration Building

The Collaborative

Kristen Nyht
AIA, AICP, LEED AP, Fitwel

Team Role / Project Manager

Kristen Nyht is an accomplished architect with a wide range of experience from small net zero energy projects to complex renovations encompassing hundreds of thousands ofsf. She enjoys working with clients from programming through construction, sharing a joy of architecture and attention to detail. Kristen is mindful of the balancing act of excellent design and constrained budgets, always striving to meet both to create high quality projects at every scale.

Education

Master of Architecture, Master of Urban Planning, University of Michigan / 1999
BS in Architecture, BA in Japanese Language, University of Michigan / 1996

Registration

State of MI; Certified Urban Planner, American Institute of Certified Planners

Professional Activities

AIA - Past President of AIA Michigan and Chair of the Justice Equity Diversity & Inclusion Committee; American Planning Association; National Organization of Minority Architects; Society of College and University Planning; Urban Land Institute

Lucas County Commissioners, Toledo, OH
– Convention Center Renovation and Ballroom Expansion

Monroe County Community College, Monroe, MI
– Campbell Learning Resource Center Renovation and Addition

Ferris State University, Big Rapids, MI
– Center for Athletic Performance Addition & Renovation

Owens Community College, Perrysburg, OH
– College Hall Renovation Phase III

GTI Ohio, LLC, Chicago, IL
– New 80,000sf Cultivation Center for GTI Grows

Toledo Public Schools, Toledo, OH
– Pre-Med Program - Renovation of two stories of an existing high school into a Pre-Medical program

Washington Local Schools, Toledo, OH
– Wernert / Jackman and Shoreland Elementary Schools

Michigan Central Station, Detroit, MI *
– Renovation & restoration (with Quinn Evans)

National Air & Space Museum, Washington, DC *
– Currently under construction, targeting LEED Gold (with Quinn Evans)

University of Michigan, Ann Arbor, MI *
– Institute for Social Research Addition, LEED Gold (with Lord Aeck Sargent)

* Indicates projects prior to joining The Collaborative

Project Staffing

The Collaborative

Jim Rund
RA

With a strong design background and extensive experience working with contractors on the job site, Jim brings a useful perspective on how to achieve successful end results. He has worked on higher-ed, research laboratory, hospitality, and residential projects. In every project, Jim strives to communicate as clearly as possible with the client and project team through the development of detailed drawings. Highly skilled in technical drawing, he helps the team find solutions to any challenges that arise throughout design and construction.

Education

BS in Architecture
University of Michigan / 2010

Registration

State of NY

Team Role / Technical Lead

Lucas County Commissioners, OH
- 3737 Sylvania Avenue - Renovations / additions to house Lucas County's Jobs & Family Services (JFS), Child Support Enforcement Agency (CSEA), Ohio Means Jobs (OMJ) and Board of Elections (BOE) Agencies.

Adrian College, Adrian, MI
- Mahan Hall Renovation and Addition
- Gateway arch spanning over the road at the main entrance to campus

Ashland University, Ashland, OH
- Renovation of existing campus building into a Military and Veterans Resource Center

Gannon University, Erie, PA
- iHACK Knight Tower Renovation - Building planning and design services to renovate existing (7) storey telephone exchange building into a contemporary academic and business-collaboration center

Monroe County Community College, Monroe, MI
- Campbell Learning Resource Center Renovation and Addition

Toledo Public Schools, Toledo, OH
- Woodward High School - Design of new pressbox and site improvements for outdoor athletic facility

Washington Local Schools. Toledo, OH
- New Shoreland Elementary - Approximately 80,920sf to hold 700 students in grades K-12
- New Jackman Wernert Elementary - Approximately 80,920sf to hold 700 students in grades K-12

Whiteford Agricultural Schools, Ottawa Lake, MI
- 2019 Bond Program

The Collaborative

Stephen Wilson
AIA; LEED AP BD & C

As a quality control architect, Stephen Wilson uses his technical expertise and design experience to ensure every project exceeds client expectations. With a history of working on a wide array of commercial, institutional, retail, and residential projects, he applies a detail-oriented approach towards solving design challenges. Stephen takes pride in his ability to work collaboratively with owners, contractors, and engineers to make each project successful for the whole team. He has a passion for mentoring and engagement in the architectural profession, which led Stephen to serve as President of AIA Huron Valley in 2015 and 2016.

Education

Master of Architecture
University of Michigan / 2008
Master of Engineering, Construction Engineering & Management
University of Michigan / 2008
BS in Architecture
University of Michigan / 2006

Registration

State of MI; LEED AP

Team Role / Quality Assurance

City of Windsor, Ontario, Canada *
– Fire Station No. 7 - New 10,570sf fire station (LEED Silver)

Lenawee County Commissioners, MI
– County Courthouse Rehabilitation

City of Trenton, MI
– New Community / Activity Center - Site selection and design for new community recreation center

Washtenaw County Parks & Recreation Commission, Ann Arbor, MI
– Staebler Farm County Park - Multipurpose Building housing classrooms, offices, meeting space, etc.

River Raisin National Battlefield Park, Monroe, MI
– Visitor Center Conceptual Design

Ann Arbor Spark, Ann Arbor, MI
– SPARK Central - 6,600sf interior renovation of 3rd floor office facility

The Salvation Army, Ashland, OH
– Ray & Joan Kroc Community Center Addition and Renovation including water park, fitness center, locker rooms and a coffee shop

Adrian College, Adrian, MI
– Mahan Hall Renovation and Addition
– Gateway arch spanning over the road at the main entrance to campus

Kent State University, Kent, OH
– College of Business Administration - 145,000sf new building integrating learning laboratories, classrooms, offices, informal gathering spaces, common areas and business partner spaces

* Indicates projects prior to joining The Collaborative

The Collaborative

Jessica Hyde
ASLA

Jessica Hyde has an enduring passion for innovative, sustainable and artistic land use. Her work is known to simultaneously engage the audience and consider the environment at every scale. Her experience encompasses a wide range of design projects, from master planning through construction document preparation - several of which address storm water management and sustainability concerns. At every opportunity, Jessica uses her experience to explore new ideas and techniques in urban agriculture, brownfield redevelopment, phytoremediation and the integration of art with landscape.

Education

Master of Landscape Architecture
The University of Georgie / 2010
Bachelor of Science in Biology
The University of Michigan / 2006

Professional Activities

ASLA; Career Discovery Program / Harvard University Graduate School of Design; Sustainable Urbanism Course / University of Michigan Biological Station

Team Role / Landscape Architect

Washtenaw County Parks & Recreation Commission, Ann Arbor, MI
- Staebler Farm County Park - Multipurpose Building housing classrooms, offices, meeting space, etc.

River Raisin National Battlefield Park, Monroe, MI
- Existing Sports Complex Space Analysis
- Visitor Center Conceptual Design

Lucas Metropolitan Housing Authority, Toledo, OH
- Collingwood Green Development - New facilities to include 65 Senior Living Units, 120 single family dwellings, 81 townhouses, and 24 apartment units including associated site development, neighborhood park and community building (Phase II - LEED Silver / Phase III - LEED Gold)
- Office Consolidation

Siena Heights University, Adrian, MI
- New University Center - 33,000sf facility with food service, bookstore, One-Stop-Shop (including Financial Aid, Admissions, etc), Student Activities Offices, student organization offices, International Student Office, Dean of Students, campus ministry, and others (LEED Silver)

Bowling Green State University, Bowling Green, OH
- New College of Business Administration to create an open, active space supporting 21st century teaching pedagogy, corporate officing strategies and experiential learning, 74,000sf, with Perkins&Will (Targeting LEED Silver)

La-Z-Boy, Monroe, MI
- New Corporate Headquarters for 500 employees (LEED Silver)

Owens Corning World Headquarters, Toledo, OH
- Main Entry Landscape Design

The Andersons, Maumee, OH
- Corporate Headquarters - 500 employee

KZF Design, Inc

Scott Csendes
AIA, PMP

Scott Csendes is Vice President and Director of KZF's Civic and Public Safety Group, with more than 29 years of experience delivering professional A/E services for public and private clients. A creative problem solver and effective communicator, Scott has managed over $1B in projects throughout his career, including civic, public safety, correctional, office, medical, manufacturing and industrial uses throughout the country. Scott is a a certified Project Management Professional (PMP), a designation which recognizes his high level of skill and experience leading and directing project teams.

Education

Bachelor of Architecture
University of Cincinnati

Registration

States of OH, KY, IN, FL. IL, MN, PA, WI & NY; Project Management Professional (PMP)

Professional Activities

American Institute of Architects; Ohio Fire Chiefs Association; International Association of Fire Chiefs

Team Role / Project Executive

Deerfield Township, Warren County, OH

- Fire Station 59 - Full A/E design for new, 10,000sf fire station. Station is a single-story, 3-bay facility including apparatus bays, living quarters, fitness area, and administrative offices. Project budget is $3.1M, and delivered via CM at Risk delivery.
- Fire Rescue Station 57 Criteria Architect Phase 1 & 2 - KZF Design provided Criteria Architecture and Engineering services for the design and development of a new, 20,000sf fire station and headquarters. KZF was responsible for developing project program and scope items, providing drawings, narratives and specifications to support RFP development, preparing the Request for Qualifications and Request for Proposals, and assisting the Township during the qualification, proposal, and selection process. With over 38,000 residents, and over 3,500 emergency calls per year, the Township's Fire Department was feeling the growing pains. The existing Fire Station 57 was built in 1973, to house a then-volunteer fire company, and was no longer adequate to house and train the equipment and personnel needed to serve the growing community.

City of Lebanon, OH

- New Fire Station 41 - Architecture, MEP, civil, structural engineering and interior design for new 19,500sf headquarters fire station with these program elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining room, dorm, locker and fitness room, training/ community/ECC room and support areas. Budget $6.9M.

City of Cincinnati, OH

- Fire Training Center Criteria A/E - Criteria A/E for replacement and development of Cincinnati FD Fire Training Center. Program includes new training tower, training props, office/classroom building, high-bay equipment/apparatus storage building, and site improvements on 7.8-acre site. $9M project will combine training from three separate locations to single facility.

City of Troy, OH

- Fire Station #1 - Project Manager. Architecture, MEP, civil, structural engineering and interior design for new 15,000sf fire station to contain the following elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining, dorm area, locker and fitness room, training/ EOC room and support areas. Budget $6M.

KZF Design, Inc

David Ross
AIA, LEED AP

David Ross is Manager of Architectural Design at KZF, with over 35 years of experience designing public facilities, schools, multi-family housing, office and mixed-use facilities. His extensive local government work includes nearly 100 public projects such as fire stations, police facilities and administration offices. His award-winning success is attributed to his ability to lead design teams in listening, solving problems, and developing creative solutions to fulfill project objectives.

Education

Master of Architecture
Miami University
BS in Architecture
Lawrence Technological University

Registration

State of OH

Professional Activities

American Institute of Architects

Team Role / Design & Planning Team

City of Lebanon, OH

– Lebanon New Fire Station 41 - Architecture, MEP, civil, structural engineering and interior design for new 19,500sf headquarters fire station with these program elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining room, dorm, locker and fitness room, training/community/ECC room and support areas. Budget $6.9M.

Deerfield Township, Warren County, OH

– Fire Station 59 - Full A/E design for new, 10,000sf fire station. Station is a single-story, 3-bay facility including apparatus bays, living quarters, fitness area, and administrative offices. Project budget is $3.1M, and delivered via CM at Risk delivery.

City of Troy, OH

– Fire Station #1 - Architecture, MEP, civil, structural engineering and interior design for new 15,000sf fire station to contain; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining, dorm, locker and fitness room, training/EOC room and support areas. Budget $6M delivered Design/Bid/Build General Contractor model.

City of Akron, OH

– Fire Station #2, #4, and #12 - Design Consultant for three new fire stations. Station #2 is 14,000sf, 3-bay station with living quarters and neighborhood police office for local outreach/interaction. Station #4 is a 38,000sf 2-story facility including administrative offices and training room. Station #12 is a new 15,000sf, 3-bay station, including police office area.

City of Perrysburg, OH

– Fire Station - Programming, schematic design, structural, mechanical engineering design, teamed with local architectural firm, for new 22,000sf Fire HQ/Station. Includes 4 drive-through apparatus bays, living quarters, offices, and training room. Incorporates latest trends in station design to promote health, safety, welfare of occupants. Budget $8.5M.

City of Tallmadge, OH

– Fire Station #2 - Providing Public Safety Consulting Services, teamed with local architectural firm, for a new 21,000sf fire stationfor. It includes four apparatus bays, sleeping quarters for firefighters, headquarters and administration offices, a 30-person training room, and a training tower. Budget: $6.5M.

KZF Design, Inc

Robert Schmitz
RA

Bob Schmitz is the Director of Architecture at KZF. He is responsible for leading the architectural team as a senior project architect, preparing drawings and specifications, reviewing shop drawings, and coordinating architectural aspects of a project with other disciplines. Bob began his career at KZF in 1984 with a special expertise in Computer Aided Design (CAD) and continues to provide quality control over KZF Design's computer standards. He has also had extensive training and experience in Building Information Modeling (BIM) and served as KZF's first BIM Manager.

Education

Bachelor of Architecture
University of Cincinnati

Registration

States of OH, KY, FL, DE, MI, MO, PA, SD, TX & VA;

Professional Activities

NCARB

Team Role / Design Team

Naval Facilities Engineering Command, Marine Corps Base Quantico, VA

– TBS Fire Station - Project Manager for D/B of new 1-story facility, 25,000sf, with residential area, offices, apparatus bays, as well as lockers, laundry, fitness, dispatch, training room, testing, and conference rooms. Site features include staff, visitor, and emergency vehicle parking, force protection measures, landscaping and site improvements. Included improvements to a nearby intersection, road widening, turn lanes, traffic signal lights and control arms, signage, traffic controls and relocation of underground utilities.

City of Cincinnati, OH

– New Fire Training Center - Criteria A/E, schematic design and design development for CFD Fire Training Center project slated to begin construction late 2020. Program includes new training tower, training props, administrative office/classroom building, high-bay equipment/apparatus storage building, and site improvements on 7.8-acre site. $9M project will combine training from 3 separate locations to a single facility to provide improved facilities, improved curriculum, and more efficient use of operational costs.

Violet Township, Pickerington, OH

– Fire Station 591 - Full A/E services as Architect of Record for the construction of a new fire substation for Violet Township, OH. This station will be a three-bay satellite station, with living quarters for eight fire and EMS personnel, a training room, fitness room, and operations support spaces. KZF also assisted Violet Township in evaluating multiple sites for the new station.

Deerfield Township, Warren County, OH

– Fire Station 59 - Full A/E design for new, 10,000sf fire station. Station is a single-story, 3-bay facility including apparatus bays, living quarters, fitness area, and administrative offices. Project budget is $3.5M, and delivered via CM at Risk delivery.

City of Monroe, OH

– Police Headquarters Facility Study and Design - The Headquarters no longer met the needs of the department due to department growth and community service needs. As a result of study and space needs assessment performed by KZF, KZF provided full A/E for adaptive reuse of former grocery store for new Station. 21,000sf Station contains offices, dispatch center/emergency operations center, evidence intake/processing, document storage, interview rooms, and sallyport/vehicle evidence bay.

KZF Design. Inc

Melissa Kelly
NCIDQ, CID

Melissa Kelly is a talented Interior Designer responsible for space planning, programming, interior finishes and coordination of furniture and equipment for corporate, commercial, institutional and federal government clients. She has worked on a variety of project types over her more than 20 year career, including commercial and industrial facilities, corrections facilities, office interiors, event venues, and museums/galleries. Melissa has designed for several public safety projects on a local, state, and federal level.

Education

BS in Interior Design
University of Cincinnati

Registration

NCIDQ; Certified Interior Designer

Team Role / Interior Designer

City of Lebanon, OH

– New Fire Station 41 - Architecture, MEP, civil engineering, structural engineering and interior design for a new 19,500sf headquarters fire station anticipated to contain the following program elements; four apparatus bays, day room, gear room, decon areas, admin offices, public and crew rest rooms, kitchen / dining room, dorm area, locker room, fitness room, training / community / ECC room and associated support areas. Project budget is $6.9M. Project will be delivered in a Design-Bid-Build General Contractor model. Construction anticipated to be completed by March, 2021.

Violet Township, Fairfield County, OH

– Fire Station - KZF Design is providing full A/E services as Architect of Record for the construction of a new fire substation for Violet Township, OH. This station will be a three-bay satellite station, with living quarters for eight fire and EMS personnel, a training room, fitness room, and operations support spaces. KZF also assisted Violet Township in evaluating multiple sites for the new station.

Naval Facilities Engineering Command, Naval Air Station Cabaniss, TX

– US Navy Fire/Crash Crew Facility - Project Management, Architecture, Civil, Structural, MEP, FP Engineering, Interior Design for design and construction of new Fire Station/Crash Crew Facility. Design incorporated cost effective, single story, pre-engineered building system on structural slab on grade. Building area is 3,298sf and included HVAC system; emergency power connectivity; building utilities connections and site improvements. Compliance with Anti-Terrorism/Force Protection criteria was required. LEED Silver Certified.

Naval Facilities Engineering Command, Marine Corps Base Quantico, VA

– TBS Fire Station - KZF Design is providing A/E services for the design/build of a new 1-story facility, 25,000sf, with residential area, offices, apparatus bays, as well as lockers, laundry, fitness, dispatch, training room, testing, and conference rooms. Site features include staff, visitor, and emergency vehicle parking, force protection measures, landscaping and site improvements. Included improvements to a nearby intersection, road widening, turn lanes, traffic signal lights and control arms, signage, traffic controls and relocation of underground utilities.

KZF Design, Inc

Jason Park
PE, CEM

Jason is a Senior Mechanical Engineer with 24 years of engineering and construction experience. From pre-contract engineering, scope development, energy modeling, engineering and design of construction documents, construction administration and project commissioning and management of a project from start to finish. Engineering experience includes HVAC, building energy simulations, laboratory and healthcare HVAC systems, chilled water, heating hot water, steam, refrigeration, plant water, plant air, and product processing systems.

Education

BS in Mechanical Engineering
University of Evansville

Registration

States of OH & KY; Certified Energy Manager

Professional Activities

America Planning Association; US Green Building Council; Green Building Certification Institute

Team Role / Mechanical Engineer

City of Lebanon, OH

– New Fire Station 41 - Project Manager. Architecture, MEP, civil, structural engineering and interior design for new 19,500sf headquarters fire station with these program elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining room, dorm, locker and fitness room, training/community/ECC room and support areas. Budget $6.9M.

City of Troy, OH

– Fire Station #1 - Architecture, MEP, civil, structural engineering and interior design for new 15,000sf fire station to contain the following elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining, dorm area, locker and fitness room, training/EOC room and support areas. Budget $6M.

City of Perrysburg, OH

– New Fire Station - KZF Design provided programming, schematic design, structural, mechanical and engineering design services, teamed with a local architectural firm, for a new 22,000sf Fire Headquarters Station. The new station includes 4 drive-through apparatus bays, living quarters, offices, and a training room that will also serve as the back-up emergency operations center for the city. The station is also incorporating the latest trends in fire station design to promote the health, safety and welfare of its users and occupants. The project budget is approximately $8.5M.

Hamilton Township, Warren County, OH

– Fire Station - KZF Design is providing criteria A/E services for a new fire station for Hamilton Township, Warren County. The project is a fire and EMS station located adjacent to the Township offices. Services include developing project program and scope items, providing drawings, narratives and specifications to support RFP development, preparing the Request for Qualifications and Request for Proposals, and assisting the Township during the qualification, proposal, and selection process.

Turtlecreek Township, Warren County, OH

– Fire & EM Station Criteria A/E Services - KZF is providing Criteria A/E Services to Turtlecreek Township for a new 10,000sf fire station. The station will include three drive-through apparatus bays, training room, support spaces, firefighter living/dining quarters, fitness area, and administrative offices. The project budget is $2M and will be delivered through design/build.

KZF Design. Inc

Edward Stegman
PE, LEED AP BD&C

Ed Stegman is an Electrical Engineer responsible for designing lighting, power distribution, voice and data communication, fire alarms, security systems, sound systems and AV systems, producing electrical drawings and specifications and performing field inspections. He is certified by the Ohio Department of Transportation's Traffic Academy in Highway Lighting. Ed has worked on a variety of project types for both private and public sector clients.

Education

BS in Electrical Engineering Technology
University of Cincinnati

Registration

State of OH & VA

Team Role / Electrical Engineer

City of Lebanon, OH

– New Fire Station 41 - KZF Design provided Architecture, MEP, civil engineering, structural engineering and interior design for a new 19,500sf headquarters fire station, including four apparatus bays, day room, gear room, decon areas, admin offices, public and crew rest rooms, kitchen / dining room, dorm area, locker room, fitness room, training / community / ECC room and associated support areas. Project budget is $6.9M. Project will be delivered in a Design-Bid-Build General Contractor model. Construction anticipated to commence May 2020 and be completed March 2021.

Deerfield Township, Warren County, OH

– Fire Station 59 - Full A/E design for new, 10,000sf fire station. Station is a single-story, 3-bay facility including apparatus bays, living quarters, fitness area, and administrative offices. Project budget is $3.5M, and delivered via CM at Risk delivery.

Violet Township, Fairfield County, OH

– Fire Station - KZF Design provided full A/E services as Architect of Record for the construction of a new fire substation for Violet Township, OH. This $5.3M, 18,000sf station is a three-bay satellite station on a congested urban site, with living quarters for eight fire and EMS personnel, a training room, fitness room, and operations support spaces. KZF also assisted Violet Township in evaluating multiple sites for the new station.

Bloom Township, Fairfield County, OH

– Fire Station - KZF provided full A/E services for a new satellite fire station located in Fairfield County. The free-standing station is 6,600sf, with three apparatus bays, office space, living quarters for four fire and EMS personnel, and operations support spaces. Support spaces include turnout gear storage, decontamination area, shop, and radio/report room. The station was designed with future expansion in mind, and additional apparatus bays can be added as needed. ‘

City of Perrysburg, OH

– New Fire Station - KZF Design provided programming, schematic design, structural, mechanical and engineering design services, teamed with a local architectural firm, for a new 22,000sf Fire Headquarters Station. The new station includes 4 drive-through apparatus bays, living quarters, offices, and a training room that will also serve as the back-up emergency operations center for the city. The station is also incorporating the latest trends in fire station design to promote the health, safety and welfare of its users and occupants. The project budget is approximately $8.5M.

KZF Design. Inc

Mark Bukala
PE, LEED AP BD&C

Mark Bukala is a Structural Engineer responsible for design and preparation of contract documents for structural engineering including working with the client, supervision of draftsmen, project coordination with other disciplines and consultants, specification writing and field inspections. He is experienced as a project engineer, and has also performed project management functions including contract administration, scheduling and cost control. In addition, he is experienced in designing specialty structures and scaffolding.

Education

BS in Civil Engineering
Case Western Reserve University

Registration

States of OH & FL

Professional Activities

American Institute of Steel Construction;
Structural Engineers Association of Ohio

Team Role / Structural Engineer

Deerfield Township, Warren County, OH

– Fire Station 59 - Full A/E design for new, 10,000sf fire station. Station is a single-story, 3-bay facility including apparatus bays, living quarters, fitness area, and administrative offices. Project budget is $3.5M, and delivered via CM at Risk delivery.

City of Troy, OH

– Fire Station #1 - Project Manager. Architecture, MEP, civil, structural engineering and interior design for new 15,000sf fire station to contain the following elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining, dorm area, locker and fitness room, training/EOC room and support areas. Budget $6M.

City of Lebanon, OH

– New Fire Station 41 - Project Manager. Architecture, MEP, civil, structural engineering and interior design for new 19,500sf headquarters fire station with these program elements; four apparatus bays, day room, gear room, decon areas, offices, rest rooms, kitchen/dining room, dorm, locker and fitness room, training/community/ECC room and support areas. Budget $6.9M.

City of Perrysburg, OH

– New Fire Station - Programming, schematic design, structural, mechanical engineering design, teamed with local architectural firm, for new 22,000sf Fire HQ/Station. Includes 4 drive-thru apparatus bays, living quarters, offices, and training room. Incorporates latest trends in station design to promote health, safety, welfare of occupants. Budget $8.5M.

Bloom Township, Fairfield County, OH

– Fire Station - KZF provided full A/E services for a new satellite fire station located in Fairfield County. The free-standing station is 6,600sf, with three apparatus bays, office space, living quarters for four fire and EMS personnel, and operations support spaces. Support spaces include turnout gear storage, decontamination area, shop, and radio/report room. The station was designed with future expansion in mind, and additional apparatus bays can be added as needed.

SME

Andrew Bolton PE

Andy has more than 14 years of experience providing geotechnical engineering services. He is skilled in developing geotechnical exploration scope of services, and managing and performing geotechnical evaluations for projects in Michigan. These varied projects include technical expertise in shallow and deep foundations, ground improvement methods, earth retention systems (ERS), slope stability, surcharge programs, in-situ infiltration testing, pressuremeter testing, and other related geotechnical engineering concerns. Andy's expertise includes designing and preparing construction drawings for earth retention systems and deep foundation systems. He also serves as Team Leader for Geotechnical Engineers.

Education

MS in Civil Engineering
Virginia Tech
BS in Civil Engineering
Calvin College

Registration

States of MI & IN

Professional Activities

American Society of Civil Engineers; Michigan Society of Professional Engineers; Structural Engineers Association of Michigan

Team Role / Geotechnical

Jackson Entertainment, Grand Rapids, MI

- Studio Park Development - Performed value engineering by reviewing another consultants geotechnical evaluation for the subject project, and then SME performed an additional geotechnical evaluation. The additional geotechnical evaluation included rock cores and pressuremeter testing, amongst other services, that allowed SME to provide revised foundation support recommendations that resulted in a cost savings of about $2,000,000.

Rockford Development, Grand Rapids, MI

- Market & Finney Development - Performed a geotechnical evaluation, provided consultation throughout the design phase of the project, issued a geotechnical engineering report, and prepared construction drawings for an earth retention system (ERS). By having SME involved throughout the project, logistical items were worked out in design and not construction, and a net savings was realized (e.g., SME performed in-situ pressuremeter testing which allowed us to recommend shallow foundations to support the structures in place of deep foundations that resulted in a savings over $100,000).
- Fulton & Seward Development - Performed a geotechnical evaluation, issued a geotechnical engineering report, prepared a performance specification for a ground improvement system (aggregate piers selected system), and prepared construction drawings for an ERS. By having SME involved throughout the project, logistical items were worked out in design and not construction (e.g., relocated overhead power lines, structural engineer re-designed footings based on location to ERS and property line) and a net savings was realized (e.g., SME designed a sheeting system in lieu of a contractor designed tangential ACIP wall system that resulted in a savings of about $200,000, and recommend a ground improvement system in lieu of a more expansive deep foundation system).

Cherry Street Capital, Grand Rapids, MI

- West Development - Performed a geotechnical evaluation, issued a geotechnical engineering report, and prepared construction drawings for an ERS and under-slab drainage. By having SME involved throughout the project, logistical items were worked out in design and not construction (e.g., incorporated utility penetrations into ERS design, relocated overhead power lines, structural engineer re-designed footings based on location to ERS and property line, and civil engineer moved catch basins based on location of ERS) and a net savings was realized (e.g., saved $300,000 by recommending a specific specialty contractor).

Moore & Bruggink

Steven Green
PS

Steven Green he has served in all capacities of the Survey Department, from field crew member to his present position. His responsibilities include the supervision of crew assignments, scheduling and the review of project requirements with crew chiefs and staff engineers. He is also responsible for the review and checking of all completed survey work, checking building stakeouts, roadway construction staking, and checking engineering drawings for completeness and stakeability. Steven also is involved in the preparation of legal descriptions, easements, office review of various surveys performed, preparation of amended and proprietary plats, mortgage loan, boundary and topographic surveys, preparation of project cost estimates, and survey calculations. He is knowledgeable about AASHTO and MDOT standards and procedures. Steven is also involved with Muskegon County Remonumentation Program for the perpetuation of original Government Land Corners.

Education

BS in Surveying
Ferris State University

Registration

Professional Surveyor - State of MI

Professional Activites

National Society of Professional Surveyors' Michigan Society of Professional Surveyors

Team Role / Surveying

Kraft Avenue Industrial Park, Cascade Township, MI

- Robert Grooters Development Co. - Survey Supervisor for ALTA/NSPS and Topographical Surveys, property descriptions, exhibit maps and construction staking supervision for a 62-acre industrial park), generally on the northeast corner of Kraft Avenue and 52nd Street. The project included nearly 900,000sf of warehouse and logistic space and rezoning of the overall parcel to allow for the proposed development. In addition to the proposed buildings, the project included the extension of public water main and sanitary sewer to provide service to the proposed buildings. A permit was obtained the Michigan Department of Environment, Great Lakes and Energy (EGLE) to impact regulated wetland areas to allow for the development of the site. Mitigation of the impact on the wetlands was also provided in accordance with EGLE permitting.
- Lacks Enterprises, Inc. - Survey Supervisor for ALTA/NSPS and Topographical Surveys, property descriptions, exhibit maps and construction staking supervision for 638,000sf of manufacturing and warehouse facilities, including the associated parking lots, truck docks, site grading, stormwater management and utility services. A new road was constructed adjacent to the facility to provide site access and to improve local traffic circulation. Public water main was looped through the site in accordance with City of Grand Rapids specifications to provide water system redundancy.

Westown Mixed Use Development, Walker, MI

- Survey Supervisor for ALTA/NSPS and Topographical Surveys, property descriptions, exhibit maps and construction staking supervision for 32-acre mixed-use development consisting of approximately 20 acres of multi-family apartment development and 12 acres of mixed-use commercial development. Project included design and construction of 10 apartment buildings with a clubhouse and maintenance building. Project also included construction of public utilities, surface parking, and stormwater management. Permits were obtained from the Michigan Department of Environment, Great Lakes, and Energy and Department of Transportation for regional stormwater management and offsite roadway improvements and construction.

Walkerview Mixed Use Development, City of Walker, MI

- Survey Supervisor for ALTA/NSPS and Topographical Surveys, property descriptions, exhibit maps and construction staking supervision for 250 acre mixed-use development consisting of approximately 40 acres of commercial and 210 acres of industrial development. Included design and construction of nearly 1.5 miles of sanitary sewer, and water main with public regional stormwater management facilities. Michigan Department of Environmental Quality permits were obtained for stream crossings and associated impacts to environmentally sensitive areas. Michigan Department of Transportation permits were also obtained for improvements to the adjacent Interstate 96 off ramp and associated traffic signal upgrades

Moore & Bruggink

Justin Longstreth
PE, LEED AP

Before graduating from Valparaiso University and prior to joining Moore & Bruggink as a full-time engineer, Justin Longstreth was employed by the firm as an Inspector and was assigned to various projects that ranged anywhere from street reconstruction to utility installation in platted developments. He is currently a Project Engineer whose work has included design of public sanitary sewer, water main, storm sewer, and site planning for commercial, industrial and residential developments. Justin has experience in several water and stormwater computer modeling programs. He is also LEED Certified and a Certified Floodplain Manager (CFM).

Education

BS in Civil Engineering
Valparaiso University

Registration

States of MI & IN; LEED AP

Professional Activities

Association of State Floodplain Managers; Certified Floodplain Manager

Team Role / Civil Engineer

Coopersville Fire Station, Coopersville, MI

- Design Engineer, teaming with The Architectural Group for this new 15,000sf fire station. The new facility was constructed to consolidate several smaller fire stations located in and around the Coopersville area into a centralized facility with improved access. The station includes approximately 5,000sf of office, a 7,500sf apparatus room, and mezzanine space. The project included new parking lots, utilities, and landscaping.

Allendale Fire Station, Allendale, MI

- Design Engineer, teaming with The Architectural Group for this new 21,000sf fire station. The new facility is planned to provide additional space than what is currently available at the existing fire station that is connected to Allendale Township Hall. The project will separate fire station traffic from Township Hall vehicular traffic to improve circulation and increase safety. In order to provide access, a permit was obtained from the Michigan Department of Transportation to reconfigure driveways and cross-over lanes in M-45 adjacent to the site. To provide space for the new fire station, an existing maintenance facility building was demolished and reconstructed elsewhere on site. The new fire station includes approximately 15,000sf of office and an 8,000sf apparatus room. The project included new parking lots, utilities, and landscaping.

Kraft Avenue Industrial Park, Cascade Township, MI

- Robert Grooters Development Co. – Design Engineer for the development of a 62-acre industrial park, generally on the northeast corner of Kraft Avenue and 52nd Street. M&B worked with RGDC to develop a conceptual master plan for the development in order to maximize building space on site while being mindful of existing regulated environmental features on site. The resulting plan provided nearly 900,000sf of warehouse and logistic space. M&B coordinated with RGDC and Cascade to approve the rezoning of the overall parcel to allow for the proposed development. In addition to the proposed buildings, the project included the extension of public water main and sanitary sewer to provide service to the proposed buildings. A permit was obtained the Michigan Department of EGLE to impact regulated wetland areas to allow for the development of the site. Mitigation of the impact on the wetlands was also provided in accordance with EGLE permitting.
- Lacks Enterprises, Inc. – Design engineer for 638,000sf of manufacturing and warehouse facilities, including the associated parking lots, truck docks, site grading, stormwater management, and utility services. A permit was obtained from the Michigan Department of EGLE to relocate a regulated stream that flowed through the middle of the proposed project site. Stream mitigation was provided to offsite the impacts to the existing stream. A new Kent County Road Commission road was constructed adjacent to the facility to provide site access and to improve local traffic circulation. Public water main was looped through the site in accordance with City of Grand Rapids specifications to provide water system redundancy.

SIMILAR PROJECTS

The Collaborative / KZF Design

Select Fire Station Experience

Bloom Township, Lithopolis, OH

- Fire Substation - Programming and conceptual design, for new 5400sf fire substation and full design. (KZF)

City of Cincinnati, OH

- Fire Training Center Replacement / Renovation - Criteria A/E for new Fire Training Center to consolidate fire training services and expand main Fire Training Center (KZF)

City of Lawrenceburg, IN

- Safety Building Feasibility Study & New Fire Station - Programming and design for new $3.2M, 24,000sf fire station with drive-thru bays for seven emergency vehicles, office area, training room, dormitory, sleeping quarters and kitchen. (KZF)

City of Monroe, OH

- Police Station-Full A/E for adaptive reuse of former grocery store for new Police Station. 21,000sf Station contains offices, evidence intake/ processing, document storage, interview rooms, and sallyport/vehicle evidence bay. (KZF)

City of Perrysburg, OH

- New Fire Station (TC & KZF)

City of Toledo, OH

- Fire Training Facility (TC)
- Fire Station 1, 4, 5, 11, 14 & 25 (TC)
- Fire Station 3 Renovation & Addition (TC & KZF)
- New Fire Station 12 (TC & KZF)

City of Troy, OH

- Fire Station #1 - Architecture, MEP, civil, structural engineering, interior design for new 15,000sf fire station-budget $6M. (KZF)

City of Wyoming, OH

- Public Safety Facility Study - City of Wyoming-Building Assessment, Needs Assessment and Budget Analysis of the basic functional and programmatic requirements of Police and Fire-EMS Departments. (KZF)

Deerfield Township, Loveland, OH

- Fire Station 59 - Full A/E for new, 10,000sf, single-story, 3-bay facility including apparatus bays, 3 living quarters, fitness area, and offices. Budget is $3.1M, and delivered via CM at Risk. (KZF)

Fairfield Township, Hamilton, OH

- Fire Station - Criteria Architect including programming and development of D-B criteria and bid documents for new 4-bay station with quarters for 10, offices, fitness, turnout gear storage, EMS supplies, SCBA storage and repairs, decon, and bulk storage. (KZF)

Similar Projects

Goshen Township, OH

- Fire Station #19 - Criteria A/E for new 8365sf, $1.5M Fire/EMS 1-story, 3 bay fire substation with living quarters and support spaces. (KZF)

Harlan Township, Pleasant Plain, OH

- Fire Station - Criteria A/E, including programming and design and development of the D-B RFP, for new $350,000, 3,750sf expansion of Fire Station 81. (KZF)

Jefferson Township (Clinton County), Midland, OH

- Fire Station - Criteria A/E for new 6500sf Fire Station on 10-acre site, with two apparatus bays, offices, training room, turnout and SCBA areas, and support spaces. Site development includes grading, utility connections, exterior lighting, parking, driveways, curb cuts, sidewalks, curbs/gutters, signage, storm drainage, storm water management (including detention pond), and landscaping. Budget $900,000. (KZF)

Madison Township, Groveport, OH

- Fire Station 183 - Criteria A/E for new 5,000sf fire station, with 3 bays, office space, kitchen/living quarters to house a 7-person crew, and turn-out gear storage. Budget $3.6M. (KZF)

NAS Cabaniss, TX

- Fire Station / Crash Crew Facility - Naval Facilities Engineering Command-Architecture, Civil, Structural, MEP, FP Engineering, Interior Design for new Fire Station/Crash Crew Facility on NAS Corpus Christi TX. A single story, pre-engineered building on structural slab on grade. 3,298sf included HVAC; emergency power connectivity; utilities connections and site improvements. Compliance with Anti-Terrorism/Force Protection criteria was required. LEED Silver Certified. (KZF)

National Guard Bureau, OH

- Fire Station Addition, Swanton (TC)

Springfield Township, Holland, OH

- Fire Station #1 Renovation/Addition (TC)
- Fire Station #2 Renovation (TC)

Swanton Township, Swanton, OH

- Fire Station Feasibility Study (TC)

Village of Ottawa Hills, Toledo, OH

- Fire Station Addition & Renovation (TC)

CPR

Violet Township
Fire Station 591

Location
Violet Township /
Pickerington, OH

Size
18,000sf

Reference
Chief Michael Little
Violet Township
Fire Department
614.837.4123
mike.little@
violet.oh.us

Highlights
Needs Assessment
Full Design
New Fire / EMS
Facility

Violet Township, located in a suburban area east of Columbus, serves over 38,000 residents, and the Fire Department responds to over 4,000 emergency calls per year.

KZF Design acted as Designer of Record and provided a Needs Assessment and full-design Architecture and Engineering services for a new fire station for the Township. The free-standing station is approximately 18,000sf, with three apparatus bays, living quarters for eight fire and EMS personnel, a training room, fitness room, and operations support spaces. Project budget $6.1M.

To help Violet Township get the best value for their budget, and design a station that will serve a growing community for years to come, KZF utilized a multi-step programming process to evaluate the Department's needs and projected facility use. This process includes questionnaires for end user input, detailed room data sheets and diagrams, and conceptual floor plans. KZF also assisted Violet Township in evaluating multiple sites for the new station. Factors such as program needs, department functions, site circulation, parking, and preliminary costs were presented to the Township to aid in their selection.

City of Akron

Fire Stations 2, 4 & 12

Location

Akron, OH

Size

14,000sf (Station 2)
38,000sf (Station 4)
15,000sf (Station 12)

Reference

Clarence Tucker,
EFO, Chief, Akron
Fire Department
330.208.7545
ctucker@
akronohio.gov

Highlights

Public Safety
Design Consultant
New Fire / EMS /
Police Facility

KZF teamed with Akron-area firms to design three new fire stations for the City. Station 2 is a $4.3M, 14,000sf fire station, intended to replace the existing Station 2 on its current site. Hasenstab Architects is the local architect, and the City of Akron paired KZF with Hasenstab to provide a new three-bay station that includes living quarters for firefighters and a police office for neighborhood outreach and interaction.

KZF is teamed with Mann Parsons Gray Architects to design the new Station 4, which will replace the current Station 4 on a new site. This $8.9M, 38,000sf two-story facility will include the administrative offices and large training room for the City of Akron Fire Department.

Station 12 is a $4.5M, 15,000sf, one-story, free-standing fire station, with three apparatus bays, living quarters for 6-8 firefighters, training room, and support spaces with neighborhood police office. DLZ Architecture is the local architect, and the City of Akron paired KZF with DLZ to provide programming and preliminary design, and peer review of the storm shelter element for code compliance. KZF has provided programming and schematic design services for each project and is continuing as a consultant through the final design development and construction document phases of the projects.

City of Lebanon

New Fire Station 41

Location

Lebanon, OH

Size

19,500sf

Reference

Steve Johnson
Chief, Lebanon
Fire Department
513.228.3850
sjohnson@
lebanonohio.gov

Highlights

Public Safety
Full Design
New Fire / EMS /
Police Facility

New 19,500sf headquarters fire station for the City of Lebanon. The new station is located adjacent the City's renowned historic downtown district, serving as the district's northern gateway. Station design includes elements drawn directly from the surrounding historical fabric in its massing, materials, and composition, as well as from the City's original fire station constructed in the late 1800's.

The new state-of-the art facility contains four apparatus bays, day room, gear room, decon areas, admin offices, restrooms, kitchen / dining room, dorm area, locker room, fitness room, training / community / ECC room and associated support. The design also implements the latest in occupant health and wellness features including extensive decontamination areas, staged in a "hot-warm-cold" configuration aimed at minimizing the introduction of carcinogens into the staff living quarters and administrative areas.

The 6-acre project site was master planned to accommodate not only the new fire headquarters, but a future police headquarters, as well as an emergency access route to the County fairgrounds.

Construction is underway and scheduled to be completed August, 2021.

City of Perrysburg

New Fire Station

Location
Perrysburg, OH

Size
22,000sf

Reference
Bridgette Kabat
City Administrator
419.872.8010
bkabat@
ci.perrysburg.oh.us

Highlights
Fire Station
w/ KZF Design

The Collaborative teamed with KZF Design to develop a new 22,000sf fire station in a portion of the City experiencing population growth.

The new facility accommodates a typical staff of 8 personnel per shift. A larger training room seats 50 occupants and doubles as an Emergency Operations Center. The living areas include a kitchen, dining area, day room, dorm rooms, fitness room and locker spaces.

Technical spaces include four apparatus bays, training tower and an isolated room for turnout gear. The design separates the lockers for turnout gear from living and working quarters to reduce health risks to firefighters. In a fire, this gear becomes coated with carcinogenic soot and smoke. A separate storage area reduces firefighters' prolonged exposure to these contaminants in the living and office areas.

3

12
TOLEDO FIRE & RESCUE DEPARTMENT

City of Toledo

Fire Stations No. 3 & No. 12

Location
Toledo, OH

Size
12,670sf Reno.
7,000sf Add.
(Station 3)

13,184sf New
(Station 12)

Reference
N / A
(Fire Chief Retired)

Highlights
Fire Station
w/ KZF Design

The Collaborative was asked by the City of Toledo to help revitalize Fire Station No. 3, and construct a new facility for Fire Station No. 12.

The 12,670sf renovation and 7,000sf addition of Station 3 includes updated living quarters, office space, workout facilities, commercial grade kitchen and outdoor recreation spaces, as well as state of the art equipment bays and vehicle storage.

During the renovation, the historic section was converted to living quarters and a new, two bay fire equipment house was constructed adjacent to the building. Special attention was paid to retaining the historic gestures of the building through design details such as reuse of the existing fire pole into the bar foot hold. Additionally, a memorial plaque honoring two fallen fire fighters was dedicated and mounted to the entrance of the equipment bays.

The newly constructed 13,184sf Station 12 features three drive-through apparatus bays, a training room and a training tower that allows for various rope rescue scenarios.

PROJECT PROPOSAL

Work Plan Approach & Process

Good civic architecture reflects the values of a community, both in terms of the history of that community as well as its future growth and aspirations. A facility design must balance functional needs with budget - including initial cost as well as long-term operations - while still providing a building that fits well within its context, both its immediate neighborhood as well as the community as a whole.

The success of a project is grounded in a solid understanding and establishment of goals, expectations and definition of success at the outset. Understanding the current needs and anticipation of future needs, based on community growth and evolving service expectations, is critical to the development of a comprehensive facility program. A careful evaluation of program and budget with considerations for phasing and future expansion allows informed decision- making as a project advances.

Understanding the relationship public agencies have with their constituencies is critical to designing public facilities that provide safety and security to employees and the public they serve, while also maintaining the appropriate access necessary to meet the public's needs. Whether it is a fire station, police station, or municipal administration building, a level of public interaction is expected and desired. These expectations must be balanced with the need for a safe barrier from functional areas such as staff offices, fire or police operations and living quarters. We understand how to create public facilities that enable high levels of service and safety, while promoting civic trust and interaction.

Fire Station Design Experience

Our staff selected for this project possess decades of experience in fire station and municipal facility design on projects of varying sizes and scopes. We have designed new and renovation projects for counties, cities, villages and townships throughout the Midwest with excellent results. The professionals that comprise our team are knowledgeable and experienced in meeting the needs of public clients with multiple stakeholders.

Fire stations are unique buildings, combining living quarters with offices, operations spaces and vehicle storage facilities. They must be designed to provide secure, healthy, comfortable living quarters for the men and women who live and work in them, facilitate public interaction, and be designed for safe/efficient circulation of personnel and vehicles (both inside and out) for quick response to emergency calls. Additional features for training such as classrooms and basic tactical skills training are often incorporated providing an added value to the community by increasing training opportunities while saving training costs. Considerations for accommodating separate staff shifts such as adequate parking for shift changes, compartmentalized decontamination areas, separate food storage, appropriate locker facilities to avoid noise/interruption of sleeping personnel need to be well thought out. Every department is different; understanding the culture of the department for which a fire station is being designed is critical to the success of the project.

Project Approach

Our design approach to the Cascade Charter Township Fire Department project is focused on collaboration. This involves not only collaboration between the firms that make up our design team, but also collaboration between our team, the construction manager/owner's representative, and the Township and its Fire Department.

Your project begins with a kick-off meeting to review the project's objectives and goals, discuss the scope of work, review the list of necessary background information, and plan the schedule of meetings, visits, and deliverables. The kick-off meeting is an opportunity for matters regarding project scope and deliverables, and any last-minute contractual issues, to be resolved.

Our team has developed tools which facilitate an interactive process whereby all stakeholders designated by the client have the opportunity to actively engage in the process. The process starts with a questionnaire developed specifically for projects like yours. We encourage that this questionnaire be completed as a group, soliciting input from township administration and Fire Department staff, and returned to the design team prior to the initial programming meeting.

We find this facilitates communication among our clients' team members prior to that initial meeting as well as providing important information to our team preparing for the meeting. We are better prepared for the meeting, resulting in a meeting that is more productive and efficient for those client participants who are devoting valuable (and oftentimes personal) time to the process.

Our use of room diagrams and room data sheets facilitate communication between our staff and stakeholders assuring the needs of each functional area are understood on a room-by-room basis. Room sizes are discussed, including specific furniture and equipment requirements for each room, assuring that the size of each space is correct. This translates to an accurate understanding and projection of the total building size, allowing us to review anticipated project costs at a very early stage and to work with our client to make adjustments and establish priorities at a very early stage – prior to actually starting design. This process is not only strategic from an interactive process, but also becomes a part of the project record. Room diagrams, program summaries, cost projections and room data sheets become a part of the recorded meeting minutes distributed among all team members.

Project Proposal

Our design team will take your space and schedule requirements, begin to develop options and measure them against your program requirements. At this early phase, discussions help in reviewing alternatives and establishing a preferred design direction for building and site design and overall image. Our holistic design charrette process is used to facilitate an interdisciplinary response to project requirements at various stages of development. The charrette is more than just a meeting - it incorporates the various disciplines' tools of sketching, modeling, and computer-aided design to visualize solutions to the client's goals and needs. This dynamic communication results in a better, more effective process, which yields the best possible results.

We understand that your group has completed a planning analysis /feasibility study, and has chosen to move forward with Concept A at the Thornhills site. However, additional due diligence will be required to sort out the regulatory processes related to this site.

The following activities may be included during this process:

- Investigate contacts within the project's jurisdiction
- Investigate procedures needed for a given project, including plan commission, BZA, and town or city council
- Investigate application fees and tap fees required during the approval process
- Develop a conceptual timeline for the approval process
- Research zoning for additional issues, such as landscape requirements, sign requirements, setbacks, etc.
- Investigate the zoning of the surrounding parcels
- Investigate traffic considerations along corridors near the proposed site
- Investigate the utilities near the proposed site. Initial contact is made with each utility to determine its ability to serve the proposed location. A timeline is also determined for each utility.
- Investigate tap fees for utilities within the jurisdiction
- Investigate FAA flightline requirements which will affect the project design
- Perform an on-site inspection for items that currently exist on the site, including a generalized depiction of existing grades, existing sidewalks, pavement condition, current traffic movements, etc.

We understand that Concept A is preferred, but we also know that additional study will be required to zero in on the nuances of the site design and configuration. We are familiar with the proper techniques to put together concept drawings. We develop site scenarios that maximize the use of the site while respecting building setbacks, parking setbacks, green space, buffer zones, etc. Several options may work from a code standpoint; however, only one may work based on the client's requirements. Providing multiple scenarios allows the client to work through their decision process. A presentation at the end of Schematic Design phase will be held to review and solidify the design, review the opinion of probable cost, and gain sign-off prior to proceeding with the Design Development phase.

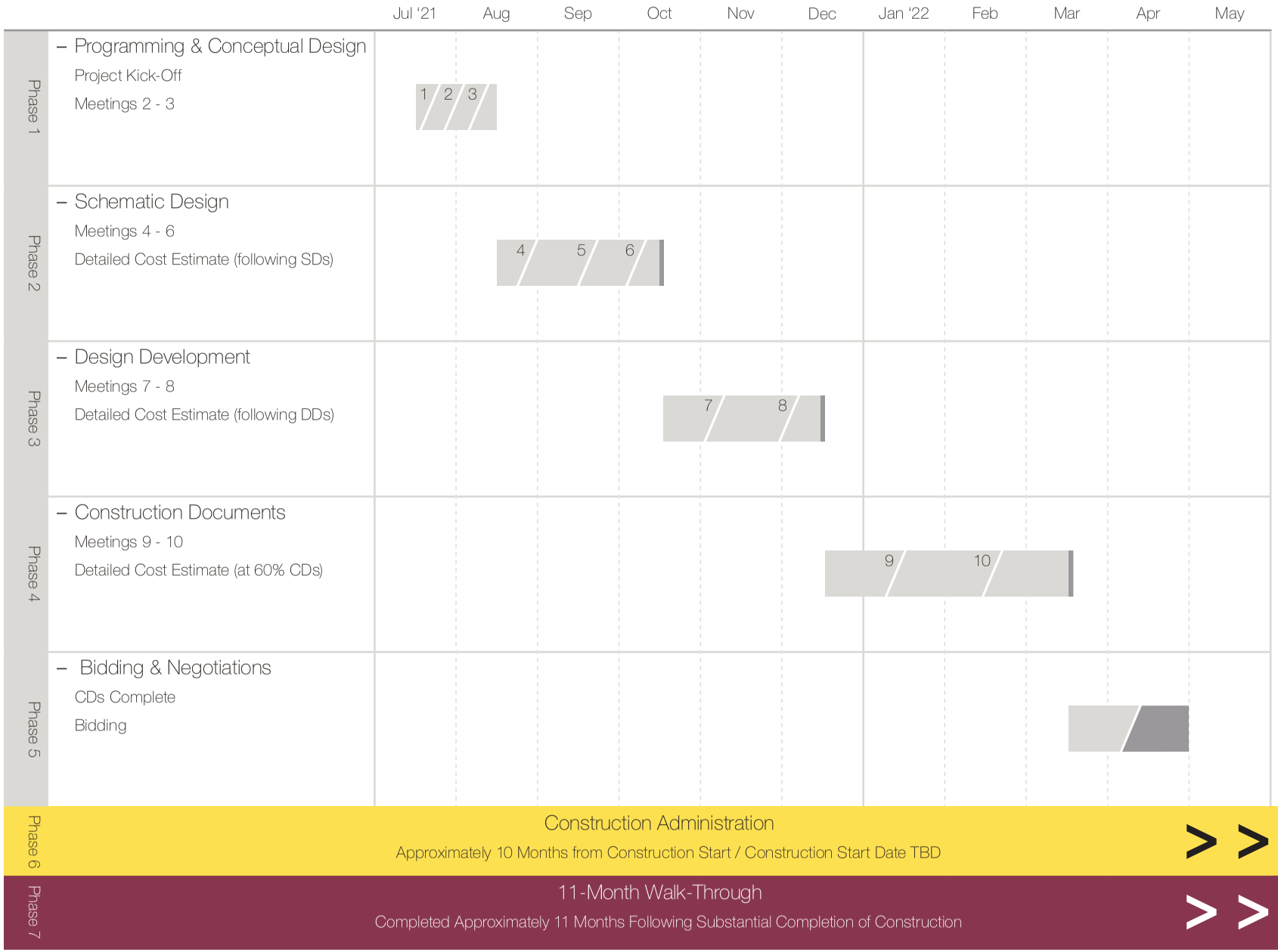
We will continue to work hand-in-hand with your chosen owner's representative/construction manager through the remaining phases of design. During Design Development we further refine the overall project design and identify specific building systems, materials, and finishes we propose to use. Building and site design will be furthered with development of building structural, mechanical and electrical systems.

Construction documents will be prepared upon receiving approval on the Design Development phase design and budget. Depending on the budget analysis, value engineering will be applied to the building design and systems along-side the owner's representative/construction manager. The Construction Documents, including building plans and specifications, will contain the level of detail required to competitively bid, acquire the necessary building permits, and to construct.

Working with your staff and legal counsel, our team will prepare the bid documents and contract documents and coordinate the efforts with the owner's representative/construction manager to secure competitive bids for the project. We will assist in the pre-bid meeting and prepare any addenda required in responses to bidders' questions. Once bids are received, we will assist in the bid review process and recommendations concerning award.

After contract award, we will continue to assist you and the owner's representative/construction manager with administration of the construction phase. Our services will include attendance at regularly scheduled progress meetings, review construction progress (including progress reports), reviewing and certification of pay applications and assisting with closeout procedures including punch list, securing Owner's manuals and warranties and preparation of the Certificate of Substantial Completion. As the project nears the one-year anniversary date, we will conduct a warranty inspection to ascertain if any repairs are required under the Contractor's warranty.

Proposed Schedule



Quality Control

Our quality control process is interwoven through all phases of design and documentation. Quality control begins with a thorough understanding of the goals and objectives for your project. This includes an understanding by all the team members and client representatives and is facilitated by the project manager through discussions during negotiations, team meetings, and comprehensive kickoff meetings. Interim team review meetings further supplement this where the project development is measured against the goals and objectives.

Our quality control process is in place to assure our design submittals comply with our clients design standards, with the goal of providing a complete, accurate product that meets our client's needs and expectations. Our team will be tasked to sufficiently review and check our submittals so that your staff can focus on your day-to-day requirements and programs.

At the beginning of a project a quality control team of Independent Technical Reviewers is formed in concert with the formation of the project design team. For each design discipline, a QC/checker is designated who is separate from the designer of record, but equal in capability and experience. The QC/checker team is headed by the Design Quality Control Manager who is of equal seniority to the project manager, and acts as a respected but impartial peer reviewer.

An outline of our quality management process includes:

- Identification of required A/E disciplines and best individual team members based on project requirements
- Documentation and approval of project scope, budget limitations and schedule
- Quality, cost and schedule objectives clearly defined and communicated to all team members
- "Heading checks" to assure projects objectives are guiding the process and are being met
- Informal internal "over the shoulder" reviews to enhance communication

PRICING METHODOLOGY

Pricing Methodology

Our team has included the following scope of services within the attached A/E fee proposal. It assumes a total construction cost of $6,375,200 (see note)

- Geotechnical Evaluation
- Site Survey with Private Utility Identification
- Program Validation
- Schematic Design through Construction Completion / Project Close-Out Professional A/E Services Including:
  - Architectural Services
  - Interior Design Services
  - Landscape Architecture Services
  - Civil Engineering Services
  - Mechanical / Electrical / Plumbing / Fire Protection Engineering Services
  - Structural Engineering Services

The following scope items are considered 'potential additional services' and have not been included within the proposed A/E fee. However, they could be provided at an agreed-upon value at a later date, pending owner needs:

- FFE (Furniture, Fixtures, and Equipment) Procurement Services
- AV/Technology & Security (Low Voltage) Design Services
- Hazardous Materials / Abatement Design
- LEED Services

Note: The projected total construction cost of $6,375,200 is based on the 'High Value Range' construction cost in the Conceptual Design Probable Cost summary provided in this RFP plus one additional year of estimated inflation. (It is assumed that CM general conditions and construction management fees are included in the total construction cost above.) Construction values and inflation projections are currently extremely volatile. If the owner accepts a significantly higher or lower (+/- 8%) total construction cost prior to, or during the design phase, we will adjust our A/E fees accordingly at that time.

		Notes	Fee
Constr. Budget	Conceptual Design Construction Budget (High Range)		$6,130,000
	Estimated Inflation	4% assumed from 2021-2022	$245,200
	Assumed Construction Cost		$6,375,200
Architectural & Engineering Services	Geotechnical Evaluation	Lump sum	$7,400
	Survey & Site Civil Engineering	Lump sum	$40,000
	Private Utility Identification	Lump sum	$1,000
	Program Validation	Lump sum	$13,500
	Architectural, Landscape & Interiors	Based on 7% of Construction Assumed Cost	$290,072
	MEP/FP Engineering	Based on 7% of Construction Assumed Cost	$111,566
	Structural Engineering	Based on 7% of Construction Assumed Cost	$44,626
	Reimbursables	Estimated	$9,500
	Total Proposed A/E Fee		$517,664
Potential Addt'l Services	FFE Procurement	Estimated	$12,000
	Low Voltage Design Services	Estimated	$32,000
	Hazardous Materials / Abatement Design		TBD
	LEED Service		TBD

AUTHORIZED NEGOTIATOR

The Collaborative

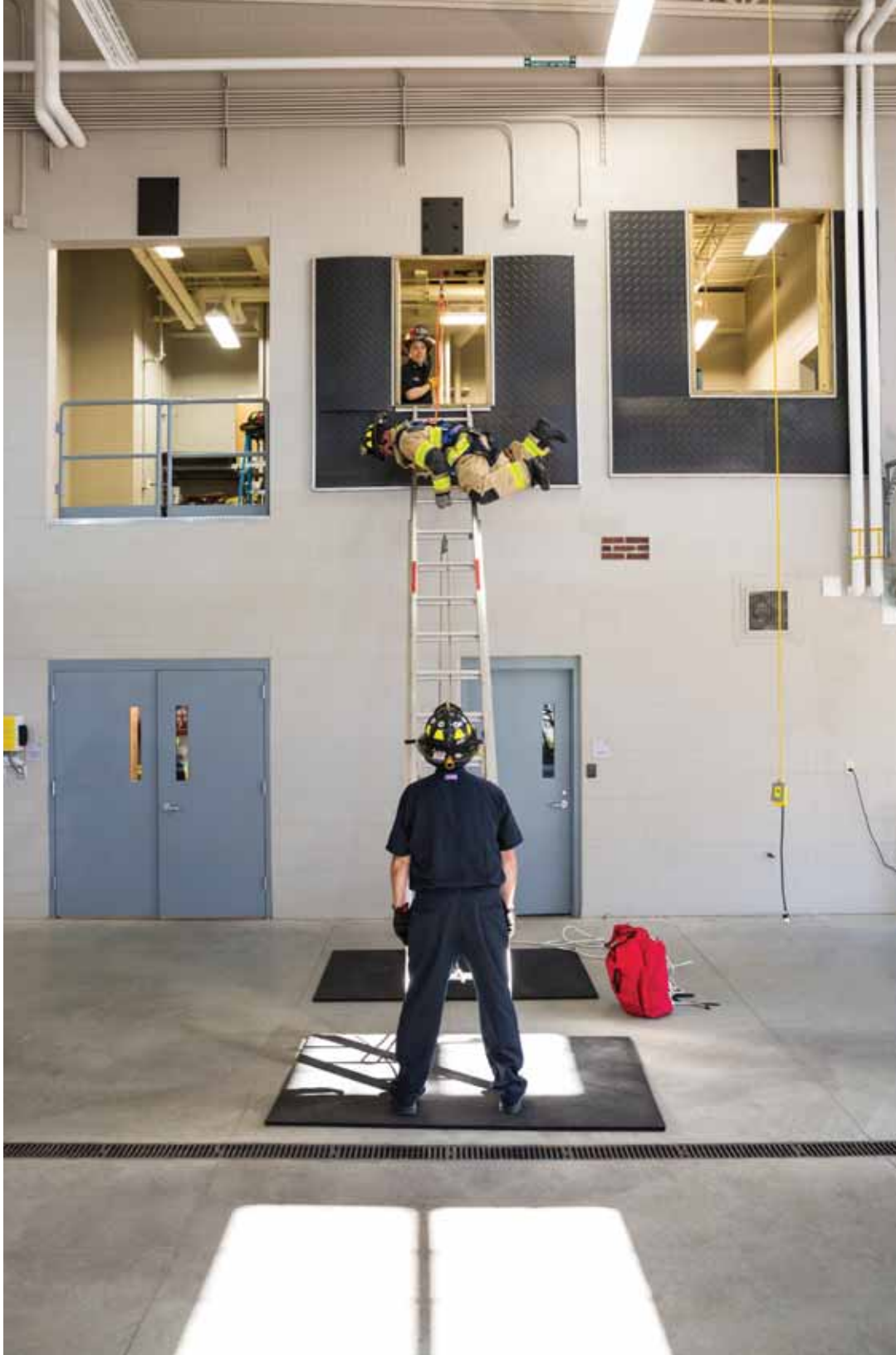
Authorized Negotiator

– Keith Russeau, AIA, LEED AP
Architect / Principal

O / 734.922.8002
C / 734.652.0830

krusseau@TC.design

213 South Main Street
Ann Arbor, MI 48104



CLIENT REFERENCES

New Fire Station / City of Perrysburg

Location:	Perrysburg, OH	Reference:	Bridgette Kabat
Completion:	01/2019		City Administrator
Cost:	$6,900,000		419.872.8010
Team:	KZF Diesign & The Collaborative		bkabat@ci.perrysburg.oh.us

Challenges: Due to call volume and increased housing continually being established on the outside of town, this additional station was constructed to shorten response times and provide reliable service to all residents of the City. The design was sure to incorporate the Georgian architectural style of much of Perrysburg, with its traditional brick and molding features. In order to save on costs, training aspects were also integrated into the architecture as opposed to being incorporated as additional features.

Fire Stations 591 / Violet Township

Location:	Pickerington, OH	Reference:	Chief Michael Little
Completion:	07/2018		Violet Township Fire Department
Cost:	$6,100,000		614.837.4123
Team:	KZF Design		mike.little@violet.oh.us

Challenges: The need to replace an active station near the city center created challenges which initially led to the consideration multiple alternate sites. Ultimately, the current site in the historic downtown area was determined to be the most feasible, but also came with some site topographical issues to overcome, as well as the challenges related to designing a new station while maintaining existing station functions during the development. The final design solution included a 2-story layout that provided a functional layout within an exterior architecture that fit well within the downtown streetscape.

New Fire Station 41 / City of Lebanon

Location:	Lebanon, OH	Reference:	Steve Johnson
Completion:	08/2021 (scheduled)		Chief, Lebanon Fire Department
Cost:	$6,000,000		513.228.3850
Team:	KZF Design		sjohnson@lebanonohio.gov

Challenges: This headquarters replacement was expected to not only meet a robust fire operations training program, but also serve as the northern gateway building into the historic downtown district. The design team leveraged the long and rich history to pull significant elements, styles and materials that successfully allows this large facility to not only appear at home, but also set the architectural style for the future police station building to be constructed on the same site.

– Construction Manager Experience

ADDITIONAL INFORMATION

Construction Manager Experience

The Collaborative has a history dating back over 40 years with construction management and design / build in both the public and private sector. In general, working directly with builders and construction managers to engage in conversations sooner for increased problem solving and efficiencies is part of what we do on a daily basis. Our teams welcome this early interaction and see it as an opportunity to create the best possible solution for the building and the Owner. We embrace the input and expertise of all disciplines as a constant learning process.

This extensive experience provides The Collaborative with the ability to bring valuable insight to projects regarding:

- Evaluation of proposed Sub-Contractors
- Typical percentages for contingencies and fees, and how to apply them to the project
- Situational use of allowances (when needed)

Overall, The Collaborative has completed more than 80 projects utilizing Construction Manager at Risk. A representative listing of our construction manager and design / build projects can be found to the right.

Christman Construction
- Olivet College, Gillette Student Housing Phase 2

Clark Construction
- Lenawee Intermediate SD, Center for a Sustainable Future

E. Alllen Reeves
- Centenary College, Lackland Student / Performing Arts Center

Gilbane
- The Andersons, New Corporate Headquarters
- Bowling Green State University, Student Recreation Center
- Perrysburg Schools, Elementary, Middle & High Schools
- Centenary College, Reeves Gym

Hammond Construction
- The Ohio State University, Newark Campus, Adena Hall
- University of Mount Union, Chapel

Krieghoff - Lenawee
- Adrian College, Shipman Library Addition/Renovation
- Adrian College, Ridge Student Center
- Adrian College, Peelle & Jones Science / Classroom Reno/ Add
- Adrian College, Ritchie Hall Dining Renovation
- Siena Heights University, Performance Football / Track Stadium
- Siena Heights University, Baseball Stadium
- Siena Heights University, Baseball Support Building
- Siena Heights University, University Student Center

Lincoln Construction
- Ohio Wesleyan University, Meek Aquatic & Rec. Center
- Ohio Wesleyan University, Haycock Sculpture Building
- Ohio Wesleyan University, Humphreys Fine Arts Gallery
- Ohio Wesleyan University, Edgar Hall Fine Arts Building
- Ohio Wesleyan University, Stuyvesant Hall Health Fitness
- Ohio Wesleyan University, Selby Stadium Renovation
- Ohio Wesleyan University, New Varsity Softball Field
- Ohio Wesleyan University, Merrick Hall Academic Center
- Ohio Wesleyan University, Edwards Simpson Querry Reno.

Premier Development
- Lakeland Community College, Holden University Center

Additional Information

Rudolph/Libbe, Inc.
- Northern Ohio Medical Specialists, Admin. Campus
- Block Communications New Headquarters
- Maumee Valley Country Day School Dayal Housing
- United Way of Greater Toledo, New Headquarters
- Lourdes University, Student Dining Hall
- Lake Local Schools, New High School
- Children's Choice Learning Center
- Yark Automotive Sales & Service
- McPc Office Building (programming & schematic)
- Toledo Sports Arena Ren. / Exp. (program. & schematic)
- Microsoft Great Plains Office Building
- Levis Commons Town Center, Perrysburg, OH
- Fifth-Third Bank Center, Sylvania, OH
- Francis Family YMCA, Temperance, MI
- Gilmore, Jason, Mahler Corporate Offices, Toledo, OH
- Oregon Sports Center, Oregon, OH (programming & schematic)
- Toledo Orthopaedic Surgeons Building, Toledo, OH
- Root Learning Corporate Offices, Sylvania, OH
- Wood County Medical Building
- Wood County Medical Building, Phase II
- Bunting & Bearing Facility, Maumee, OH (program. & schematic)
- Kelsey Hayes Building, Brighton, MI (programming & schematic)
- Ed Schmidt Car Dealership, Perrysburg, OH
- Atlantic Village Condominiums, FL
- Islamic Center, Multi-Purpose Addition, Perrysburg, OH
- Fort Industry Square Renovation, Toledo, OH
- Hickory Farms Office & Warehouse, Maumee, OH
- Sunforest Medical Office Building, Toledo, OH
- Veteran's Administration Outpatient Clinic, Toledo, OH
- Rudolph/Libbe, Inc. Office Addition, Walbridge, OH
- Woods Lot #3 Doctors Building, Toledo, OH
- Health Care Facilities, Eight Nursing Homes in Penn./Ohio
- 21st Century Health Spa, Toledo, OH
- Kuhlman Corp., Corporate Headquarters, Maumee, OH
- La-Z-Boy Corp, Office Building Renovations, Monroe, MI
- Taylor Cadillac Auto Dealership, Toledo, OH
- Central Catholic High School Stadium Renovation
- Offices at Talmadge & Wenwood, Toledo (program. & schematic)

Ruscilli Construction
- The Ohio State University, Lima Campus, Student Life Center

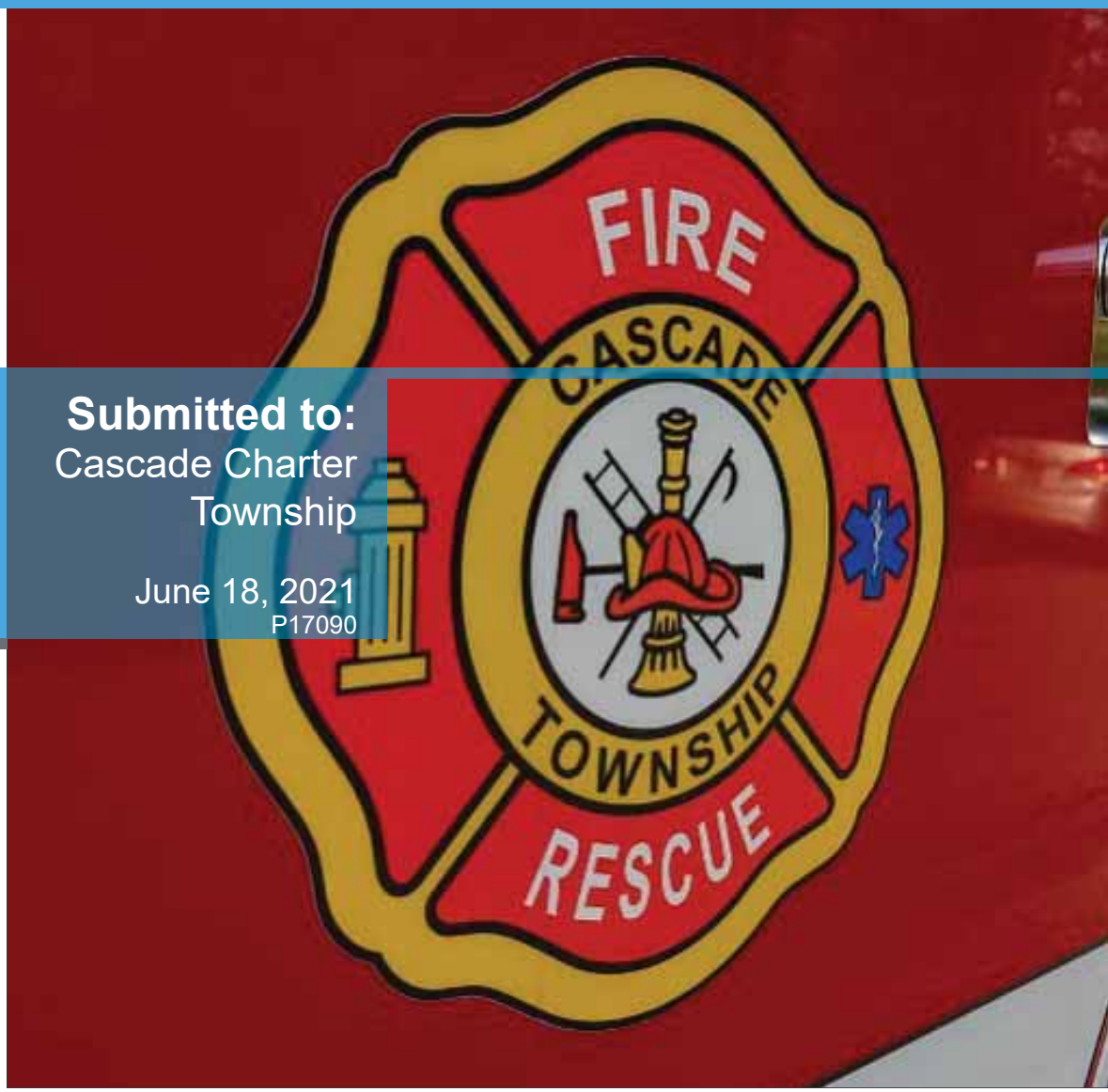
Simonson Construction
- Ashland University, College of Business & Economics
- Ashland University, Recreation & Sport Sciences Center
- Ashland University, College of Nursing
- Ashland University, Athletic Complex

Thomas & Marker
- Heidelberg University, France Residence Hall Renovation
- Heidelberg University, Welcome Center

Turnbull-Wahlert Construction
- Wilmington College, Center for Science & Agriculture

Turner Lathrop
- Lucas County Commissioners, Huntington Center Arena
- Lucas County Commissioners, Fifth-Third Field
- St. Francis High School
- Kent State University Global Living Learning
- Phoenix-Polly Fox Academies, Toledo, OH
- Manufacturer's Marketplace, Monroe, MI
- Owens-Illinois, Warren Sherman Box Plant, Toledo, OH
- Toledo Trust Corp., Westgate Financial Center, Toledo, OH
- Toledo Trust Corp., Southwyck Financial Center, Toledo, OH
- Toledo Trust Operations Center, Toledo, OH
- Shannon Properties Office Building, Maumee, OH
- Dana Corp., Office Addition, Ottawa Lake, MI
- Toledo Museum of Art, Entry Lobby Renovations, Toledo, OH
- United States Post Office, South Toledo, Ohio
- United States Post Office, Sylvania, Ohio
- Spartan Chemical Corporate Offices, Maumee, Ohio
- The University of Toledo, Day Care Center
- Lathrop Co., Corporate Office Renovation, Maumee, OH
- Lucas County Jobs/Family Services Office Ren., Toledo, OH
- Toledo Neurological Associates Inc Office (program. & schematic)

PROFESSIONAL ARCHITECTURAL/ ENGINEERING SERVICES FOR FIRE STATION #1



Submitted to:
Cascade Charter Township

June 18, 2021
P17090

FLEIS&VANDENBRINK
DESIGN. BUILD. OPERATE.

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FLEIS&VANDENBRINK
DESIGN. BUILD. OPERATE.

June 18, 2021

Cascade Charter Township
Benjamin Swayze, Manager
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

RE: Professional Architectural/Engineering Services for Fire Station #1

Dear Mr. Swayze:

It was a pleasure meeting with you and Chief Magers to hear about your goals for the fire station project. It's clear that a lot of planning and energy has prepared the way for the right project, one that the community will be excited about and supportive of. The Township's facilities are critical in delivering the excellent level of services we've all come to appreciate and expect. And not just to the Township, but to several other nearby communities that utilize your Building Department services. As you know, our company is headquartered in Cascade, and we've been part of the Cascade community for more than 15 years. We certainly appreciate the opportunity to be a part of this exciting project.

Highlights of our qualifications and experience include:

WE ARE A LOCAL COMPANY AND VERY FAMILIAR WITH CASCADE

We are part of the Cascade community. Many of our staff live in the community. As a firm, we would like to do more work for the Township, and this is a golden opportunity to showcase our talent to you and the local community.

Larry Fleis, one of our founders and the Chairman of the Board, serves on the Centennial Office Park Owner's Association Board and previously served as the Chair of Cascade's Centennial Park Advisory Committee. Larry has worked with the Cascade Charter Township Planning Commission extensively, especially with DDA Director, Sandra Korhorn and Community Development Director, Steve Peterson. Larry has been in attendance and presented at several DDA and Township Board meetings. We have a vested interest in the growth and success of the Township.

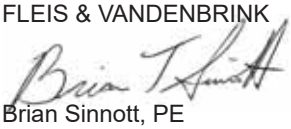
FIRE STATION EXPERIENCE

Together with our partners at BKV Group, our team has completed more than 140 fire department projects across the country, ranging from rural volunteer stations through headquarter buildings for large urban departments. Through this experience, our team has developed a deep knowledge of national standards and best practices, as well as an appreciation for the different skill sets and unique attributes that make each department a unique joy to work with. We understand that the same approach does not work for every client, but we also understand that we are hired due to our expertise in this building type. To avoid overburdening our clients with questions and meetings, we conduct a significant amount of research before we put pen to paper and gather information that will streamline the process for everyone involved.

We look forward to the opportunity of assisting Cascade Charter Township. Please feel free to call (616.588.1907) or e-mail (brian.sinnott@fveng.com) for any further information. Thank you for this opportunity.

Sincerely,

FLEIS & VANDENBRINK



Brian Sinnott, PE
Project Manager

2960 Lucerne Drive SE
Grand Rapids, MI 49546
P: 616.977.1000
F: 616.977.1005
www.fveng.com

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SECTION 4.1: BUSINESS ORGANIZATION

Fleis & VandenBrink (F&V) started in 1993 as a team of two and has grown to more than 250 multi-disciplined professionals in nine offices. Our growth is attributed to hiring the best people, doing great work, and focusing on client relationships.

We build strong relationships through communication and an understanding of our client's needs. We work collaboratively to reveal potential issues and concerns prior to beginning work. Knowledge of those critical factors gives us agreed upon expectations and allows us to work together towards successful projects.

We also understand funding and how it turns a project vision into reality. Since our inception, our funding experts have obtained more than $750 million in grants and low-interest loans for our clients.
We work diligently with state and federal organizations to find and obtain the best option for each project.

Our team encompasses a broad range of in-house services designed to provide our clients with a one-stop shop consultant who designs custom-fit solutions and award-winning projects as promised – on time and on budget.

CORPORATION

Fleis & VandenBrink Engineering, Inc. (F&V) was established in January of 1993 as a firm of Professional Consulting Engineers.

F&V currently operates as a Corporation in the States of Michigan and Indiana.

Larry Fleis, PE
Chairman of the board

John DeVol, PE
President

www.fveng.com

P: 800.494.5202
E: info@fveng.com

CORE PRINCIPLES

Understand our customers' needs and satisfy them…
Employ, value, and empower good people…
Do what we say we are going to do…
Have fun!

VISION STATEMENT

F&V is the leader for delivering efficient, effective, innovative projects by top professionals who are making a difference.

As a strategic partner, F&V listens to clients needs to provide customized solutions to design, build and operate successful projects.

SECTION 4.1: BUSINESS ORGANIZATION

FIRM NAME

BKV Group

YEAR ESTABLISHED

1978

FIRM EMPLOYEES

185

PRACTICE AREAS

Government

Housing

Hospitality

Education

Commercial

LOCATIONS

Chicago
Dallas
Minneapolis
Washington DC

OFFICE

209 S. LaSalle Street,
Suite 920
Chicago, IL
60604
312.279.0470

CONTACT

Henry Pittner, AIA,
Partner-in-Charge
224.250.3878
hpittner@bkvgroup.com

FIRM INTRODUCTION

BKV Group is a full-service architecture, engineering, interior design, landscape architecture and construction administration firm. Over the last 41 years, BKV Group has grown from a sole proprietorship into a diverse partnership with offices in Chicago, Washington DC, Dallas, and Minneapolis, serving clients locally and nationwide.

Collectively, we represent a practice whose expertise is team-focused and offers a client-centered approach to creating architectural solutions. Through our full- service structure, we offer our clients a single source for all aspects of design and construction administration services.

BKV Group is an established leader in five primary practice areas: government, housing, hospitality, education, and commercial. Each practice area is led by BKV Group partners who are nationally recognized leaders in their respective fields.

As a full-service, multi-disciplinary firm of more than 175 professional staff, BKV Group has architects, landscape architects, interior designers, construction administrators, structural, mechanical/plumbing, and electrical engineers, certified code officials, and specification writers all in-house. We provide facility evaluations and space needs analysis, facility options, and full design services from schematic design through construction and close-out.

SECTION 4.2: **EXECUTIVE SUMMARY**

STRONG POINTS TO THE FLEIS & VANDENBRINK (F&V) / BKV GROUP TEAM

Proposed Team Members

- Feature: F&V has assembled a strong team for this important project combining our local knowledge and expertise, project leadership, and site engineering experience with one of the country's most experienced and expert fire station design firms - BKV Group. F&V and BKV Group have worked together on multiple projects in Michigan. Team leaders proposed have been selected for their expertise and experience by their discipline offering the Township best-in-class at every position with national leadership on Fire Station design.
- Benefit: The benefit to the Township is a strong, experienced, and expert team that understands the issues of the fire service and the impacts to the design. The team can give you options knowledgeably, and knows how to execute this unique project with high quality, durability, and appropriate design for your community.

Preparing the Owner's Representative RFP & Bidding Process

- Feature: F&V performs services in-house as an Owner's Representative or a Construction Manager Agent on municipal projects. Since we perform services in-house, they can develop a scope of work for the project that helps make your team whole without gaps in experience or expertise. We also have had to respond to many RFP's and know how to appropriately write the scope for clarity and understanding of the bidders.
- Benefit: The benefit to the Township is that they know how to write a fair RFP and Contract so that your interests in the project are protected and there will be multiple bidders attracted to the project. Additionally, our team knows how to evaluate the response, making sure that the pricing structure fits the scope, the staff has the knowledge and experience to complete the work, and as an extension of the Township's staff – helping to understand if the person/firm fits within the Townships personality/culture.

Temporary Fire Station Relocation to Airport Site

- Feature: F&V has a local architecture team led by Dave Gibbs that has experience in Fire Station design. BKV Group will supplement the team with Craig Carter's expertise as the national leader for Fire Station Design.
- Benefit: The benefit to the Township is that we will have a local team available that can work concurrently with the main project providing continuity between projects through Craig Carter's leadership, experience and expertise – no down time for this project, with lessons learned and preferences noted where appropriate to transfer to the main project.

Preparing the Demolition Documents of the Existing Fire Station

- Feature: F&V has a specialty demolition team in-house led by Trevor Woollatt – Trevor has worked with BKV Group on the new Ingham County Justice Complex in Mason. F&V's team has the specialized expertise to provide the due diligence required to meet all regulations regarding demolition, site utility coordination, and collaboration with the civil and architectural teams to have the site ready for construction.
- Benefit: The benefit to the Township is the work will meet all regulations and will have the make ready work for the site and building pad ready for the contractor in the spring of 2022.

Fire Station Innovation

- Feature: BKV Group has completed more than 140 fire station projects across the country with a process that is research intensive. Research is an ongoing analysis of national trends affecting the fire service and how those are impacting fire station design. We attend and speak at the national fire station design conferences, FIERO Fire Station Symposium and FIREHOUSE Station Design Conference, to stay current on the strategies and innovations used by our expert peers around the country. We talk to fire chiefs about their worst fears and how a building might be able to mitigate risks.
- Benefit: The benefit to the Township is our ongoing discussions with fire chiefs, participation in national fire station design conferences, and research into the future of the fire service that will allow us to apply all this information to your project, designing a cutting-edge fire station.

Environmental Design

- Feature: Our mission for firehouse projects is to provide a safe, secure and healthy firehouse design that protects the well-being of firefighters in their home-away-from-home. We create environments for the firehouse that improve the health and well-being of the firefighters through careful cancer preventing measures including reducing the risk of exposure to carcinogens, pathogens, and viruses by introducing hot, warm, and cold zones, providing decontamination areas for safely cleaning equipment, exhaust removal, decontamination and transition spaces, and infection control.

  We use biophilic design principles – the human-nature relationship to environmental design – providing concepts that are well suited for behavioral health and post-traumatic stress disorder mitigation such as:
  - The use of daylight with views to nature
  - Natural colors in the light green, blue and tan hues
  - Natural materials like wood
  - Materials with biophilic/ patterns including carpeting, feature walls, and biophilic inspired murals
  - Leveraging varying intensities of light and shadow that change over time to create conditions that occur in nature

  Concepts to reduce sleep deprivation include acoustic materials to reduce reverberation, road noise, and improve speech intelligibility, circadian lighting fixtures that mimic natural light wave changes through the day combined with darkening window shades in the sleeping rooms, and individually controllable mechanical controls in sleeping rooms including fans.

- Benefit: The benefit to the Township is we apply the research to our design providing a safe, secure and healthy environment for the firefighters which helps reduce known risks in the fire service. A healthy environment is good business for the Township – higher retention of staff, easier recruitment of new staff, and more staff time availability as they use less PTO for health reasons.

Design Aesthetic

- Feature: We are design agnostic and do not have design style that reflects BKV Group. We believe that a fire station should be well designed and detailed, however, the design belongs to the aesthetics of the community we serve. Our process is structured to gain the input we need and is delivered in 3D with rendered still photos and in virtual reality.
- Benefit: As the most expensive asset to the community, it is important that the new fire station reflects the values and aesthetics of the community, not the design preferences of the architect.

Understanding of National Fire Service Codes / Standards / Guidelines

- Feature: BKV Group has a deep understanding and knowledge of the following national fire service codes / standards / guidelines / research:
  - NFPA 1500 - Standard on Fire Department Occupational Safety, Health, and Wellness Program
  - NFPA 1851 – Standard on Selection, Care, and Maintenance for Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting
  - NFPA 1710 – Standard for operations of career fire departments
  - NFPA 1221 - Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems
  - Recommendations for Developing and Implementing a Fire Service Contamination Control Campaign, February 2018, NFPA Research Foundation
  - Fire Service Gear Cleaning Validation, February 2018, NFPA Research Foundation
  - Safety and Health Considerations for the Design of Fire and Emergency Medical Services Stations, FEMA, US Fire Administration, May 2018
- Benefit: The benefit to the Township is our deep understanding and knowledge is incorporated in designs are based on the information of the national codes/standards/guidelines providing spatial arrangements

Best Value for Budget

- Feature: Our team has had phenomenal success estimating both construction costs and total project costs. Our team uses Building Information Modeling even in the earliest phases of our projects as well

as a familiarity with the marketplace and a rigorous multi-faceted approach. We also have expertise in budgeting soft costs for the project.
Every decision we make on building systems and materials compares first costs with operations and maintenance costs for 20 to 30-years.

- Benefit: The benefit to the Township is our projects provide the best value for the long-term interest of the project that our clients can afford within their budget.

BRIEF DESCRIPTION OF THE SCOPE, STAFFING AND DATES

Scope of Work. The scope of work aligns with the requirements of the RFP providing 1) design services for a replacement of Fire Station #1 on the existing site; 2) developing an RFP for an Owner's Representative that will be responsible to oversee the construction of the Fire Station and assist throughout the entire process with cost estimating, constructability, schedule, and value engineering, and 3) Site Due Diligence including boundary and topographic surveys, utility information, and geotechnical engineering.
Our proposal provides comprehensive professional services including:

- Project management
- Site/Civil Engineering including: grading and stormwater, pavement and parking design, site boundary survey/topography, geotechnical engineering, and utility design
- Landscape architecture
- Architectural site and building design
- Specialty firematic programming, planning, and design services
- Interior design
- Building engineering including structural, mechanical/HVAC, electrical, plumbing, fire protection, low voltage electrical
- Cost estimating
- Demolition design services

In addition to the scope of work identified in the RFP, we understand the Township is also interested in procuring services for the temporary relocation of Fire Station #1 to the Airport Air Cargo lease site – this service is included in our proposal.

Staff. We are bringing forward an experienced and expert team of leaders for each discipline to address the full needs of the project. Our team leadership will be consistent throughout the full length of not only the design process but through project construction completion. Supporting this leadership team is a deep bench of professionals that regularly work together on project.

Key members of the team are Fleis & VandenBrink's project executive and senior project manager, Brian Sinnott, PE and BKV Group's nationally renowned firematic expert/lead fire station planner & designer, Craig Carter, AIA.

Brian is the overall project manager of the project and has more than 25-years of experience managing municipal and commercial projects. Fleis & VandenBrink's office is in Cascade Township, Brian is available at a moments notice and will provide an outstanding client experience and service throughout the project.

Craig will lead all aspects of the planning and design of the new Fire Station #1. Craig has worked on more than seventy fire station projects, studies, and assessments and has won several design awards celebrating the functionality and beauty of his projects. Craig is an expert in the detailed requirements that enable these buildings to be effective tools for their users and he writes and speaks nationally on the subject. He has strong working knowledge of NFPA, OSHA, LEED, and other relevant national standards and combines a deep knowledge of the history of fire station design with an up-to-date knowledge of the latest national trends.

Dates. Our schedule incorporates the phases described in the RFP for the design and construction of Fire Station #1 and also includes concurrent activities during the preliminary design phase for the owner's representative process, the fire station relocation, and the existing fire station demolition. The dates assigned for the process needs to be confirmed with your input – with the acceleration of the demolition of the existing building in fall of 2021, there should be schedule benefit in completing the construction of the new building.

The following is a summary of the phase and dates established.

PRELIMINARY DESIGN PHASE – 20 weeks – Start August 2, 2021 Completed December 17, 2021

- Owner's Representative RFP – 5 weeks – Start July 19, 2021, Complete August 17, 2021
- Fire Station Relocation – 12 weeks – Start July 19, 2021, Complete October 4, 2021
- Existing Fire Station Demolition – 18-weeks – Start July 19, 2021, Complete November 19, 2021
- Fire Station #1 Design – 20 Weeks – Start August 2, 2021 Completed December 17, 2021

FINAL DESIGN PHASE – 13 Weeks – Start January 2, 2022, Completed March 30, 2022

BIDDING AND PERMITTING – 6 Weeks – Start April 4, 2022, Completed May 10, 2022

CONSTRUCTION ADMINISTRATION – 12 Months – Start May 2022, Completed May 2023

PRELIMINARY DESIGN PHASE – 20 weeks – Start August 2, 2021 Completed December 17, 2021

CONCURRENT ACTIVITIES

The primary activities for preliminary design will need to work concurrently with three separate activities: 1) Developing an RFP for an Owner's Representative, 2) Developing permit drawings for the relocation of the Fire Station to a building at the Airport Cargo area, and 3) Developing demolition drawings of the existing fire station.

Owner's Representative – 5 weeks – Start July 19, 2021, complete August 17, 2021

As an extension of the Township's team, it is important to start developing the scope of services and an RFP for the Owner's Representative position during the first weeks of the project. Fleis & VandenBrink provides a owner's representation/CM advisor services as a service, and therefore has the knowledge and experience to write the RFP. We would kick off this portion of the meeting to better understand the full scope of services outlined in this RFP plus review other potential scope that might need to be included. The RFP would then be developed for your review and comment, and a final RFP would be completed for final approval and notification for bidding. We would manage the RFP bidding process with a pre-bid meeting, addenda, assisting with a final recommendation and assisting with a final contract.

Fire Station Relocation – 12-weeks – Start July 19, 2021, complete October 4, 2021

We would assist the Township in developing drawings and specifications for the remodeling of an existing building at the airport for use as a temporary fire station. Our work would provide the following services:

- Verifying existing conditions/dimensions
- Developing concepts for the space that will meet the needs of the fire service
- Developing final construction documents for permitting
- If required, perform bidding and award services (not sure if the airport authority is developing the project or if the township is procuring construction services)
- Assist Owners Representative with construction administration services as required

Existing Fire Station Demolition – 18-weeks – Start July 19, 2021, complete November 19, 2021

To get a head start and save time to construct the new fire station, it is to the Township's advantage to bid the demolition of the existing fire station in the fall of 2021 as its own project. Fleis & VandenBrink has an internal specialty demolition team that has the expertise to provide the due diligence required to meet all regulations regarding demolition, site utility coordination, and collaboration with the civil and architectural teams to have the site ready for construction in the spring of 2022. Our team would provide the following services:

- Due diligence of the existing building confirming/reviewing any previous studies of the building for asbestos containing materials compliant with NESHAP standards, lead, and other non-asbestos hazardous materials
- Project Manual bid specification for demolition including the technical specification and engineering drawings necessary to remove the building, cut and cap utilities, site restoration per the new plan, and soil and erosion control measures for bidding and permitting
- Bid and award services including a pre-bid meeting, addenda, assisting with a final recommendation and assisting with a final contract
- Assist Owners Representative with construction administration services as required

DESIGN AND APPROACH PHILOSOPHIES – Start July 19, 2021, complete August 6, 2021

Our team's approach to our projects is, at its core, defined by research. Our team has completed more than 140 fire department projects across the country, ranging from rural volunteer stations through headquarter buildings for large urban departments. Through this experience, our team has developed a deep knowledge of national standards and best practices, as well as an appreciation for the different skill sets and unique attributes that make each department a unique joy to work with. We understand that the same approach does not work for every client, but we also understand that we are hired due to our expertise in this building type. To avoid overburdening our clients with questions and meetings, we conduct a significant amount of research before we put pen to paper and gather information that will streamline the process for everyone involved.

Research into your Organization

To provide a project tailored to Cascade Township, our team will research your organization to understand your policies, procedures, and goals. We will review the previous study to better understand the site selection recommendation, service area, and proposed routes from the new location, program and conceptual design. The purpose of the review is to have a starting point of the discussion particularly in the concepts presented. We specifically would like to discuss issues such as:

- Internal response times – adjacencies and locations of the living quarters to the apparatus bay and turn-out gear – every second matters
- Arrangement of sleeping room/restroom showers for privacy
- Access of the public to the station and the components required
- Use of the site and the topography – looking for opportunities and constraints

Our vast experience with fire station design allows us to quickly confirm national standards with you and move on to the specifics of how your department operates. Although we have some information of the future station profile in the RFP, we will want to spend time with you to better understand the details and operations. What apparatus do you have now and what do you anticipate? Will this station do technical rescue? Because we know the fire service inside and out, the answers to these kinds of operational questions can feed directly into our space planning and we can advise you of square footage needs, recommend equipment manufacturers, and suggest spatial relationships that reinforce your goals. With your consent, we will conduct a survey of your firefighters to solicit information about what elements to repeat from your current stations, what elements to avoid, and any features of other stations they have seen and liked.

Research into the Site

A critical part of any project is truly understanding the context that the building will occupy. Traffic conditions, soil conditions, property lines, utility availability, zoning restrictions, etc., will be expanded from the previous study and explored as early as possible. Documentation of the built environment in the nearby vicinity will provide important clues to the massing and orientation of the building to come. We will also explore the local environment – wildlife, sun paths, prevailing winds, water drainage patterns, etc. Our goal is to incorporate every appropriate sustainable strategy into our fire station designs, yielding a building that takes full advantage of the natural amenities offered by the site.

The site survey team will survey the property showing any remaining structures, pavement, utilities, easements, and topography. They will reconcile any discrepancies between the survey and recorded legal descriptions (if any). The final deliverables will include a land survey and a topographic survey.

Research into the Fire Service

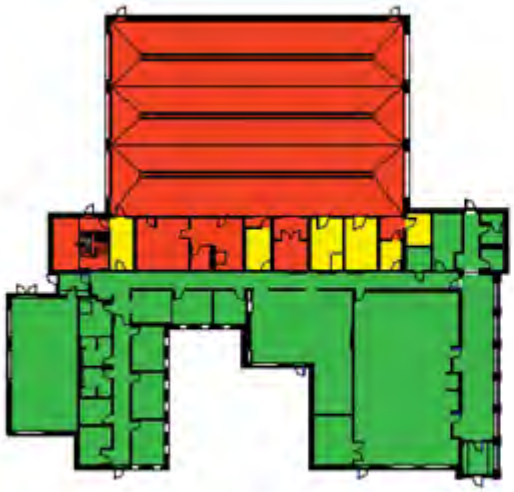
The other aspect of our initial research is an ongoing analysis of national trends affecting the fire service and how those are impacting fire station design. We attend and speak at the national fire station design conferences, FIERO Fire Station Symposium and FIREHOUSE Station Design Conference, to stay current on the strategies and innovations used by our expert peers around the country. We talk to fire chiefs about their worst fears and how a building might be able to mitigate risks. By applying all this information to your project, we can design a cutting-edge facility that will still seem forward-thinking for years to come.

Understanding of National Fire Service Codes / Standards / Guidelines

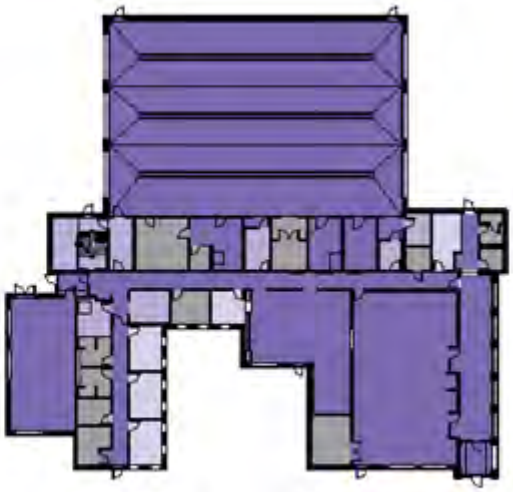
Our designs are based on deep experience with successful spatial arrangements and specifically accommodate the following national fire service codes / standards / guidelines / research as follows:

FEMA U.S. Fire Administration Working for a fire-safe America NFPA RESEARCH FOUNDATION

- NFPA 1500 - Standard on Fire Department Occupational Safety, Health, and Wellness Program – This standard impacts construction of the fire station design in areas including cancer prevention, firefighter fitness and creating spaces where firefighters can unwind from the stresses of the job. BKV Group addresses these topics in design of the facility to control contamination, isolate noise levels to unwind from the stresses of the job and for better sleep, designing fitness centers appropriate to maintain cardiac health, and incorporating biophilic design concepts that brings the outdoors in for stress relief.



CONTAMINATION



NOISE LEVELS

- NFPA 1851 – Standard on Selection, Care, and Maintenance for Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting. This standard covers the maintenance and care of firefighter PPE and it requires departments to have separate laundry facilities for contaminated PPE and uniforms and station clothing, towels and bedding. BKV Group addresses these topics within the contamination zones with a separate laundry / extraction equipment room, storage of the PPE in separate rooms that do not have daylight and exhaust that removes particles from the area, and separate laundry area for the living quarters including clothing, towels and bedding.
- NFPA 1710, 1720 – These are the standards for operations of career fire departments (NFPA 1710) and volunteer departments (1720). This standard defines the time measurement for turnout for fires and special operations in conjunction with NFPA 1221. BKV Group addresses this standard in decreasing response time within the fire station using strategies such as the location of the housing and support spaces to the apparatus bay, location of the turnout gear, no bends or turns in hallways, use of poles in two story configurations.

- NFPA 1221 - Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems. This standard is a communications standard for dispatching but has implications for fire station design regarding call-handling times. BKV Group combines the requirements of 1221 and 1710 / 1720 for assessing fire station response time.
- NFPA Research Foundation
  - Recommendations for Developing and Implementing a Fire Service Contamination Control Campaign, February 2018
  - Fire Service Gear Cleaning Validation, February 2018
- Safety and Health Considerations for the Design of Fire and Emergency Medical Services Stations, FEMA, US Fire Administration, May 2018

Preliminary Design

We understand this phase to include what traditionally would be a concept design phase, schematic design phase and a design development phase to obtain design completion and approval from the Township prior to proceeding to the final design and specifications for bidding and permitting.

The Preliminary Design phase will include all architectural drawings (site, floor plans, exterior elevations, sections, roof plan), Interior design drawings including materials and finishes, building engineering drawings (mechanical, electrical, plumbing, fire protection, structural), site/civil/utilities plan that incorporate the site boundary/topographic survey and geotechnical information, and conceptual landscaping plan. Exterior image drawings including architectural renderings. A demolition plan and estimate of demolition for the existing fire station will also be included. A final construction estimate, and construction implementation plan will finish the deliverables for this phase of the work. The following is a narrative of the activities and a full schedule of activities.

Kickoff

The first step in any successful project is establishing an effective team. We do this during the project kickoff meeting by facilitating the creation of shared goals, objectives, expectations, and vision. The goals and objectives always include “on-time” and “on-budget,” but also include things like “drawings finished by 1Q2022,” “plan for LEED Gold Certification,” or “enthusiastic buy-in from the staff.” The discussion of expectations allows each stakeholder around the table to talk about how they typically work, their management style, and any pet peeves that consultants sometimes fall into. Each member of the team will consciously adopt and internalize these goals, objectives, expectations, and visions so that every decision we make aligns with our client’s best interests. An effective kickoff is the first step to a professionally managed project.

Using the results of our research — both on national trends and on your policies, operational procedures, and goals — we will refine the building program and determine the spaces necessary for the new Station #1 to function effectively, in compliance with codes and national standards for the foreseeable future. We will show you options for arranging the spaces in a new facility. The team will explore and present a variety of options to make sure we are achieving the optimal design, pointing out the strengths and weaknesses of each with regards to aesthetics, due diligence issues, functionality, constructability, sustainability, and financial feasibility. Selected options can then be presented to the Township, along with a discussion of the pros and cons of the options. Cost data will be provided for each presented option, along with a Total Cost of Ownership spreadsheet that includes the cost of ongoing maintenance and utilities to estimate the lifecycle cost for each option. This will provide the Township with the ability to make a data-driven decision about the various options. We will take the selected option and continue to develop the site plan and floor plans based on owner direction.

With the location of building and parking established, we will perform a geotechnical investigation of the subsurface. The final report will document bearing capacities and make recommendations of the foundation design that will be required for the project.

We will hold two special workshops: 1) exterior design charette workshop and 2) sustainability workshop.

Design Charette Workshop

BKV Group does not have a consistent design style – we believe that a fire station belongs to the citizens. To accomplish the design, we will schedule a project vision charrette workshop. The charrette is focused on exploring a range of potential visual solutions to meet the programmatic requirements, budget restraints, site and building security standards, and sustainability goals. This interactive workshop uses photographs of existing fire stations from across the country to generate discussion about conceptual design options, civic image, public perception, wayfinding, and other design strategies. This meeting facilitates collaboration between all team members with a focus on establishing group consensus about subjective issues early in the design phase. Using outcomes from the project vision charrette, we will develop exterior concept options and work with the Township to select and refine those concepts. We will use virtual reality to let the project team experience the building in three dimensions.

Coming out of this workshop would be the further development and refinement of exterior concept options for your review comments in a second workshop.

Sustainability Workshop

BKV Group will lead a sustainability workshop that will explore a 5-step design philosophy starting with campus orientation and programming, utilities, reviewing preliminary energy source(s), integrate renewable energy strategies, and building resilience and flexibility to the systems. The outcome of the workshop will be Sustainability Owners Project Requirements that will become the guidebook for development of the project. With the completion of schematic design and the results of the geotechnical report in, we will provide the first of three estimates of probable costs.

Design Development Phase

The team will start the phase by planning four workshops to guide the owner through the process of selecting finishes and equipment, planning all of the casework, picking plumbing and lighting fixtures, etc. Our engineers and designers will guide you every step of the way, providing options and making recommendations based on past experience. We will finish the Building Energy Model and begin to output information about optimal insulation thicknesses, lifecycle savings from daylighting, anticipated energy costs, etc. Other sustainable approaches will

be discussed and confirmed. We will finalize all of the engineering designs to conform with the Township Fire Service standards and the latest code requirements. We will assemble product cut sheets of each proposed material and equipment to be clear about the design intent, and we will assemble a specification document for review.

At 50% of Design Development, we will conduct a meeting with all Authorities Having Jurisdiction to provide an overview of the project design and schedule, walk-through the code, fire and life safety design, and better understand the process and timing for permit reviews.

Our design development deliverable will include grading and utility plans, stormwater plans, landscape plans, irrigation plans, architectural site plans, floor plans, FF&E plans, reflected ceiling plans, elevations, wall sections, interior elevations, door/window schedules, interior finish plans, foundation plans, roof framing plans, mechanical plans and schedules, plumbing plans and schedules, electrical plans and schedules, and communications plans and schedules. In addition, we will include a code review, up-to-date renderings, the second detailed estimate of probably costs, a description of potential cost-control alternates, cut sheets for all of the equipment, materials, and products planned for the station, and a draft specification.

The team will begin the quality assurance reviews, working with the Owner's Representative regarding including constructability. Comments will be picked up and the final documents will be ready for review.

A review meeting will be established to discuss feedback on the budget, schedule, and make final recommendations to the Township. We would anticipate preparing a presentation to the Township to finish this phase and ask the Township to move forward with the Final Design Phase.

FINAL DESIGN PHASE – 13 weeks – Start January 2, 2022, completed March 30, 2022

During this phase, we thoroughly develop the final drawings and specifications to illustrate in detail the requirements for construction. We will resolve the last few outstanding questions in workshops with the Township, but much of the time is spent ensuring that the documents include all the details necessary to make the building a truly functional fire station. The technical specifications manual will be developed as well as the front end document that includes the bidding forms and instructions.

At 50% of the phase, we will conduct a second meeting with all Authorities Having Jurisdiction to update them on the progress of the project, review and final issues, and let them know the schedule for submitting for permit review.

The team will submit progress sets at 50% and 95% for review by the client team. All comments will be resolved and incorporated into the final deliverable. At 95% completion the team will begin our final Quality Assurance process, including peer review and a third-party envelope review.

Final deliverables will include all architectural drawings (site, floor plans, exterior elevations, sections, details, roof plan), Interior design drawings including materials and finishes, building engineering drawings (mechanical, electrical, plumbing, fire protection, structural), site/civil/utilities plan that incorporate the site boundary/topographic survey and geotechnical information, and final landscaping plan. The technical and bid specifications will be finalized. Architectural renderings will be updated. A final demolition plan and estimate of demolition for the existing fire station will also be included. A final construction estimate, and construction implementation plan will finish the deliverables for this phase of the work.

We will submit the documents for permitting. If there are any comments, we will address the comments and modify our documents if/as required.

A review meeting will be established to discuss feedback on the budget, schedule, and make final recommendations to the Township. We would anticipate preparing a presentation to the Township to finish the design phase of the project and ask the Township to move forward to bidding and permitting phases.

BIDDING AND PERMITTING – 6 weeks – Start April 4, 2022, completed May 10, 2022

The team will be responsible for the bidding process by participating in a pre-bid meeting, answering questions from potential subcontractors, reviewing substitution requests, and preparing Addenda. We will help evaluate the bids, check contractor references, and make a final award recommendation.

CONSTRUCTION ADMINISTRATION – 12-months – Start May 2022, completed May 2023

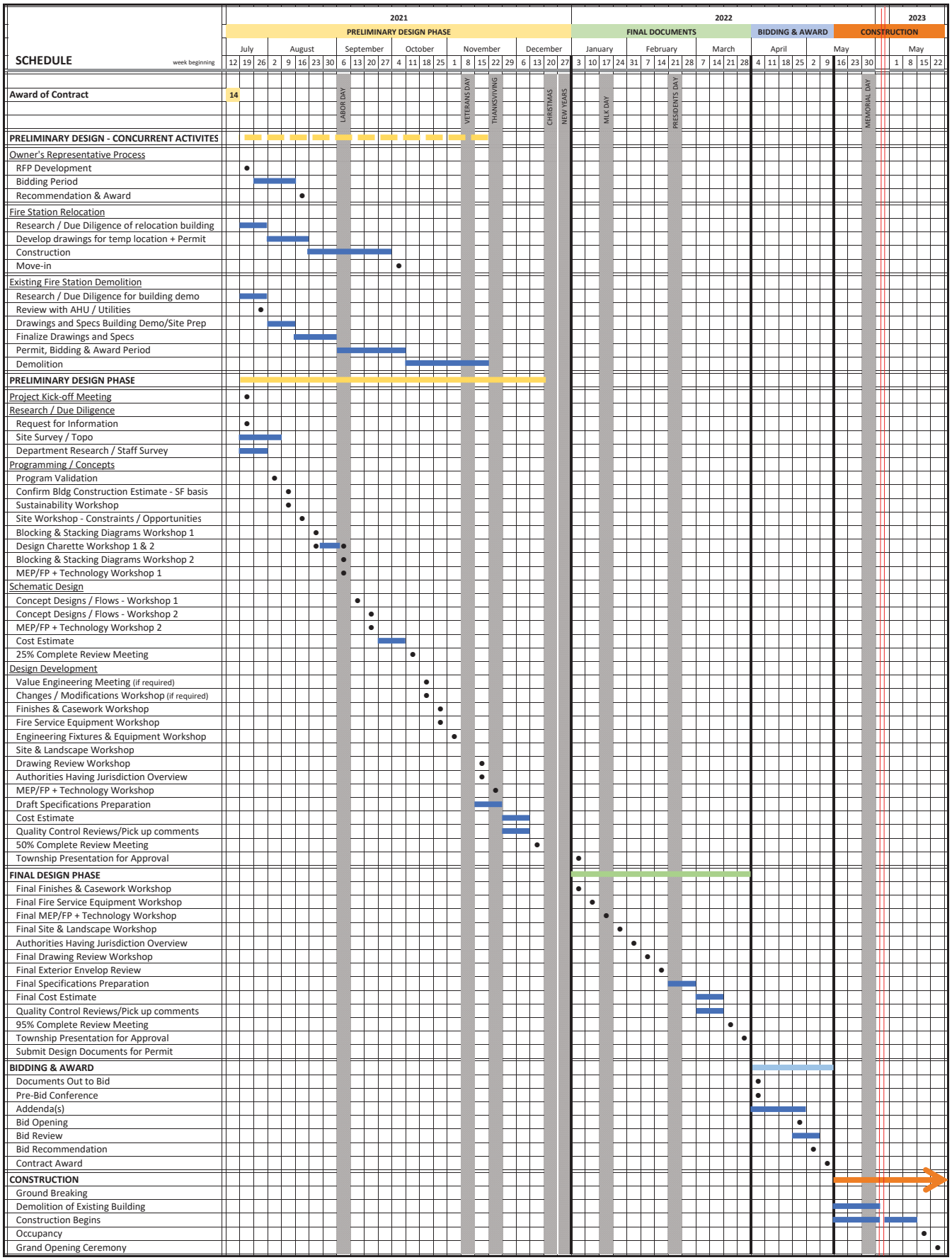
We understand that the Owner's Representative will oversee the construction process for the Township. We would anticipate that our team would conduct on average, two monthly site observations and prepare field reports documenting the progress and any issues that arise. We will work diligently with the Owner's Representative to review the schedule at each meeting to head-off any issues before they compound into delayed occupancy. We will assist the Owner's Representative to monitor special inspection and material testing reports to be able to quickly respond to any inconsistencies. We will also attend pre-construction meetings to represent the Township's interests and ensure compliance with design intent.

We strive to maintain a cordial relationship with subcontractors so that all parties are working in the best interests of the project instead of trying to protect themselves from attack. Unsatisfactory work must be redone, but we will work with the Owner's Representative and subcontractor to minimize their cost impact and we maintain an open mind when the subcontractor offers suggestions or alternatives.

The full design team will be available for ongoing communications and will participate in the review of submittals, substitution requests, and RFI's. We will assist the Owner's Representative in reviewing pay applications and lien waivers to make sure that the project is moving forward at the same rate that the money is being dispersed. Above-ceiling MEP punch lists, substantial completion, and final completion reviews will be conducted by key team members from each discipline. Project close-out tasks, including assistance with the project commissioning process, warranty reviews, as-built reviews, record drawings, an 11-month walkthrough, etc., will be completed with the same dedication to schedule and client service that the rest of the project receives.

PROJECT SCHEDULE

The following is our proposed graphic project schedule with scheduled major activities by phase.

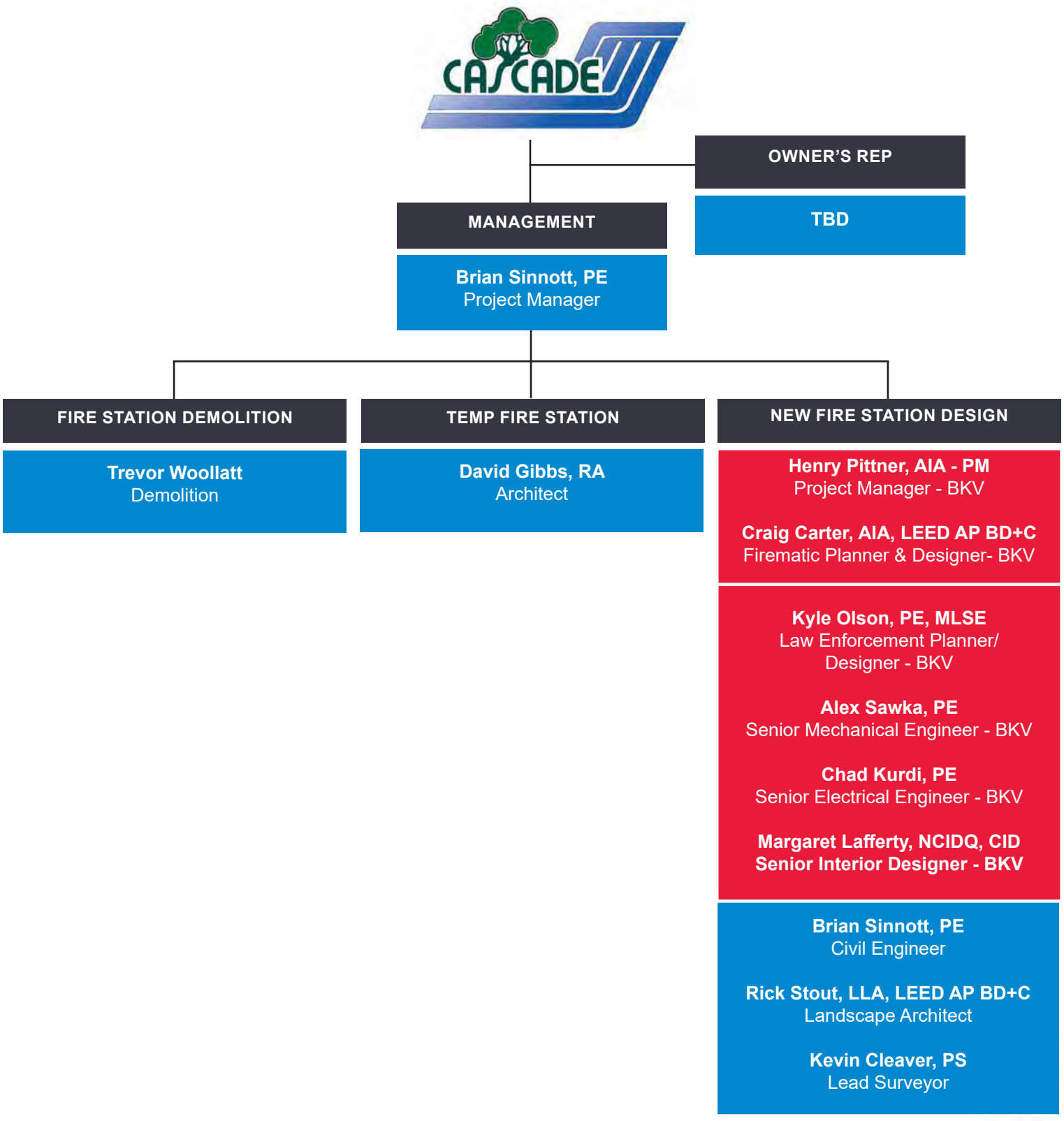


SECTION 4.4: **PROJECT STAFFING**

PROJECT STAFFING

We are bringing forward an experienced and expert team of leaders for each discipline to address the full needs of the project. Our team leadership will be consistent throughout the full length of not only the design process but through project construction completion. Supporting this leadership team is a deep bench of professionals that regularly work together on project.

ORGANIZATIONAL CHART



The following is our design leadership team with the respective roles and responsibilities.

Brian Sinnott, PE – F&V, Overall Project Manager/Lead Civil Engineer. As the overall project manager, Brian will be the primary contact for Cascade Township and the Owner's Representative. In partnership with Henry, Brian's responsibilities will be to maintain a consistent flow of communication and coordination among the project team. Brian will also function as the lead civil engineer in development of site and utility plans throughout the project.

Henry Pittner, AIA – BKV Group, Project Manager, New Fire Station Design. Working with Brian as the overall project manager, Henry's day-to-day responsibilities are assuring that our client promises are kept contractually and professionally regarding design quality and documentation, maintenance of the budget and schedule, and providing outstanding customer service. Based on the client goals and objectives, schedule, and budget, he effectively communicates the information to the team and regularly monitors the progress of the project to assure that the team achieves all of the objectives.

Craig Carter, AIA – BKV Group Firematic Expert/Lead Planner & Designer. As the lead project planner/ designer for the project, Craig will lead the research, planning and design of the new fire station. He will be involved in all phases of the project.

Margaret Lafferty, NCIDQ – BKV Group Interior Designer. Margaret will lead the interior design of the new fire station through all phases. She will make color and materials selections, prepare the contract documents, and will provide construction administration services for her discipline.

Kyle Olson, PE – BKV Group Lead Structural Engineer. Responsibilities include overall responsibility for his structural team management, leading the design, supervising the team developing the contract documents, and assuring the goals and objectives for the project are being met, and leading the construction administration portion of the project.

Alex Sawka, PE – BKV Group, Lead Mechanical Engineer. Responsibilities include overall responsibility for his mechanical team management, leading the design, supervising the team developing the contract documents, and assuring the goals and objectives for the project are being met, and leading the construction administration portion of the project.

Chad Kurdi, PE – BKV Group, Lead Electrical Engineer. Responsibilities include overall responsibility for the electrical team management, leading the design, supervising the team developing the contract documents, and assuring the goals and objectives for the project are being met, and leading the construction administration portion of the project.

Dave Gibbs, RA – F&V, Temporary Station Architect. Responsibilities include overall responsibility of the plans necessary for conversion of the temporary fire station building. Dave will also provide local assistance with construction administration.

Trever Woollatt – F&V, Environmental & Demolition. Responsibilities include overall responsibility of the permitting and demolition plans for the existing fire station.

Rick Stout, LLA – F&V, Landscape Architect. Responsibilities include overall site landscape design, supervising the team developing the contract documents, and assuring the goals and objectives for the project are being met, and will provide construction administration services for her discipline.

Kevin Cleaver, PS – F&V, Lead Surveyor. Responsibilities include overall responsibility for the survey team, topographic survey, boundary survey, utility research, and preparation of existing conditions drawings.

PROFESSIONAL BIO

With over 20 years of experience, Brian has served as project manager on a wide variety of private and municipal development projects. Having also served as a Planning Commission chairperson, he has an expertise in zoning and approval processes that developments must go through. Brian enjoys being involved at the beginning stages of projects. At the concept stage, his experience helps identify potential challenges to projects early so that proper decisions can be made and potential solutions can be evaluated. Ultimately its about finding the best path to achieve the vision and creating a successful project.

As the overall project manager, Brian will be the primary contact for Cascade Township and the Owner's Representative.

BRIAN SINNOTT, PE

Project Manager / Lead Civil Engineer

bsinnott@fveng.com
616.588.1907

BS Civil Engineering
University of Michigan
MBA Management

Professional Engineer
Michigan (No. 6201052169)

FEATURED EXPERIENCE

Long Lake Township Fire & Rescue Station - Traverse City
Project manager for site development of a new fire and rescue station for Long Lake Township, Michigan. Site features included a potable well, onsite septic, a fueling station, and a high capacity well for tanker filling.

Sherman Boulevard Reconstruction - Muskegon Heights
Project engineer for local agency reconstruction of Sherman Boulevard from Getty Street to Peck Street. Tasks included surveying, construction plans and MDOT office management.

Ottawa County Resource Recovery Center - Holland
Project Manager for a residential hazardous materials collection and recycling center. Floodplain permitting and significant environmental controls were required to locate the site and detention basin next to Pine Creek. This project also included a county driveway permit, gated entrance, and rerouting of the township bike path.

North Shore Estates Road Reconstruction - Ferrysburg
Project manager for reconstruction of two miles of private residential road. This project involved correcting several areas of poor drainage while matching some severe slopes at existing driveways. Critical dune permitting was required since the roadway is along the Lake Michigan shoreline.

The Minute Maid Company Wastewater Forcemain - Paw Paw
Project manager for design and construction of a three mile effluent force-main discharge from a new wastewater treatment plant. Tasks included hydraulic modeling and forcemain design, gravity sewer design, construction drawings, easement preparation, bidding, and full time inspection. Since the outlet was connecting to a tributary of the Paw Paw River, the design was required to demonstrate that the effluent would be oxygenated prior to final discharge.

Sherman Boulevard Reconstruction - Muskegon Heights
Project engineer for local agency reconstruction of Sherman Boulevard from Peck Street to Seaway Drive. Tasks included surveying, construction plans and MDOT office management.

PROFESSIONAL BIO

Henry Pittner, AIA ,leads Chicago' s government practice with an active role in projects - managing client relationships, providing programming ,planning and design services. With more than 35-years experience, Henry has extensive project experience with municipal clients throughout the country including project types such as fire stations, police stations, city halls, and recreational projects.

Henry is a frequent presenter at local and national conferences and authored "Station Construction: Budgeting for Soft Costs" in the October 2020 issue of FIREHOUSE Magazine. The article explains how to thoroughly breakdown hard costs, owner contingencies, and soft costs to prepare clients and trade partners to answer the difficult questions from those who control a project's budget. He will also be presenting the topic at the 2021 FIREHOUSE Station Design Conference in St. Louis.

HENRY PITTNER, AIA

Project Manager

hpittner@bkvgroup.com
224.250.3878

BS Architectural Studies & Master of Architecture at University of Illinois, Urbana

Licensed Architect: IL (No. 001.011985)

FEATURED EXPERIENCE

Lincolnshire Riverwoods Fire Protection District Station #51 Study, Lincolnshire, IL – Programming, existing conditions assessment, site feasibility for 31,320 sf headquarters fire station (seven bays, ten bunks)

Lake Zurich Fire Station #1 Study, Lake Zurich, IL – programming, existing conditions assessment, site feasibility for 25,300 sf replacement headquarters fire station (four bays, eight bunks)

Lake Zurich Rural Fire Protection District Study #2, #3 & #4 Stations, Lake Zurich, IL – existing conditions study and concept design for remodeling and additions to the three fire stations

Carrollton, Texas Fire Station Study, Carrollton, TX – existing conditions assessment and architectural review of four stations

Custer South Dakota Fire Station Study, Custer, SD – existing conditions assessment and architectural review of three stations

Mahnomen Joint Public Safety Facility Feasibility Study, Mahnomen, MN – new jail, fire station, and sheriff's office as a joint project between Mahnomen County, the City of Mahnomen, and the White Earth Indian Reservation

Streamwood Space & Program Study, Streamwood, IL – Functional analysis, programming and master planning of the Village's facilities including Police Department, Fire Stations, Village Hall, and Public Works Department

Facility Condition Assessment & Conceptual Design, Lake Zurich, IL – Facility Condition assessment of Fire Station No. 1, Paulus Park Barn, Paulus Park Chalet Building and Buffalo Creek Building A & B

Goshen New South Fire Station Replacement Study, Goshen, IN – station location analysis, site selection, programming, and schematic design services for a new replacement fire station

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PROFESSIONAL BIO

Craig has a decade and a half of experience in architectural programming, planning, design, documentation, and construction administration, including twelve years focusing on public safety projects. Craig has worked on more than seventy fire station projects, studies, and assessments and has won several design awards celebrating the functionality and beauty of his projects. Craig is an expert in the detailed requirements that enable these buildings to be effective tools for their users and he writes and speaks nationally on the subject. He has strong working knowledge of NFPA, OSHA, LEED, and other relevant national standards and combines a deep knowledge of the history of fire station design with an up-to-date knowledge of the latest national trends. With a family background in public service, Craig understands the culture of local government and strives to create an excellent working relationship with his clients by focusing on timeliness, follow-through, and clear communications, while keeping the best interests of the citizens at heart.

CRAIG CARTER, AIA, LEED AP BD+C

Firematic Planner & Designer

ccarter@bkvgroup.com
217.390.3006

BS Architectural Studies & Master of Architecture at University of Illinois, Urbana

Licensed Architect Illinois (No. 001.022303); NCARB (No. 75366; GBCI (No.10048669)

FEATURED EXPERIENCE

Elk River Public Safety, Elk River, MN – Programming, planning, design, documentation, construction administration for 16,000 sf addition and 4,000 sf renovation of headquarters fire station (three bays, volunteer) and police station (25 sworn)

Elk River Fire Station #3, Elk River, MN, Elk River, MN – Programming, planning, design, documentation, construction administration for new 17,500 sf fire station (three bays, volunteer)

Short Pump Firehouse #19 Henrico County, VA – programming, planning, design, documentation, and CA for new 12,680 SF fire station (three bays, twelve bunks); Firehouse Station Design Awards 2018 Gold Award; LEED Gold Certified

Ramsey Fire Station No. 2, Ramsey, MN – study & new construction, 11,540 SF fire station (3 bays, volunteer), $3.5M

Rochester Fire Department Station #2, Rochester, MN – Programming, planning, design, documentation, and CA for new 31,220 sf fire station (four bays, six bunks), EOC and dispatch facility, Firehouse Station Design Awards 2015 Gold Award, 2015 FIERO Design Awards Honor Award

Staples Mill Firehouse #20, Henrico County, VA – programming, planning, design, documentation, and CA for new 12,800 sf fire station (four bays, thirteen bunks); LEED Silver planned

Springfield Four Fire Stations, Springfield, MO – Programming, planning, design, documentation, and CA for four new 7,000 sf fire stations (two bay, eight bunk), LEED Silver planned

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FEATURED EXPERIENCE (CONTINUED)

Woodlawn Fire Station #24, Fairfax County, VA – Programming, planning, design, documentation, and CA for fire station addition/ renovation; LEED Silver planned, 2017 - 2021

Ramsey Fire Station Study, Ramsey, MN – Programming, site feasibility, planning, and conceptual design for new12,500 SF fire station (4 bays, volunteer)

Seven Corners Fire Station #28, Fairfax County, VA – Master planning, concept development for 2-story replacement fire station, 14,000 SF, 2019 -2022

Little Canada Fire Station Remodeling, Little Canada, MN – Programming, planning, design, documentation, and CA for 17,200 SF addition/renovation (4 bays, volunteer)

Dayton Fire Station, Dayton, MN – Staffing analysis, apparatus assessment, existing conditions assessment, station location study, programming, and planning for two fire stations

Goshen New South Fire Station Replacement Study, Goshen, IN – station location analysis, site selection, programming, and schematic design services for a new replacement fire station

Lake Zurich Fire Station #1 Study, Lake Zurich, IL – Programming, existing conditions assessment, site feasibility for 25,300 sf replacement headquarters fire station (four bays, eight bunks)

CNS Y-12 Fire Station Design, Oak Ridge, TN – Design of state-of-art fire station, 32,000 SF, 9 drive-thru bays, 20 bunk rooms, delivered with CMaR

Lincolnshire Riverwoods Fire Protection District Station #51 Study, Lincolnshire, IL – Programming, existing conditions assessment, site feasibility for 31,320 sf headquarters fire station (seven bays, ten bunks)

Fridley Civic Campus, Fridley, MN – Programming, planning, design, documentation, and CA for new 24,770 SF fire station (6 bays, 8 bunks, volunteer), police station (1 sworn, 1 civilian), city hall, and public works facility, 184,300 GSF, $48.8M

Spotsylvania Company 6 Fire Station, Spotsylvania, VA – Master planning, programming, design, construction documents and construction administration for 4,000 SF addition and renovations to existing facility, 2019 - 2022

Spotsylvania Fire Rescue 3 and 12, Spotsylvania, VA – #3: 12,000 SF fire station (3 bays, 14 bunks), 2022, #12: 14,000 SF fire station (4 bays, 16 bunks), 2023

Williamsburg Fire Station Design/Build Proposal, Williamsburg VA – Planning and design for new 31,000 SF fire station (6 bays, 12 bunks), 2022

Green Valley Fire District Station #151, Green Valley, AZ* – Programming, planning, design, documentation, and CA for new 15,600 sf fire station (four bays, eleven bunks); LEED Silver certified, Station Style 2010 Notable Design

Green Valley Fire District Station #155, Sahuarita, AZ* – Programming, planning, design, documentation, and CA for new 13,000 sf fire station (three bays, seven bunks); LEED Silver certified, Station Style 2010 Notable Design

Campus, Catalina Foothills, AZ* – Programming, planning, design, documentation, and CA for new 5,600 sf administration campus

**Experience prior to BKV Group*

PROFESSIONAL BIO

Margaret is a proficient and skilled designer with extensive work experience in government, county, and city interior design and planning. She communicates with clients to develop programming and comprehensive concepts while exploring creative space planning solutions, finish and furnishing selections; and produces drawings, documents, and renderings to portray the intent of the interior spaces.

MARGARET LAFFERTY, NCIDQ, CID

Senior Interior Designer

mlafferty@bkvgroup.com
612.373.9536

Bachelor of Science, Interior Design, Brown College, Minnesota

IIDA, Northland Chapter; NEWH, North Central Chapter; USGBC

FEATURED EXPERIENCE

Elk River Public Safety, Elk River, MN – Programming, planning, design, documentation, construction administration for 16,000 sf addition and 4,000 sf renovation of headquarters fire station (three bays, volunteer) and police station (25 sworn)

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Ramsey Fire Station No. 2, Ramsey, MN – study & new construction, 11,540 SF fire station (3 bays, volunteer), $3.5M

Woodlawn Fire Station #24, Fairfax County, VA – Programming, planning, design, documentation, and CA for fire station addition/ renovation; LEED Silver planned

Rochester Fire Department Station #2, Rochester, MN – Programming, planning, design, documentation, and CA for new 31,220 sf fire station (four bays, six bunks), EOC and dispatch facility, Firehouse Station Design Awards 2015 Gold Award, 2015 FIERO Design Awards Honor Award

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PROFESSIONAL BIO

Kyle is responsible for performing and directing others in the design, evaluation, and retrofit of metal, concrete, masonry, and wood structures. Kyle has design experience in the following industries: affordable housing, education, energy, food, government, industrial, senior living, and student housing. Duties include preparation of engineering studies, design documents, building and support structure layouts, technical correspondence, engineering and construction cost estimates, and construction bid documents. He is also responsible for supervision of design personnel, final project checking, and communication with clients pertaining to design and construction issues.

KYLE OLSON, PE, MLSE

Senior Structural Engineer

kolson@bkvgroup.com
612.373.9157

BS Civil Engineering,
University of Minnesota

Professional Engineer
Michigan (No. 6201064478);
Model Law Structural Engineer; NCEES

FEATURED EXPERIENCE

Elk River Public Safety, Elk River, MN – Programming, planning, design, documentation, construction administration for 16,000 sf addition and 4,000 sf renovation of headquarters fire station (three bays, volunteer) and police station (25 sworn)

Elk River Fire Station #3, Elk River, MN, Elk River, MN – Programming, planning, design, documentation, construction administration for new 17,500 sf fire station (three bays, volunteer)

Short Pump Firehouse #19 Henrico County, VA – programming, planning, design, documentation, and CA for new 12,680 SF fire station (three bays, twelve bunks); Firehouse Station Design Awards 2018 Gold Award; LEED Gold Certified

Ramsey Fire Station No. 2, Ramsey, MN – study & new construction, 11,540 SF fire station (3 bays, volunteer), $3.5M

Fridley Civic Campus, Fridley, MN – Programming, planning, design, documentation, and CA for new 24,770 SF fire station (6 bays, 8 bunks, volunteer), police station (1 sworn, 1 civilian), city hall, and public works facility, 184,300 GSF, $48.8M

Springfield Four Fire Stations, Springfield, MO – Programming, planning, design, documentation, and CA for four new 7,000 sf fire stations (two bay, eight bunk)

Staples Mill Firehouse #20, Henrico County, VA – programming, planning, design, documentation, and CA for new 12,800 sf fire station (four bays, thirteen bunks); LEED Silver planned

Woodlawn Fire Station #24, Fairfax County, VA – Programming, planning, design, documentation, and CA for fire station addition/ renovation; LEED Silver planned

PROFESSIONAL BIO

Throughout his 16 years experience as a Mechanical Engineer, Alex has focused on working on government facilities such as fire stations, police stations, city halls, and courts. He is skilled in offering innovative mechanical design solutions to projects and is highly motivated and resourceful individual who interacts productively with people from diverse backgrounds. Alex is a conscientious team player with excellent problem solving and troubleshooting skills. He is able to design innovative solutions that promote maximum efficiency while requiring minimal maintenance. He has experience with projects in many different markets, but his recent notable projects include the Fridley Civic Campus with 24,770 SF fire station and the award-winning, newly constructed Henrico County Short Pump Firehouse 19.

ALEX SAWKA, PE

Senior Mechanical Engineer

asawka@bkvgroup.com
612.373.9109

BS Mechanical Engineering, University of Minnesota

Professional Engineer Michigan (No. 6201065780)

FEATURED EXPERIENCE

Elk River Public Safety, Elk River, MN – Programming, planning, design, documentation, construction administration for 16,000 sf addition and 4,000 sf renovation of headquarters fire station (three bays, volunteer) and police station (25 sworn)

Elk River Fire Station #3, Elk River, MN, Elk River, MN – Programming, planning, design, documentation, construction administration for new 17,500 sf fire station (three bays, volunteer)

Short Pump Firehouse #19 Henrico County, VA – programming, planning, design, documentation, and CA for new 12,680 SF fire station (three bays, twelve bunks); Firehouse Station Design Awards 2018 Gold Award; LEED Gold Certified

Fridley Civic Campus, Fridley, MN – Programming, planning, design, documentation, and CA for new 24,770 SF fire station (6 bays, 8 bunks, volunteer), police station (1 sworn, 1 civilian), city hall, and public works facility, 184,300 GSF, $48.8M

Staples Mill Firehouse #20, Henrico County, VA – programming, planning, design, documentation, and CA for new 12,800 sf fire station (four bays, thirteen bunks); LEED Silver planned

Streamwood Village Hall & Public Works, Streamwood IL – phased, occupied remodeling of 18,000 square foot Village Hall and 600 square foot Public Works lobby and restrooms

Woodlawn Fire Station #24, Fairfax County, VA – Programming, planning, design, documentation, and CA for fire station addition/ renovation; LEED Silver planned

Penn Daw Study Fire Station #11, Fairfax County, VA – Programming, planning, and site feasibility for fire station addition & renovation, 2-story, 15,500 SF existing

Hampstead Volunteer Fire Department Fire Station, Hampstead, MD

BKV GROUP

PROFESSIONAL BIO

Chad has 27 years of experience in the electrical industry, and he brings in-depth understanding of electrical to each of his projects. Over the years, he has worked as an electrical engineer, electrician, electrical trainer, and manager. His electrical engineering experience includes drafting, designing, and specifying and analyzing electrical engineering projects for law enforcement facilities, hospitals, data centers, sport arenas, and commercial buildings.

Chad's master electrician work has involved estimating, wiring, and installing and maintaining electrical systems for residential and commercial buildings. He is also an expert in NEC Code, drafting, designing, analyzing, estimating & managing engineering/construction projects

CHAD KURDI, PE

Senior Electrical Engineer

ckurdi@bkvgroup.com
612.704.1886

BS Electrical Engineering, Birzeit University; Master of Education, University of Minnesota

Professional Engineer Michigan (No. 6201061979)

FEATURED EXPERIENCE

Elk River Public Safety, Elk River, MN – Programming, planning, design, documentation, construction administration for 16,000 sf addition and 4,000 sf renovation of headquarters fire station (three bays, volunteer) and police station (25 sworn)

Elk River Fire Station #3, Elk River, MN, Elk River, MN – Programming, planning, design, documentation, construction administration for new 17,500 sf fire station (three bays, volunteer)

Short Pump Firehouse #19 Henrico County, VA – programming, planning, design, documentation, and CA for new 12,680 SF fire station (three bays, twelve bunks); Firehouse Station Design Awards 2018 Gold Award; LEED Gold Certified

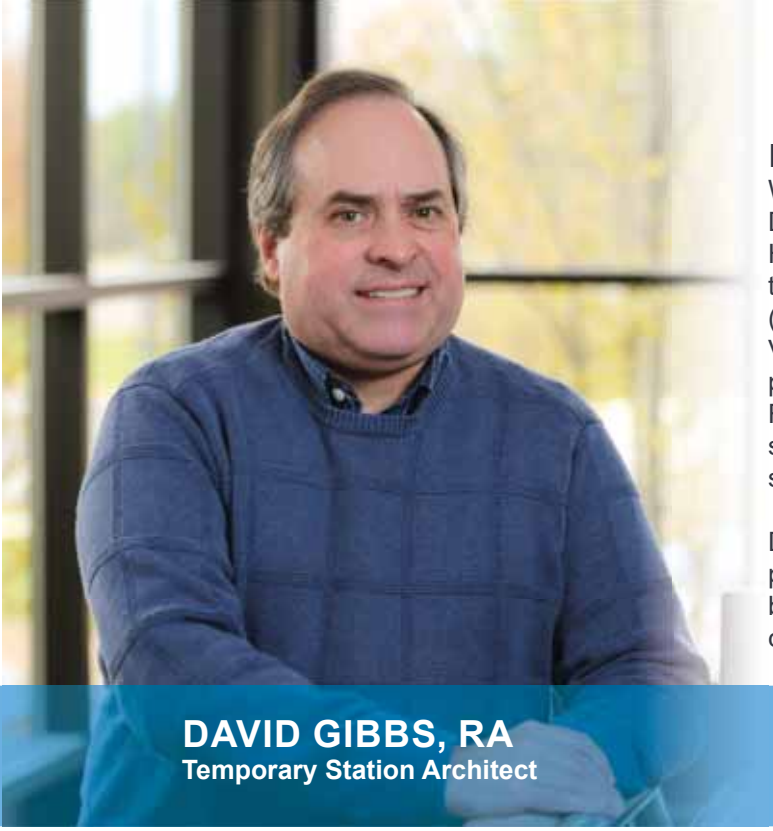
Fridley Civic Campus, Fridley, MN – Programming, planning, design, documentation, and CA for new 24,770 SF fire station (6 bays, 8 bunks, volunteer), police station (1 sworn, 1 civilian), city hall, and public works facility, 184,300 GSF, $48.8M

Staples Mill Firehouse #20, Henrico County, VA – programming, planning, design, documentation, and CA for new 12,800 sf fire station (four bays, thirteen bunks); LEED Silver planned

Ramsey Fire Station No. 2, Ramsey, MN – study & new construction, 11,540 SF fire station (3 bays, volunteer), $3.5M

Streamwood Village Hall & Public Works, Streamwood IL – phased, occupied remodeling of 18,000 square foot Village Hall and 600 square foot Public Works lobby and restrooms

Woodlawn Fire Station #24, Fairfax County, VA – Programming, planning, design, documentation, and CA for fire station addition/ renovation; LEED Silver planned



PROFESSIONAL BIO

With over 35 years of experience in the architectural field, David brings a wealth of related knowledge to this project. He has been involved in a broad range of building types with the majority of his experience being with K-12 educational (including Grand Rapids Public Schools), universities (Grand Valley State University and Calvin College) and health care projects (Spectrum Health, including both Reed City and Big Rapids Hospitals). Both of these types of projects involve state agency review and complying with owner's design standards.

David's responsibilities include overall responsibility of the plans necessary for conversion of the temporary fire station building. Dave will also provide local assistance with construction administration.

DAVID GIBBS, RA

Temporary Station Architect

dgibbs@fveng.com
616.965.8763

Masters of Architecture,
University of Michigan

Registered Architect
No. 131035128

FEATURED EXPERIENCE

Fire Station Design and Construction Engineering - Van Buren, IN

Architect for the feasibility study and design of a 5,000 square foot, three-bay, two-deep fire station. Design includes a pass-thru apparatus bay, offices, training room, showers, and mezzanine for equipment storage. OCRA funding was used to complete this project.

New Village Hall - Suttons Bay

Architect providing design development (including site design and schematic design) and construction documents for a new 3,000 square foot village hall and full basement. The wood-framed facility replicates the craftsman style prevalent in the village.

Otisville Garage Salt Storage Building - Genesee County Road Commission

Project architect for architectural and engineering services of a 7,000 square foot salt storage building. Work included 18'-6" high concrete walls, wood trusses, steel roof and lean-to. Building met the Michigan Building Code, Michigan Mechanical Code, National Electrical Code and MDOT 2012 Standard Specifications for Construction.

Newaygo Community Mental Health - White Cloud

Project Architect for a two-story 13,000 square foot addition to the existing Newaygo County Community Mental Health building. The addition provided a new entry and treatment spaces, as well as administrative offices and conference center. A feature of this building is a courtyard between the addition and existing building. (While at Bravo Architects, Inc.).

Butterworth Interventional Radiology Expansion (Spectrum Health) - Grand Rapids

Project Architect for a nine phase 8,400 square foot renovation within Butterworth Hospital and Helen DeVos Children's Hospital. A new IR room and SPECT/CT room were created within the children's hospital. Two new IR rooms and a new nuclear medicine camera room were created within Butterworth, and the IR department's preparation/recovery area was expanded.

TREVOR WOOLLATT

Environmental & Demolition

PROFESSIONAL BIO

Trevor has more than 20 years of experience in the environmental consulting industry, with a strong background in all aspects of demolition and due diligence, including Phase I and Phase II Environmental Site Assessments, due care investigations, remediation, and Brownfield redevelopment projects. He has experience in conducting negotiations with local units of government, Brownfield Redevelopment Authorities (BRA's), and numerous agencies including: EGLE, MEGA, MEDC, and US EPA.

Trevor's responsibilities include overall site landscape design, supervising the team developing the contract documents, and assuring the goals and objectives for the project are being met, and will provide construction administration services for her discipline.

twoollatt@fveng.com
616.588.1920

BS Geology
West Virginia University

Washtenaw County Brownfield Redevelopment Authority Board Member/Chair

FEATURED EXPERIENCE

Lakeland Department of Corrections Demolition - DTMB, Coldwater

Project technical advisor currently assisting the DTMB/DOC in the demolition of 16 obsolete structures at Camp Branch at the Lakeland Correctional Facility. The project is currently being bid to Contractors and is expected to be completed I the Fall of 2019. Services include: conducting a hazardous materials surveys, GPR utility locating surveys, demolition and asbestos abatement bid specifications Contractor best value evaluations, demolition management and supervision, and reporting.

Jackson Department of Corrections Demolition - DTMB, Jackson

Assisted the DTMB/DOC in the demolition of approximately 20 obsolete structures at the Jackson Correctional Facility. Services included: conducting a hazardous materials surveys, demolition and asbestos abatement bid specifications Contractor best value evaluations, demolition management and supervision, UST closure, environmental investigation and reporting.

McCracken Building Demolition - Western Michigan University

Project manager for the demolition management of the McCracken building in preparation for the construction of the New Student Center Building. Work included special coordination between F&V team and the Student Center team, building surveys/inspections including: site and topographic surveying, asbestos survey, sampling of painted surfaces for lead/cadmium/chromium, hazardous materials surveys, utility evaluation, preparation of bid specifications, and management of Resident Project Representatives during demolition activities.

Activity Therapy Building Demolition - Western Michigan University

Project manager for the demolition management of the AT Therapy building in preparation of a potential future expansion of the adjoining College of Health and Human Services. Work includes building surveys/inspections including: site and topographic surveying (before and after), asbestos survey, sampling of painted surfaces for lead/cadmium/chromium, hazardous materials surveys, utility evaluation, preparation of bid specifications, and management of Resident Project Representatives during demolition activities.

PROFESSIONAL BIO

Rick has been involved in the design, preparation of plans and specifications, and construction of site development projects for 30+ years. He serves as landscape designer, lead landscape architect and project manager for the study, design and construction of streetscapes, parks trailways, site improvements and residential developments.

Rick's responsibilities include overall site landscape design, supervising the team developing the contract documents, and assuring the goals and objectives for the project are being met, and will provide construction administration services for her discipline.

RICK STOUT, LLA, LEED AP BD+C

Landscape Architect

rstout@fveng.com
616.942.3606

BS Landscape Architecture
Michigan State University

Landscape Architect
Michigan (No. 3901001054)
North Carolina (No. 1561)

FEATURED EXPERIENCE

New Village Hall - Suttons Bay

Landscape architect providing design development (including site design and landscape) and construction documents for a new 3,000 square foot village hall and full basement. The wood-framed facility replicates the craftsman style prevalent in the village.

Lakewood Elementary School Site Improvements - Lake Odessa

Project Manager involved with new approach on increasing overall site safety by creating individual zones where these different and competing uses could be isolated and prioritized to increase overall site circulation and safety. As part of the master plan process for the 12.8-acre site, teacher parking, parent drop off/visitor parking, and bus parking were allocated to three separate areas on the site. F&V provided conceptual master plan, final design, and construction engineering services for the improvements scheduled to be complete by the fall of 2020.

Coldbrook Office Building/Lott 3 Architecture - Grand Rapids

Landscape architect responsible for site planning of a parking area with LEED principles such as permeable paving and other passive infiltration techniques to meet storm water management requirements of the City. Managed all phases of construction including site clearing and removal, site grading, utility coordination, and final plan preparation.

Downtown Parking Areas - Newaygo

Landscape architect involved in the design and MEDC Grant application assistance for the construction of upgraded and new parking area amenities in the downtown. The project consisted of the construction of new parking areas, new sidewalks, curb and gutter, decorative paving, decorative lighting system, site furniture, street trees, and landscaping.

Saddleback Village - Grand Rapids Township

Landscape architect responsible for site planning of a traditional neighborhood. Managed all phases of construction including site clearing and removal, site grading, utility coordination, roadway construction, roadway restoration, and entry design for this $2M project.

PROFESSIONAL BIO

Kevin's responsibilities include overall oversight of the survey team, topographic survey, boundary survey, utility research, and preparation of existing conditions drawings. His responsibilities include coordinating and delivering the necessary survey required tasks to our engineering staff and clients. Kevin's experience runs from very small survey needs of the local land owner to complex and complicated property court cases, control network public land survey remonumentation, right-of-way, and easement surveys.

He also assists in the position of senior crew leader and works on all phases of land development, municipal, industrial, and construction surveying projects. He has extensive experience in electronic data collection, layout procedures, and field applications of Global Positioning System (GPS) survey work.

KEVIN CLEAVER, PS

Lead Surveyor

kcleaver@fveng.com
810.244.1731

BS Land Surveying
Ferris State University

Professional Surveyor
Michigan (No.4001029242)

FEATURED EXPERIENCE

Taxiway 'C' Rehabilitation – Bishop International Airport

Project Manager for the surveying portion of the construction layout for the 2,000 LF of Taxiway 'C' rehabilitation. Work consisted of locating the existing airport ground control and establishing control for the construction of the new taxiway 'R' and the rehabilitation of taxiway 'C', staking the barrier locations, pavement removals, pavement milling, storm sewer, signs and lighting staking, airport pavement markings, as-built cross-sections at each lift, daily reporting and data file submission to airport engineers, and final as-built records after construction. FAA training was performed.

Coldwater Road Watermain Improvements - Beecher Metropolitan District

Surveyor responsible for the ROW and design surveys for the replacement of over 15,000 feet of watermain. Specific tasks included the research and retracement of the ROW and applicable easements, setting and adjusting both horizontal and vertical control, mapping of the project area (including utilities) for design and reviewing the survey products for accuracy and completeness.

Midland Community Schools, Integrated Design, Inc. - Midland County

Project manager, survey manager, and crew leader for the development of a topographic site survey to assist the architect with building and site improvements at Midland Dowdland HS, Eastlawn, Woodcrest, Siebert, and Chestnut Elementary schools.

Blessings Co. Commercial Development Site Plan - Fenton

Senior surveyor in the site feasibility, conceptual planning, engineering design, and site plan development of a new 875 square feet showroom and design building. Site planning had to consider special zoning requirements specific to the downtown district's unique PUD overlay. To address storm water quantity and quality, the site includes a rain garden/bio filtration system under the guiding principles of low impact development strategies.

Otisville Garage Salt Storage Building - Genesee County Road Commission

Senior surveyor for architectural and engineering services of a 7,000 SF salt storage building. Work included 18'-6" high concrete walls, wood trusses, steel roof, and lean-to. Building met the Michigan Building Codechigan Mechanical Code, National Electrical Code and MDOT 2012 Standard Specifications for Construction.

SECTION 4.5: **PRICING METHODOLOGY**

PROFESSIONAL SERVICES FEE

We are proposing an experienced team and a comprehensive process assure the Township that you receive the best services possible. The fee analysis is based on a current understanding of your goals provided by the information in the RFP and in our response. Our first task in working with the Township will be to meet and review the scope of services to assure that our services and the proposed fee align with the Township's expectations and goals. The objective is to find a balance that best supports the Township's fiscal objective and will provide the best services possible.

> *Price is what you pay, value is what you get.*
>
> WARREN BUFFET

Since the budget of the project has not been defined in the RFP, we would propose a fee based on a percentage of the overall cost of construction. Once the project is defined in size and a construction budget has been established, the fee becomes a fixed dollar amount.

The professional services fee we propose is 6.8% times the overall cost of construction and is all inclusive of the services identified in our proposal.

REIMBURSABLE EXPENSES

MILEAGE. Since F&V is located within the Township and BKV Group by corporate policy does not charge for travel costs on projects within a 3.5-hour radius of their Chicago Office, **there will be no travel expenses** for in-person meetings in Cascade Township.

LODGING. We are not anticipating any overnight stays for this project.

PER DIEM COSTS. Per diem costs only apply if BKV Group is staying overnight for multiple meetings on consecutive days – at this time we are not anticipating any overnight stays for this project, therefore that are no per diem costs that will be charged.

REPRODUCTION COSTS

- In-House copies. We will not charge for any in-house printing or copies for our own use during design or construction.
- Design Presentations. We would anticipate that our meetings will be presented electronically, and the information will be available in PDF format for use of the Township – no hard copies are required. If the Township would like hard copies, we can provide our per page schedule or receive pricing from local vendors.
- Milestone Review Documents. We will provide 2 copies of drawings and specifications for each of the three phased milestone reviews to the Township.
- Bidding Documents / Permit Review Documents. We would anticipate receiving bids from local vendors to print required permit review documents in the quantities required by each Authority Having Jurisdiction – the Township would pay the vendor directly for printing.
- Bidding documents will typically be distributed electronically with the contractor/ subcontractor paying for any copies directly to the vendor.

3D IMAGES. We would anticipate providing as part of our costs, 3D images of the building, site plan and floor plans printed large scale and mounted on boards at the end of the schematic design phase, design development phase, and construction document phases. Electronic copies in JPEG format will be available for the Township to use in promotional materials, website or other social media outlets.

We would propose a not-to-exceed budget of $25,000 for reimbursable expenses as follows:

- Geotechnical Investigation: We would expect that 10 soil borings and a report would cost approximately $10,000. Once we determine the exact location of the building, parking and access drives, we can better scope the number of boring required and finalize the cost.
- Asbestos Containing Material Sampling/Testing. If there is asbestos containing materials (ACM) in the building, we would be required to sample the materials and have them tested them. If there is a study already completed that identifies the ACM, no sampling and testing is required. If a study hasn't been completed, the cost for the study, sampling, and testing would need to be completed – we recommend maintaining a budget of $15,000.

SECTION 4.6: **AUTHORIZED NEGOTIATORS**

Personnel with the ability to authorize to negotiate the proposed contract with Cascade Charter Township:

LARRY J. FLEIS, PE | CHAIRMAN OF THE BOARD
P: 616.977.1000

JOHN DEVOL, PE | PRESIDENT
P: 616.977.1000

CRAIG SHUMAKER, PE | SENIOR VICE-PRESIDENT
P: 616.977.1000

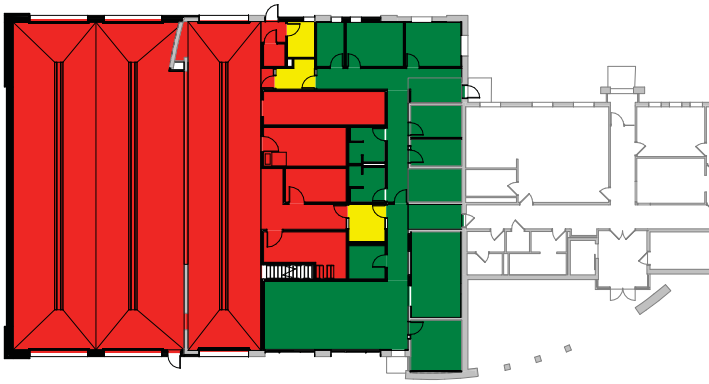
Cascade Landing

SECTION 4.7: **REFERENCES**

Fire Stations are a unique building type that are very specialized in nature. At BKV Group we specialize in Fire Station and Public Safety design, providing you with an experienced team to ensure your project is customized to fit your needs. Below is a sampling of our fire station and public safety projects.

OVER 140 *FIRE STATIONS*

Andover Fire Station, Needs Assessment Study, Andover, MN • **Bedford Municipal Complex,** Needs Assessment, New Fire Station and Municipal Campus, Bedford, OH • **Belle Plaine Fire Station,** New Facility, Belle Plaine, MN • **Bloomington Fire Station,** Needs Assessment, Addition to Station #3 and New Main Station #1, Bloomington, MN • **Carrollton Fire Station Study,** Carrollton, TX • **Centennial Lakes Fire Station,** Needs Assessment and New Facility, Circle Pines, MN • **Champlin Fire Station,** Needs Assessment Study, Addition and Remodeling, Champlin, MN • **Chanhassen Fire Station,** New Facility, Chanhassen, MN • **Coon Rapids Fire Administration,** Needs Assessment Study, Coon Rapids, MN • **Coppell Fire Station Study,** Coppell, TX • **Eagan Fire Administration,** Needs Assessment and New Facility, Eagan, MN • **Eden Prairie Fire Station,** Needs Assessment and New Facility, Eden Prairie, MN • **Fridley Fire Station,** Needs Assessment and Remodeling, Fridley, MN • **Fridley Civic Complex,** Fire, Police, City Hall, Public Works, Fridley, MN • **Golden Valley Public Safety,** Needs Assessment, Expansion and Remodeling, Golden Valley, MN • **Grand Island Fire Station,** Needs Assessment and Site Selection, Grand Island, NE • **Henrico County Fire House #19,** New Facility, Henrico, VA • **Hermantown Public Safety,** Needs Assessment and New Facility, Hermantown, MN • **Key Largo Fire Department,** space needs assessment and Expansion Planning, Fire Station 1, Key Largo FL • **Lake Johanna Fire Station,** Needs Assessment and New Facility, North Oaks, MN • **Little Canada Fire Station,** Needs Assessment and New Facility, Little Canada, MN • **Long Lake Fire Department,** Needs Assessment and New Facility, Long Lake, MN • **Mahtomedi Fire Department & City Hall,** Needs Assessment, Mahtomedi, MN • **Maple Grove Fire Station,** Needs Assessment and New Fire Station No 5, Maple Grove, MN • **Maple Grove Fire Station,** Needs Assessment and Renovation Fire Station No 1, Maple Grove, MN • **Minneapolis Fire Station #27,** Needs Assessment and New Facility, Minneapolis, MN **Minneapolis Fire Station #28,** Needs Assessment and New Facility, Minneapolis, MN • **Minnetonka Fire Stations,** #1, #3, #4, #5 Prototype Design, Minnetonka, MN • **Navarre Fire Station,** New Facility, Orono, MN • **New Prague Fire Station,** Main Station Remodeling, New Prague, MN • **New Ulm Fire Station,** Addition and Remodeling, New Ulm, MN • **Penn Daw Fire Station 11,** Renovation and Expansion, Fairfax County, VA • **Pennington County Search and Rescue,** Facility Space Needs Assessment and Master Planning, Rapid City, SD • **Pennington County Fire Administration,** Facility Space Needs Assessment and Master Planning, Rapid City SD • **Plymouth Fire Station,** Needs Assessment and New Facility Main Station, Plymouth, MN • **Prior Lake Fire Station,** Needs Assessment and New Main Fire Station, Prior Lake, MN • **Ramsey Fire Department,** Study, New Facility No. 2, Ramsey, MN • **Red Wing Fire Department,** Space Needs Assessment and Facility Planning, Fire Station 2, Red Wing, MN • **Rochester Fire Station No. 2,** Rochester, MN • **Richfield Fire Department,** Needs Assessment and Master Plan, Richfield, MN • **Rosemount Fire Department,** Needs Assessment, Rosemount, MN • **Russell Township Fire Station,** Feasibility Study, Needs Assessment and New Facility, Novelty, OH • **Savage Fire Department,** Needs Assessment, Savage, MN • **Scott County Association For Leadership and Efficiency,** County Wide Fire and Police Training Academy, Needs Assessment and New Facility, Shakopee, MN • **Shakopee Fire Station,** Needs Assessment and New Facility, Shakopee, MN • **St. Louis Park Fire Administration,** Needs Assessment, St. Louis Park, MN • **White Bear Lake Fire Station,** Needs Assessment, White Bear Lake, MN • **Woodbury Fire Station,** Needs Assessment, Woodbury, MN • **Woodbury Fox Run,** New Facility, Woodbury, MN • **Woodbury Afton,** New Facility, Woodbury, MN • **Woodlawn Fire Station #24**, Alexandria, VA • **Wyoming Public Safety/Fire Facility**, Wyoming, MN



Contamination Diagram

ELK RIVER FIRE STATION #3

Elk River, MN

PROJECT INFORMATION

Date Completed: Feb. 2022 (est.)
Construction Cost: $6.70 M

REFERENCE

Mark Dickinson, Fire Chief
763.635.1100
mdickinson@elkrivermn.gov

BKV Group is providing full design services for a new fire station in a growing neighborhood. The design includes a training tower and physical training room for the Academy, along with a divisible classroom that will be available for public use. The side has public streets on three sides and a manufactured wetland at the north that will be expanded to accommodate runoff from the Station.

Currently a paid-on-call department, the City is looking to the future and planning for the potential conversion of office spaces into bunk rooms, planning the infrastructure and acoustic needs now. A safe workflow from emergency responder parking to the gear storage room to the apparatus is provided, as is a safe workflow from the future bunk rooms into the apparatus bays. The building is planned for additions to the bunk room area and to the apparatus bays.

The exterior design takes inspiration from the adjacent elementary school, with a combination of brick and stone cladding, repeating pilasters at public lobby spaces, and a combination of pitched and flat roof elements.

BKV GROUP

HENRICO COUNTY FIRE HOUSE #19

Henrico, VA

PROJECT INFORMATION

Date Completed: Mar. 2018
Construction Cost: $5.0 M

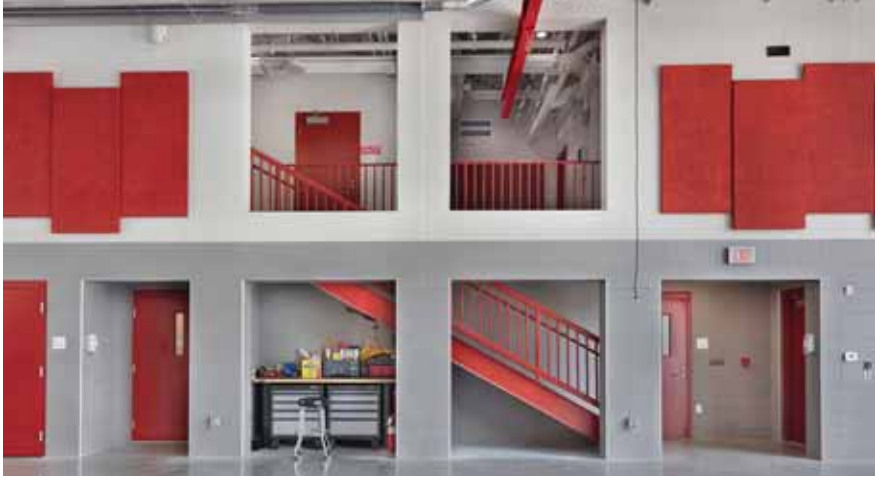
REFERENCE

Chuck Phan, Capital Projects Manager
804.501.4137
PHA002@henrico.us

Henrico County selected BKV Group to design a fire station in a neighborhood northwest of Richmond. The County had been using a prototype station for several years, but recently reached the point where it no longer met their needs. In addition, the aesthetics of the prototype were unlikely to satisfy the neighbors. BKV Group's national expertise and innovative fire station planning were major deciding factors during the selection process. The fire station houses full-time staff, with 12 dorm rooms and three apparatus bays. It is LEED Gold certified with a particular sustainable focus on the quality of the interior environment for the firefighters and long-term energy efficiency (33% cost savings over a baseline building). A separate workshop behind the return apron houses the County's Drone Workshop, where they store and maintain remote controlled equipment and practice using drones in search and rescue operations.

> *"Henrico County Fire House #19 was an easy choice for selection as the 2018 Gold Medal Winner in the Satellite Station Category of the Station Design Competition. BKV Group shows a clear understanding of what constitutes a good fire station design: separate Public and Staff Parking, an exhaust extraction system in the drive-thru Apparatus Bay, the use of 4-fold Apparatus Bay doors which will result in reduced maintenance costs for the life of the doors, a separated Turnout Storage Room, a well-thought out ADA-compliant large Kitchen illustrating an understanding of shift work, a large PT room with natural ventilation, and a large Day Room. Gender-neutral Bunk Rooms and Bathrooms with clear, direct circulation to the Apparatus Bay round out this well-deserved Gold Medal winning design."* ~ Jury Member, 2018 Station Design Competition

BKV GROUP



BKV GROUP

HENRICO FIRE HOUSE #20 – STAPLES MILL

Henrico, VA

PROJECT INFORMATION

Date Completed: Feb. 2022 (est.)
Construction Cost: $7.23M

REFERENCE

Chuck Phan, Capital Projects Manager
804.501.4137
PHA002@henrico.us

After a fun and successful project for Henrico County Fire House 19 in the Short Pump area, BKV Group was selected to design Fire House 20 – Staples Mill. The new station is similar to the Short Pump station but some elements will be adjusted based on the results of a post-occupancy evaluation and survey of the firefighters. Set in an industrial/commercial area and away from major traffic, Fire House 20 will be constructed of materials matching the surrounding context – brick and precast concrete. Fire House 20 will house a staff of 12, plus a battalion chief, including the technical rescue team.

The site is located contiguous with the main county courts and administration campus but has minimal street frontage. To reduce response times, the apparatus bays are positioned to allow the responding vehicles to proceed straight to a nearby highway. A dedicated return loop north of the building also allows apparatus to respond into the county campus.

Parking is arranged east of the building, leaving the entire south side of the structure to look out onto the woodlands that fill the remainder of the parcel. Fire House 20 is mandated to achieve LEED Silver certification, and has been registered under LEED v4. The team is focusing on LEED credits that further the mission of the fire service.

The bidding period was delayed by the Corona virus lock down but ultimately came in significantly below budget. The Contractor is mobilizing now.

> *BKV's performance led the county to select them for design of Staples Mill Firehouse 20. This project was recently successfully bid during the COVID epidemic. Again, BKV group's team has constantly supported our internal processes well.*

CHUCK P. PHAN
Capital Projects Manager
Henrico County Division of Fire

BKV GROUP

RAMSEY FIRE STATION NO. 2

Ramsey, MN

PROJECT INFORMATION

Date Completed: Mar. 2018
Construction Cost: $3.24M

REFERENCE

Matt Kohner, Fire Chief
763.427.4452
mkohner@ci.ramsey.mn.us

After completing a programming and site feasibility study in 2012, BKV Group was hired to design a replacement fire station on a prominent intersection. BKV Group worked with Department administration and a firefighter advisory group to tour some nearby stations and discuss pros and cons of the layouts. The direction coming out of those meetings was a focus on volunteer response times, from parking to turnout to bays, and then getting through the equipment and personnel decontamination process as crews returned without contaminating the living and office areas.

The exterior of Ramsey Fire Station #2 is designed to inspire civic pride and increase public awareness of the Fire Department – two goals that are crucial for recruitment and retention of volunteers. To remain architecturally relevant and maintain its appearance for years to come, the building uses durable and appropriate materials.

BKV GROUP

BKV GROUP

ROCHESTER FIRE STATION #2
Rochester, MN

PROJECT INFORMATION
Date Completed: Mar. 2018
Construction Cost: $7.78 M

REFERENCE
Eric Kerska, Fire Chief
507.328.2800
ekerska@rochestermn.gov

The Rochester Fire Department's Station No. 2 was too small and no longer appropriately located. It needed new, up-to-date facilities that would also allow for future growth. After studying the issues and researching the latest design trends, the Rochester Fire Department conducted a national search for a design team and selected BKV Group.

The Fire Station has four double-deep drive-through apparatus bays and six dorm rooms with jack-and-jill bathrooms. The station features many training facilities, including a five-story training tower, and serves as an EMS supply depot and hose/ladder testing station for the entire department.

BKV Group engaged the Firefighter's Advisory group throughout the process by bringing them on tours of newly completed fire stations, involving them in the design visioning workshop, and soliciting comments on the size and equipment in each room as well as the preliminary building layouts.

> *"The nice thing about the process that we had with BKV Group was our ability to describe outcomes that we were looking for and then the expertise from BKV Group that provided us this wonderful building."*

ERIC KERSKA
Fire Chief of Rochester
Rochester Fire Station #2

BKV GROUP

BKV GROUP

EMERGENCY SERVICES FACILITY
Green Lake, MI

PROJECT INFORMATION
Construction Started: Spring 2021
Construction Antic. Completion: January 2022
Construction Cost: TBA

FUNDING
Voter approved not to exceed $3.2M

REFERENCE
Marv Radtke, Township Supervisor
P: 231.276.9329, Ext. 101

The Township had outdated and undersized facilities for a volunteer fire department and a basic life support agency that had become a 7/24/365 staffed advance life support and firefighting agency. Voters in the Township approved a bond not-to-exceed $3.2 million for a new emergency services building, adjacent to the existing fire station built in 1978

F&V assisted the Township in a governmental complex master plan to explore its options and is currently providing design engineering and construction management services for a new facility and related improvements.

The new Emergency Services facility will be more conducive to 24-hour staff when completed and provide much needed up-to-date apparatus bays, sleeping quarters and education/training rooms. It will also be more functional for staff which means quicker response times. The new building will also assist with recruitment and retention of first responders.

CITY HALL/DPS BUILDING DESIGN

Grant, MI

PROJECT INFORMATION

Construction Cost: $237,000

REFERENCE

Douglas LaFave, Former City Manager
231.834.7904
dlafave@cityofgrantmi.com

F&V provided engineering, architectural and site design services for the construction of a new city hall and Department of Public Safety building for the city of Grant. The 2,400 square foot municipal office building was completed $35,000 under the $260,000 construction budget.

Interior design and electrical design services were also provided by F&V. Electrical design services included assessment of existing facilities and design of power distribution, telephone, cable TV and public address wiring for the new city hall.

NEW CITY HALL, POLICE STATION AND COMMUNITY ROOM

DeWitt, MI

PROJECT INFORMATION

Completed Date: Antic. 2021
Construction Cost: Antic. $2.07M

REFERENCE

Daniel Coss, Manager
517.669.2441
dcoss@dewittmi.org

The City of Dewitt had outgrown its space in an existing city hall and police station that dated back to 1956. Plans to renovate or expand the 6,000 square foot facility to accommodate the City's 19 employees were not cost-effective.

The City purchased an adjacent site and demolished an old building. It will begin construction this year on a facility more than twice the size that will also include council chambers, more storage space and a 2,600 square foot community room.

F&V's architectural staff designed the city hall and police station with a spacious main lobby, front and rear parking, council chambers, a large conference room, file storage space and shared office space for the DDA and tax assessor.

The new 12,300 square foot modern facility, with a 900 square foot storage space in the basement, is expected to meet growing needs of the city for years to come.

SECTION 4.8: **ADDITIONAL INFORMATION**

Selection of firms for projects are about the teams that have the best experience, knowledge, and talent – most importantly they are about the people that you want to work with and the firm that provides demonstratable value for the project. We would be honored to have the opportunity to be invited to interview for the project, however, since the process allows for a selection to be made without an interview, we wanted to take this opportunity to provide you additional pertinent information.

CUSTOMER/CLIENT EXPERIENCE

Delivering quality projects on-time and on-budget is what the client expects - not a point of differentiation. Today's professional services buyers demand more, and by consistently elevating the Client Experience, BKV Group has truly distinguished itself from the competition by dedicating time, resources, and training to provide exceptional client-centric experiences.

The following link is approximately 4-minutes long and describes the client experience from the client's perspective regarding three BKV Group clients: Rochester, MN Fire Station No. 2, Henrico County, VA Pump House 19, and Fridley, MN Headquarters Fire Station.

OBSERVATIONS OF THE EXISTING MASTER PLAN FLOOR PLAN AND SITE OPTION A

We appreciate that you included the previous full study recently completed. We understand it is a concept that will be the starting point for the new work and has not been completely developed. We offer our professional observations.

- Public Spaces
  - Building Security. The flow of the public spaces (Training Room and Restrooms), and the restricted-public spaces of the Fire Station Administrative Leadership team, does not provide appropriate circulation separations for security. Consider moving the training room so that it is connected to the public vestibule and restrooms so that it can be used after hours as a community room. The vestibule should have a separate access point to the administrative area – public should not be able to wander around the administrative suite if they are in the training / community room.
  - Training Room. The training room is not code compliant regarding aisle width and the direction of the door swings into the space versus into the corridor – the room needs to be larger to accommodate the capacity.
  - Corridors. The corridors are all drawn at 8-foot wide. The width seems overly generous and could be reduced.

- Living Quarters
  - Bunk Rooms. We agree that the idea of having separate bunk rooms and individual shower / restrooms, however, the current concept has a traffic pattern that provides no privacy or acoustic control around the bunk rooms - you have to walk past them all the time. Additionally, you have to use that same corridor to

get to the shower, so people in the dayroom are watching you go back and forth. There is no natural light into most of the bunk rooms.
    - Future Expansion. The current design would not allow for expansion of the bunk rooms.
    - Dayroom/Dining/Kitchen. The location of the dayroom/dining/kitchen area is far away from the apparatus bays and the pathway has a lot of corners – this causes a longer response time within the facility.
    - Firefighter patio is on the west side of the building and will be very hot if there is no cover / roof structure over a portion of the space.
- Hot / Warm / Cold Zones
    - There are no air locks between clean and contaminated spaces.
- Apparatus Bay
    - Turnout Gear Room. The turnout gear storage room has been incorrectly drawn showing only 2-foot wide aisles – this room will need to be larger.
- Site
    - The location of the apparatus bays is located too close to the natural slope of the property – should move the bays as far west as possible to take advantage of the flat area of the site.

BKV GROUP PRELIMINARY CONCEPTS

To further show the potential of our team in working quickly and with the expertise you would expect from a national consultant, we have put together a preliminary program that adjusts the sizes of some spaces and have developed two concept plans on the site that address some of the shortcoming of the floor plans discussed above. This is meant to show our capabilities, understanding, and expertise – however, this has been without the benefit of collaborating with you on how you want to operate – we only are addressing the issues that we see from the previous work.

Building Program

The highlighted program components are changes from the original program based on our observations.

4.8 – Additional Information

Cascade Charter Township Fire Station #1 Space Needs Program - DRAFT

	count	unit area (sf)	net total (sf)	comments
Public/Training Areas				
Secure Vestibule	1	230	230	program calls for 230, plan shows 64?
Training Room	1	1,386	1,386	six rows of 10 people, 5' aisles (40x38) five rows of 12 people, 5' aisles (42x33)
Table/Chair Storage	1	120	120	
Public Restroom	2	88	176	1 lavs, 2 fixtures each
subtotal, Public Areas			*1,912*	
Administration Areas				
Fire Chief Office	1	225	225	desk, credenza, closet, 4 person conference table
Fire Marshall/ Inspector Office	2	180	360	desk, credenza, closet, two guest chairs, plan table
Administrator Office	1	150	150	desk, credenza, two guest chairs, filing
Future Lieutenant Office	1	100	100	desk, two guest chairs
Conference Room	1	336	336	12 person table (14x24), program says 500 sf
Copy Room	1	120	120	
Quartermaster	1	80	80	
Records Storage	1	50	50	
subtotal, Administration Areas			*1,421*	
Firefighter Areas				
Watch Office	1	180	180	workstations for four firefighters
Captains' Office	1	150	150	desk, credenza, two guest chairs, filing
Kitchen	1	425	425	36" range/type 1 hood, 3 fridge, 2 microwave, dishwasher, coffee maker, deep sink, prep sink
Dining Area	1	175	175	dining table for 8
Dayroom	1	300	300	seats 6
Captains' Bunk	1	140	140	with door to Captains' office
Single User Bunk Room	4	100	400	bed, nightstand, 3 wardrobes
Single User Shower Room	2	100	200	lavatory, toilet, shower
Janitor/Storage/Laundry	1	175	175	w/d, mop sink, storage cabinets, shelves
Physical Conditioning Room	1	800	800	roll up door to exterior
subtotal, Firefigher Areas			*2,945*	
Apparatus Bays & Support Areas				
Apparatus Bays	3.5	1,530	5,355	18'x85' 2 engines, ladder truck, command, boat/trailer
Decon Vestibules	2	64	128	air lock b/w contaminated and clean spaces
Personnel Decon: Laundry	1	80	80	
Personnel Decon: Lockers	20	4	80	
Personnel Decon: Shower	2	85	170	
Turnout Gear Storage	30	9	270	24" wide lockers, 5' aisles
Turnout Gear Laundry	1	100	100	extractor, gear dryer
Equipment Decontamination	1	100	100	two compartment sink, mop sink, emergency shower
Bay Restroom	1	56	56	lav, toilet, shower
Maintenance Shop	1	300	300	workbench, tool storage, flammable liquid cabinet, storage, air compressor
Medical Supply Closet	1	80	80	
Hose Storage	1	80	80	
General Storage	1	250	250	
subtotal, Apparatus & Support			*7,049*	
Building Support				
Mechanical	1	200	200	
Electrical	1	100	100	
Communications	1	100	100	
Mezzanine	1	TBD		
subtotal, Building Support			*400*	
Exterior Areas				
Visitor Parking	10			
Staff Parking	30			
Bicycle Racks	2			
Flagpole	1			
Patio	1			
Monument Sign	1			
Dumpster Enclosure	1			
Generator Enclosure	1			
Total Programmed Area (sf)			13,727	
Circulation Factor (sf)		13%	1,785	
Envelope Factor (sf)		12%	1,648	
Building Footprint (sf)			17,160	

Concept A

This concept maintains the basic site circulation and the administration wing and apparatus building. The interior arrangement of the administrative building changes significantly as follows.

- Keeps the general location of the public parking, however, changes the orientation of the parking lot so that there are not multiple turns to access the spaces.
- Creates a public zone that is completely separated from the administrative offices maintaining security and privacy between the public and staff.
- Administrative area is private, but is connected to the public vestibule to receive the public.

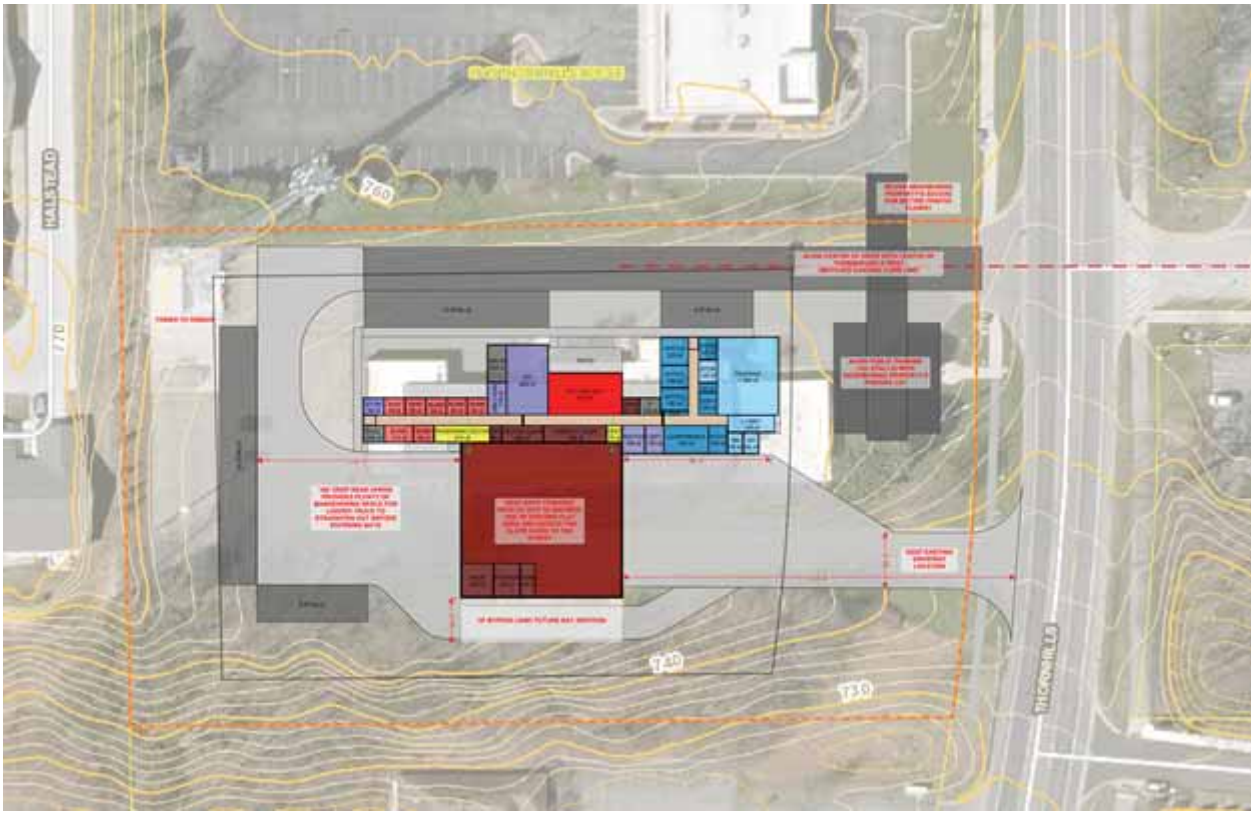
- The Bunk Rooms are organized as a private wing that can be closed off for acoustical separation. Daylight is provided for each bunk room. Expansion of the bunk rooms can extend north towards the parking lot. There is quick and direct access to the apparatus bays.
- Day Space is close to the bunk area but is separated and has direct access to the vestibule to the apparatus bays. The patio area is located at the north side of the space
- There is appropriate hot-zone separations
- Parking is convenient for staff
- Access to decontamination and gear laundry is from outside the building
- The apparatus bays have been moved west to take advantage of the flatness of the site and providing a same grade differential back to the street.
- Site access points remain the same.

HALSTEAD
THORNHILLS
760
770
740
730
TOWER TO REMAIN
PATIO
PUBLIC PARKING
100' DEEP REAR APRON PROVIDES PLENTY OF MANUEVERING SPACE FOR LADDER TRUCK TO STRAIGHTEN OUT BEFORE ENTERING BAYS
KEEP BAYS SURFACE HIGH OF SITE TO MINIMIZE USE OF EXISTING FLAT AREA AND REDUCE THE SLOPE DOWN TO THE STREET
KEEP EXISTING DRIVEWAY LOCATION
18' BYPASS LANE/ FUTURE BAY ADDITION
CONCEPT A

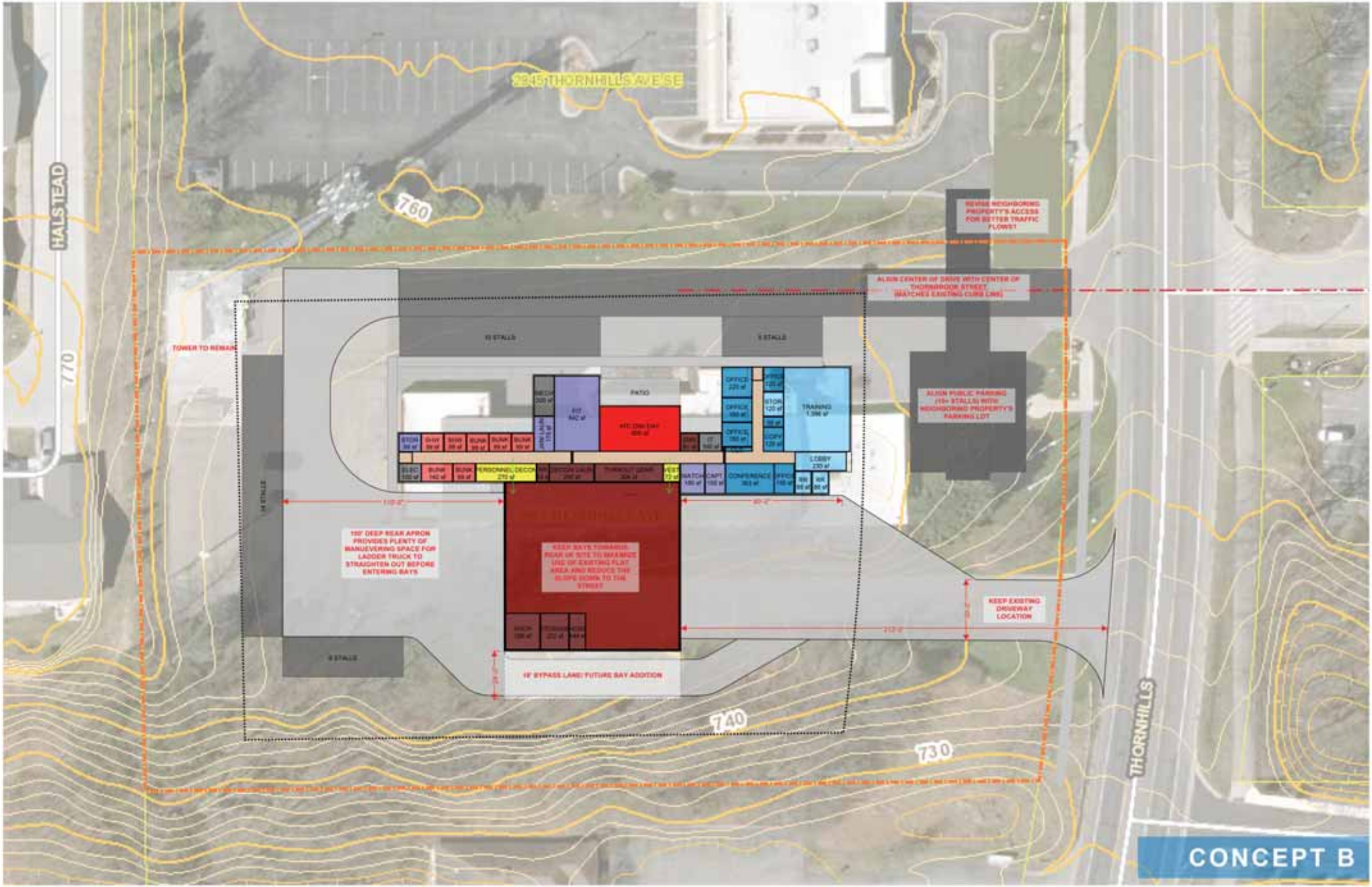
Concept B

This concept maintains the basic site circulation and the administration wing and apparatus building. The interior arrangement of the administrative building changes significantly as follows.

- Keeps the general location of the public parking, however, changes the orientation of the parking lot so that there are not multiple turns to access the spaces.
- Creates a public zone that is completely separated from the administrative offices maintaining security and privacy between the public and staff.
- Administrative area is private, but is connected to the public vestibule to receive the public. This option turns the office spaces 90-degrees and allows staff parking directly into the space.
- The Bunk Rooms are organized as a private wing that can be closed off for acoustical separation. Daylight is provided for each bunk room. Expansion of the bunk rooms can extend west towards the parking lot. There is quick and direct access to the apparatus bays.



- Day Space is close to the bunk area but is separated and has direct access to the vestibule to the apparatus bays. The patio area is located at the north side of the space
- There is appropriate hot-zone separations
- Parking is convenient for staff
- Access to decontamination and gear laundry is from outside the building
- The apparatus bays have been moved west to take advantage of the flatness of the site and providing a same grade differential back to the street.
- The south site access point remains the same. The north access point has moved slightly to the north to better align with the center line of Thornbrook Street and we are proposing a 90-degree alignment for the access point to the north property for better traffic flows.


2345 THORNHILLS AVE SE
HALSTEAD
THORNHILLS
760
770
740
730
REVISE NEIGHBORING PROPERTY'S ACCESS FOR BETTER TRAFFIC FLOWS
ALIGN CENTER OF DRIVE WITH CENTER OF THORNBROOK STREET (MATCHES EXISTING CURB LINE)
TOWER TO REMAIN
10 STALLS
5 STALLS
14 STALLS
6 STALLS
ALIGN PUBLIC PARKING (16+ STALLS) WITH NEIGHBORING PROPERTY'S PARKING LOT
PATIO
TRAINING 1,396 sf
LOBBY 230 sf
110' DEEP REAR APRON PROVIDES PLENTY OF MANUEVERING SPACE FOR LADDER TRUCK TO STRAIGHTEN OUT BEFORE ENTERING BAYS
KEEP BAYS TOWARDS REAR OF SITE TO MAXIMIZE USE OF EXISTING FLAT AREA AND REDUCE THE SLOPE WORK TO THE STREET
KEEP EXISTING DRIVEWAY LOCATION
212'-0"
16' BYPASS LANE/ FUTURE BAY ADDITION
CONCEPT B

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CASCADE CHARTER TOWNSHIP

PROFESSIONAL ARCHITECTURAL/ ENGINEERING SERVICES FOR FIRE STATION #1

JUNE 18, 2021

fishbeck

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Engineers | Architects | Scientists | Constructors

1515 Arboretum Drive, SE
Grand Rapids, Michigan 49546

616.575.3824 | fishbeck.com

June 18, 2021

Benjamin Swayze, Township Manager
Cascade Charter Township
5920 Tahoe Drive, SE
Grand Rapids, MI 49546

Proposal for Professional Architectural/Engineering Services for Fire Station #1

Dear Manager Swayze:

The Fishbeck team is enthusiastic about the opportunity to work with the Cascade Charter Township Fire Department and your board on the completion of a new Fire Station #1 for the Thornhills Drive SE location. We are pleased to submit our proposal for your consideration. As a full-service architecture/engineering firm with over six decades of successful municipal-related project experience, Fishbeck is uniquely qualified to meet your project goals with an All-in-One team of 500 professionals. Our team offers:

- Decades of service and knowledge of Cascade Charter Township's expectations, culture, and operations.
- Local project team including current and past Cascade Charter Township community members who **collectively share a vested interest in the success of this exciting project**.
- A multidiscipline team of architects, and mechanical, electrical, structural, civil, and environmental engineers, with **experience performing services on municipal facilities**.
- **Strong heritage in municipal facilities assessments, design, and construction**; including fire stations, county/city/township halls, public safety facilities, civic centers, and department of public works facilities. Our experience includes:
  - Design and construction of Grand Rapids Charter Township Fire Station #2
  - Study and conceptual design of Grand Rapids Charter Township Fire Station #3 (current)
  - Study and conceptual design of new Grand Haven Charter Township Fire Station (current)
  - Design and construction of a new combined public safety building for Holland Charter Township/Ottawa County
  - Design of new Spring Lake Township Fire Station
  - Facilities assessment for City of Wyoming (included four fire stations)
  - Facilities assessment Plainfield Charter Township (included two fire stations)
- Familiar with current codes and trends – having completed design and construction of **two new fire stations within the past two years**. We are currently engaged in multiple studies for fire departments.
- Long-standing **commitment to sustainability**, including over 40 Leadership in Energy and Environmental Design (LEED) accredited professionals on staff and involvement in over 80 LEED-certified facilities.
- Strong reputation for quality services and design that involves working closely with the owner to develop a clear understanding of the specific needs, goals, and budget of each project, and evaluating **creative and cost-effective solutions** to them.

The prospect of working with the Cascade Charter Township Fire Department is exciting and we look forward to the next steps in your process. Please contact me if you have any questions or need additional information at cpjanes@fishbeck.com or 616.464.6220.

Sincerely,

Cynthia Porter Janes
A/E Municipal Market Leader

William Zaske, AIA, LEED AP BD+C
Senior Project Manager

Robert E. Pomeroy, AIA
Senior Vice President/Principal

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01

BUSINESS ORGANIZATION

BUSINESS ORGANIZATION

Fishbeck is a professional architectural/engineering, civil engineering, environmental, and construction services consulting firm that serves governmental, educational, healthcare, commercial, industrial, and private clients. Our range of services and integrated project approach provides our clients with specifically suited, innovative designs. We are committed to delivering exceptional service, and outstanding technical quality, and establishing long-term client relationships. Our design specialists are committed to providing creative, value-driven services. All-in-One. It's our mantra at Fishbeck as we strive to make your life easier. With so many services in-house, and so many offices to provide local service, Fishbeck is your All-in-One solutions provider.

POINT OF CONTACT: Bill Zaske, AIA, LEED AP BD+C | bzaske@fishbeck.com | 616.464.3953

OFFICE LOCATION: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546

ESTABLISHED: 1956

FIRM PERSONNEL: 500

SERVICE REACH: Local roots/national reach | 14 office throughout Michigan, Ohio, and Indiana

COMPANY TYPE: 100% Employee-owned Corporation

LEED EXPERIENCE: 40 LEED APs | 80+ LEED-certified facilities

ACCOLADES: 100+ Award-Winning Projects

WEBSITE: www.fishbeck.com

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- Electrical
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- Systems Commissioning
- Indoor Air Quality
- Master Planning
- Facility Condition Assessment
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- Watershed Management
- Wastewater Collection
- Wastewater Treatment
- GIS/Computer Mapping
- Asset Management
- Stormwater Management

ENVIRONMENTAL

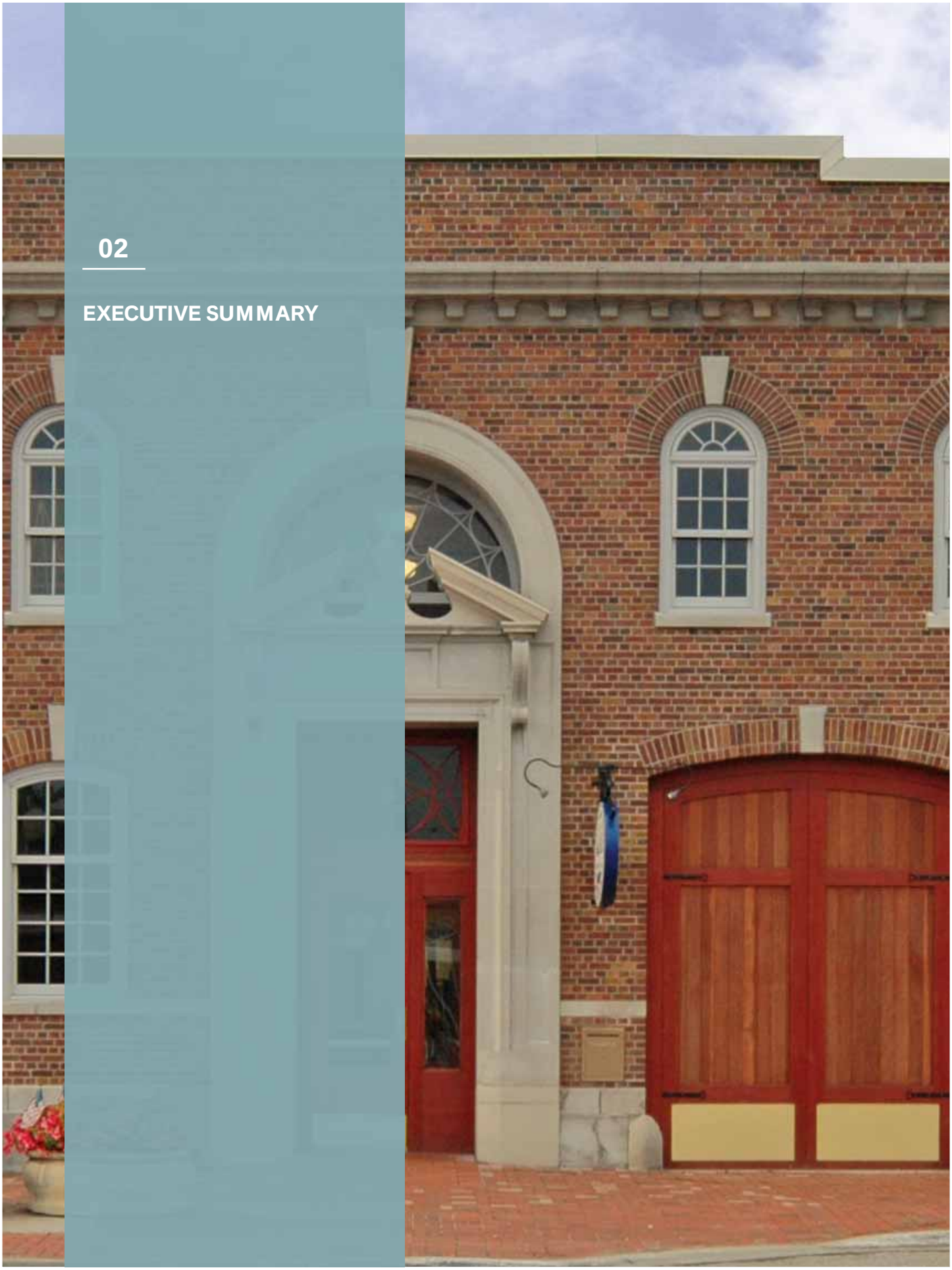
- Remediation
- State and Federal Environmental Program Assistance
- Air Quality
- Brownfield Redevelopment
- Water Resources
- Industrial Hygiene
- Asbestos/Lead Management
- Environmental Site Assessment
- Due Diligence

CONSTRUCTION

- Construction Management
- Design/Build
- Cost Estimating
- Scheduling
- Preconstruction
- Reconstruction and Cost Reduction Studies

02

EXECUTIVE SUMMARY



EXECUTIVE SUMMARY

Fishbeck enjoys a deep and meaningful history with Cascade Charter Township – we understand your culture and aspirations and always strive to exceed your expectations. Our office is located within the Township and we pride ourselves in the work we have completed in partnership with you. **Bill Zaske, Project Manager**, lives in the Township, and requested this assignment for the new fire station. Bill exudes an undeniable passion for serving his community! Bill will be joined by **Cindy Janes, Project Director**. Cindy previously lived in the Township for 25 years and served the Township through various boards; she still considers Cascade her hometown. **Nate Torrey, Civil Engineer**, will provide civil and site engineering services. Nate is currently working with the Township and is well-versed with the Township's new stormwater ordinance, which will be important as the Thornhills site is redeveloped. **This project is personal!**

The main focus of our fire station experience has been devoted to Charter Township units of government. We understand the budget constraints townships face and we strive to provide cost-effective solutions that are vetted through best value vs. life expectancy of materials/equipment. Fishbeck is very knowledgeable in the current safety and building codes and trends in fire station design. We have completed two new fire stations/emergency response facilities within the past year. Specific to these types of facilities is control of exhaust for equipment, backup power generation, unisex facilities for inclusivity, mold control and remediation, providing opportunities within the structure of the facility for training, and appropriate equipment turn-out/decontamination areas (hot, warm, and cold zones), etc. Our current and recent projects include:

- Grand Haven Charter Township – Current study for a new fire station
- Holland Charter Township/Ottawa County Sheriff's Department – New fire station and Sheriff substation
- Grand Rapids Charter Township – New fire station #2
- Grand Rapids Charter Township – Fire station #3 study for renovation and addition
- Spring Lake Charter Township – New fire station and Sheriff substation

PROJECT SCOPE

We intend to begin work immediately upon award of the contract. It will be important to identify a steering committee, which may be comprised of the Township Supervisor, Township Manager, and Fire Department personnel. Fishbeck will work with the steering committee to verify the program included in the RFP, modify/amend if necessary, and create a conceptual plan to be shared with the community. Community engagement is an important component to the success of the project. Cascade's Fire Department is a huge source of pride within the community. It's where the families gather for Halloween festivities, and where a little one might sit in a fire truck for the very first time. Once the community has the opportunity to respond to the project, we will proceed through the various remaining project phases: Design Development, Construction Documents, Bidding, and Construction. Construction is anticipated to take approximately 12 months – with a completion the beginning of 2023. We will work closely with the Township to set the schedule that best meets your needs.

03

PROJECT PROPOSAL

PROJECT PROPOSAL

PROCESS MATTERS

Fishbeck believes in the power of well-designed places to energize and inspire those who inhabit them. To design well, we offer a tailored approach that delivers excellent results for our public safety clients. Our process targets performing the right work at the right time, building from start to finish. While we live in the design world, we recognize each municipal client wants to have a great project experience, delivered efficiently and effectively. Our goal for the design process is that the processes and procedures unique to Cascade Charter Township are recognized in the design and function of the new Fire Station #1 and when you look back at the process you are not only pleased with the end project, but also the overall experience.

FIRST UNDERSTAND

The Cascade Charter Township Fire Department project offers a unique set of design potentials for the Thornhills site. From your request for proposal and previous study, we understand the design will need to embody attributes of **safety, functionality, flexibility, efficiency, security, and energy consciousness** while doing so in an exceptional, yet value-minded/public stewardship manner.

Our understanding of your goals and their relative priority begin with deeply and comprehensively understanding your project through a range of pre-design and program verification efforts. Our pre-design services are intended to get our team to a point where we not only understand your goals and aspirations, but that we are living them with you. This allows us to be your project lens to design a tailored solution meeting your needs. **Based on our relationship spanning over 30 years with Cascade Charter Township, we understand your culture and expectations.** We will come to know your goals for this project and their relative priority, your fire department's structure and staff program, the project budget for the new station and how it can be distributed to best meet your project goals. This is also the optimal time to understand the fire department's existing operations and the site conditions, so we have a comprehensive, well-informed understanding of your project and what we are working with in terms of existing conditions, as we plan for the new facility. **We are already aware the Township's new stormwater ordinance will have an impact on how we approach the site and stormwater disposition.**

We understand the Fire Department and Township staff have invested a great amount of time and effort in the Programming and Conceptual Design Study that was included with the RFP. We recommend this information be used as a "starting point" for the project; we will build on its foundations to create the final project solution. Fishbeck recommends beginning with a "program verification" process with the Fire Department and Township staff.

PROGRAM VERIFICATION AND SCHEMATIC DESIGN

- A meeting will be held with the Fire Department and Township representatives to review/validate the programming/space needs analysis, and site/space diagrams; and obtain feedback. A successful design requires Department and Township representatives become collaborative members with our team in the design, and our process helps ensure this objective. At the onset, we suggest forming a Steering Committee comprised of the Township Supervisor, Township Manager, and key Fire Department personnel to work closely with Fishbeck to represent the following objectives of health and safety, operations, community, and stewardship of the Township's resources.

- During this meeting, our team will lead stakeholders through several operational workflow scenarios from the perspective of users, visitors, staff ingress and egress, apparatus ingress and egress, etc. We anticipate Fire Department representatives will discuss the initial diagrams with other staff and receive comments after the meeting's conclusion. Fishbeck will accumulate the revisions and modify the plans. Using the approved conceptual site plan and space plan block diagrams, our team will develop a floor plan, including walls, doors, windows, etc. In conjunction with the schematic floor plan, 3D-generated massing studies will be completed to understand relationship to any adjacent buildings, site topography, building wall height, transparency ratio, roof design, window sizing, and other aesthetic or energy-related elements before any detail is added to the exterior. From these studies, our team will further develop a conceptual 3D-generated model of the building adding in detail, including explorations with interior and exterior materials. A meeting with Township staff with take place to review the schematic design site plan, floor plan, and 3D-detailed massing model with exterior material exploration options. Final refinements will be completed based on comments from the meeting.

- If desired or required, using the schematic design site and floor plan drawings, we will facilitate an initial public work session to review the proposed new facility, and solicit input from residents. Comments will be reviewed with the Township and be considered as the project proceeds into design refinement.

- Using the approved schematic design, Fishbeck's design team will develop design plans, incorporating the comments from the Township and public (as appropriate).

- Applying unit square footage costs to the schematic building and site design, and detailed costs for specific building and site elements, we will refine the estimate for construction and project costs for the proposed renovations/addition, including allowances for related project costs. These costs will include soft costs such as furniture, fixtures, and equipment (FF&E), agency costs, professional fees, security equipment, IT requirements, and other specialized items that may be identified during this process. Appropriate allowances for design and construction contingencies will also be included.

- Our team will prepare a final draft of the final schematic design, including an executive summary, which provides a broad view of the conceptual design, cost projections, and conclusions. The final draft will be discussed with the Steering Committee prior to its issuance. After comments from the Steering Committee are received and incorporated, the final schematic plans and elevations, and project budget projection, will be presented to the Township.

The final step in our schematic design process will be to present our findings and final design concept for the fire station to the Township board. Our report will be developed to reflect a unified consensus and meet the requirements of the community. Our recommendations, based on thorough discussion, interaction, and agreement of agency representatives, will become the foundation for a successful project.

Deliverable: Schematic design documents including site plan, floor plan, exterior elevations and cost estimates.

DESIGN DEVELOPMENT

- Key team representatives will meet with Township and Department representatives to discuss approaches to building components, including structural, mechanical/HVAC, and electrical systems. Appropriate approaches will be discussed and evaluated to determine the most applicable solutions, meeting the needs of the Township's program and budget.
- Drawings and outline specifications to define and illustrate the spaces, appearance, and form of the building, will be prepared. Drawings will include site and floor plans, exterior and key interior elevations, building sections, and critical construction details so a detailed construction estimate can be performed.
- Prepare an itemized project cost estimate and schedule based on design development documents.

Prepare and present finalized design development drawings and outline specifications to the Township. Review and incorporate final comments and recommendations, as appropriate.

Deliverable: Design documents including very refined site plan, floor plans, exterior elevations, systems narratives (electrical, mechanical, structural), and cost estimates.

CONSTRUCTION DOCUMENTS

- Prepare final construction documents to include all drawings and specifications necessary to completely define and illustrate the project construction requirements.
- Coordinate review of construction documents with the Township and Fire Department at 50 and 90 percent completion points. Review and incorporate comments, as appropriate.
- Following the inclusion of any Township comments at 90 percent completion, we will begin our internal multi-step quality assurance/quality control process and make final adjustments to the drawings and specifications and prepare them for permit submittals and bidding.
- Submit required documents for review by appropriate governmental authorities. Incorporate all required modifications and assist in securing approvals.

Deliverable: Complete set of construction documents and specifications for bidding purposes.

BIDDING AND CONSTRUCTION ADMINISTRATION

Activities listed in both bidding and construction administration are not sequential and should be thought of as activities that will be completed throughout the phases until we arrive at project closeout.

- Attend prebid meeting, answer questions raised by the bidders, and prepare and distribute addenda, as required.
- Assist in the competitive bidding process by performing the following functions:
  - Distribute contract documents to qualified bidders, as required.
  - Collect and tabulate bids.
  - Evaluate bids and make recommendations for contract award.

CONSTRUCTION ADMINISTRATION

- Attend and participate in preconstruction meeting with project team.
- Review and approve shop drawings, samples, and other submissions of materials, finishes, products, or equipment for conformance with the construction documents.
- Prepare and submit schedule of color for appropriate building materials and finishes for approval.
- After review, and/or modification of a proper application submitted by the work contractor, the appropriate certificate for payment will be issued.
- Attend periodic and/or regular monthly progress meetings with contractors assembled for assisting in, and resolving, general or other conditions affecting delivery, work progress, or payment approval.
- Visit the construction site at intervals appropriate to the state of construction to monitor the progress and quality of the work and its compliance with the construction documents. Prepare and submit site visit reports for each visitation. Review and monitor the contractor's progress and work schedules, compliance with construction documents, and evaluate all test reports as required.

- Prepare, distribute, and update the punch list for construction contract, as required.
- Modify construction drawings to illustrate as-built conditions based on marked-up documents provided by the general contractor. Provide reproducible and electronic copies per Township requirements.

COMMUNICATION IS KEY

Communication unifies teams. It is something we are intentional about. We approach communication as a part of the process. As the project is beginning, we establish a communications plan with our clients. Our plan defines more than names and contact information. We establish protocols, preferred communication styles and methods, who should be copied on emails and who various points of contact may be. As the participants change and evolve, so does the communication plan – it is a living document through the course of the project.

What is being communicated is also key and to be effective and efficient, information must be prepared and reviewed before it is discussed. Our project manager keeps track of the schedule, agendas, meeting minutes, and other needs as they arise. The project manager is involved from start to finish on the project, orchestrating the engagement of the collective team.

FISHBECK INTEGRATED SERVICES OPTION: ALTERNATIVE DELIVERY METHOD

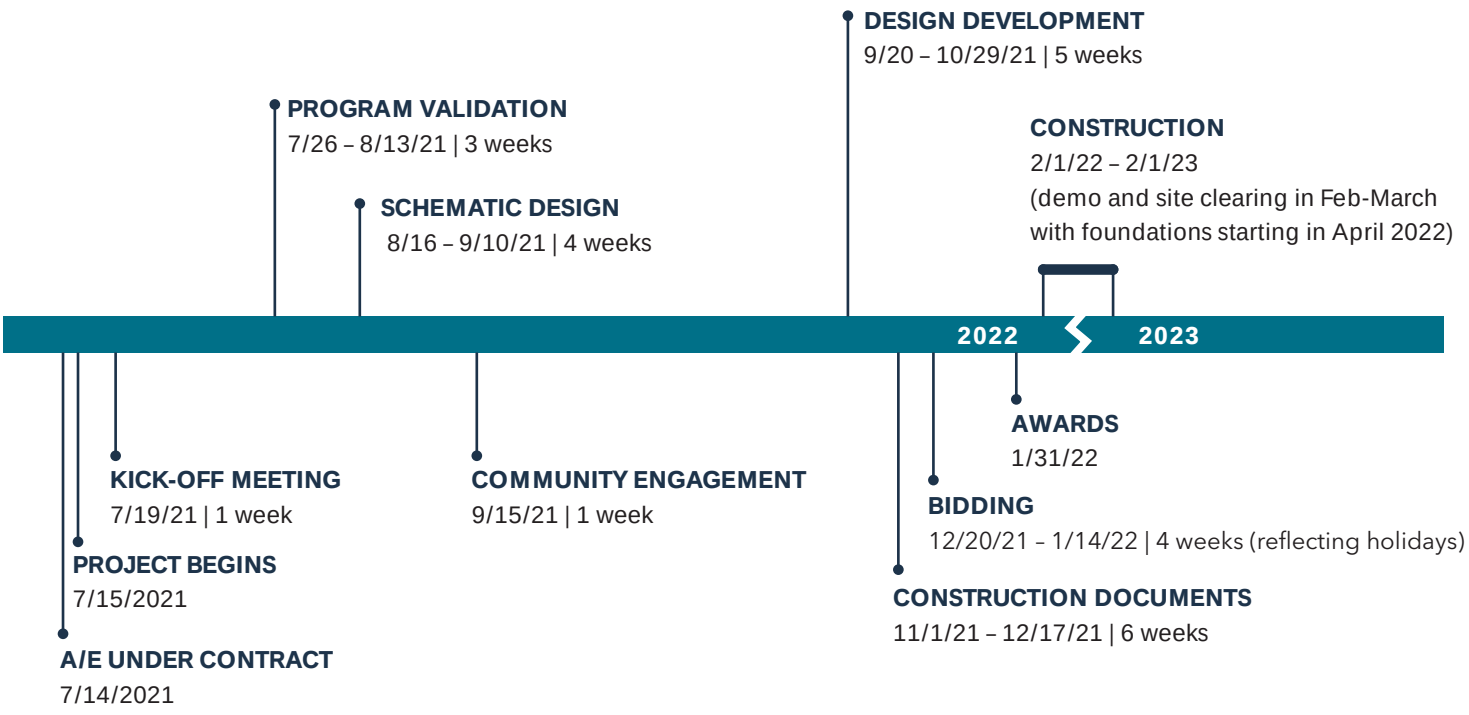
Many owners today are considering alternative forms of project delivery to expedite schedules, reduce costs, reduce oversight, and simplify the design and construction process. Alternative delivery approaches that integrate design with construction open potential to deliver projects in ways traditional three-party contracts do not allow. It allows the construction professionals to be engaged in the early stages of design and be a part of the decisions made for design. Construction issues such as logistics (especially in our "post" COVID-19 world), long-lead items, labor efficiency become part of the design process.

Fishbeck's integrated services delivery provides the owner a single source of responsibility for project design and construction – from start to finish. This designer-led integrated approach offers several advantages for the owner including the opportunity to become more aware of, and actively involved in, the bidding process. The resources of our in-house construction professionals ensure more accurate cost estimates and better scheduling control throughout the project.

Since Fishbeck's design and construction professionals are under the same roof, our approach enables enhanced communication and coordination between our construction manager, the design team, and owner, and can result in reduced architectural/engineering fees during design and construction. We have provided this integrated approach to project delivery with great success on municipal, private, and industrial projects. Selecting Fishbeck's integrated services as your preferred project delivery method means Fishbeck's architectural, engineering, and construction professionals will work together seamlessly from conception to completion to deliver significant value.

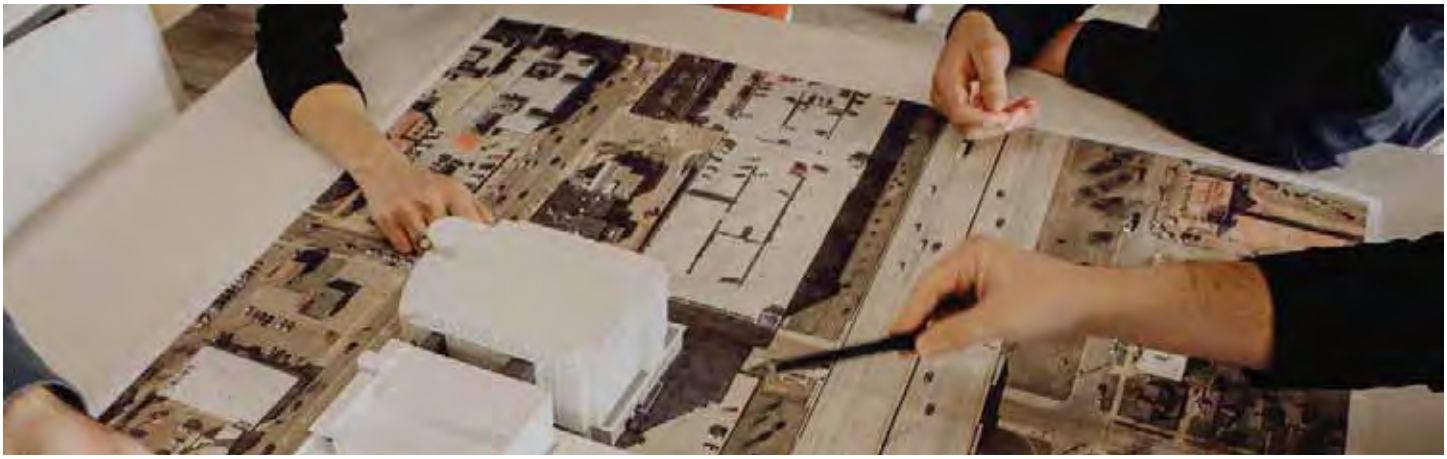
SCHEDULE

A/E UNDER CONTRACT:	July 14, 2021
PROJECT BEGINS:	July 15, 2021
KICKOFF MEETING:	Week of July 19, 2021
PROGRAM VALIDATION:	July 26 – August 13, 2021 | 3 weeks
SCHEMATIC DESIGN:	August 16 – September 10, 2021 | 4 weeks
COMMUNITY ENGAGEMENT:	September 15, 2021 | 1 week
DESIGN DEVELOPMENT:	September 20 – October 29, 2021 | 5 weeks
CONSTRUCTION DOCUMENTS:	November 1 – December 17, 2021 | 6 weeks
BIDDING:	December 20, 2021 – January 14, 2022 | 4 weeks (reflecting holidays)
AWARD:	January 31, 2022
CONSTRUCTION:	February 2022 – February 2023 (demo and site clearing in Feb-March with foundations starting in April 2022)



METHODS

STRAIGHTFORWARD COMMUNICATIONS, SYNERGY, FACETIME – DEVELOPING THESE HABITS EARLY IN THE DESIGN PROCESS IS PARAMOUNT TO A VALUABLE PROJECT EXPERIENCE. WORKING ON MULTIPLE PROJECTS THROUGHOUT THE YEARS HAS TAUGHT US HOW TO BEST CREATE A POSITIVE TEAM EXPERIENCE WHILE BUILDING PROJECT FOUNDATIONS THAT EXCEED OBJECTIVES AND INSPIRE OUR CLIENTS.



SYNERGY

Positive momentum and strong finishes start with an aligned team. When we collaborate with you to round out our team, we know you will be an active participant – experiencing the trust and familiarity gained through shared experiences and values. We can challenge each other by asking the difficult but necessary questions, and resolve issues together for balanced understandings and researched opportunities and solutions. Your project demands creativity, and needs to reflect your vision to move forward.

EXPERTISE

We approach issues as opportunities. Fishbeck's team of dedicated technical engineering and design experts cannot wait to wade into your unique project. We know that together we can provide creative, solid, and unique solutions based in reality (i.e., scope, schedule, budget) and practical application. We will hit the ground running and come to the first meeting prepared with data, skills, and energy – ready to start.

COMMUNICATE

Informed decision making cannot happen without clarity. Fishbeck will provide clear, concise communication at all times. We know your stakeholders are busy people. They spend enough time with their own work projects – they shouldn't have to also manage their consultants. Fishbeck's project manager will be your main point-of-contact, responsible for all interaction and communication.

FACETIME

We will maximize each moment spent with you and your stakeholders. Fishbeck will be prepared for every meeting, discussion, and phone call. Throughout our work together, we will give you a clear picture of not only where we are, but also where we are going. Clearly defining milestone design events and proactively managing these activities to ensure alignment with the design schedule will help accomplish this.

OWN IT

On certain projects, despite all best efforts and thorough processes, issues will arise to put the items listed above to the test. It is in these prickly moments you can trust Fishbeck to exceed your expectations. We don't shy away from the uncomfortable conversations. If we make a mistake, we own it and diligently work to resolve it. With our company reputation on the line, we do not take this lightly.

FOCUS

Creating environments that foster energy and potential is what we do best. It is easy to be distracted by the day-to-day management and flow of a project, but stepping back to think about the mission your team carries out every day, we are reminded of what our team is working toward, and it is impactful and meaningful work.

METHODS: COMMUNICATION

COMMUNICATION IS THE PRIMARY TOOL FISHBECK WILL USE TO DELIVER YOUR PROJECT ON SCHEDULE AND WITHIN BUDGET. THE FOLLOWING METHODS ARE TRIED AND TRUE TOOLS WE USE TO PROVIDE THE CLARITY REQUIRED FOR SUCCESS.

PROJECT MEETINGS

Our meeting time with you is valuable and not something to take for granted. We will lead effective meetings by keeping an eye on the clock and avoiding lengthy tangential discussions by gently guiding the conversation back to the topic. It starts with arriving prepared and ready to present the specific agenda items and is executed by allowing enough time for a topic's thorough understanding so informed decisions are made.

We will keep your project leaders informed prior to the meeting and send a detailed agenda in advance. This will spur internal review and determine any necessary adjustments. Our goal is effective communication to ensure we exceed your expectations and never surprise you.

STAKEHOLDER INPUT

This project has the possibility of many stakeholders, and their thoughts and needs must be communicated and recorded. We learned through the Integrated Project Delivery (IPD) method on recent projects the impact proper stakeholder representation and efficient communication channels can have on the design, and to create a leaner process. Every stakeholder needs a voice during planning. We plan to take every opportunity to listen, learn, and exchange ideas. The design team will schedule and foster these discussions to ensure we end with a dynamic solution that enhances the project.

WEEKLY TEAM HUDDLE

Fishbeck plans to hold a weekly huddle for the design team via Zoom, because it is a proven best practice from the IPD method. We learned from our larger projects that with design partners, consultants, end users, stakeholders, and major subcontractors all spread across the country, we are able to keep the entire team informed, momentum up, and the project driving forward. The huddle also functions as a weekly schedule control, provides clarity, exposes holes, establishes critical path tasks for the week, and most importantly, creates accountability – as a team member, you are making commitments that will be reviewed for progress each week in front of the entire group. Huddle minutes are created live for all to see, and distributed by the end of that same day.

METHODS: TEAM COORDINATION

NEW COLLABORATION TOOLS ALLOW INDIVIDUALS AND GROUPS TO VIRTUALLY WORK AND MEET TOGETHER. FISHBECK REGULARLY PARTNERS WITH CLIENTS AND FIRMS ACROSS THE COUNTRY, AND OUR EXPERIENCE IN HOW TO USE THE FOLLOWING TOOLS HELPS STREAMLINE THE WORK FLOW PROCESS FOR THE ENTIRE TEAM.

UNIFIED COMMUNICATIONS

Many products provide a consistent unified user interface and experience across multiple devices and media types.

Fishbeck has access to Zoom videoconferencing and Microsoft Teams. These powerful platforms combine real-time chat, content sharing, and video, which are well-suited for large, collaborative projects. They allow users to create teams, channels, and persistent chats for instant messaging, and file and screen sharing.

Since the COVID pandemic, Fishbeck has been able to use these tools to conduct "business as usual" when working from home on projects, and with clients.

AUTODESK A360 COLLABORATION

BIM, a cloud-based collaboration platform, has revolutionized the way Fishbeck works with our partners. We work seamlessly in real time, virtually side by side, within the same Revit BIM that resides in the cloud – not on a particular office's server. Through the use of a live chat communicator feature at the side of the Revit platform screen, our design team can communicate online all day as they efficiently coordinate, collaborate, and navigate the creation, refinement, and completion of the Revit BIM. Impromptu internal design team meetings are now much more efficient and informative by being able to share screens, and each have the same model open at the same time. Being able to open the BIM in a team meeting with you adds value/clarity to any given discussion.

BLUEBEAM STUDIO SESSIONS

Being able to go to one spot for mission-critical information has always been a struggle with various disciplines working together from multiple locations, but Fishbeck found the solution in Bluebeam Extreme. Designed with the A/E/C industry in mind, Bluebeam is a digital work flow and collaboration tool for our projects. Sessions, a platform within Bluebeam, creates a project-specific site that is by invitation only. It is a flexible tool that allows the upload or removal of PDF documents critical to the team throughout design. Early in the project, it may be conceptual studies, topo surveys, or master planning presentations. In later stages, it may be detail sketches, spec sections, steering committee presentations, and entire progress print sets. For many online meetings or conference calls, live edits made to the PDF in Bluebeam become a record of the conversation.

PROJECT MANAGEMENT

Fishbeck's goal is to provide high-quality consulting services, delivered on time and within budget. This management plan follows a project from the program's inception through construction. To accomplish this goal, we will:

- Assign a qualified and experienced project manager. Communication between the Township and project manager will be continued through implementation efforts. Continuous communication from study through design and construction helps ensure project objectives are implemented.
- Implement a work plan, schedule, and budget that meet the Township's objectives and goals. These documents are provided to all team members for review and comment.
- Provide a monthly summary of project status that reviews earned value of completed service, ongoing services, and services to be performed in the next invoicing cycle or in a format requested. We use this information to identify and mitigate any schedule or budget impacts.
- Schedule periodic meetings to discuss work progress and related items. Communication and input at these meetings are valuable aspects used to update the Township and make sure concerns are addressed throughout the study or project.
- Conduct internal meetings with project team members on a regular basis to review progress and schedule, coordinate work items, and set priorities for upcoming work.

Effective communication is the primary control for providing high-quality service on schedule and within budget. Fishbeck provides an atmosphere supportive of open communication between project managers and clients to ensure excellent service. We will participate in periodic meetings with the Cascade Charter Township Fire/Rescue to discuss work progress and related items to ensure concerns are addressed early on. We will provide updated schedules and work plans if external factors impact the project.

Our firm uses a computer-based project control system. This system helps us track the progress and schedule of a project allowing us to know exactly, at any given time, from preliminary design to construction documents, the manpower associated with a project and the critical path needed for completion. This system aids the project manager in providing proper staffing in sufficient quantity to maintain a project on schedule and within budget. Programmed into the specific tasks are allowances for critical checks and quality control reviews. It is the project manager's responsibility to continually maintain the project control system and ensure the client a quality design, on schedule, and within budget. We will commit the necessary staff and resources to see your project through.

Fishbeck uses a robust internal quality assurance/quality control process during a project. A group of discipline-specific senior staff, who have not had involvement in the project, review the documents with fresh eyes to ensure overall design product quality and consistency relative to project goals, constraints, and industry standards. Fishbeck will ensure a quality product, delivered on time and within budget, is provided to the Township.

04

PROJECT STAFFING

PROJECT STAFFING

WE REALIZE THE IMPORTANCE OF ASSIGNING THE RIGHT TEAM TO EACH PROJECT. THE TEAM WE ASSEMBLED IS UNIQUELY QUALIFIED TO PROVIDE THE FULL RANGE OF PROFESSIONAL SERVICES NECESSARY TO SUCCESSFULLY COMPLETE YOUR PROJECT. OUR TEAM WILL BE SUPPLEMENTED BY ADDITIONAL MEMBERS OF OUR TECHNICAL AND CLERICAL SUPPORT STAFF TO ENSURE EFFICIENT PROJECT DELIVERY. RESUMES FOR KEY STAFF MEMBERS HAVE BEEN INCLUDED FOR YOUR REVIEW.

The Fishbeck team is made up of professionals appropriately qualified to work together to make certain the specific and unique needs of our clients' projects are properly understood and satisfied. With our combined staff, we are able to ensure projects will receive the necessary technical support staff to meet project-specific schedules and deadlines. Our staff is made up of highly talented, motivated, and energetic people who challenge themselves to rethink their methods and roles, and bring their ingenuity to the problems they solve and the work they do. Your team includes Fishbeck professionals who possess a unique array of qualifications, specific to conducting facilities condition assessments.

TEAM ORGANIZATIONAL CHART

CASCADE CHARTER TOWNSHIP

PROJECT DIRECTOR

Cindy Janes

PROJECT MANAGER

Bill Zaske, AIA, LEED AP BD+C

PRINCIPAL-IN-CHARGE

Bob Pomeroy, AIA

PROJECT ARCHITECT

Michelle Hoffner, AIA, CDT

PROJECT DESIGNER

Steve Romkema, AIA

INTERIOR DESIGNER

Lisa Galdis, IIDA, CDT, LEED AP ID+C

MECHANICAL

Ted Perron, PE, CEM, LEED AP

ELECTRICAL

Tony Kuhtz, PE, LEED AP

STRUCTURAL

Eric Dickinson, PE

CIVIL

Nate Torrey, PE

COST ESTIMATOR

Mike Alsgaard, CPE

TECHNOLOGY

Bret Emerson, RCDD/NTS

CommtechDesign

YEARS OF EXPERIENCE
21 years total

EDUCATION
Bachelor of Architecture,
University of Detroit Mercy

REGISTRATIONS/ CERTIFICATIONS
Registered Architect – Michigan

LEED Accredited Professional, Building Design and Construction

MEMBERSHIPS
American Institute of Architects

National Council of Architectural Registration Boards (NCARB)

U.S. Green Building Council

Kent County Youth Fair Board of Directors

BILL ZASKE, AIA, LEED AP BD+C

SENIOR PROJECT MANAGER

Bill has experience overseeing and managing all project design phases. He has managed and delivered a variety of projects for governmental and higher education clients including designing and overseeing new facilities, renovations, additions, master planning, facility assessments, and utility upgrades.

ROAD COMMISSION OF KALAMAZOO COUNTY, MICHIGAN

NEW ROAD COMMISSION COMPLEX
Planning, design, and construction document services for the RCKC's new 26th Street complex located on a 40-acre site.

KENT COUNTY, MICHIGAN

FULLER STREET CAMPUS MASTER PLAN
Kent County's Fuller Street campus houses many of the County's most important facilities such as the Sheriff's Department and Jail, Health Department, Animal Shelter, and MSU Extension Office. The campus master plan addressed the long-term needs for the County's facilities growth and overall structure.

DISTRICT COURTHOUSE SIXTH FLOOR RENOVATIONS
Build-out of two new courtrooms, judges' offices, and holding areas. The sixth floor renovation used previous storage and unoccupied space and converted two new courtrooms for new judges.

NEW OFFICE BUILDING STUDY
Programming and schematic design to move some county offices into a new facility located on the Fuller Street campus.

GRAND RAPIDS COMMUNITY COLLEGE | GRAND RAPIDS, MICHIGAN

PETER AND PAT COOK HALL RENOVATION
Renovation of the second to fifth floors of the building on the GRCC main campus. The renovation included creating new student spaces for study and gathering, dental and nursing laboratories and practice spaces, and classroom and instructional spaces.

ADMINISTRATIVE BUILDING ROOF REPLACEMENT AND REPAIRS
Replacement of the historic slate roof on the administration building.

LETTINGA HOUSE RENOVATION
$1.5 million renovation of the existing 6,000-sf Lettinga House on GRCC's DeVos Campus into a new home for the GRCC Foundation which includes offices, community space, and a board room.

RALEIGH J. FINKELSTEIN HALL RENOVATION
$15 million, 101,000-sf renovation project including the reconfiguration of classrooms, faculty offices, studio spaces, and redesigning student services to better serve students. The classroom and studio spaces were right-sized for class occupancy and program needs, student collaboration spaces were increased, and faculty offices were relocated to better utilize common space and make it easier for students to locate.

GRAND VALLEY STATE UNIVERSITY | ALLENDALE, MICHIGAN

MARY IDEMA PEW LIBRARY
New $60 million library and learning commons, including an automated book retrieval system for over one million volumes, student gathering spaces, food service, and student support services.

MACKINAC HALL CLASSROOM AND OFFICE RENOVATIONS
Renovation of several office and classroom spaces after the relocation of programs to other buildings on campus.

KLEINER FOOD SERVICE RENOVATION
Renovation to a coffee service and C-store located in Kleiner Hall.

WESTERN MICHIGAN UNIVERSITY | KALAMAZOO, MICHIGAN

HERITAGE HALL
Renovation of WMU's first building, built in 1903, into an Alumni Center. The award-winning, LEED Platinum certified building features a geothermal system that uses less energy today as a fully occupied building than when it was vacant.

YEARS OF EXPERIENCE

4 years — Fishbeck

33 years — total

EDUCATION

BBA in Finance and Marketing, Grand Valley State University

MEMBERSHIPS

Grand Rapids Public Museum Board of Trustees

Kent County Road Commissioner

Kent County Board of Public Works, Vice Chair

Lower Grand River Organization of Watersheds (LGROW)

Grand Valley Metropolitan Council, 2008–2014

Cascade Charter Township Board of Trustees, 2007–2014

Specialized Learning Development Center, Advisory Board Member, 2010–present

The Right Place

Grand Rapids Economic Club

International Council of Shopping Centers

Michigan Association of School Administrators

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CINDY JANES

A/E MUNICIPAL MARKET LEADER

Cindy oversees business development and client management for the architectural/engineering services division. Specialized areas of expertise include organization of public meetings, community information forums, and media relations. As an appointed public official, Cindy possesses the skill set to articulate the importance of stewardship of resources and community support to local governmental units. From County Commissions to Village and Township Boards, Cindy has the experience to escort projects through the myriad of steps, including stakeholder engagement and consensus building, to garner local neighborhood and municipal support.

PROJECT EXPERIENCE

ROAD COMMISSION OF KALAMAZOO COUNTY

NEW ROAD COMMISSION COMPLEX AND CAMPUS

Planning, design, and construction document services for the RCKC's new 26th Street complex located on a 40-acre site.

GRAND HAVEN CHARTER TOWNSHIP, MICHIGAN

FIRE STATION FEASIBILITY STUDY

Provided a facilities condition assessment for the current station and feasibility study to determine future department space needs requirements.

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

FIRE STATION/EMERGENCY RESPONSE CENTER

Feasibility study and analysis to determine whether Fire Station #2 could be remodeled or if a new facility was required.

PLAINFIELD CHARTER TOWNSHIP, MICHIGAN

- Facility condition assessments of nine Township-owned facilities.
- Building envelope forensic analysis for Fire Station #3.
- Space needs assessment/site study for the senior center.

PAW PAW DISTRICT LIBRARY | PAW PAW, MICHIGAN

Design and architectural services to renovate and expand the facility to accommodate a growing teen program. Identification of space needs and conceptual design will be utilized for community engagement and donor development support.

GRAND RAPIDS COMMUNITY COLLEGE | GRAND RAPIDS, MICHIGAN

ALBERT P. SMITH MUSIC BUILDING RENOVATION

In May of 2016, GRCC undertook a major renovation of the facility to increase functionality, provide a stimulating space which fosters musical growth, and mitigate sound transfer between rooms. The Music Center houses three music laboratories – piano lab, music computer lab, and recording technology suite; new classrooms; new informal gathering and study spaces; private teaching studios; and music storage.

LOCAL MUNICIPAL AFFILIATIONS

KENT COUNTY ROAD COMMISSION | GRAND RAPIDS, MICHIGAN

COMMISSIONER

Appointment by the Kent County Board of Commissioners to serve a 6-year term; Cindy is currently serving her second term, having previously served as Vice Chair in 2018-2019. Responsibilities include oversight and budget. The Commission is required to strategically communicate with the County residents, neighboring communities, and legislators. To shape the future of county roads, a close connection is required with the County to determine future demand. As stewards of the right-of-way, strategic planning for the future of infrastructure access within the County is essential.

KENT COUNTY BOARD OF PUBLIC WORKS | GRAND RAPIDS, MICHIGAN

VICE-CHAIR/COMMISSIONER

Appointment by the Kent County Board of Commissioners, as the designated representative of the Kent County Road Commission. Elected Vice-Chair for 2021. Responsibilities for the BPWs include the development and implementation of sustainable solid waste management, processing, and recycling services. Board responsibilities include budget and operations oversight.

YEARS OF EXPERIENCE

9 years — Fishbeck

32 years — total

EDUCATION

Bachelor of Architecture,
University of Detroit

REGISTRATIONS/ CERTIFICATIONS

Registered Architect – Michigan

National Council of Architectural Registration Boards (NCARB)

AFFILIATIONS

American Institute of Architects, Grand Rapids Chapter

National Council of Architectural Registration Boards

TRAINING

Michigan Department of Public Health, Annual Health Facilities

BOB POMEROY, AIA

SENIOR VICE PRESIDENT | PRINCIPAL

Bob's architectural experience includes client contact, programming, design, contract documents, and construction administration responsibilities in healthcare, governmental, office, religious, commercial, recreational, and renovation projects. His primary focus has been on healthcare architecture including hospital, medical office building, health clinic, private practice, and outpatient radiation treatment center projects.

PLAINFIELD CHARTER TOWNSHIP, MICHIGAN

Facility condition assessments of nine Township-owned facilities, a building envelope forensic analysis for Fire Station #3, and a space needs assessment/site study for the senior center.

KENT DISTRICT LIBRARY | WALKER ICE & FITNESS CENTER | CITY OF WALKER, MICHIGAN

WALKER BRANCH LIBRARY AND COMMUNITY CENTER SPACE NEEDS ASSESSMENT

Space needs assessment of an existing 8,000-sf branch for a new 29,000-sf library in a combined community fitness facility for the City of Walker.

CITY OF EAST GRAND RAPIDS, MICHIGAN COMMUNITY CENTER

Design for a LEED certified, $9.4 million, 58,000-sf addition and renovation housing the City Hall, library, city commission chambers, recreation and engineering departments, 2-story entry rotunda, multipurpose and meeting rooms, and storage.

CITY OF IONIA, MICHIGAN PUBLIC SAFETY BUILDING

Design for new, 16,200-sf combined police and fire station facility with separate multi-bay equipment garages, locker rooms, dispatch, training spaces, holding cell area, hose tower, and administrative offices.

HERRICK DISTRICT LIBRARY NORTH BRANCH, HOLLAND, MICHIGAN

Renovation of existing 5,000-sf branch along with a 5,500-sf addition including flexible programming space, updated furnishings, flooring surface refresh, and redesign of the traffic flow and parking lot improvements.

PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY, OHIO

Design and construction of the necessary modifications to make the Price Hill Branch accessible as well as updating it to fit the needs of the 21st century.

GRAND VALLEY STATE UNIVERSITY

HOLTON-HOOKER LEARNING & LIVING CENTER | ALLENDALE

Programming, site analysis, and design of a new campus housing facility.

P. DOUGLAS KINDSCHI HALL OF SCIENCE | ALLENDALE

Programming, design, contract documents, and construction administration for a new $55 million, 4-story, 151,000-sf science laboratory, classroom, and office building.

ANNIS WATER RESOURCES INSTITUTE AND FIELD STATION | MUSKEGON

Programming, design, contract documents, and construction administration for a new 14,400-sf field laboratory. Located adjacent to the institute's boat fleet, this facility includes three labs, offices and conference spaces, equipment storage, boat storage, field equipment loading bay, and a large 12-tank mesocosm simulation lab.

HERITAGE POINTE | GRAND RAPIDS, MICHIGAN

Programming, planning, design, and construction administration for new 103,300-sf, $6.1 million Class A office building with enclosed lower level tenant parking, 2-story entrance lobby atrium, wetland views, and 60,000 sf of lease space in two wings.

WOLVERINE GAS & OIL | GRAND RAPIDS, MICHIGAN

Programming, planning, design, and construction administration for a $2.1 million, 15,000-sf multiphase luxury office renovation and expansion with new private offices, conference rooms, breakout areas, executive board room, art gallery circulation spaces, kitchens, and monumental staircase.

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YEARS OF EXPERIENCE

4 years — Fishbeck

25 years — total

EDUCATION

Master of Architecture, Lawrence Technological University

Bachelor of Science in Architecture, Lawrence Technological University

REGISTRATIONS/ CERTIFICATIONS

Registered Architect – Michigan

National Council of Architectural Registration Boards (NCARB)

Construction Documents Technologist (CDT)

Autodesk Revit Certified

MEMBERSHIPS

American Institute of Architects, Member and JEDI Committee

National Council of Architectural Registration Boards

REACH Studio

TRAINING

Autodesk University, 2013, 2015

fishbeck

MICHELLE HOFFNER, AIA, CDT

SENIOR ARCHITECT

Michelle has architectural experience in varied project types, including healthcare, senior living, educational, religious, community, offices, recreational, hospitality, retail, housing, industrial, and communications. She has been involved in all aspects of architectural service, including extensive experience in BIM technologies.

GRAND HAVEN CHARTER TOWNSHIP, MICHIGAN

FIRE STATION FEASIBILITY STUDY

Provided a facilities condition assessment for the current station and feasibility study to determine future department space needs requirements.

PLAINFIELD CHARTER TOWNSHIP, MICHIGAN

FIRE STATION #3

Forensic analysis and resulting building envelope repairs and upgrades.

FACILITIES CONDITIONS ASSESSMENTS

Architectural, structural, mechanical, electrical, and civil analysis of nine Township-owned facilities (including two fire stations), for long-term planning of maintenance efforts and planning.

AS-NEEDED SERVICES

Ongoing contract for miscellaneous services in connection with Township buildings and grounds.

PLAINFIELD COMMUNITY CENTER

Programming, space planning, conceptual, and budgeting for a $17 million, 53,000-sf community center.

CITY OF WYOMING, MICHIGAN

ASSET MANAGEMENT PLAN

Facilities conditions assessments for 16 city buildings including several fire stations. Life-cycle cost analysis and capital expenditure planning for a 30-year time frame was conducted.

JUSTICE CENTER/62A DISTRICT COURT COURTROOM REMODEL

Reorientation and refresh of courtroom and adjacent jury room.

62A DISTRICT COURT GARAGE ROOF REPLACEMENT

8,300-sf roof removal and replacement for vehicle storage and maintenance garages and adjacent canopy.

COURT SPACE STUDY

Space needs study and conceptual planning for court services, attorney and security offices, and meeting rooms.

CITY HALL SECURITY

Access control, technology, and security modifications for emergency lock-down scenario.

OAKLAND COUNTY, MICHIGAN

EMERGENCY MANAGEMENT OPERATIONS/EMERGENCY OPERATIONS CENTER/ SHERIFF OFFICE REGIONAL TRAINING CENTER

Feasibility study, site assessments, conceptual design, and budgeting for a 42,000-sf combined emergency operations and 60,000-sf sheriff facility.

VILLAGE OF PENTWATER/PENTWATER TOWNSHIP, MICHIGAN

Village/township offices facility conditions assessment.

CITY OF UPPER ARLINGTON, OHIO

MUNICIPAL SERVICES CENTER ROOF REPLACEMENT

Developed the construction budget and schedule for the 40,000-sf EPDM roof system with a 20-year warranty and an alternate for a 30-year roof warranty.

BYRON TOWNSHIP, MICHIGAN

COMMUNITY CENTER

Programming, planning, design, documentation, construction administration, and project management services for 29,000-sf, $2.4 million multipurpose facility housing banquet facilities, classrooms, gymnasium, walking/running track, and exercise rooms.

YEARS OF EXPERIENCE

6 years — Fishbeck

9 years — total

EDUCATION

Master of Architecture, Lawrence Technological University

BS in Architecture, Lawrence Technological University

REGISTRATIONS/ CERTIFICATIONS

Registered Architect – Michigan

Fitwel Ambassador

MEMBERSHIPS

American Institute of Architects

National Council of Architectural Registration Boards (NCARB)

STEVE ROMKEMA, AIA

DESIGN ARCHITECT

Steven has professional experience in the planning and design of several types of facilities for higher education, governmental, library, and theater clients. He has been responsible for scheduling, space planning, design, code review, contract documents, interiors, and construction administration on numerous projects.

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

FIRE STATION #2/EMERGENCY RESPONSE CENTER

Space feasibility study and fire station renovation using integrated design services.

FIRE STATION #3

Design study for new fire station.

GRAND HAVEN CHARTER TOWNSHIP, MICHIGAN

FIRE STATION FEASIBILITY STUDY

Provided a facilities condition assessment for the current station and feasibility study to determine future department space needs requirements.

CASCADE CHARTER TOWNSHIP, MICHIGAN

New Township Hall programming and schematic design.

OAKLAND COUNTY WATER RESOURCES COMMISSIONER | OAKLAND COUNTY, MICHIGAN

PUBLIC WORKS BUILDING EXPANSION STUDY

Performed a space consolidation study and provided a review of the building systems and site to determine the feasibility of an expansion.

CITY OF MARQUETTE, MICHIGAN

Part of a design/build team to plan, design, and construct a new 100,407-sf municipal service center including vehicle storage, vehicle maintenance, shops, warm storage, wash bay, and 15,000 sf of offices for Public Works, Engineering, and other City departments. Site components include a salt and material storage facility, fueling station, a storage building, yard storage, and separate entry and parking areas for staff and public to aid in site circulation and security.

LANSING BOARD OF WATER & LIGHT | LANSING, MICHIGAN

REO TOWN COGENERATION FACILITY

Schematic design for 40,000-sf office and generation facility.

GERALD R. FORD PRESIDENTIAL MUSEUM | GRAND RAPIDS, MICHIGAN

Design for a 2-story, 8,000-sf student learning center addition designed to LEED Silver requirements with security component upgrades, retail store renovation space preparations, and 26,000 sf of existing exhibits modernization.

BISSELL | GRAND RAPIDS, MICHIGAN

Design renovation of the executive offices consisting of demolishing the exterior glass and interior of the original 1958 executive offices prior to constructing a new exterior curtainwall glazing system. Also installed were new mechanical, electrical, plumbing, and fire protection systems to complement the sleek new interior finishes on the second floor executive offices and main lobby.

GENERAL DYNAMICS LAND SYSTEMS | STERLING HEIGHTS, MICHIGAN

HEADQUARTERS

Renovation project involving over 300,000 sf of interior office environment aimed at remaking the GDLS corporate office workplace. The design contains a variety of employee engagement and collaboration spaces, café, and workstations.

FIAT CHRYSLER AUTOMOBILES

BELVEDERE ASSEMBLY PLANT CAFÉ | BELVEDERE, ILLINOIS

Space planning and design for cafeterias and small recharge rooms.

HACKLEY PUBLIC LIBRARY | MUSKEGON, MICHIGAN

Phased improvements to a historic Richardsonian Romanesque library building including mechanical, electrical, and technology system upgrades and updating site and building accessibility needs.

fishbeck

YEARS OF EXPERIENCE

1 year — Fishbeck

16 years — total

EDUCATION

BFA in Interior Design,
Kendall College of Art & Design,
CIDA Accredited Design Program

REGISTRATIONS/ CERTIFICATIONS

NCIDQ Certified

LEED AP ID+C
Commercial Interiors

Construction Document Technologist

MEMBERSHIPS

International Interior Design Association

LISA GALDIS, IIDA, CDT, LEED AP ID+C

SENIOR INTERIOR DESIGNER

Lisa is a design professional knowledgeable and experienced in commercial design and purchasing. Her primary focus is how interior design integrates with the overall architecture and function of the space. How color, materials, lighting, and furniture further work together to enhance the experience of the occupant. She is well-versed in programming, space planning, finish selections, construction documentation, construction administration, FF&E design, and selection and furniture procurement. Lisa has expertise in a range of building types including housing, hospitality, retail, workplace, educational, and governmental.

CITY OF GRANT, MICHIGAN

Design and construction documentation for 2,500-sf City Hall interior renovation.

VILLAGE OF MIDDLEVILLE, MICHIGAN

Design and construction documentation for a Village Hall addition.

CITY OF HILLSDALE, MICHIGAN

New 8,400-sf dial-a-ride bus garage and offices.

CITY OF ALLENDALE, MICHIGAN

Design and construction documentation for a new pump house, which was designed to fit the neighborhood and look like a house.

NEWAYGO COUNTY, MICHIGAN COMMUNITY MENTAL HEALTH

12,000-sf interior renovation and building addition.

PAW PAW TOWNSHIP, MICHIGAN

5,100-sf Township Hall office addition and renovation project.

PORTLAND BOARD OF LIGHT & POWER | PORTLAND, MICHIGAN

Design and construction documentation for facility renovation and expansion.

15 IONIA | GRAND RAPIDS, MICHIGAN

Interior renovation to a downtown office building. Conceptual design package included persona exercise to develop the design direction for the space.

BARFLY VENTURES | GRAND RAPIDS, MICHIGAN

Tenant fit out for local bar and restaurant owner for their corporate office location.

COMCAST CORPORATE OFFICES | FLINT, MICHIGAN

Tenant renovation for a local office to reflect their commitment to improving the experiences and technology for serving customers and supporting employees.

eAgile | GRAND RAPIDS, MICHIGAN

Design and construction documentation for a new manufacturing facility. The office design created an open, inviting, and collaborative work space environment with a hi-tech modern aesthetic.

THE TRUST BUILDING | GRAND RAPIDS, MICHIGAN

Interior renovation to the 4th floor common area and conferencing space in the historic Trust Building. Design included a coffee bar, and conferencing center and lounge area.

GRAND RAPIDS COMMUNITY COLLEGE | GRAND RAPIDS MICHIGAN

APPLIED TECHNOLOGY CENTER RENOVATION AND EXPANSION

Final interiors selections and FF&E bidding assistance for the 43,066-sf renovation and 2-story, 18,416-sf expansion of the 1986 Brutalist Concrete Style building.

VAN BUREN DISTRICT LIBRARY | DECATUR, MICHIGAN

WEBSTER MEMORIAL LIBRARY COMMUNITY AND HISTORY ROOM RENOVATIONS

Renovation of a community room including new flooring, wall coverings, furniture, technology, and ADA compliant restrooms.

HERRICK DISTRICT LIBRARY NORTH BRANCH | HOLLAND, MICHIGAN

Renovation of existing 5,000-sf branch along with a 5,500-sf addition including flexible programming space, updated furnishings, flooring surface refresh, and redesign of the traffic flow and parking lot improvements.

fishbeck

YEARS OF EXPERIENCE

12 years — Fishbeck

15 years — total

EDUCATION

BS in Mechanical Engineering, Purdue University

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer – Michigan

Certified Energy Manager

LEED Accredited Professional

MEMBERSHIPS

American Society of Heating, Refrigeration, and Air-Conditioning Engineers

US Green Building Council

TED PERRON, PE, CEM, LEED AP

SENIOR MECHANICAL ENGINEER

Ted has experience in a broad array of design, energy study, and building assessment projects. Systems designed or commissioned by Ted include those for education facilities, offices, and laboratories; from geothermal to variable refrigerant volume, and snowmelt. His responsibilities have included in-depth field evaluations and analysis of many types of mechanical systems; design of advanced HVAC and control systems; complete mechanical systems commissioning including functional performance testing and control system evaluations; HVAC TAB; energy modeling and life-cycle cost analyses; and BIM. Ted is a leader in energy management at Fishbeck with both technical and project management background.

HOLLAND CHARTER TOWNSHIP/OTTAWA COUNTY, MICHIGAN

NEW COMBINED PUBLIC SAFETY BUILDING

New 22,000-sf Township fire station and County Sheriff Department.

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

FIRE STATION/EMERGENCY RESPONSE CENTER

Space feasibility study and fire station renovation using integrated design services.

VILLAGE OF SPRING LAKE, MICHIGAN

FIRE STATION

Designed a new, 14,000-sf fire station with drive-through vehicle bays, living quarters, and a small police office.

CHASE FREY BUILDINGS | GRAND RAPIDS, MICHIGAN

Mechanical design for absorption chiller and steam heating system replacements in two, 10-story office buildings.

GERMERSHEIM WAREHOUSES | GERMERSHEIM, GERMANY

National Fire Protection Association smoke evacuation study for large army warehouses.

DOWNTOWN MARKET | GRAND RAPIDS, MICHIGAN

120,000-sf LEED building with extensive food service. Building contains market and retail areas, restaurants, greenhouse, meeting rooms, educational, and office spaces. Mechanical systems comprised of a hybrid geothermal heat pump system including energy recovery VAV.

GENERAL DYNAMICS LAND SYSTEMS | STERLING HEIGHTS, MICHIGAN

Mechanical design of vehicle testing center.

SALVATION ARMY COMMUNITY CENTER | GRAND RAPIDS, MICHIGAN

Mechanical design of a new facility with diverse mechanical needs including an indoor pool.

MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET

CADILLAC PLACE INFRASTRUCTURE AND ENERGY ASSESSMENT | DETROIT, MICHIGAN

Infrastructure and energy audit report that documented the condition of many systems along with presenting many energy efficiency measures for consideration. The project scope included the assessment of exterior windows, mechanical systems, electrical systems, and conveying systems.

fishbeck

TONY KUHTZ, PE, LEED AP

VICE PRESIDENT | SENIOR ELECTRICAL ENGINEER

Tony has experience with electrical design and project management for a variety of project types. His design project responsibilities include the design and coordination of power distribution, lighting, site lighting, telecommunication wiring systems, controls, and security/fire alarm systems for municipal, industrial, commercial, educational, healthcare, and correctional facilities. His project management experience has covered everything from small electrical projects to large multidiscipline building designs.

Tony has participated in a diverse mixture of roadway and site lighting projects as a designer, electrical engineer, lead engineer, and project manager. His projects have included parking lot, driveway, high-mast, correctional facilities, and decorative roadway lighting.

YEARS OF EXPERIENCE

18 years — Fishbeck
18 years — total

EDUCATION

BS in Electrical Engineering, Michigan Technological University

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer – Michigan

LEED Accredited Professional

MEMBERSHIPS

Illuminating Engineering Society of North America, Western Michigan Chapter

- Board Member
- Treasurer

National Society of Professional Engineers

Michigan Society of Professional Engineers

CASCADE CHARTER TOWNSHIP, MICHIGAN

- Multiple phases of 28th Street decorative streetlighting.
- Multiple phases of decorative LED streetscape lighting in Centennial Park.
- Gateway Park improvements.
- 2015 DDA Village improvements.
- Gateway sign electrical design.

HOLLAND CHARTER TOWNSHIP/OTTAWA COUNTY, MICHIGAN

NEW COMBINED PUBLIC SAFETY BUILDING

New 22,000-sf Township fire station and County Sheriff Department.

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

FIRE STATION/EMERGENCY RESPONSE CENTER

Space feasibility study and fire station renovation using integrated design services.

CITY OF MARQUETTE, MICHIGAN

Project manager for design of a new municipal service center to park and maintain vehicles with supporting office space.

PLAINFIELD CHARTER TOWNSHIP, MICHIGAN

Facility condition assessments of nine Township-owned facilities, a building envelope forensic analysis for Fire Station #3, and a space needs assessment/site study for the senior center.

VILLAGE OF SPRING LAKE, MICHIGAN

- New 14,000-sf fire station.
- Village Hall and police station renovation.

CITY OF WYOMING, MICHIGAN

- South WTP lighting.
- New City Hall.
- WTP lighting.
- Pinery Park Lodge new electrical service.
- Prairie/Pinery Park rest rooms.
- Frog Hollow Park rest rooms.
- Pinery Park New concession and restroom building.

CITY OF LOWELL, MICHIGAN

City Hall and police station addition.

CASS COUNTY ROAD COMMISSION | CASSOPOLIS, MICHIGAN

New administration, maintenance, and storage facilities.

CITY OF GRAND HAVEN, MICHIGAN

- Community center.
- Washington Avenue reconstruction and streetscape.

VILLAGE OF BALDWIN, MICHIGAN

Fire station.

fishbeck

YEARS OF EXPERIENCE
22 years — Fishbeck
23 years — total

EDUCATION
BS in Civil Engineering,
University of Michigan

REGISTRATIONS/ CERTIFICATIONS
Professional Engineer – Michigan

Certified in the Practice of Structural Engineering – Structural Engineering Certification Board

MEMBERSHIPS
American Concrete Institute – West Michigan Chapter Board

American Institute of Steel Construction

American Society of Civil Engineers

Masonry Institute of Michigan

National Society of Professional Engineers

Structural Engineering Certification Board

Structural Engineers Association of Michigan

ERIC DICKINSON, PE, SECB

SENIOR STRUCTURAL ENGINEER

Eric has structural engineering design, project management, and construction administration experience on a wide variety of projects. He is primarily involved with structural design utilizing steel, reinforced concrete, and masonry, but has also designed timber structures. He is also involved with the internal deployment of BIM.

VILLAGE OF SPRING LAKE, MICHIGAN
Village Hall and police station renovation.

CITY OF NOVI, MICHIGAN
PAVILION SHORE PARK SHELTER
Design of a new restroom/shelter building that complies with LEED Silver criteria.

CITY OF PORTLAND, MICHIGAN
New City Hall.

GRAND RAPIDS PUBLIC LIBRARY SYSTEM | GRAND RAPIDS, MICHIGAN
MAIN LIBRARY
Renovation of Ryerson Building and 1967 addition, shop drawing review.

MADISON SQUARE BRANCH LIBRARY
New branch library.

BAY COUNTY LIBRARY SYSTEM | BAY CITY, MICHIGAN
AUBURN BRANCH LIBRARY
Roof framing for renovation and expansion of existing building.

PINCONNING BRANCH LIBRARY
New branch library.

MICHIGAN STATE UNIVERSITY | EAST LANSING, MICHIGAN
SURPLUS STORE AND RECYCLING CENTER
Design of conventional building and foundations for pre-engineered building.

HOPE COLLEGE | HOLLAND, MICHIGAN
GRAVES HALL
Design of stair/elevator addition for the hall renovation.

GENERAL DYNAMICS LAND SYSTEMS | STERLING HEIGHTS, MICHIGAN
MANEUVER COLLABORATION CENTER
1-story addition and exterior canopy utilizing BIM.

VEHICLE TESTING CENTER
Phase 2 addition.

WORKSTAGE | AUGUSTA, GEORGIA
ADP SOLUTIONS CENTER
Design of 2-story office building.

CONSUMERS ENERGY | JACKSON, MICHIGAN
- Part of the design/build team for a 12-story headquarters tower.
- Performed structural design for service building adjacent to tower.
- Participated in the renovation of 1930s-era post office building adjacent to tower and service building.

CITY OF GRAND RAPIDS, MICHIGAN
- Floodwall inspections at the Grand River.
- Lyon Street reconstruction and areaway abandonment.
- Design of storm sewer box culvert under US-131 for the CSO project.

CASCADE CHARTER TOWNSHIP, MICHIGAN
LESLIE E. TASSELL PARK

KENT COUNTY DRAIN COMMISSIONER | GRAND RAPIDS, MICHIGAN
Designed junction chamber for storm sewer at the Wyoming DPW detention basin.

YEARS OF EXPERIENCE

5 years — Fishbeck

17 years — total

EDUCATION

BS in Civil Engineering, Water Resources Emphasis, University of Utah

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer – Michigan, Colorado

NATE TORREY, PE

SENIOR CIVIL ENGINEER

Nate is a civil engineer on the site development team. His experience includes stormwater facility design and planning, utility design, floodplain management, site development, project management, and construction oversight.

VILLAGE OF SPRING LAKE, MICHIGAN

FIRE STATION

Site design for new, 14,000-sf fire station with drive-through vehicle bays, living quarters, and a small police office.

HOLLAND CHARTER TOWNSHIP/OTTAWA COUNTY, MICHIGAN

NEW COMBINED PUBLIC SAFETY BUILDING

Site design for a new 22,000-sf Township fire station and County Sheriff Department.

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

FIRE STATION/EMERGENCY RESPONSE CENTER

Site design for a fire station/emergency response center.

MEIJER, INC. | FREMONT, MICHIGAN

Lead engineer for design of a new store. Site design included new water/sanitary main, storm sewer system with detention basins, retaining walls, and parking lot improvements.

MEIJER, INC. | SAULT STE. MARIE, MICHIGAN

Project engineer for design of a new store including storm sewer, stormwater detention, sanitary sewer, water line, and parking lot improvements.

THE HERTZ CORPORATION

CHICAGO O'HARE INTERNATIONAL AIRPORT

Project engineer for the design of parking lot improvements including storm sewer utilities, flood control detention, and water quality enhancements.

ROCKFORD CONSTRUCTION

FULTON/SEWARD DEVELOPMENT

Project engineer for the design of site improvements for a 2.5-acre mixed-use development, including new storm sewer, sanitary sewer, and water line, underground storm water detention, water quality improvements, detailed grading, and parking lot.

HACKLEY LIBRARY | MUSKEGON, MICHIGAN

LIBRARY IMPROVEMENTS

Project engineer for the design of exterior improvements for the historic Hackley Library, including ADA accessible sidewalks and ramps, storm sewer improvements, and the reuse and repurposing of existing granite stones from the site.

CASCADE TOWNSHIP, MICHIGAN

CASCADE MUSEUM

Project engineer for the design of stormwater and water quality improvements.

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YEARS OF EXPERIENCE

15 years — Fishbeck
28 years — total

EDUCATION

BS in Construction Management, Ferris State University

AA in Architectural Drafting, Grand Rapids Junior College

REGISTRATIONS/ CERTIFICATIONS

Certified Professional Estimator

Residential Builders License

MEMBERSHIPS

American Society of Professional Estimators, National and Western Michigan Chapter

Association for the Advancement of Cost Engineering

Associated Builders and Contractors

Construction Association of Michigan

Construction Owners Association of America

Construction Specifications Institute

MIKE ALSGAARD, CPE

SENIOR ESTIMATOR

Mike has been involved with light commercial, retail, municipal, and residential construction projects. His primary responsibility is developing cost estimates and constructability reviews for most Fishbeck projects during all design and construction phases. Mike has been responsible for projects with estimated costs ranging from several thousand dollars to over $25 million of new construction and renovation.

As an estimator, Mike is responsible for project bidding from initial plan review through takeoff, pricing, and bid submission; conceptual pricing and budgeting for negotiated projects; quantity takeoffs from demolition and excavation through finishes and specialties; communication to subcontractors; and subcontractor/supplier quote acceptance and evaluation on bid day.

HOLLAND CHARTER TOWNSHIP/OTTAWA COUNTY, MICHIGAN

NEW COMBINED PUBLIC SAFETY BUILDING

New 22,000-sf Township fire station and County Sheriff Department.

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

FIRE STATION/EMERGENCY RESPONSE CENTER

Space feasibility study and fire station renovation using integrated design services.

PLAINFIELD CHARTER TOWNSHIP, MICHIGAN

Facility condition assessments of nine Township-owned facilities, a building envelope forensic analysis for Fire Station #3, and a space needs assessment/site study for the senior center.

OAKLAND COUNTY, MICHIGAN WATER RESOURCES COMMISSIONER

CLINTON RIVER WATER RESOURCE RECOVERY FACILITY

Complex phased renovation/ addition of an administration building to accommodate for additional work spaces and meeting rooms, wet lab, shop areas, ADA and life safety improvements, general refresh of finishes, and site improvements.

PUBLIC WORKS BUILDING EXPANSION STUDY

Cost estimating for a space consolidation study to determine the feasibility of an expansion.

CITY OF NOVI, MICHIGAN

PAVILION SHORE PARK SHELTER

Cost estimating for a new restroom and shelter building.

GERALD R. FORD INTERNATIONAL AIRPORT | GRAND RAPIDS, MICHIGAN

PARKING DECK ROOF

415,000-sf roof addition on the upper level of the existing 3- and 4-level parking deck.

CITY OF STURGIS, MICHIGAN

Public service utility complex.

CITY OF KALAMAZOO, MICHIGAN

- Regional firearms range.
- Department of Public Safety classroom facility.

VAN BUREN COUNTY ROAD COMMISSION | LAWRENCE, MICHIGAN

Vehicle maintenance and storage facility.

CITY OF LANSING, MICHIGAN

Vehicle maintenance and storage facility.

LANSING BOARD OF WATER & LIGHT, MICHIGAN

REO TOWN HEADQUARTERS

40,000-sf interior fit-out consisting of lobby, office collaborative, meeting, and open office environments.

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YEARS OF EXPERIENCE
24 years total

REGISTRATIONS/ CERTIFICATIONS
BICSI Certified Registered Communications Distribution Designer (RCDD)

BICSI Certified in Network Transport Systems (NTS)

Novell Certified Network Engineer

Cisco Certified Design Associate

Siemon Certified Consultant/Architect

Hubbell Certified Consultant

SYSTEM DESIGN
Data Cabling
Fiber Optic Backbones
Data Centers
Wired and Wireless networking
Audio and Video Systems
Access Control Systems
Video Security Systems
Telephone Systems.
Security Assessments

CommtechDesign

BRET EMERSON, RCDD/NTS

COMMTECH DESIGN PRESIDENT | IT/COMMUNICATIONS SPECIALIST

Bret is the president of Commtech Design and has been designing and consulting on technology systems for over 20 years. His projects run from single building offices to campus-type installations with over 100 buildings. Whether looking for a new telephone system or an upgrade to an advanced video security system, Bret designs systems and infrastructures that allows clients to use and understand technology, why it is needed, and how to document it through drawings.

SPRINGHILL LIBRARY, SPRINGHILL TENNESSEE

Worked with the local architect to design the AV and cabling systems for the renovated Saturn Automobile training center to a local library branch.

KENT COUNTY, MICHIGAN

JAIL KITCHEN UPGRADE

Worked with the architect and owner on the design of the technology systems for the kitchen and work release program at the Kent County Jail. Upgraded locking and video security systems as well as paging and cabling systems.

CITY OF EAST GRAND RAPIDS, MICHIGAN | LIBRARY AND CITY HALL

Commtech was asked to come into the project after the design had begun and design a data cabling system for the combined city hall and library building. Coordinated the installation of the security and AV systems.

HASTINGS PUBLIC LIBRARY, HASTING, MICHIGAN

Designed complete AV, security, and telecommunications systems including servers and data networking/telephone systems for a new library. The systems were installed on budget.

LUCAS COUNTY JUVENILE JUSTICE BUILDING | TOLEDO, OHIO

Pathway and cable design for new juvenile detention center including connection via fiber to two other downtown buildings.

STATE OF MICHIGAN | LANSING, MICHIGAN

NEW VIDEO SECURITY SYSTEM DESIGNS AT STATEWIDE PRISONS

Commtech was engaged to create documents showing the location and connection of new video security systems at 32 different prisons

EMERGENCY OPERATIONS CENTER

Design of AV systems for the Emergency Operations Center and the new Michigan State Police Headquarters. Commtech completed the design and construction oversight for the heavy AV design of the EOC and MSP Headquarters.

DEPARTMENT OF MANAGEMENT AND BUDGET JOINT OPERATIONS CENTER

Designed a complete security monitoring system and new video security control and recording system for 17 buildings in downtown Lansing. This serves as the entire video security recording system for all DMB managed buildings including the Governor's residence. Engineering included not only the video security system but the entire layout of the audio and video systems in the joint operations center where the cameras, parking lots, and building lobbies are monitored.

MICHIGAN STATE POLICE | LANSING, MICHIGAN

HEADQUARTERS | MICHIGAN INTELLIGENCE OPERATIONS CENTER

Commtech designed the complete AV and security systems for this new 5-story building in downtown Lansing. The space required complete AV viewing, switching, and control with over 25 LCD displays, 64 individual video and audio inputs, and multiple conference spaces and a media room to monitor and provide command control from this state of the art facility.

05

PRICING METHODOLOGY

PRICING METHODOLOGY

Fishbeck is expressly interested in continuing our long-term relationship with Cascade Charter Township. **Our core values align.** We are committed to working hard on your behalf, by providing consistent service at a fair and honest fee. Fishbeck has outlined a compensation structure, with the notation that our base fees for Fire Station #1 have been offered at a significant reduction. This does not equate to a reduction in dedicated staffing or scope of services. *Simply put, Fishbeck believes this project has a significant impact in the community in which we live and work, we wish to continue to engage our long-term relationship based upon mutual respect, and we are willing to provide our services to you on this project at a reduced rate.*

Program Verification	$36,500
Schematic Design	$54,750
Design Development	$73,500
Construction Documents	$109,000
Bidding/Negotiations	$18,250
Construction Administration	$73,000
TOTAL	**$365,000**

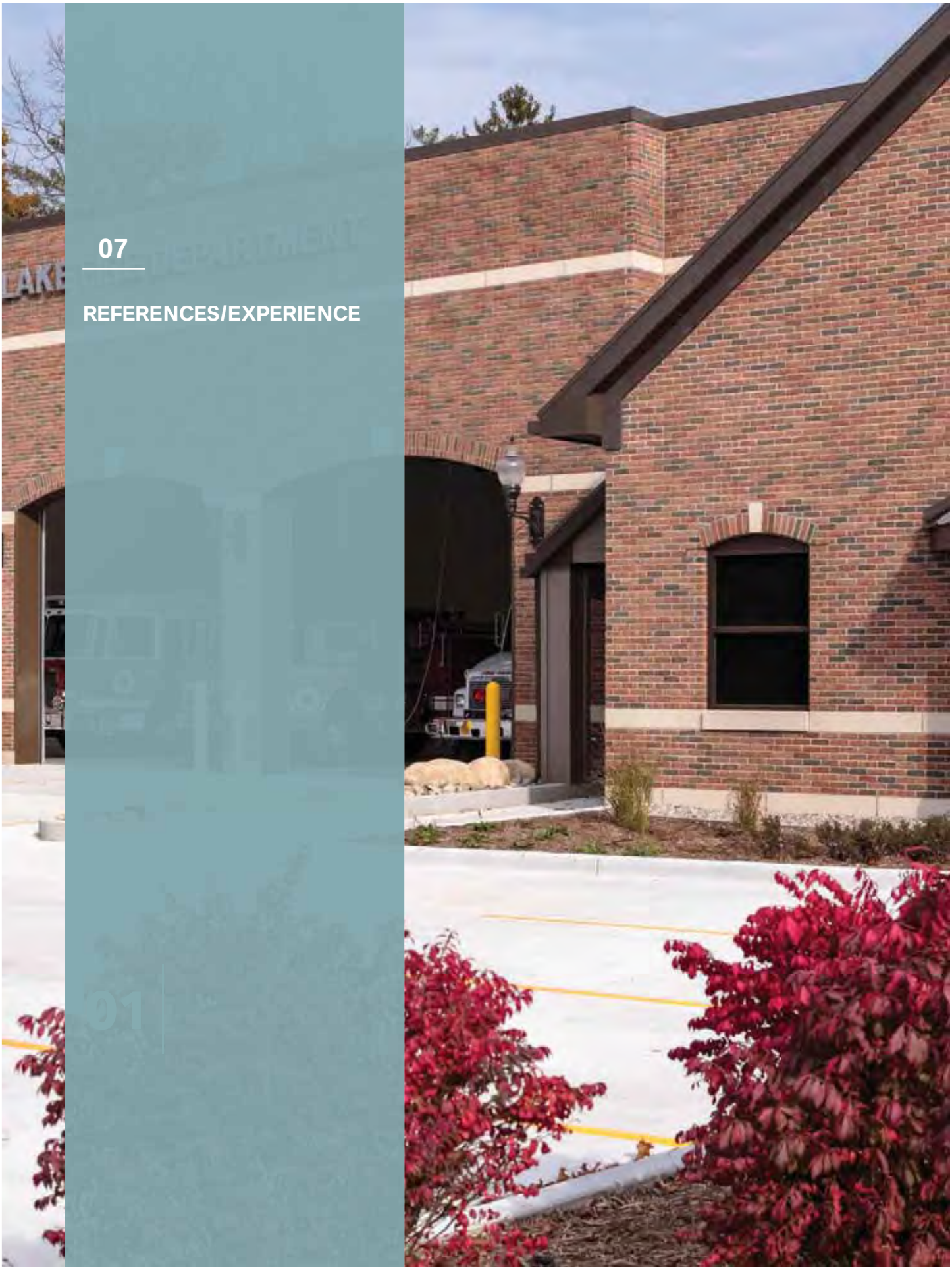
06

AUTHORIZED NEGOTIATORS

AUTHORIZED NEGOTIATORS

The following Fishbeck staff are authorized to negotiate proposal contracts with the Township. They can all be reached by contacting our main number at 616.575.3824.

Jeffrey A. Schumaker, PE – President/Structural
James A. Susan, PE – Chairman of the Board/Environmental
Eric J. Hugger, AIA – Senior Vice President/Architecture
James E. Smalligan, PE – Senior Vice President/Infrastructure
William C. Gipson, CPA – Senior Vice President/Treasurer
Stephen C. Nichols, PE – Senior Vice President/Infrastructure/Transportation
Timothy D. McNamara, PE – Senior Vice President/Infrastructure
John A. Condie, PE – Senior Vice President/Electrical
Michael D. Colvin, CPG – Senior Vice President/Environmental
Kerri A. Miller, PE, LEED AP – Senior Vice President/Infrastructure
Thomas L. Gray, II, PE – Senior Vice President/Infrastructure/Transportation
Kamran Qadeer, PE – Senior Vice President/Infrastructure/Transportation
John A. Willemin, PE – Senior Vice President/Infrastructure
Jeffrey J. Brown, PE – Senior Vice President/Infrastructure
Robert E. Pomeroy, AIA – Senior Vice President/Architecture
Tia L. Klein, PE – Senior Vice President/Infrastructure
Gregory A. Tkacz, PE, LEED AP BD+C – Senior Vice President/Mechanical
David P. Bratt, PE – Vice President/Senior Water and Wastewater Engineer
Daniel J. Vos, PE, CCS – Vice President/Senior Project Manager
Anthony S. Mourand, PE – Vice President/Senior Civil Engineer
Patrick M. O'Connor, LEED AP – Vice President/Senior Mechanical Designer
Thomas R. Smith, RA – Vice President/Senior Architect
Wayne E. Langland, PE – Vice President/Senior Project Manager
Roger M. Maddox, PE – Vice President/Senior Electrical Engineer
Jacquelyn F. Linck, PE – Vice President/Senior Chemical Engineer
Paul E. Koops, PE, BCxP, BECxP, CxA+BE, LEED AP – Vice President/Senior Mechanical Engineer
Michael L. Berrevoets, PE – Vice President/Senior Civil Engineer
Christopher M. Kretovic, AIA – Vice President/Senior Architect
Adam K. Meeker, AIA – Vice President/Senior Architect
Timothy A. Platz, PS – Vice President/Senior Surveyor
David J. Baar, PE – Vice President/Senior Water and Wastewater Engineer
Anthony R. Kuhtz, PE, LEED AP – Vice President/Senior Electrical Engineer
Christian J. Sikkema, PE – Vice President/Senior Civil Engineer
Karen S. Van Drie – Vice President/Human Resources Director
Maria E. Sedki, PE – Vice President/Senior Civil Engineer
Kelli S. Piper, CHMM – Vice President/Senior Environmental Specialist
Stephen J. MacDonald, PE – Vice President/Senior Environmental Engineer
Aaron R. Steele, CPA – Vice President/Controller
David L. Potter, PE, CSI-CCCA – Vice President/Senior Civil Engineer/Project Manager
Mukund P. Patel, PE – Vice President/Senior Bridge Engineer
Allen J. Aspacher, PE – Vice President/Senior Project Manager
Juliet Jakobowski-Maes, AIA, LEED AP – Vice President/Senior Architect
Kent D. Moeggenborg – Vice President/Director Construction Division
Dandi V. Prasad, PE – Vice President/Senior Transportation Engineer



07

REFERENCES/EXPERIENCE

REFERENCES/EXPERIENCE

Fishbeck is a full-service architectural/engineering, civil engineering, environmental, and construction services consulting firm with the expertise and experience to provide multiple services for various clients. In this section you will find detailed project descriptions of our relevant experience. We are proud of the relationships we have developed with the representative clients and encourage you to contact them for their impressions of our services. On each enclosed project description, we have included a contact reference and a list of the team members who were involved with the project.

Grand Rapids Charter Township | Mike DeVries, Supervisor | mdevries@grandrapidstwp.org | 616.855.5802

Grand Haven Charter Township | Brian Sipe, Fire Chief | BSipe@GHT.Org | 616.604.6322

Holland Charter Township | Jim Kohsel, Fire Chief | jimk@hct.holland.mi.us | 616.395.0196

Holland Charter Township | Steve Bulthuis, Manager | steveb@hct.holland.mi.us | 616.396.2345

Spring Lake Township | Gordon Gallagher, Manager | ggallagher@springlaketwp.org | 616.844.2103

Plainfield Charter Township | Cameron Van Wyngarden, Superintendent/Manager | vanwyngardenc@plainfieldmi.org | 616.726.8888

AFTER

BEFORE

DESIGN PHASE

fishbeck

NEW FIRE STATION/EMERGENCY RESPONSE CENTER

GRAND RAPIDS CHARTER TOWNSHIP, MICHIGAN

Fishbeck conducted a **feasibility study and analysis for the Township to determine whether they should remodel Fire Station #2**, located at 2728 3 Mile Road, NE, **or if a new facility was required**.

The study determined the existing facility and site could support the addition of a future ladder truck; 24/7 emergency response to be manned by two personnel; flexible common spaces for up to 50 people to be used for meetings, elections, etc.; and sleeping quarters for potential 24/7 fire personnel.

The renovation was implemented and the facility is being built using Fishbeck's integrated services.

Fire Station #2 is used to house a reserve pumper truck and provide medical first response service by Rockford Ambulance. The emergency response unit is manned 16 hours per day, seven days per week. It averages approximately three calls per day. The station is also used as an election precinct for the Township.

The Township's goals are to: 1) provide a facility designed to serve both the current and impending service needs that will be administered from this facility; and 2) have a design that accommodates expansion for future needs.

PROJECT DATA

Existing Area: 1,520 sf
Addition Area: 5,115 sf
Total Area: 6,635 sf
Completion Date: 2020
Construction Cost: $2.75 million

REFERENCE

Mike DeVries
Township Supervisor
mdevries@grandrapidstwp.org
616.855.5802

TEAM MEMBERS INVOLVED

Cindy Janes
Steve Romkema
Ted Perron
Tony Kuhtz
Nate Torrey
Mike Alsgaard

fishbeck

NEW COMBINED PUBLIC SAFETY BUILDING

HOLLAND CHARTER TOWNSHIP/OTTAWA COUNTY, MICHIGAN

PROJECT DATA

Area: 22,000 sf
Completion Date: December 2019
Construction Cost: $7.2 million

REFERENCE

Steve Bulthuis
Township Manager
steveb@hct.holland.mi.us
616.396.2345

TEAM MEMBERS INVOLVED

Ted Perron
Tony Kuhtz
Nate Torrey
Mike Alsgaard

To address space needs and security concerns, Holland Charter Township built a new Public Safety Building on a vacant parcel north of James Street, adjacent to the Ottawa County building complex.

It was determined the existing Holland Charter Township Fire Station #2 no longer could support the needs of the Fire Department or the Ottawa County Sheriff who shared the building. **The new 22,000-sf building houses the Township Fire Department and Sheriff substation and includes the spaces necessary for current day fire and law enforcement activities as well as accommodates future needs**.

The main purpose of the design was to provide ample space for staff, equipment, and training; and to update building security, electrical, and mechanical systems. To reduce project cost and improve staff interaction and efficiency, the building includes spaces that are shared by Fire and Sheriff staff including the lobby, receptionist, exercise room, break room, and multipurpose conference/training room.

The project includes enhanced security features including a parking lot for Sheriff vehicles located behind the building, exterior site lighting, access card readers on certain doors, interior and exterior security cameras, and emergency standby power. Improved technology was also installed throughout the building including Wi-Fi, audiovisual, and communication systems.

Through a very hands-on and collaborative approach, Fishbeck worked closely with the Township and County to develop an aesthetically pleasing, cost-effective, maintenance-friendly, and functional facility that meets the program needs while blending into the County campus.

fishbeck

SPRING LAKE FIRE STATION

SPRING LAKE TOWNSHIP, MICHIGAN

PROJECT DATA

Area: 14,000 sf
Completion Date: October 2016
Construction Cost: $3.2 million

REFERENCE

Gordon Gallagher
Township Manager
ggallagher@springlaketwp.org
616.844.2103

TEAM MEMBERS INVOLVED

Ted Perron
Tony Kuhtz
Nate Torrey

Spring Lake Fire Station No. 1 is a new 14,000-sf building with a 3-bay drive-through apparatus bay. The building includes a day room/kitchen and sleeping quarters for the fire fighters, and support spaces. The building also includes office space for the County Sheriff. The Sheriff and Fire Department share a common lobby that includes service counters and subtle security features to limit public access into the space.

The exterior of the building was designed with brick detailing and a sloped roof to blend into the nearby residential neighborhood. **The apparatus bay was placed behind the sloped roof portion of the building to minimize its visual impact on the neighborhood.**

The project includes solar panels on the apparatus bay roof and was designed with LEED Gold certification in mind. Fishbeck designed the project in partnership with CR Architectural Design.

fishbeck

FACILITY CONDITION ASSESSMENTS

PLAINFIELD CHARTER TOWNSHIP, MICHIGAN

REFERENCES

Jeff Drake
District Fire Chief
drakej@plainfieldmi.org
616.361.2895

TEAM MEMBERS INVOLVED

Bob Pomeroy
Cindy Janes
Michelle Hoffner
Tony Kuhtz
Mike Alsgaard

Fishbeck provided predesign architectural and engineering services to **conduct facility condition assessments of nine Township-owned facilities and a building envelope forensic analysis for Fire Station #3**. Fishbeck provided the following services:

- Reviewed existing engineering and architectural documentation.
- Performed a physical review to evaluate conditions of the existing site, building, and building systems.
- Evaluated infrastructure conditions and made recommendations for upgrades/replacement.
- Estimated capital requirements necessary to make improvements and planned their allocation.

A report narrative with findings, recommendations, and budgetary cost estimates was given to the Township.

fishbeck

MUNICIPAL SERVICE CENTER

CITY OF MARQUETTE, MICHIGAN

PROJECT DATA

Area: 105,000 sf
Completion Date: July 2017
Construction Cost: $15.2 million

REFERENCE

Curt Goodman
Director of Public Works & Utilities
cgoodman@mqtcty.org
906.225.4055

TEAM MEMBERS INVOLVED

Steve Romkema
Tony Kuhtz

AWARDS

2018 Engineering Excellence Merit Award - ACEC/MI

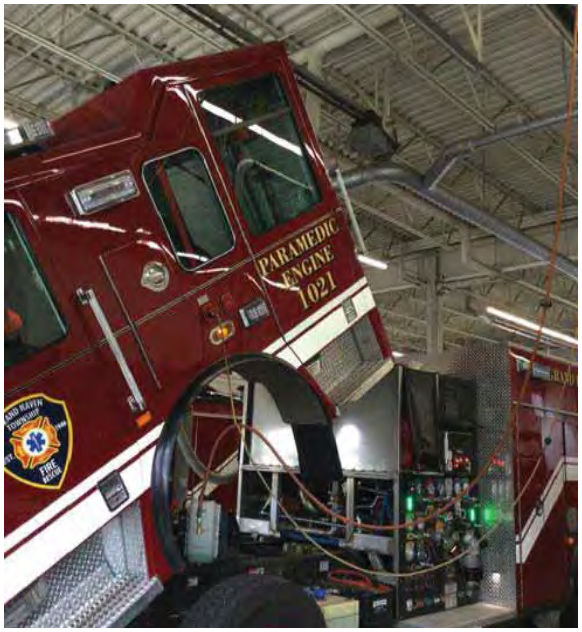
2018 Project of the Year Award, Structures Category - APWA/MI

2017 Build Michigan Award, Design/Build Category - AGC/MI

With a local hospital wanting to expand onto the 14-acre Municipal Service Center site, the City of Marquette was faced with the need to replace their existing facility as quickly as possible. As a part of a design/build team with Gundlach Champion, Fishbeck was retained by the City to plan, design, and construct their replacement Municipal Service Center.

Services began immediately with program verification, and site evaluation and selection. Following the evaluation of a group of three potential sites, an 11-acre site immediately adjacent to a power plant and Northern Michigan University public service center was selected. Preliminary site planning explored the potential for shared services, which would benefit both the City and University, including fueling and salt storage.

Programming for the new building included vehicle maintenance, vehicle storage, shops, integrated warm and cold storage, an automated truck wash bay, and 15,000 sf of offices for Public Works, engineering, and other City departments. In addition to the new building, other site components included a salt and material storage facility, fueling station, yard storage areas, and separate entry and parking areas for staff and public to aid in site circulation and security.



fishbeck

FIRE STATION FEASIBILITY STUDY

GRAND HAVEN CHARTER TOWNSHIP, MICHIGAN

PROJECT DATA

Estimated Completion Date: August 2021
Study Fee: $27,500

REFERENCE

Brian Sipe
Fire Chief
BSipe@GHT.Org
616.604.6322

TEAM MEMBERS INVOLVED

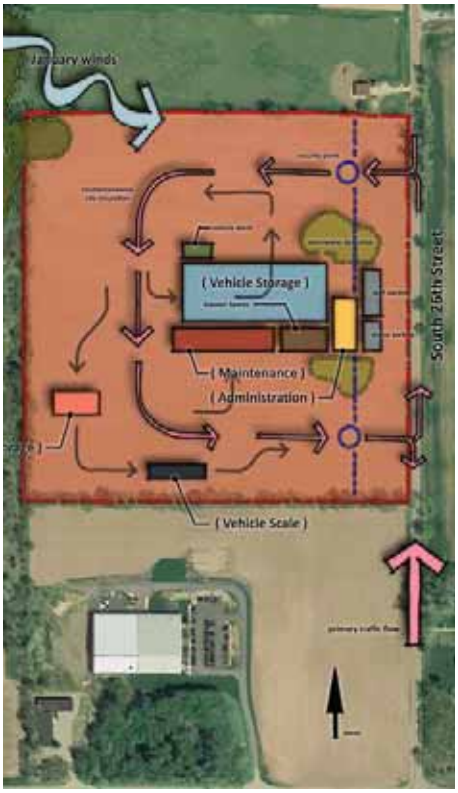
Cindy Janes
Michelle Hoffner
Steve Romkema

The current Grand Haven Charter Township Fire/Rescue is a full-service department that includes seven full-time first responders and 26 part-time/on-call staff. The department provides mutual aid with neighboring communities. The Fire/Rescue department has seen tremendous growth in the number of calls received over the past several years. While the staffing load was increased to 26 personnel, up from 24 – the staffing model has not changed since 2000. There is a widening gap between the number of calls for assistance relevant to the number of full-time personnel to respond. This presents both a facilities challenge to house the potential workforce required, as well as the necessary equipment and apparatus essential to service the growing community.

Fishbeck has been retained by the Township Fire/Rescue to conduct a facilities condition assessment to evaluate and determine the appropriate prioritization of potential facility deficiencies and develop opportunities to address options for improvement as guided by the Township's goals and objectives. A detailed facilities condition assessment will provide an understanding of the current state of the fire station's building systems including system capacity and life-cycle analysis.

Three options are currently under study:

1. Renovate and expand current location
2. Demolish and build new on existing site
3. Build on new site



fishbeck

NEW ADMINISTRATIVE AND OPERATIONS COMPLEX

ROAD COMMISSION OF KALAMAZOO COUNTY | KALAMAZOO, MICHIGAN

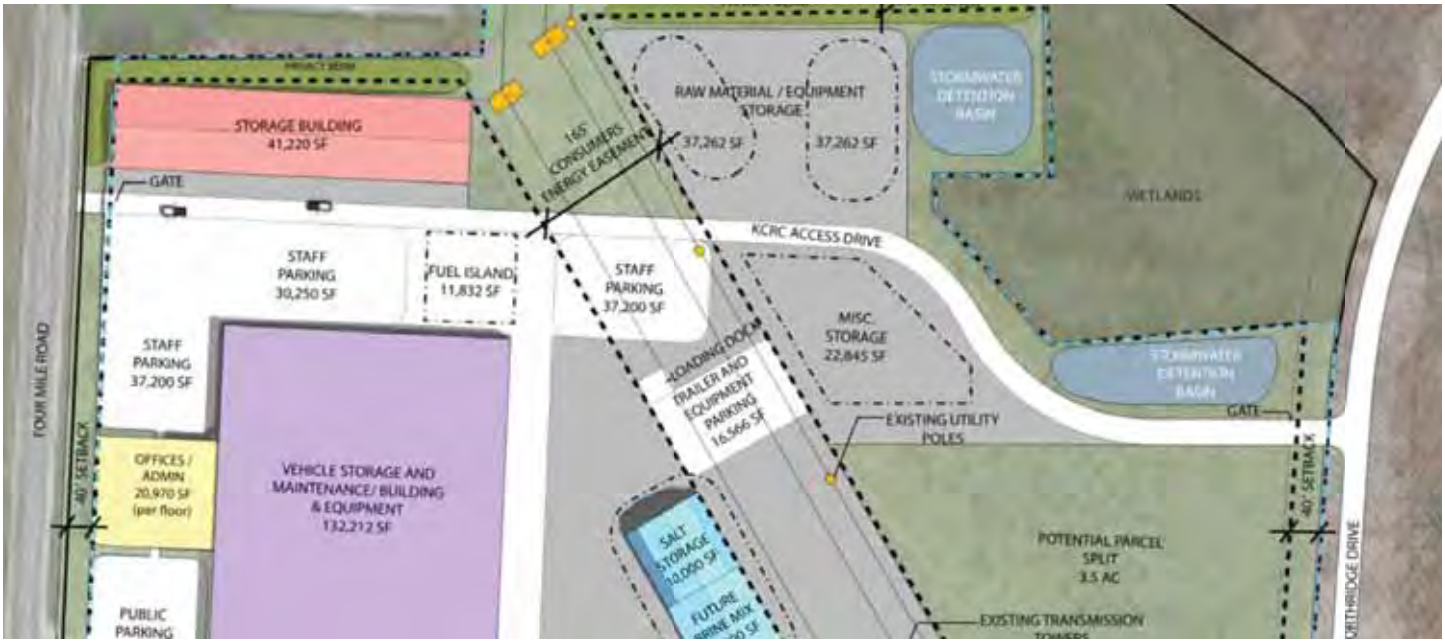
PROJECT DATA
Area: 40 acres
Estimated Completion Date: 2023
Estimated Project Budget: $45-50 million

REFERENCE
Joanna Johnson
Managing Director
jjohnson@kalamazoocountyroads.com
269.381.3170 x220

TEAM MEMBERS INVOLVED
Bill Zaske
Cindy Janes

The RCKC was formed in 1909 and at the end of 2020, RCKC maintained 1,269 miles of roads throughout the 576 square-mile county. RCKC's organization includes 57 employees – 25 administrative and 32 road maintenance operators and mechanics. In 2019, the RCKC engaged in a study of its current operations and facilities. After careful review and consideration of these reports and other factors, the RCKC board approved the purchase of a vacant 40-acre parcel of land located on 26th Street in Comstock Township, which is planned to be a new operations and administrative complex for RCKC.

Fishbeck and the RCKC are currently engaged in the programming and master planning of the new site. The operations will incorporate a new administration facility, new vehicle operations (vehicle storage and maintenance), storage, salt/sand storage facility, miscellaneous outdoor storage facilities, outdoor pathways, drives, and vehicle training area. Completion of the salt/sand storage facility is scheduled for August 2022. The other buildings will follow in 2023, pending bonding approval from Kalamazoo County.



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PROPOSED WALKERVIEW COMPLEX

KENT COUNTY ROAD COMMISSION | GRAND RAPIDS, MICHIGAN

PROJECT DATA

Proposed Building Area: 169,000 sf
Study Completion Date: August 2016
Schematic Design
Completion Date: February 2019
Total Project Budget: $45 million

REFERENCE

Steve Warren
Managing Director
swarren@kentcountyroads.net
616.242.6960

Having operated their central complex in Grand Rapids for over 100 years, Kent County Road Commission (KCRC) began to look for an alternate location to accommodate future growth and free up their 14-acre riverfront site for potential development. A 29-acre parcel within a newly established industrial park presented a good opportunity to meet their long-range needs and was geographically positioned to serve their region.

Fishbeck was retained to work with KCRC staff to conduct a site feasibility study to develop a program to identify current and projected future needs for their site and facilities. Based on the programmed needs for the central complex operation, Fishbeck prepared a design working with key KCRC staff that meets their long-range needs. A preliminary estimate of project costs including site and building construction, equipment, and soft costs was prepared to provide KCRC with information to make a decision regarding purchase of the property.

fishbeck

FIRE STATION 71 ROOF REPLACEMENT

CITY OF UPPER ARLINGTON, OHIO

PROJECT DATA
Area: 1,847 sf
Completion Date: Fall 2018
Construction Cost: $34,000

REFERENCE
Dan Ralley
Assistant City Manager
dralley@hilliardohio.gov
614.583.5043

TEAM MEMBERS INVOLVED
Michelle Hoffner

Fire Station 71 was originally built in 1929 as a municipal building and was transformed into a fire station in 1972. Today it houses 12 fire responders and EMS staff members.

The roof replacement project included replacement of the existing roof with a 20-year warranty, Fully Adhered EPDM, fall protection around the existing roof hatch, and a new metal roof ladder to replace the deteriorating wooden ladder.

After coring the roof, we found the ten inches of insulation were in great condition and well exceeded the code requirements. While we were able to reuse the existing insulation, coverboard was added over it. As a prominent community building, it was important the copper was retained. To accommodate the new roof, the copper was removed and reinstalled as needed for installing the new roofing membrane.

All construction occurred while the building was occupied, and all services remained fully active.

Figure 16: Conceptual Office Layout
Optimizing daylight and views is a primary driver of the layout.

fishbeck

PUBLIC WORKS BUILDING EXPANSION STUDY

OAKLAND COUNTY WATER RESOURCES COMMISSIONER (OCWRC)
WATERFORD, MICHIGAN

PROJECT DATA

Area: 18,000 sf renovation
12,000 sf addition
2.5-acre/44-acre site
Study Completion Date: 2018
Construction Cost: $11.8 million

REFERENCE

Tim Prince, PE
Chief Manager
princet@oakgov.com
248.858.7069

TEAM MEMBERS INVOLVED

Michelle Hoffner
Steve Romkema
Mike Alsgaard

The OCWRC retained Fishbeck to perform a space consolidation study for the buildings and grounds of their headquarters at One Public Works Drive and three other locations.

The purpose of the study was to determine how to consolidate departments to create economic and space efficiencies and develop a more collaborative work environment to accommodate the County's 20-year projected needs as well as improve the customer experience.

The focus was on defining OCWRC's interior space, vehicle, and field equipment storage needed to support future growth, as well as the consolidation of remote departments located at other facilities.

Benefits of consolidating facilities also included bringing security systems and technology infrastructure up to current workplace standards, providing opportunities for flexibility and future growth, improving the energy efficiency of the facility, and bringing the building up to code for barrier free access and life safety.

Fishbeck provided a general review of the building systems and site to determine the feasibility of improving the facility to support an addition and lengthen the life of the building.

Three concepts and associated costs were presented to the OCWRC for review by the Budget Task Force.

fishbeck

VILLAGE HALL AND POLICE STATION

VILLAGE OF SPRING LAKE, MICHIGAN

PROJECT DATA
Area: 12,600 sf
Completion Date: June 2004
Construction Cost: $1.85 million

REFERENCE
Christine Burns
Village Manager
christine@springlakevillage.org
616.842.1393

TEAM MEMBERS INVOLVED
Tony Kuhtz
Eric Dickinson

AWARDS
2007 Award for Excellence in Masonry Design, Restoration - Masonry Institute of MI/AIA MI

2005 Award of Excellence for Historic Renovation - Associated Builders and Contractors

Located on the main street of the Village of Spring Lake, the Village Hall and police station had not changed significantly since its original construction in 1937. The Village was considering abandoning their downtown location in favor of a new building.

Fishbeck was asked to create a design that would complement the historic character of the building and meet the strict requirements of the local Historic Commission, meet additional space needs for the Village Hall and police staff, and provide space for future growth, modern technology systems, and staff security. These goals had to be accomplished within the existing building plan for a limited budget.

Fishbeck analyzed the existing 80-year-old structure and developed an innovative plan that included the removal of the partial basement and construction of a new second floor within the building. This required significant structural analysis and coordination within the existing building structure.

The existing HVAC and electrical systems were completely removed and replaced with new modern equipment. New energy-efficient windows were installed to complement the exterior character of the building. Interior finishes and detailing further complement the historic character while providing a client-friendly atmosphere.

As a result of the renovation, there was significant investment in the Spring Lake Central Business District including the development of new retail shops and a new library. Fishbeck worked with Redstone Architects, Inc. to complete this project.

fishbeck

MUNICIPAL FACILITIES | 01

Fishbeck staff have worked with multiple cities, counties, and townships designing a variety of municipal facilities including administration buildings; community recreation centers; fire and police stations; and public works and public library facilities.

Fishbeck has worked with multiple cities, counties, and townships designing a variety of municipal facilities including administration buildings; community recreation centers; fire and police stations; and public works and public library facilities. Our staff's experience includes:

City of Alpena – Public Works Service Center Space Needs Assessment
Village of Baldwin – Village Hall and Fire Station
City of Battle Creek – Public Works Master Plan
City of Belding – Dial-A-Ride Transportation Building Study
City of Blissfield – New Fire Station
Cannon Township – Township Hall and Fire Station
Cascade Charter Township – New Township Hall Study
Cass County Road Commission – Administration and Vehicle Maintenance Facility
City of Cedar Springs – Municipal Center Master Plan
City of Chelsea – City Hall and Police Station Study
City of Davison – Municipal Center Master Plan Study
Delta Charter Township – Central Fire Station
City of Farmington Hills – Public Works Facility Addition
City of Ferrysburg – City Hall Study
City of Grand Haven – Community Center Renovation and Addition
City of Grand Rapids – Bus Garage Addition and Public Service Center Study
Grand Rapids Charter Township – Fire Station/Emergency Response Center Study
City of Greenville – Community Center Renovation and Addition Study
City of Howell – Public Service Center Expansion and Renovation Master Plan
City of Ionia – Recreation and Community Center Renovation
Ingham County – New Fairgrounds Exposition Center Study
City of Kalamazoo – Indoor Firearms Facility Study
Kent County Road Commission
- Walkerview Site Feasibility Study
- Central District Garage and Administrative Offices

MUNICIPAL FACILITIES | 02

City of Lansing
- Fleet Services Garage Renovation
- Consolidated Garage Renovation and Site Master Plan
- Parking Structure Analysis and Renovation

Lansing Board of Water & Light – REO Town Corporate Offices

City of Lowell
- City Hall Renovation and Police Station Addition
- Look Memorial Fire Station

City of Marquette – New Municipal Service Center

City of Marshall
- Administration Facility and Utilities Service Building
- Regional Law Enforcement Center

Charter Township of Meridian – Municipal Service Center

City of Novi – New Pavilion Shore Park Restroom and Shelter Facility

Ottawa County – New Courthouse Facility

Plainfield Charter Township
- Space Needs Assessment/Programming and Community Center Schematic Design
- Facility Condition Assessments

City of Portland – New City Hall and Community Center

Village of Spring Lake – Fire Station, Village Hall, and Police Station Renovation

City of Sturgis – Public Services Department Utility Center Study

City of Upper Arlington
- Fire Station 71 Roof Replacement
- Municipal Services Building Roof Replacement

Van Buren County Road Commission – New Vehicle Maintenance and Storage Facility

City of White Hall – City Hall, Fire Station, and Ambulance Space Needs Study/Facility Condition Assessment

City of Wyoming – New City Hall

City of Yale – City Hall and Public Safety Space Needs Study

REDSTONE ARCHITECTS INC.

Specialists in Public Safety Architecture

ESTABLISHED 1937

Response to Request for Proposal

Professional Architectural/Engineering Services

Fire Station #1

Cascade Charter Township, Michigan

06/18/2021

Daniel Redstone,FAIA
dredstone@redstonearchitects.com
T: 248.418.0990
www.redstonearchitects.com
2709 S. Telegraph Road
Bloomfield Hills, MI 48302

Law Enforcement
Justice
Public Safety
Municipal
Corporate/Commercial

Redstone Architects, Inc. 2709 S. Telegraph Road, Bloomfield Hills, MI 48302-1008

June 18, 2021

Cascade Charter Township
Attn: Benjamin Swayze
Township Manager
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

Re: **Request for Proposal**
Professional Architectural/Engineering Services
Fire Station #1

Dear Mr. Swayze and Members of the Selection Committee:

Thank you for the opportunity provide our specialized, professional design services to Cascade Charter Township to help keep its reputation as a safe and responsive community. As stated on your website: "Cascade Township is recognized as an excellent place to live, work, play and raise a family." The background information indicated that the replacement and construction of a new Fire Station #1 was the top priority for investment in Township facilities.

Redstone Architects is a Michigan corporation and licensed to practice architecture. Our team includes ProgressiveAE ("PAE"), Consulting Engineers, Civil Engineers and Landscape Architects, a Grand Rapids based full-service firm who provided (with our involvement) the Township with the Study for this very exciting project.

In this proposal our roles are reversed. Redstone Architects will be the Architect of Record and PAE will be our consulting engineers.

As President of Redstone Architects, I will lead our team efforts. I will be working closely with Jim Horman, Principal at PAE, who lives in Cascade Township close to the, will be able to respond quickly to the Projects needs.

The Project Proposal describes how we will implement the approved study, which was a collaborative effort with your representatives. We are excited about the opportunity to continue to work with the Township to take the study's recommendations to a successful outcome.

T 248.418.0990 F 248.418.0999 corporate@redstonearchitects.com www.redstonearchitects.com

The Design Team and the Township will continue to work as a collaborative team so that all decisions are made by consensus. We welcome having both an Owner's Representative and a Construction Manager on board during our design phases as they will provide additional input into the design process.

Fire Station Facilities, especially those containing administrative operations and training facilities for both Township and public use, require significant effort for both specialized components and proper security separations. Our fee proposal reflects both the inclusion of this specialized knowledge that will get us off and running quickly.

We look forward to working with Cascade Township to create a facility that will permit the CTFD to "...deliver quality preventative and emergency service to the community" for many decades to come.

Sincerely,

Daniel Redstone, FAIA, NCARB

President

BUSINESS ORGANIZATION

ARCHITECT OF RECORD: **REDSTONE ARCHITECTS, INC.**
Public Safety Architects

A Michigan S-Corporation
E.I.N. 38-1618558

2709 S. Telegraph Road
Bloomfield Hills, MI 48302-1008
Telephone: (248) 418-0990; Facsimile: (248) 418-0999
Email: dredstone@redstonearchitects.com
Website: www.redstonearchitects.com

CONSULTING ENGINEERS: **PROGRESSIVE A/E**

Consulting Mechanical, Electrical, Plumbing, Structural, Civil Engineers
Landscape Architects

1811 4 Mile Rd. NE
Grand Rapids, MI 49525
Telephone: 616.361.2664; Facsimile: 616.361.1493
Email: hormanj@progressiveae.com
Website: www.progressiveae.com

AUTHORIZED SIGNATURE

The proposal must be signed and dated by a person authorized to legally bind the Respondent to a contractual relationship, e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship."

NAME OF RESPONDENT **REDSTONE ARCHITECTS, INC.**
BUSINESS ADDRESS OF RESPONDENT

2709 S. Telegraph Road, Bloomfield Hills, MI 48302

BUSINESS TELEPHONE NUMBER OF RESPONDENT 248-418-0990

AUTHORIZED SIGNATURE : Daniel Redstone

TITLE OF SIGNER: PRESIDENT NAME: Daniel Redstone

DATE OF SIGNATURE: JUNE 15, 2021

EMAIL: **dredstone@redstonearchitects.com**

Response for Request for Proposal
Professional Architectural/Engineering Services
Fire Station #1
Cascade Charter Township, Michigan
06/18/2021

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SECTION 1

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

4.2 Executive Summary

Summarize the respondent's strong points and how experience, particularly with similar responsibilities, will benefit the stakeholders. Include a brief description of the scope, staffing and dates.

Redstone Architects is a **nationally known Public Safety Architect**, specializing in fire and law enforcement facilities. Our knowledge brings the latest trends and fire station requirements to Cascade Township for discussion.

Redstone was the **Public Safety Consultant to PAE for the Station 1 Study**, which was accepted by Cascade Township. Redstone has a thorough understanding of CTFD needs for this new building.

Redstone will be the **Architect of Record** and lead the design team.

ProgressiveAE will provide **Consulting Engineering Services** and assist in local representation.

The Team's Professional effort will be accomplished by **experienced architects and engineers** as shown on the Organizational Chart and Project Staffing Section.

Redstone and PAE use the **latest technology**: REVIT 360 design tools, Newforma Project Management software for team collaboration (including Cascade Township representatives) during the design phases, and of course Zoom meetings when necessary to include all necessary team members quickly.

Proposed Schedule if awarded in Mid-July should allow for completion of **bidding documents by the end of 2021**, with **bidding and award to take place in the first quarter of 2022.**

Construction Delivery. We encourage the Township to engage a **Construction Manager at Risk (CMR)** to join the Team as soon as possible, perhaps by end of August 2021. Having a CMR on board during the design phase will provide cost estimating advice and options for the Team to consider.

Redstone's last two fire station projects (Troy MI and Monroe MI) utilized a CMR delivery method. Both were within budget and very successful.
(Refer to Project Examples and Letters of Reference)

REDSTONE ARCHITECTS FIRM PROFILE

Redstone Architects, Inc.
Specialists in Public Safety Architecture

A Michigan S-Corporation
E.I.N. 38-1618558

2709 S. Telegraph Road
Bloomfield Hills, MI 48302-1008
Telephone: (248) 418-0990
Facsimile: (248) 418-0999
Email: dredstone@redstonearchitects.com
Website: www.redstonearchitects.com

Authorized Representative: Daniel A. Redstone, FAIA, NCARB, LEED AP, President and CEO

Overview

For 80 years, the firm has understood the importance of providing design solutions that embrace functionality and client needs, as well as pleasing and appropriates aesthetics. We provide strong design leadership and technical expertise in a world where change is occurring at breakneck speed. We emphasize the importance of satisfying all of our clients' needs, including security, functionality & workflow, quality, sustainability, aesthetics, and budget.

The firm maintains open communications with our clients throughout our engagement, helping to insure a successful Project. We listen to our clients and to their users. Your buildings and facilities are a result of collaborate effort.

The firm was established in 1937, and was incorporated in Michigan in January, 1960. Daniel Redstone, FAIA, joined the firm in 1967, became President in 1987, and has been Chairman and Chief Executive Officer since 1996.

We established Redstone Public Safety Consulting Group to offer non-architectural consulting services to Public Safety agencies needing advice on consolidation and sharing of services with other agencies. Recent studies include the MRLEC and Monroe, MI.

We specialize in public safety architecture as well as justice and municipal projects. We offer a full range traditional architectural and professional services, including master planning, programming and schematic design, as well as non-traditional consulting services such as strategic planning and financial planning.

Our firm has become an expert in its field by developing a thorough understanding of the specialized, operational needs of our clients. We regularly attend national conferences focusing on our specialties.

We develop state-of-the-art solutions for our clients, and help clients and agencies maximize their facilities while staying within budget.

Police Department, Troy, MI

Redstone Architects works directly with agencies and as consultants to architects throughout the United States.

By being a consultant to a local architect, local firms can continue to serve their community on specialized projects by augmenting their knowledge and use of local engineering consultants with our specialized expertise.

Select Market Expertise

Redstone Architects provides specialized services to select markets, including:

- PUBLIC SAFETY
- JUSTICE
- MUNICIPAL
- PUBLIC SAFETY CONSOLIDATION

At Redstone Architects, we work with our clients throughout the programming, schematic design, contract documents and administration to achieve success.

We maintain a high level of expertise for new construction, renovation, adaptive re-use, historic rehabilitation and building additions. We understand the unique nature of our municipal clients' various needs. This enables us to provide our municipal clients with timely responses and solutions.

Police Department, Waterford, MI

Oklahoma City Public Safety

Professional Services

We offer a full range of services, including:

- PROGRAM MANAGEMENT
- STRATEGIC PLANNING
- NEEDS ASSESSMENT
- PROGRAMMING & SPACE PLANNING
- SITE PLANNING
- ARCHITECTURAL SERVICES
- INTERIOR DESIGN SERVICES
- PUBLIC SAFETY CONSOLIDATION STUDIES
- PROJECT COST ESTIMATING
- DESIGN/BUILD PROJECT DELIVERY
- OTHER CONSULTING SERVICES

Our understanding of public safety related operational, procedural, and regulatory issues, combined with our specialized experience, creativity, imagination, and managerial skills, is your assurance that you may rely on Redstone Architects end Redstone Public Safety Consulting Group to make your Project a success.

Professional by Discipline

Redstone Architects maintains a professional staff of between four and 10 employees. Our firm is in full compliance with the architectural registration statutes of the State of Michigan. Daniel Redstone is licensed in Michigan and 12 other states, and is NCARB certified.

	Current Staff	LEED-AP & Green Assoc.
Licensed Architects	4	3
Designer/CAD	1	
Administrative/Clerical	1	

We are known nationally for our knowledge of public safety and justice facilities. We strive to help keep clients, users, and "customers" safe by designing buildings that recognize the need for collaborative work flows with appropriate security separations.

The following is a partial listing of our firm's recent and current client-agencies:

Law Enforcement

Police Station	Sauk Prairie, WI
Police & DPW Study	Orchard Lake Village, MI
Police Station Renovation Study	Novi, MI
Public Safety Building	Clive, IA
Police Station	Warr Acres, OK
Police Department	Mission, KS
Police & Fire Consolidation Study	White Lake Twp, MI
Sheriff Department Study	Livingston County, MI
Police Department	Middleton, NJ
Police Department	Warrington, PA
Justice Center Study	Lincoln Park, MI
Police Department	Ponca City, OK
Police Space Needs Analysis	Milford, DE
Police/Fire Headquarters Study	Buffalo, NY
Police Headquarters	Battle Creek, MI
Police Department	Mt. Pleasant, SC
Public Headquarters/Fire Adm.	Troy, MI
Police Headquarters	Oklahoma City, OK
Regional Law Enforcement Ctr.	Marshall, MI
Police Department	Jacksonville, NC
Police Department Consultation	Medford OR
Firearms Training Center	Novi, MI
Police Headquarters/Addition	West Bloomfield, MI
Police Department Study	New Garden Twp., PA
Sheriff's Substation Study	Delta Twp., MI
Police Headquarters	Lansing, MI
Police Headquarters/Court	Cape Girardeau, MO
Police Headquarters	Gaithersburg, MD
Public Safety Substation	Bridgeport, WV
Police Department/Court	Bridgeton, MO
911-EOC Center Study	Harrison County, WV
Police Department/Court	Inkster, MI
Police Headquarters	Waterford, MI
8th Precinct Substation	Detroit, MI

Fire Operations

Fire Station	Warr Acres, OK
Fire Station Renovation Study	Port Huron, MI
Fire Station Replacement Study	Cascade Twp, MI
Fire Station & ESO	Upper Providence Twp, PA
Fire Station	Cedar Springs, MI
Fire Station & DPW Study	Grand Blanc, MI
Engine Company No. 5	Detroit, MI
Midtown (Central) Fire Station	Taylor, MI
Fire Station #1	Monroe, MI
Fire Station Replacements	Battle Creek., MI
Fire Headquarters and Station	Jacksonville, NC
Station 4 Replacement	Troy, MI
Public Safety Substation	Bridgeport, WV

Justice

25th District Court	Lincoln Park, MI
55th District Court	Mason, MI
63rd 1-2 District Court	Kent County, MI
23rd District Court-Design-Build	Taylor, MI
62-B District Court	Kentwood, MI
54-A District Court Study	Lansing, MI
22nd District Court	Inkster, MI
Municipal Court	Bridgeton, MO
Municipal Court	Mt. Pleasant, SC

Municipal

Genesee Juvenile Justice Center	Genesee County, MI
Town Hall/Village Square	Macomb Twp, MI
Dept. of Public Works	Waterford Twp, MI
City Hall Renovation/Add'n	Saline, MI
Belle Isle Casino Renovation	Detroit, MI
Pontiac Housing Commission	Pontiac, MI
Police, City Hall & DPW Study	Utica, MI
20-year Facilities Strategic Plan	Grand Blanc Twp, MI
DPW Needs Assessment	Kentwood, MI

Firm Overview

Progressive AE's workforce is a unique blend of creative people who think strategically, and strategic people who work creatively. The firm is guided by Performance Based Design, a fundamental and forward-thinking philosophy. Through Performance Based Design, we commit to optimizing performance for clients and validating results post-occupancy.

FULL SERVICE
ARCHITECTURE & ENGINEERING FIRM

55 YEARS
OF EXPERIENCE

ACTIVE IN
48
STATES

75+ COMMUNITIES SERVED

120+
DESIGN
AWARDS

210 SKILLED PROFESSIONALS

LOCATIONS= **2**

Full Service Expertise

One thing we know is each client faces unique needs that must be met, while keeping the future in mind. This is exciting to us. No challenge is too great, thanks to our comprehensive range of services. Whatever discipline is required, we have subject matter experts on hand to find the right solution.

Our Areas of Expertise Include:

- Architecture
- Design-build
- Engineering
- Interior Design
- Landscape Architecture
- Planning and Consulting
- Procurement
- Urban Planning
- Universal Design
- Water Resources

Our Goal: Driving Performance

We seek purposeful solutions to drive your organization's performance. To this end, we work in a wide range of industries — from industrial plants to retail stores. Each is home to a dedicated, multi-disciplinary team whose talents are marked by fresh design, technical precision and productive spaces. Having experts who specialize in your industry brings you a tremendous experiential advantage and a deep knowledge base of what you do, current trends and critical elements of success.

Where We Work:

- Community
- Healthcare
- Housing
- Industrial
- Learning
- Retail
- Senior Living
- Sports
- Workplace
- Worship

Community Expertise

Our passion for community is evident in who we are and what we do. We have more than 50 years' experience in creating engaging, energetic and collaborative communities. An intimate knowledge of the local community, combined with a full range of design services, gives us the unique ability to look holistically at community projects. These projects require awareness and understanding of various administrative requirements including regulatory and civic compliance. Our understanding of local and state regulations helps pave the way for a smooth and efficient process from initial engagement through project completion.

We Start With You.
No matter the project, we always begin by understanding you, your residents and visitors, and the aspirations and drivers of your community. Having a firm understanding of where you are today and where you want to be tomorrow, will help guide our design decisions and recommendations. Design is a process, it takes understanding, vision and realistic recommendations. We're here to lend our guidance and expertise to your project.

Our experience spans more than 50 years and includes projects for different clients and communities across the country including these project types:

Municipal
- Airport
- Correctional
- Markets
- Parks and recreation
- Public works
- Water resources

Mobility
- Safety analysis
- Geometric planning
- Transportation planning,
- Traffic engineering
- Signal design

Nonprofit
- Chamber of commerce
- Community foundations
- Development authorities
- Economic development agencies

Arts and Entertainment
- Convention and visitor centers
- Fine and performing
- Gardens and parks
- Hotels
- Museums
- Sports and recreation
- Stadiums

Transit
- Bus routes
- Facility renovations
- FTA compliance
- Mass transit
- Micro transit (bike share, car share)
- Parking structures
- Storage/maintenance

Locations:

Grand Rapids
1811 4 Mile Rd. NE
Grand Rapids, MI 49505
616.361.2664

Charlotte
330 South Tryon St. #500
Charlotte, NC 28202
704.731.8080

SECTION 3

PROJECT STAFFING

PROJECT ORGANIZATIONAL CHART

CASCADE TOWNSHIP

OWNER'S REPRESENTATIVE

To Be Determined

Redstone Architects to assist in developing scope of services and Request for Proposals for Owner's Representative.

CONSTRUCTION MANAGER

To Be Determined

Redstone Architects to assist in developing scope of services and Request for Proposals for Construction Manager.

ARCHITECTURAL / ENGINEERING

ARCHITECT OF RECORD

Redstone Architects Inc.

MEP/CIVIL CONSULTING ENGINEERS, LANDSCAPE ARCHITECT

progressive ae

LEADERSHIP TEAM

Redstone Architects	*Progressive AE*
Principal-In-Charge **Daniel Redstone, FAIA**	Principal-In-Charge **Jim Horman, AIA**
Project Manager **Teffera Kowalske, AIA**	Project Manager **Lisa Warren, LEED AP**

Key Staff	Key Staff
Senior Project Architect **Joel Galanty, RA**	Lead Structural Engineer **Chris Masacek, PE**
Project Architect **Peggy Matta, AIA**	Landscape Architect **Ryan Johnson, PLA**
CAD Technician **Brett Cooper**	Senior Civil Engineer **Steve Teitsma, PE**
	Senior Electrical Engineer **Scott Thompson, PE**
	Senior Mechanical Engineer **Maureen Kozel, PE**

PROJECT STAFFING

Our Organizational Chart depicts the lines of authority for our design team and how we will interact with Cascade Township and the Township's Owner's Representative and the Construction Manager.

Daniel Redstone, FAIA, will be the Principal in Charge for Redstone Architects.

Teffera Kowalske, AIA, Redstone's Project Manager.to oversee the architectural efforts and the overall project effort with the Township and PAE. Teffera will be the day-to-day point person for Redstone Architects.

Jim Horman, AIA will be the Principal in Charge of our MEP consultants, PAE.

Lisa Warren, LEED AP, will be PAE's Project Manager. She will oversee PAE/s day-to-day engineering efforts and coordination with Redstone Architects. Ms. Warren will assist Redstone by acting on its behalf to attend to Township matters in a cost-effective manner.

Team Members for both Redstone Architects and PAE are listed in the Organizational Chart and their resumes are included in our submission.

LEADERSHIP TEAM

Redstone Architects	*Progressive AE*
Principal-In-Charge **Daniel Redstone, FAIA**	Principal-In-Charge **Jim Horman, AIA**
Project Manager **Teffera Kowalske, AIA**	Project Manager **Lisa Warren, LEED AP**
Key Staff	**Key Staff**
Senior Project Architect **Joel Galanty, RA**	Lead Structural Engineer **Chris Masacek, PE**
Project Architect **Peggy Matta, AIA**	Landscape Architect **Ryan Johnson, PLA**
CAD Technician **Brett Cooper**	Senior Civil Engineer **Steve Teitsma, PE**
	Senior Electrical Engineer **Scott Thompson, PE**
	Senior Mechanical Engineer **Maureen Kozel, PE**

Daniel A. Redstone, FAIA, NCARB, LEED AP
Principal-in-Charge

Education
University of Michigan-MBA
University of Michigan-B. Arch

Professional Registration
Michigan plus 12 states
Michigan Arch. License: 1301019670
NCARB Certificate Holder

Professional Associations
MI Board of Professional Surveyors
2003-2011
MI Board of Architects
1992-2002, 2003-2011
Zoning Board of Appeals,
West Bloomfield, MI 2015-18

Int'l. Assoc. of Chiefs of Police
Int'l Assoc. of Fire Chiefs
MI Assoc. of Chiefs of Police
MI Assoc. of Fire Chiefs
SE Michigan Assoc. of Chiefs of Police

American Arbitration Association,
Panel Member
Nat'l Architectural Accrediting Board
Accreditation Team Member(8)
Team Chair: 2010-2013, 2016

Conferences
AIA Academy of Architecture for Justice, 2006-2010; 2015
Law Enforcement Track Leader 2006
AAJ Jurist 2017
IACP Annual Conf. and Exposition
1993-2016; Exhibitor 2002-2019

Honors
2007 AIA Detroit, Gold Medal
2002 Fellow (FAIA), American Institute of Architects
1995 AIA Michigan, Robert Hastings Award
1992 AIA Board Member of the Year

For over 30 years Mr. Redstone has led the programming and design efforts for numerous law enforcement, justice, and public safety agencies. As Principal-in-Charge, Dan works directly with architects, agencies, and command staffs throughout the country. He has gained valuable insight on the spectrum and variety of public safety services offered nationally, as well as having worked with a variety of public-safety, organizational structures.

Mr. Redstone was the author of Chapter 28 -Fire Station and Facility Design – in the 7th Edition of the **Fire Chiefs Handbook**, published in 2015. Mr. Redstone was also a member of the Team that wrote the new **IACP's Planning Facilities Planning Guidelines**, published in 2019. The Guidelines was accompanied by case studies, which included the Marshal Regional Law Enforcement Center, designed by Redstone Architects.

Relevant Public Safety Project Experience (*Current Project: 2021)

FIRE
*Fire Station Study, Cascade Township, MI (Fire Consultant)
*Fire Station Study, Port Huron, MI
*Fire Station, Warr Acres, OK (Fire Consultant)
*Fire Station, Upper Providence Twp, PA (Fire Consultant)
Fire, Township Hall, DPW Study, Grand Blanc, MI
Central Fire Station, Monroe, MI
Fire Station #4 Replacement, Troy, MI
Public Safety Facility, Bridgeport, WV (Fire Consultant)
Police/Fire Administration Building, Troy, MI
Central Fire Station, Waterford Township, MI

POLICE & COURT
*Public Safety Building, Clive, IA (Law Enforcement Consultant)
*Police Renovation Study, Novi, MI
*Police and DPW Study, Orchard Lake Village, MI
*Police Station, Sauk Prairie, WI (Law Enforcement Consultant)
*Police Station, Warr Acres, PA (Law Enforcement Consultant)
Police Department, Warrington, PA
Justice Complex Study, Lincoln Park, MI
*Police Headquarters, Ponca City, OK
City Hall and Police Facility Study, Mission, KS
Police Headquarters, Cape Girardeau, MO (Law Enforcement Consultant)
Police Headquarters, Battle Creek, MI
City Hall and Police Department, Bridgeton, MO (Law Enforcement Consultant)
Police Headquarters, Medford, OR (Law Enforcement Consultant)
Police Headquarters, Buffalo, NY (Law Enforcement Consultant)
Police Department Headquarters, Town of Mt. Pleasant, SC
Police Department and City Hall, Saline, MI
Tri-City Post, Michigan State Police, City, MI
Police Headquarters: Waterford Township, MI
Marshall Regional Law Enforcement Center, Marshall, MI
Police and Court Study, Lansing MI
Police and Court Building, Inkster, MI
Justice Facility (Police and 62-B District Court), Kentwood, MI
Firearms Training Center, City of Novi, MI
Police Headquarters, Oklahoma City, OK
63rd District Court, Kent County, MI
23rd District Court, Taylor, MI
Police Headquarters, Crescent City, CA
Center for Public Safety, Jacksonville, NC

Teffera Kowalske AIA, CDT, LEED Green Assoc., NCARB
Project Manager

Education
Bachelor of Architecture
Lawrence Technological University

Masters of Architecture
Lawrence Technological University

Professional Registration
State of Michigan Registered Architect
NCARB Certificate Holder

Professional Credentials
LEED Green Associate
Construction Documents
Technologist (CDT)

Professional Affiliations
American Institute of Architects (AIA)
Construction Specifications
Institute (CSI)

Teffera has been with Redstone Architects for over 6 years and is involved in design, code analysis, interior architecture, specifications and leading the architectural development of public service projects from Programming through the Construction Administration Phase.

Experience from previous management positions makes Teffera ideal for managing projects which includes coordinating with all disciplines, meeting job schedules, and project budgets.

Her background in professional photography has given her an eye for detail.

Teffera is passionate about architecture and dedicated to providing the public safety community with functional and secure facilities from which to serve their communities.

Relevant Public Safety Project Experience (*Current Project: 2021)

FIRE
*Fire Station Renovation/Consolidation Study, Port Huron, MI
Fire Station Study, Cascade Township, MI
Fire Station, Warr Acres, OK
*Fire Station, Upper Providence Twp, PA
Fire Station, Cedar Springs, MI
Central Fire Station, Monroe, MI
Fire Station #4 Replacement, Troy, MI
Fire Station Study, Long Lake, MI
Fire Station Study, Battle Creek, MI

POLICE & COURT
Public Safety Building, Clive, IO
Police Station and DPW Study, Orchard Lake Village, MI
Police Station, Sauk Prairie, WI
Police Station, Warr Acres, OK
Sheriff Department Study, Livingston County, MI
Justice Center, Lincoln Park, MI
Police Station, Warrington, PA
Department of Public Safety, Westchester, NY
*Police Headquarters, Ponca City, OK
Police Headquarters, Vineland, NJ
Police Headquarters, Battle Creek, MI
Police Study, New Garden Township, PA
Marshall Regional Law Enforcement Center, Marshall, MI
Police Station Renovation, Livonia, MI

EXPERIENCE
Fire, Township Hall, DPW Study, Grand Blanc, MI
White Lake Township, MI Police and Fire Study
*Pontiac Housing Commission MSHDA/HUD Renovation
POTW Complex Study Revision, (2019) Delhi Township, Holt, MI
Pontiac Housing Commission Renovations, Pontiac, MI
POTW Complex, (2017) Delhi Township, Holt, MI

Joel Galanty, RA, NCARB
Senior Project Architect

Education
Bachelor of Architecture
University of Detroit-Mercy

Master of Architecture
University of Detroit-Mercy

Professional Registration
State of Michigan Registered Architect
State of Ohio Registered Architect
State of Florida Registered Architect
NCARB Certificate Holder

Professional Credentials
Licensed Residential Builder - State of Michigan

Professional Affiliations
Tau Sigma Delta (Architecture Honor Society)

Joel is a dedicated, design oriented, problem solver with abilities to manage and exceed expectations from concept to completion. He is experienced in Urban, Residential, Educational, Commercial, Retail Market Design and Construction Development. Joel joined Redstone Architects in 2019, bringing 20 years on Project Management experience.

Joel is also NCARB Certified professional with active Registered Architect registrations in Michigan, Ohio and Florida and State of Michigan Licensed Builder.

Relevant Public Safety Project Experience (*Current Project: 2021)

JUSTICE
*Genesee Juvenile Justice Center, Genesee County, MI

PUBLIC SAFETY
*White Lake Township Public Safety Building (Police & Fire), MI
Orchard Lake Village Police Department, Orchard Lake, MI
*City of Lathrup Village Police Department, MI

EXPERIENCE (with other Firms)

COMMERCIAL
Kibit & Smith, Dearborn, MI
Physicians Renaissance, Commerce Township, MI
Dearborn Automatic Tooling, Dearborn, MI
St. Julian's Veterinarian Clinic, Dearborn, MI
American Koyo Center, Howell, MI
Johnson Controls HQ, Plymouth, MI

EDUCATIONAL
University of Michigan, Ann Arbor, MI
Utica High School, Utica, MI
Dearborn Heights District No. 7, Dearborn Heights, MI
L'Anse Creuse Public Schools, Clinton Township, MI
Portage Public Schools, Portage, MI
Pinconning Area Schools, Pinconning Township
Melvindale-Northern Allen Park School District, Melvindale, MI
Dearborn Public Schools, Dearborn, MI
Holt Public Schools, Holt, MI
Ferndale School District, Ferndale, MI
Avondale School District, Avondale, MI
Anchor Bay School District, Chesterfiled Township, MI
Birmingham Public Schools, Birmingham, MI
Muskegon Public Schools, Muskegon, MI
Crestwood School District, Dearborn Heights, MI
Walled Lake School District, Walled Lake, MI

Margaret E. Matta, AIA, LEED AP BD+C
Project Architect

Education
Bachelor of Environmental Studies
University of Detroit

Professional Bachelor of Architecture
University of Detroit

Professional Registration
State of Michigan Registered Architect

Professional Affiliations/Certifications
American Institute of Architects (AIA)

LEED Accredited Professional, Building Design & Construction (LEED AP BD+C)

US Green Building Council, Detroit Region
Market Leadership Advisory Board Member

Detroit 2030 District
Founder and Advisory Council Member

Since joining Redstone Architects in early 2016, Peggy has been involved in programming, code analysis and leading the architectural development of projects from schematic design through construction documentation, coordinating with all disciplines while meeting job schedules, budgets and deadlines. Peggy brings expertise in sustainable design to projects, an increasingly important aspect for municipal buildings.

Peggy has a wide range of project experience including: renovations and new construction for commercial office buildings, manufacturing, retail spaces, K-12 and College/ University Facilities. She has been a LEED Project Administrator for many projects including new construction and major additions, existing buildings and commercial interiors.
Peggy was also on the facilities staff for the University of Detroit, responsible for renovations to existing buildings on the main campus and two satellite campuses, eventually as Chief Architect for Campus Planning and Construction.

Project Experience Highlights (*Current Projects: 2021)

*Fire, Township Hall, DPW Study, Grand Blanc, MI
*Justice Center, Lincoln Park, MI
Genesee County Administration Building (Needs Assessment and Programming)
Livingston County Sheriff Renovation
Battle Creek Police Department Headquarters, Battle Creek, MI
Police Facility, Gaithersburg, MD (Public Safety Consultant)
*Central Fire Station, Monroe, MI
Distribution Warehouse Romulus, MI (Design Concept: 200,000sf+16,000 Admin)
Central Maintenance Facility upgrades, Walled Lake Schools, MI[1]
Fire Station #4, Troy, MI
Police & Fire Headquarters Study, Buffalo, NY (Public Safety Consultant)
City Hall public service area revisions, Clawson MI
Intercollegiate Soccer Stadium, University of Michigan[1]
Renovations for secure vestibules - 8 schools, South Redford School District, MI[1]
Renovations for secure vestibules - 2 schools, Walled Lake Cons. Schools, MI[1]
Commercial building conversion to lofts, Detroit, MI[1]
Fordson High School Addition, Dearborn, MI (Governor's Award for Historic Preservation)[1]
Senior Assessor, Ohio School Facilities Commission: school building condition assessments for 3 Ohio School Districts.[1]
Saginaw School District: school building condition assessments for entire district[1]
Rehab and additions to 3 elementary schools, L'Anse Creuse Public Schools, MI[1]
New Green Elementary School, L'Anse Creuse Public Schools, MI[1]
New South River Elementary School, L'Anse Creuse Public Schools, MI[1]
Science lab & auditorium addition to Senior High School, Fowlerville Community Schools, MI[1]
Convert existing High School to Junior High for three districts: Fowlerville Community Schools, Holt Public Schools and Saline Area Schools[1]
Conversion of college dorm to faculty offices, University of Detroit [1]

LEED Project Administrator Experience:

American Axle World Headquarters, Detroit, MI: LEED EB O+M Certified[1]
Henniges Manufacturing, Auburn Hills, MI: LEED BD+C Silver[1]
Facility Solutions, Clinton Twp., MI LEED CI Silver[1]

[1]Denotes experience while with another firm.

Jim Horman, AIA, RA, LEED AP, NCARB

Principal, Senior Architect
hormanj@progressiveae.com
Phone: 616.447.3322

Jim lends his creative talents and thoughtful insight to assist clients in realizing their vision and creating workable solutions. His strong communication skills allow him to express his designs in a manner that is collaborative; the foundation of his ability to build lasting client relationships.

Education

MIami University
Bachelor of Environmental Design, Architecture

University of Michigan
Master of Science, Architecture

City of Grand Haven Lynne Sherwood Waterfront Stadium
A defining feature of downtown Grand Haven is the Lynne Sherwood Waterfront Stadium. The newly redifined waterfront stadium includes: seating made of low terraced retaining walls with grass surface and a permanent; 1,146-square-foot band shell; a sports surface for volleyball, ice skating, and other events; and when necessary, additional portable bleachers for additional seating capacity of the space.

Jackson County American 1 Credit Union Convention Center
Principal-in-charge to bring 30,000 - 35,000 square foot convention center to the Jackson County Fairgrounds

Ada Township Amy Van Andel Ada Township Library and Community Center
Principal-in-charge for 24,000 square foot, 2-story structure in the heart of the Village of Ada, consisting of collection space for Adults, Young Adults and Children, meeting and gathering space for community events as well as administrative branch offices for the Kent District Library staff. Unique features of the project include a courtyard and outdoor space for program uses.

City of Grand Rapids Calder Plaza Grand Pavilion
Principal-in-Charge on current design of new community focal point in downtown Grand Rapids in partnership with City of Grand Rapids and Downtown Grand Rapids Inc.

City of Allegan City Hall Renovation
Principal-in-charge for redesign of Allegan City Hall to better serve the full-time staff who work to provide services to city residents within the facility; project delivered as design-build

Kent County Space Needs Assessment
Principal-in-charge for review of multiple County-owned facilities for utilization; recommendations were provided for maintenance, consolidation or liquidation

Charter Township of Texas - Township Hall
As principal-in-charge and client manager, leading public engagement using prior experience to connect township values and vision with resulting real estate improvements that not only satisfies schedule and budget, but also delivers on the township's service commitments to the community.

Lisa Warren, LEED AP

Senior Project Manager
warrenl@progressiveae.com
Phone: 616.447.3452

Lisa's role as project manager brings over twenty years of experience practicing architecture in the State of Michigan and surrounding region. Lisa enjoys building her client relationships through the project process, and is especially intrigued with understanding their business goals, and Progressive's role in how might the client's value proposition be supported by the built environment. At Progressive, Lisa leads one of the five multi-disciplinary teams that focuses on community and workplace specific markets. Lisa has also chaired the Board of Shareholders Diversity and Inclusion Committee for a number of years.

Education
Miami University
Bachelor of Environmental Design

University of Michigan
Master of Architecture

Hope College Kruizenga Art Museum
New museum imbedded in the Hope College campus providing accessibility to the Colleges permanent college for teaching and research, includes exhibit galleries, teaching and meeting space, support and storage for the 2-dimensional and 3-dimentional works of art, allowing students an experiential engagement.

City of Grand Rapids Calder Plaza Grand Pavilion
Project manager on current design of new community focal point in downtown Grand Rapids in partnership with City of Grand Rapids and Downtown Grand Rapids Inc.

Frederik Meijer Gardens & Sculpture Park
Project manager for numerous projects over the last 20 years including current work on $80 million of improvements to the entire campus. Previous projects include a campus master plan, amphitheater improvements, education center addition, kitchen renovation, Japanese gardens site design, welcome center addition, parking renovations, transportation center renovation, and concessions and pavillion building design.

Michigan State University Brody Hall
(LEED) addition and renovation to a 1,000 seat dining facility including 8 food venues, full service kitchen, private dining, and food service staff offices and training spaces, renovations took place while maintaining operations

Grand Rapids Civic Theatre
Currently completing phase 1 of an overall masterplan developed over the 6 buildings and Meijer Theatre that supports all the production and education programming, and includes expansion to the children's education programming, increase rehearsal hall capacity, and improvements to the building's accessibility and safety

Grand Rapids Area Chamber of Commerce West Michigan Headquarters
As project manager for study and subsequent workplace design project, Lisa led pre-design process with management team, staff and Chamber members and also facilitated real estate search, secured broker, identified priorities, location limits and completed board presentations. Responsibilites included managing project execution design, documentation, bid process and construction administration.

Chris Masacek, PE

Lead Structural Engineer, Discipline Leader
masacekc@progressiveae.com
Phone: 616.447.3300

Chris' responsibilities include serving as the lead structural engineer for projects of varying complexity, providing technical assistance during project construction to resolve varying or unexpected field conditions. He has comprehensive experience in the design and analysis of commercial and industrial building facilities using a variety of materials, including steel, concrete, masonry, and timber.

Education
Michigan State University
Bachelor of Science, Civil Engineering

City of Grand Haven Lynne Sherwood Waterfront Stadium
Structural engineer for newly redifined waterfront stadium including seating made of low terraced retaining walls with grass surface and a permanent; 1,146-square-foot band shell; a sports surface for volleyball, ice skating, and other events; and when necessary, additional portable bleachers for additional seating capacity of the space.

Ada Township Amy Van Andel Ada Township Library and Community Center
Structural engineer for 24,000 square foot, 2-story structure in the heart of the Village of Ada, consisting of collection space for Adults, Young Adults and Children, meeting and gathering space for community events as well as administrative branch offices for the Kent District Library staff. Unique features of the project include a courtyard and outdoor space for program uses.

City of Grand Rapids Various Parks Master Plans and Improvement Projects
Structural engineer for various park improvements include new splash pads, reconfigured playgrounds with some equipment replacement, new walkways and nature trails, improved lighting, site furnishings, sports fields and courts, drinking fountains, picnic shelters, accessibility upgrades and various landscape improvements

City of Grand Rapids Department of Public Works Butterworth Compost Facility
The City of Grand Rapids hired Progressive AE for the design and construction of a 26-acre compost facility (with expansion designed for 12 additional acres) on a 75-acre parcel the City currently uses for brush storage and other back-of-house operations.

City of Allegan City Hall Renovation
Structural engineer for redesign of Allegan City Hall to better serve the full-time staff who work to provide services to city residents within the facility; project delivered as design-build

Georgetown Township Senior Center
Structural engineer for new 10,000 square foot facility which created multiple new spaces for both the lower and upper level, including a cafe, lounge area, game/social/craft room, fitness classroom, dining room, and computer lab.

Ryan Johnson, PLA, LEED AP, CLARB, CDT

Landscape Architect
johnsonr@progressiveae.com
Phone: 616.447.3303

Ryan has fifteen years of experience in a variety of projects nationally and internationally. His experience ranges from small-scale site design projects to large-scale master plans. This versatility affords him the ability to think about how a specific site project relates to the greater regional context and how the two can impact and influence one another. His experiences have provided him an opportunity to collaborate with single clients, to large community stakeholder groups on projects such as downtown urban and neighborhood revitalization plans, parks, cultural and civic projects, downtown design guidelines and vision plans, retail/hospitality developments, healthcare healing spaces and medical office buildings, streetscapes, parks and open space master plans. Having worked as a Parks Manager for the City of Kalamazoo for several years, he has the unique experience of understanding how parks operate, maintenance needs and costs, and the importance of collaborating with the community to reinforce a City's commitment to those spaces.

Education
University of Wisconsin-Madison
Bachelor of Science, Landscape Architecture

City of Kalamazoo Crane Park Master Plan and Construction
Lead landscape architect for creation of a master plan which seeks to preserve the historic character and passive nature of the park and improves and enhances the ornamental garden area to be utilized as a marketable asset that can be leveraged to strengthen and improvement relations between the parks department and the community.

Latvian Center Garezers: Long Lake Master Plan
Master planning process which engaged diverse stakeholder groups to help create design options focused on pedestrian safety, walkability, vehicular traffic flow, visitor experiences, parking, use spaces, and future development zones.

Ada Township Legacy Park Master
Legacy Park resulted from the Envision Ada Master Plan to develop a 3-acre parcel of land along the Thornapple River in downtown Ada. Services included site planning and construction documentation and administration. Improvements included riverbank restoration, accessible paved trails, restroom facilities, outdoor amphitheater, and accessible play areas.

Frederik Meijer Gardens and Sculpture Park
Services included site design/planning and construction documentation and administration for the new transportation center, amphitheater expansion, new education center outdoor class room area and roof terrace, new picnic pavilion and concessions, and new welcome center. Due to the various stakeholder groups involved, coordination and providing clarity and understanding regarding improvements was extremely important during the design process to minimize complications during the construction implementation phases.

Lakewood Neighborhood Plan
Working with the Charlotte-Mecklenburg Housing Partnership, prepared a neighborhood revitalization plan for the Lakewood Community. The plan builds on action plans prepared by the planning department and is grounded in the stakeholder process. Specific features of the plan include improved connectivity of the street and pedestrian system, and the application of crime prevention through environmental design principles.

Steve Teitsma, PE LEED AP BD+C, CDT

Senior Civil Engineer
teitsmas@progressiveae.com
Phone: 616.447.3384

Steve has over 16 years of civil engineering experience working on several different aspects of projects, including: project management, design, permitting, construction engineering, and inspection. His experience includes: municipal design of road systems, sanitary sewer, water main and storm sewer utilities, as well as stormwater collection and treatment. In addition, Steve has worked on numerous site development projects and understands low impact development concepts.

Education
Calvin College
Bachelor of Science, Civil Engineering

Muskegon Food, Agricultural, Research, and Manufacturing (FARM) Facilty
Design and engineering of the site to support a new building to support community food incubator space. Project included removal of an existing parking lot, new pavement, utilities and landscape design to screen the building. Worked closely with the local municipality to ensure the design was in compliance with all ordinance requirements.

Global Consumer Products Manufacturer Freedom Lot
Assisted with the design of the redevelopment of a large 900-space parking lot in an industrial complex. Integrated bioswales into the parking lot to provide water quality benefits and buffer large storm events. The new design included a bioswale to solve a severe drainage problem.

Feyen Zylstra Walkent Property
Design and engineering for the redevelopment of an existing 20,000 square foot building on a 3-acre parcel in an industrial complex in the City of Walker, MI. The project included an expanded parking lot and a new detention basin to bring the site into compliance with stormwater requirements.

The Rapid CNG Fueling Station
Design and site engineering for a compressed natural gas fueling station for buses. The site layout was designed to allow multiple buses to refuel and maneuver around the site at the same time. The layout also included a detention basin to satisfy the local code requirements. A parallel cascade fueling system was included for private use, while a redesigned buffer fueling system was created for the public buses. The latter is only the second installation of its kind in the United States.

The Rapid Laker Line Operations Center
Design and engineering of a 60,000 square foot bus maintenance and storage facility. The project included modeling of bus movements to ensure turning radius requirements are satisfied. New utilities included design of a pump station for sanitary sewer waste in addition to the design of an underground storage system for storm water detention. This center specifically focused on serving the routes from Grand Valley State University's downtown Grand Rapids campus and main campus in adjacent suburbs.

Hillsdale College Searle Center Renovation
Upgrade to main dining room and banquet facility on campus. The design called for a large dining and banquet space to accommodate up to 700 guests at tables and chairs and the project totalled 37,000 square feet Guests are now greeted by a large two-story atrium space that acts as a pre-function space for both the dining room as well as the adjacent Phillips Auditorium.

Scott Thompson, PE LEED AP

Senior Electrical Engineer, Discipline Leader
thompsons@progressiveae.com
Phone: 616.447.3431

Scott serves as Electrical Engineering Discipline Leader and has extensive experience with project management, as well as electrical power distribution, lighting, fire alarm, security, and communication system design. Scott's background includes performing building assessments, energy studies and EPACT credit reports, and lighting calculation simulations. Projects have included a wide range of building types.

Education
Western Michigan University
Bachelor of Science, Engineering

Muskegon Central Dispatch 911 Operations Center Facility Assessment
Electrical engineer for facilities and infrastructure assessment and analysis of existing 911 operations center in preparation of a change toward a new "800" system, requiring additional data equipment; analysis considered both new construction and interior renovations to accommodate the desired solution

City of Grand Rapids
- Several park renovations including site lighting and splash plad additions
- Calder Plaza Grand Pavilion - Electrical engineer on current design of new community focal point in downtown Grand Rapids in partnership with City of Grand Rapids and Downtown Grand Rapids Inc.

Muskegon County Convention Center
Electrical engineer for full building design of 40,000 square foot convention center to be completed in 2021

City of Grand Rapids Calder Plaza Grand Pavilion
Electrical engineer on current design of new community focal point in downtown Grand Rapids in partnership with City of Grand Rapids and Downtown Grand Rapids Inc.

Georgetown Township Senior Center
Project architect for new 10,000 square foot facility which created multiple new spaces for both the lower and upper level, including a cafe, lounge area, game/social/craft room, fitness classroom, dining room, and computer lab.

City of East Grand Rapids As-Needed Transportation Services
Electrical engineer assisting the City of East Grand Rapids with day-to-day concerns such as signal and pavement marking issues through community-wide planning and systemic safety initiatives

City of Traverse City 8th Street Reconstruction
Electrical engineer for design of a total reconstruction of approximately ½ mile of 8th Street, a key major street leading into the Traverse City downtown area

Ada Village Master Plan Implementation Projects
Electrical engineer for implementation projects from Ada Village Master Plan including Legacy Park, creating a greenspace connection to the Thornapple River featuring a series of walking paths, a playground adjacent to an outdoor amphitheater, a bridge connection to future park space, restrooms and series of plaza spaces as well as many engineering efforts on streetscape redesign throughout Ada Township.

Maureen Kozel, PE, LEED AP, CDT

Senior Mechanical Engineer
kozelm@progressiveae.com
Phone: 616.447.3336

Maureen is a senior mechanical engineer and serves as Progressive AE's mechanical engineering discipline leader. She has more than 14 years of experience in the industry and provides HVAC consulting from site selection and lease negotiations to design and construction administration. Maureen enjoys the design challenge of meeting client goals and patient comfort with the appropriate mechanical systems.

Education
University of Michigan
Bachelor of Science, Mechanical Engineering

Indian Health Services Health Clinic
Served as senior mechanical engineer and internal project manager for the conceptual and schematic design of a 206,000 square foot, $58.9 million health clinic in Rapid City, SD. The clinic will bring various administration and health services into one central location creating a "one-stop shop" for medical treatment for all patients within the region. In order to achieve LEED Gold rating, the building uses heat recovery chillers and a photovoltaic array that provides 20% of the building's electricity needs.

VA Ann Arbor 8th Floor Renovation & Expansion
Served as senior mechanical engineer for the renovation of the 8th floor mental health department and a first-floor 21,000 square foot, $7.8 million addition to the Department of Veteran's Affairs facility in Ann Arbor. Michigan. The addition required a high level of coordination at the connection to the existing building due to the shallow floor heights. The addition required a review of the campus mechanical systems due to the multiple renovation and addition projects under design or construction simultaneously. The project team was able to identify a where there was a lack of capacity and address it with the new addition project.

Canterbury-on-the-Lake Skilled Nursing and Rehabilitation
Served as senior mechanical engineer for the ten-million-dollar renovation of the skilled nursing facility and rehabilitation department and 28,00 square-foot memory care addition in Waterford, Michigan. The project required detailed site investigation and coordinated phasing plans to reduce construction costs and decrease the project timeline. Capacity limitations uncovered during the site investigation lead to separate systems for the rehabilitation area for it to accommodate the influx of expected new patients.

Sparrow Health Systems St. Lawrence Campus Operating Rooms Refresh
Served as senior mechanical engineer for the $1.3 million, 26,000 square-foot operating rooms refresh project at Sparrow St. Lawrence Campus in Lansing, Michigan. In addition to updating finishes and minor renovations of the operating rooms, PACU and waiting areas, the mechanical scope included a study to investigate options for improving the HVAC system serving the operating rooms that allowed Sparrow to make an informed decision based on their priorities for the facility. The study included investigation into the current operating issues, construction cost estimates and construction documents for the selected option.

SECTION 4

PROJECT EXPERIENCE AND REFERENCES

Redstone Architects, Inc. provides permission for the Township to contact all municipalities/individuals listed to obtain information to assist in evaluating the Proposal.

REDSTONE ARCHITECTS EXPERIENCE

Upper Providence Township, PA
New Central Emergency Services Facility (2019-2022)

Location: Upper Providence Twp, PA	**Estimated Completion Date:** March 2022	**Estimated Cost:** $12,900,000
Size: 21,300 sf	**Scope:** Public Safety Consultant for Programming and Full Design Services	

References:

Dan Kerrigan, Chief of Fire and Emergency Services
(610) 933-9179
dkerrigan@uprov-montco.org

Architect of Record:

GKO Architects, Ambler, PA
Michael O'Rourke, AIA; Principal
(215) 646-2003
mike@gkoarchitects.com

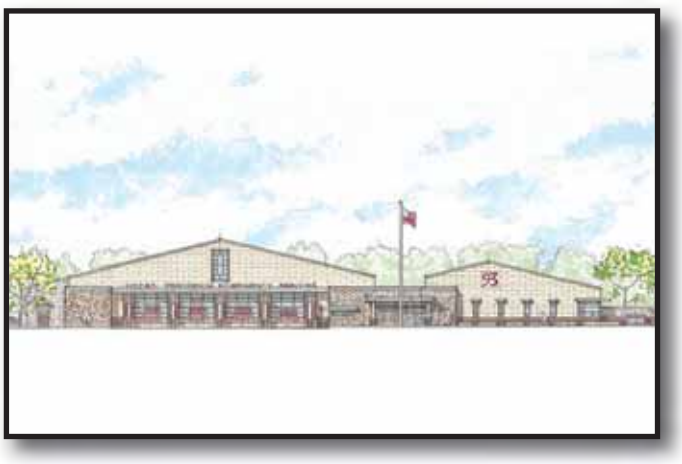
Project Team:

Daniel Redstone, FAIA
Teffera Kowalske, AIA

Redstone Architects consulted for GKO Architects on a New Central Emergency Services Facility. Redstone provided the services for programming through schematic design and assisted with the completion of the design and construction phases.

Focusing on firefighter safety, Hot-Warm-Cold Zones were implemented into the facility which houses the full-time Fire Department, administrative offices, and the Township's EOC. The facility also has space to accommodate future EMS operations.

The project broke ground in January 2021 and is scheduled to be completed in March 2022.



Monroe, Michigan Fire Station #1 (2004-2006; 2013-2015; 2017-2019)

Location: Monroe, MI	**Final Completion Date:** September 2019	**Cost:** $5,276,000
Size: 15,500 sf	**Scope:** Full Architectural Services	

References:

Robert Wight, Fire Chief
(734) 564-9388
robert.wight@monroemi.gov

Vincent Pastue, City Manager
(734) 384-9144
vincent.pastue@monroemi.gov

Project Team:

Daniel Redstone, FAIA
Teffera Kowalske, AIA
Peggy Matta, AIA

Redstone Architects was engaged by the City of Monroe to identify the space needs for the City's new, Public Safety Department. Redstone had previously prepared a Needs Assessment for replacement of the Central Fire Station. (In 2010 the City moved towards a Public Safety Department and began to cross-train its police officers) The City's Police Department is currently housed in the County Law Enforcement Center.

In late 2014, Redstone began Schematic Design for the first phase of the new facility that will house fire operations only. In November 2015 voters approved a bond issue for this project. In 2017 the Project was relocated to a different site and Schematic Design Phase was completed. At this point the City was confronted with a major tax revenue reduction, resulting in the elimination of almost $1,000,000 from the project budget. Scope was reduced and the reduced design continued. Ground breaking was held on September 5, 2018. Substantial completion of the building was September 5, 2019.

City of Monroe Fire Department
75 Scott St. Monroe MI 48161 T: 734-241-1626 F: 734-241-5347
Fire Department Chief Rob Wight

January 9, 2019

To Whom It May Concern;

The City of Monroe engaged Redstone Architects under the leadership of Dan Redstone in 2005 for the purpose of a needs assessment to replace an aging facility, our main fire station located at 75 Scott Street. With a very comprehensive and extensive evaluation of the Fire department needs it was determined that a complete replacement would be the best option for the city of Monroe. Redstone Architects were then hired by the City of Monroe for the design and construction phase of the new Monroe fire station number 1 using our RFP process. Dan and his Staff presented several ideas and options to help direct us in needs based capacity. Throughout the whole process Dan, helped keep us focused and determined to conclude this project. In October of 2018, we were able to break ground on Monroe Fire Station # 1 with a September 2019 completion date.

As a new Fire Chief, Dan and his staff have given expert guidance and leadership in this process, which at times could be overwhelming. He and his staff have brought innovation and value added features to our station and I am very excited for what our future holds.

It has been my honor and privilege to work with Dan and his staff over the past few years and I would highly recommend his firm for any projects he may be under consideration.

Robert Wight
Fire Chief at the City of Monroe Fire Department

Troy, Michigan Fire Station No. 4 (2013-2017)

Location: Troy, MI	**Final Completion Date:** July 2017	**Cost:** $3,513,000
Size: 10,600 sf	**Scope:** Full Architectural Services	

References:

Dave Roberts, Fire Chief
(248) 524-3424
robert.wight@monroemi.gov

Project Team:

Daniel Redstone, FAIA
Teffera Kowalske, AIA

Redstone Architects was initially engaged in 2013 to program and design a new, replacement fire station to better serve the southeastern area of the city. The old 6,800 sf station, built in the 1960's, was both physically and functionally obsolete.

Building the new station on the same site required Redstone Architects to address space required for construction activities while keeping the existing station operational throughout construction without sacrificing design functionality. The new station, contains a three-bay drive-thru apparatus wing as well as training space, exercise facilities, and offices. The new station was dedicated in August 2017.

500 West Big Beaver
Troy, MI 48084
troymi.gov

Troy Fire Department
P: 248.524.3419
F: 248.689.7520

May 8, 2017

Daniel Redstone, FAIA, NCARB, LEED AP
Redstone Architects, Inc.
2709 S. Telegraph
Bloomfield Hills, MI 48302

Dear Dan:

Since before the start of the new Troy Fire Station #4 building, Redstone Architects has been very accommodating in the planning, design, and guidance of the project. You and your firm have worked collaboratively with City of Troy staff members to present new ideas for consideration, as well as prudent value engineering as necessary to meet budget restraints, oftentimes after hours to resolve matters.

From the initial presentation to the commencement of construction, this collaboration and diligence has not only proven effective in producing a quality product, it has also brought reassurance to a newly appointed Fire Chief with little to no experience in the design and construction of a fire station, and kept the project on schedule and within budget.

Thank you for your attention to detail, coordination, and patience throughout the project. I can say with confidence that I would highly recommend Redstone Architects, Inc., for the design of any future fire or public safety related building project.

Sincerely,

David Roberts
Fire Chief

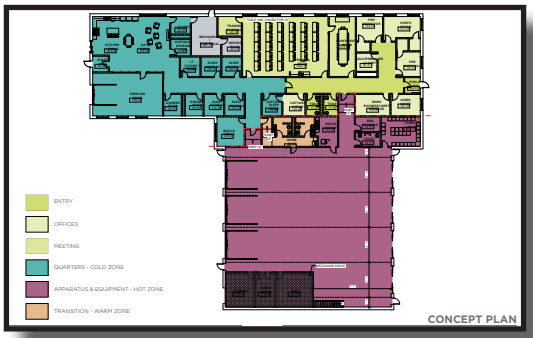
Warr Acres, Oklahoma Fire Station (2019-2021)

Size: 8,300sf
Scope: Public Safety Consultant for Programming, Conceptual/ Schematic Design
Estimated Project Cost: $2,690,000
Location: Warr Acres, Oklahoma
Est. Completion Date: December 2021
Client Contact: Stephen Coy, Fire Chief (405) 789-5912

Redstone Architects joined Troy D. Rhodes Company to design the Warr Acres Fire Station. Redstone's expertise allowed for a more efficient, safe, and secure facility to be constructed to meet the client's budget. The facility includes administration offices, sleeping and living accommodations for six full-time firefighters, and a three bay apparatus bay with support spaces. These spaces are separated into Hot-Warm-Cold Zones for firefighter safety. The project is under construction and scheduled to be completed in December 2021.

Architect of Record: Troy D. Rhodes Company, Inc., Oklahoma City, OK
Troy Rhodes, AIA; Principal Architect (405) 255-4694

Cascade Township, MI Fire Department Study 2020



Size: 19,620sf
Scope: Public Safety Consultant for Study
Location: Cascade Township, MI
Client Contact: Adam Magers, Fire Chief (616) 949-1320

Redstone Architects was asked to joined the Progressive AE team to offer our public safety expertise to the Township of Cascade for their fire station study.

The study included developing a space needs assessment, creating block diagrams, conceptual site diagrams for multiple potential sites, and assisting with cost estimating.

Architect of Record: Progressive AE, Grand Rapids, MI
Jim Horman, AIA; Principal (616) 447-3322

Chesterfield Township, MI Fire Department Headquarters and Central Fire Station (2005)

Size:	16,000sf
Scope:	Programming & Design
Construction Budget:	$2,600,000
Final Construction Cost:	$2,671,000
Location:	Chesterfield Twp., MI
Final Completion Date:	August, 2005
Client Contact:	Brad Kersten, Director of Public Safety (586) 725-2233 bkersten@chesterfieldfire.org

Chesterfield Township initially engaged Redstone Architects Inc. to develop a Needs Assessment Program for a new Fire Department Headquarters Station. Included in the assignment was the development of a preliminary budget for the project. The design was developed using a revised program of 15,990 sq. ft.

The plan is divided into two areas, the Fire Department Administrative Offices, composed of the Training Room and the Fire Department Offices, and the operations area composed of the Living Quarters and the Apparatus Bay. A mezzanine was added off the Apparatus Bay to house fitness equipment. The design fell within the square footage goals of the Township while meeting the needs of the Chesterfield Fire Department for the next 20 years. The Building was put into service in August 2005.

REDSTONE ARCHITECTS PUBLIC SAFETY, JUSTICE AND MUNICIPAL EXPERIENCE

PROJECT NAME	Date	Staff Size (FTE + Civilian)	Strategic Plan	Programming & Needs Assessment	Design	Construction Documents	Construction Administration	Approximate Square Footage	NOTES & COMMENTS
LAW ENFORCEMENT									
Franklin, MI Police Department	1997-2002	9	●	●	●	●	●	4,650	
Saline, MI Police and City Hall Building	1998-2003	35		●	●	●	●	36,000	Police and City Hall
Waterford Township, MI Police Dept.	1999-2003	105	●	●	●	●	●	57,612	
Spring Lake/Ferrysburg, MI Police Dept.	1999-2004	9		●				3,000	Phase II-Teamed with FTCH
Milford, MI Police Department	1999-2004	28		●	●	●	●	14,200	Design-Build by Redstone
Kentwood Justice Center (PD & Court)	2001-2003	70	●	●	●			60,415	Police & 62-B District Court
Troy, MI Police Department and Fire Adm.	2001-2004	185		●	●	●	●	74,000	
Lowell, MI City Hall & Police	2002-2003	10		●	●			27,000	Teamed with FTCH
Crestwood, Missouri,Police Department	2003-2004	51		●	●			31,500	Teamed with Horner & Shirfin
Grand Blanc Township MI	2003-2004	45	●	●	●			48,000	
Chelsea, MI Police & City Hall Study	2003-2004	40		●				15,000	Teamed with FTCH
West Bloomfield Township, MI-Addition	2003-2005	70		●		●	●	6,500	
Clawson, MI Dispatch	2004	12		●	●	●		1,000	
South Lyon, MI Police Department	2004	20		●				15,000	Teamed with Hubbell Roth & Clark
Plymouth, MI (City Hall & Police)	2004	15	●	●	●			28,000	Provided three alternative designs
State of Delaware State Police (Post 5)	2004			●	●			7,000	Consultant to French + Ryan
Huron Township, MI Police Department	2005	25			●			8,000	Consultant to Huron Township
Utica, MI City Hall & Police	2005-2006	35	●	●	●			19,000	Teamed with Hubbell Roth & Clark
Keego Harbor, MI City Hall & Police	2005-2006	9		●	●	●		10,300	
New Baltimore MI	2006	18		●	●			14,500	Teamed with PMC
Springfield, MI Public Safety Department	2006-2008	20		●	●	●	●	10,000	Design-Build by Redstone
Holly MI Police Department Renovation	2007-2008	12		●	●			7,500	Design-Build by Redstone
Novi Michigan Firearms Training Center	2007-2008	65		●	●			6,000	Indoor Gun Range
Clayton Missouri Police Dept & Mun. Court	2007-2009	31		●	●			53,000	Teamed with ARCTURIS
Delta Township MI Delta Patrol (Sheriff's	2007-2009	35		●				18,000	
Bridgeport West Virginia Public Safety	2007-2009	30		●	●			14,500	Teamed with WYK Architects
Meridian, MS Police Dept. & Municipal Court	2008-2009	105		●				45,000	Teamed with Luke Peterson & Kaye
Carbondale Illinois Police Department	2008-2009	90		●	●			32,000	Teamed with ARCTURIS
City of Concord NH Police Department Study	2008-2009				●			N/A	Teamed with C. Williams Architects
Bridgeton, Missouri Police Dept. & CH/Court	2008-2009	55		●				27,000	Teamed with Chiodini Architects
City of Grosse Pointe MI Public Safety & Court	2009	22		●				16,000	Teamed with French
Detroit Metro Airport Police Department	2009-2011	130		●	●			45,000	Consultant to BEI/HED Joint Venture
Lansing, MI Police Department & Court	2009-2012	260		●	●			60,000	Teamed with C2AE
Jacksonville, NC Public Safety Department	2009-2014	100		●	●			95,000	Teamed with Gantt Huberman Architects
Michigan State Police, Bay City Post	2010-2012	50		●	●			12,000	Teamed with Wigen Ticknell Meyer
Milford, DE Police Department	2010-2014	50		●	●			37,500	Teamed with French + Ryan
Inkster, MI Police Department	2010-2014	40		●	●			25,000	Design Consultant to Boji Development
Oklahoma City OK Police Headquarters Building	2010-2015	1100		●	●			140,000	Teamed with ADG-Oklahoma City Architect
Marshall, MI Regional Law Enforcement Center	2011-2015	120	●	●	●	●	●	36,000	New Multi-Agency Building-with FTCH
Monroe MI Public Safety Department	2013-2016	41	●	●	●			40,000	City is Consolidating Police and Fire
Town of Mt. Pleasant, NC Police Department	2013-2017	149		●	●			30,000	Teamed with SMHa, Inc
Eastern Michigan University Public Safety Dept.	2014-2015	37	●	●	●			N/A	Renovation to accommodate add'l staff
University City, MO Police Department	2014-2016	75		●	●			30,000	Teamed with Chiodini Architects
Medford, Oregon Police Department	2014-2016	130			●			42,000	Consultant to ORW Architects
Battle Creek MI Police Department	2014-2018	138		●	●	●	●	45,000	Master Plan for New Facility
Pitkin County, CO Sheriff's Department and Adm	2015	50		●	●			TBD	Teamed with POSS Architects
Sedalia, MO Police Department Study	2015	50		●				24,900	Teamed with Chiodini Architects
New Garden Township, PA Study	2015-2016	26		●				19,415	New Programming Study
Livonia, MI Police Department- Lobby Renovatio	2015-2016	n/a		●	●	●	●	n/a	Security Upgrades
Ingham County Sheriff's Offices, Mason, MI	2015-2016		●	●	●			120,000	Jail and Administrative Office Study
Vineland, NJ Police Department Study	2015-2019	150		●	●			43,000	Teamed with MMPFA
Buffalo, NY Police Headquarters Study	2016	750		●				TBD	Teamed with Kideney Architects
Detroit Police Department - 8th Precinct	2016-2017	150		●	●			18,000	Teamed with SDG Architects
Cape Girardeau, MO Police/Jail/Court	2016-2018	50		●	●			37,000	Teamed with Chiodini Architects
Westchester, NY Department of Public Safety	2017-2018	n/a		●	●			36,000	Teamed with Lothrop Associates
Gaithersburg, MD Police Department	2017-2019	75		●	●				Teamed with Schrader Architects
Ponca City, OK Police Department	2017-2020	75		●	●	●		40,000	Teamed with ADG Architects- OKC
Lincoln Park, MI Police Department	2018-2021	60		●	●	●		42,000	Consolidation Study and Deisgn of Police Department and Court
Lansing, MI PD New Study	2015-2016; 2018	210		●				90,000	New Programming Study

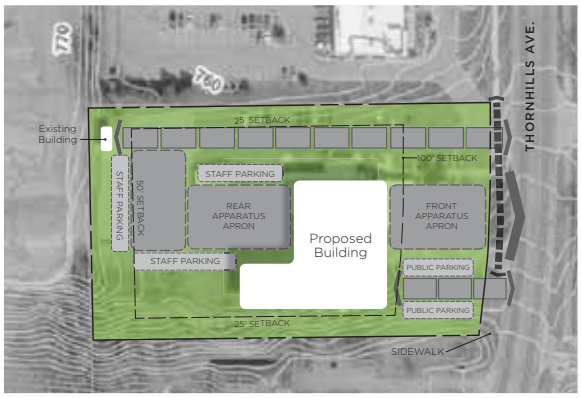
PROJECT NAME	Date	Staff Size (FTE + Civilian)	Strategic Plan	Programming & Needs Assessment	Design	Construction Documents	Construction Administration	Approximate Square Footage	NOTES & COMMENTS
Warrington, PA Police Department	2018-2019	48		●	●	●		22,000	Teamed with GKO Architects
Middletown, NJ Police Department	2019-2020	110		●	●			30,000	Teamed with Kauffman Architect
Livingston County Sheriffs Department Study	2019-2020			●	●				
Reno NV Peer Review	2019	317			●	●			Consultant to MBA Architecture- Reno NV
White Lake Township, MI Police Study	2018-2020	35		●	●				Consolidation of Police and Fire Facilites
Mission, KS Police	2019	25		●					Consultant to SFS Architects- Kansas City
Warr Acres, OK Police Department	2019-2020	30		●	●				Consultant to Troy Rhodes, Architect, OKC
Clive Iowa Police Department	2019-2021	45		●	●				Consultant to SVPA Architects, Des Moines
Windsor Colorado Police Department	2020	56		●					Consultant to Infusion Architects, CO
Orchard Lake, MI Police Department	2020	11	●	●					Study for an Addition to the current complex
Sauk Prarie WI Police Department	2020			●	●				Consultant to MSA Architects, Madison WI
Novi MI Public Safety Building	2020			●					Space Needs Update
911 - PSAP - Dispatch Centers									**Number of Dispatcher Positions**
West Bloomfield Township Police Department	1990-2004	70		●					2
Saline, MI Police and City Hall Building	1998-2003	35		●	●	●	●	36,000	2
Waterford Township, MI Police Dept.	1999-2003	105	●	●		●	●	57,612	4 + EOC
Milford, MI Police Department	1999-2004	28		●	●	●	●	14,200	2
Troy, MI Police Department and Fire Adm.	2001-2004	185		●	●	●	●	74,000	8 + EOC
Lowell, MI City Hall & Police	2002-2003	10		●	●			27,000	1
Clawson, MI Dispatch	2004	12		●	●	●		1,000	2
Utica, MI City Hall & Police	2005-2006	35	●	●	●			19,000	2
Meridian, MS Police Dept. & Municipal Court	2008-2009	105		●	●			45,000	4 + EOC
Bridgeton, Missouri Police Dept. & CH/Court	2008-2009	55		●				27,000	3
Detroit Metro Airport Police Department	2009-2011	130		●	●			45,000	8 + EOC
City of Grosse Pointe MI Public Safety & Court	2009; 2012	22		●	●			16,000	2
Jacksonville, NC Public Safety Department	2009-2014	100		●	●			95,000	12 + EOC
Harrison County WV 911-EOMC (w/ WYK)	2010-2014	20		●	●			22,500	14 + EOC
Webster County, WV 911-EOMC (w/ WYK)	2012	9	●					12,750	4
Middletown, NJ Police Department	2019-2020	110		●	●			27,000	3 (Back-up Communications)
Ponca City,OK Police Department	2017-2020	75		●	●	●		41,500	6
Lincoln Park, MI Polcie Department	2018-2021	60		●	●	●		42,000	4
Warr Acres, OK Police Department	2019-2021	30		•	•			15,000	3
COURT/JUSTICE									
Kentwood Justice Center (PD & Court)	2001-2003		●	●	●			60,415	Teamed with Post Associates
Taylor, MI 23rd District Court	2003-2005			●	●	●	●	30,000	Design-Build with WALBRIDGE
Kent County, MI 63 1 & 2 District Court	2006-2009			●	●			40,000	Design Architect to Post Associates
Clayton Missouri Police Dept & Mun. Court	2007-2009			●				53,000	Teamed with ARCTURIS
Bridgeton, Missouri Police Dept. & CH/Court	2008-2009			●	●			20,000	Teamed with Chiodini Architects
Meridian, MS Police Dept. & Municipal Court	2008-2009			●	●			45,000	Teamed with Luke Peterson & Kaye
City of Grosse Pointe MI Public Safety & Court	2009			●				16,000	Teamed with French Associates
Inkster, MI 22nd District Court	2010-2014			●	●			15,000	Design Consultant to Boji Development
Mason, MI 55th District Court	2015-2016			●	●			15,000	Replacement Court- NCSC was Cons't
Mt. Pleasant, SC Municipal Court	2015-2017			●	●			95,000	Teamed with SMHa Architects
Milford, NH Municipal Court	2016				●				Consultant to Chris Williams, Architect
Cape Girardeau, MO Police/Jail/Court	2016-2018			●	●			24,500	Teamed with Chiodini Architects
Ponca City, OK Municipal Court	2017-2018			●	●			37,000	Teamed with ADG Architects
Lansing, MI 54-A District Court	2010-2012; 2018		●	●	●			48,000	2010 & 2016; Teamed with NCSC
Lincoln Park, MI 25th District Court	2018-2020			●	●			37,500	Consolidation Study and Police Department
Genesee Juvenile Justice Center	2018-2021		•	●	●	•	•	53,250	Juvenile Detention and Day-Care Facility

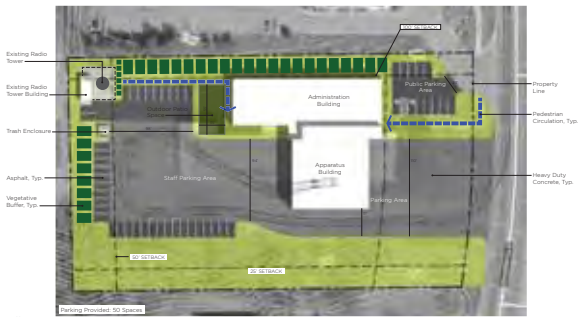
PROJECT NAME	Date	Staff Size (FTE + Civilian)	Strategic Plan	Programming & Needs Assessment	Design	Construction Documents	Construction Administration	Approximate Square Footage	NOTES & COMMENTS
FIRE DEPARTMENTS									
Waterford Township MI Headquarters	1999-2003			●	●	●	●	26,000	
Raisin Township Public Safety Department	2003		●	●				25,810	
Romulus MI	2003-2004		●	●	●			34,000	
Grand Blanc Township MI	2004		●	●				22,000	
Chesterfield Township Station 1	2004				●				Study only
Taylor Central Fire Station MI	2004-2005			●	●	●	●	30,000	Design Build with WALBRIDGE
Chesterfield Township Station 3 (HQ)	2004-2006			●	●	●	●	16,000	
Chesterfield Township Station 4	2005			●	●			11,000	Planed for 2008; on hold
Monroe Central Station MI	2005			●				22,500	Pending Bond Issue; on hold
Utica MI	2005-2006			●				22,500	Teamed with Hubbell Roth & Clark
Putnam Township MI	2006			●				17,000	Teamed with PMC
New Baltimore, MI	2006			●				17,253	Teamed with PMC
Springfield, MI (Public Safety)	2006-2007			●	●	●	●	10,000	Design-Build by Redstone
Ludington, MI	2006-2007								*Professional-courtesy Consultation*
Bergenfield, New Jersey	2007				●			8,000	Teamed with Ronnette Riley Architect
Bridgeport, West Virginia Public Safety Substation	2007-2009			●	●			14,500	Includes police sub-station; teamed with WYK Architects
Holly, MI Fire Authority	2009			●				10,000	ARRA Grant Application Assistance
Jacksonville, NC Fire Headquarters and Station	2009-2014			●	●			27,000	Teamed with Gantt Huberman Architects
Plymouth, MI Reactivation of Station	2011			●	●	●	●	1,600	Reactivation of Main Station
Troy, MI Station #4 Replacement	2013-2017			●	●	●	●	10,500	
Monroe MI Public Safety Department	2013-2019		●	●	●	●	●	17,500	Fire Station only - 08/16 Ballot Proposal
Battle Creek MI Fire Station Study	2015-2017		●	●				10,900	Full Replacement of Station #4 & Develop three (3) new Stations - study
Long Lake Township MI	2018		●	●				13,000	Study
Grand Blanc Township MI	2018-2019		●	●				19000	Study
White Lake Township, MI Police Study	2018-2020			●	●				Consolidation of Police and Fire Facilites
Warr Acres, OK Fire Department	2019-2021			●	●			11,000	Consultant to Troy Rhodes Architect, OKC
Upper Providence Township PA Emergency Services	2019-2021			●	●			23,000	Consultant to GKO Architects, Ambler, PA
Clive Iowa Fire Department	2019-2020			●	●			15,000	Consultant to SVPA Architects, Des Moines
Cascade Township, MI, Study	2020		●	●				15,000	Consultant to Progressive AE, MI
Port Huron, MI, Study	2020		●	●					3 Station Long Range Study
Northampton Twp. Fire Stations (2)	2020		●	●	●				Consultant to Alloy5, Bethlethem, PA
PUBLIC WORKS									
Bay City MI Power & Technology	2000			●				97,000	
Waterford Township DPW	2002			●		●	●	57,000	
City of Kentwood DPW	2002		●	●				10,000	
Grand Blanc Township (Strategic Plan)	2004		●	●	●			40,000	With BRIA
City of Grosse Pointe MI	2009		●	●	●			15,000	
Delhi Township, Holt, MI	2017			●					Teamed with HRC
Grand Blanc Township	2019		●	●					Updated study

PROGRESSIVE AE EXPERIENCE

Cascade Township Fire Station No. 1
Feasibility Study and Concepts

Grand Rapids, MI





Following the completion of the Space Needs Study of all Township facilities, Progressive AE is working with Redstone Architects on a feasibility study and conceptual designs for a new fire station for Cascade Township. This project included site analysis of 3 prospective properties, including the existing location. Site and building designs were created at a conceptual level for each property to support opinions of probable costs.

Size: 19,620 square feet

Cost: $4,600,000 - $5,300,000 estimated including soft costs

Completion: 2020 (study)

Services: Site/Civil Engineering, Architecture, Interior Design, Structural Engineering, Mechanical/Plumbing Engineering, Electrical Engineering

Reference: Benjamin Swayze, Township Manager, bswayze@cascadetwp.com, 616.949.1500

progressive ae Redstone Architects Inc.

Cascade Township Space Needs Study

Grand Rapids, MI

Cost: $63,000

Completion: 2019

Services: Architecture, interior design, engineering, community engagement

Team: Jim Horman, Melissa Malburg

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Cascade Township hired Progressive AE to perform a facility and space needs study on ten township owned buildings on seven sites, and the staff-provided services within. Included in the final report were recommendations and strategies intended to assist the township with understanding existing conditions of the buildings as well as how well the buildings are supporting the services within. These insights provided context for the township to prioritize future investment into existing and new facilities and services that can best serve the community. Each space was evaluated to understand if it had the appropriate area, adjacencies, and layout for the functions served. Storage needs, growth projections, and changes in program were investigated in order to provide the proper amount of context for future decision making.

Progressive AE's process for investigation involved data gathering and community visioning through multiple sources:

- Physical buildings were toured, photographed, and evaluated for infrastructure health and longevity to understand if building systems and components were adequate, in need of repair, or past their usable life. This helped shape whether future investment is reasonable within the context of the overall facility's usable life.
- Departments and groups operating within each building were interviewed to understand their functional needs, future state projections, and any areas of concern. This provided an understanding of what each group perceives to be working well or preventing them from providing quality service to the community.
- Progressive AE spent time observing operations at each facility to evaluate how the spaces were functioning relative to safety, efficiency, and quality.
- Community feedback was gathered through two separate community engagements and an online survey made available to all staff and residents via notification on social media, postcards, and online advertisement through the township's website. This input was invaluable in furthering the understanding of the community's perceptions of the township's current buildings and service delivery, desires for the township's future, and how that aligns with our professional evaluations of each space.

Based on this investigation and community feedback, Progressive AE developed recommended priorities for future investments in the township.

Reference: Benjamin Swayze, Township Manager, Cascade Charter Township, bswayze@cascadetwp.com, 616.949.1500

SITE 1B: **TOWNSHIP HALL**

BUILDING PROFILE

- Owned by Cascade Township
- Year of Original Construction: 1970; renovated 1980 & 2005
- Site Acreage: 2.8 acres
- Building Square Feet: 5,396 gross square feet
- Parking: 70 spaces, shared with fire station

OVERALL CONDITION:

BUILDING SHELL:
- The building lacks a fire protection system
- Metal roof and siding need replacement
- Concrete masonry walls leak
- Exterior doors should be replaced with insulated doors with contemporary safety features
- Entry does not provide visibility to safely monitor exterior

BUILDING INTERIOR:
- Interior finishes are reaching the end of their useful life and should be planned for replacement
- Dated interior organization lacks flexibility to respond to today's operational needs
- Multi-level building creates accessibility challenges

BUILDING SYSTEMS:
- Provide a new generator with instant switch over during outages
- Upgrade and replace emergency lighting
- Replace aging HVAC units and provide additional perimeter heating for temperature control and comfort

SITE:
- A majority of the parking lot needs to be replaced
- Barrier free parking spaces may not meet current flat grading requirements
- Update and add site lighting

SITE 5: **TASSELL PARK RESTROOM & FACILITIES**

BUILDING PROFILE

- Owned by Cascade Township
- Year of Original Construction: 2001
- Site Acreage: 3.5 acres total
- Parking: 28 spaces

OVERALL CONDITION:

BUILDING SHELL:
- The buildings are satisfactory
- Seal gaps in garage siding and re-stain/paint exterior

BUILDING INTERIOR:
- Determine source of water leak in restroom building and repaint walls

BUILDING SYSTEMS:
- Update lighting to LED to save on energy
- Consider ventilation for garage to reduce accumulation of vehicle fumes
- Plan for security system update

BUILDING SITE:
- Asphalt paving needs to be replaced

SUMMARY

The Tassell Park restroom building is open seasonally to support the park visitors. The semi-conditioned space also contains a small storage area for township material. The facilities building at the south end of the park stores equipment and maintenance material for use in the upkeep of the park.

INSIGHTS & RECOMMENDATIONS

The buildings are in decent condition for their ages. The primary items needing to be addressed on the facilities building are the entry door and siding paint. The restroom facility should be evaluated to ensure it is water tight and the interior be repainted. Site asphalt and concrete are nearing end of useful life, and a plan should be developed to replace.

Community Visioning

What is the desired future for Cascade Township?

1. Township center & green space for events
2. New / improved emergency services / coverage
3. Planned development / controlled growth
4. Small town feel / sense of place
5. Preserve & enhance recreation, natural assets

Given the community's values and desires for the future, where should priority be placed on investment in existing buildings?

Attendees were each given one red dot (indicating top priority) and two orange dots (indicating medium priority) to identify their individual priorities. Overall tally of red and orange follow each building. For the weighted average, red = 1 and orange =.5.

88 **Firestation 1** (84/8)
33 **Township Hall** (6/54)
16.5 **Cascade Township Park Facilities** (0/33)
16 **Firestation 2** (0/32)
8.5 **Tassell Park Restrooms** (0/17)
6 **Tassell Park Maintenance** (0/12)
4 **Buildings & Grounds** (0/8)
3.5 **Library** (0/7)
2.5 **Wisner Center** (2/1)

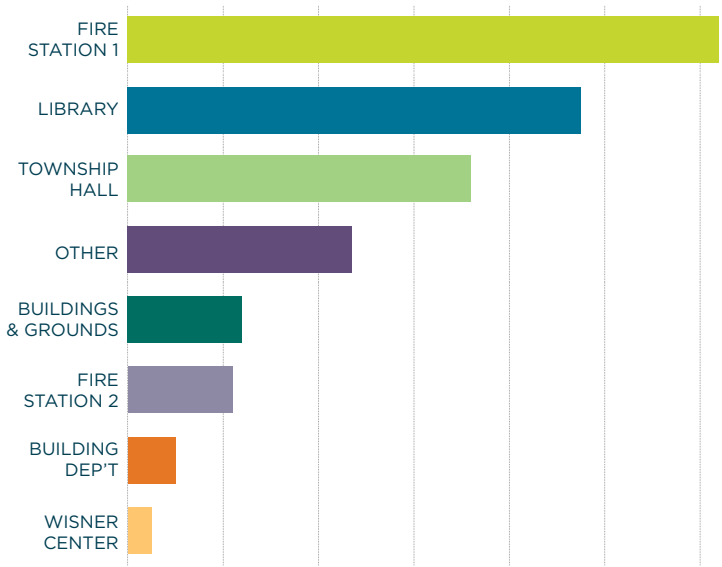
KEY COMMENTS

Separate Firestation from Township Hall

Should prioritize Firestation #3

Expand Wisner/Library for Community Center

If the township were to invest in existing or new facilities, how would you **rank the priority** of this investment?



Georgetown Township Library Renovation

Jenison, MI

The role of the public library is changing and with it, library design has evolved. Georgetown Township in West Michigan saw the need for additional space to build on its recent success with youth programming. Built in the 1980's, the existing building was primarily dedicated to book and computer space with limited flexible open areas.

The new library, which opened in the fall of 2019, was designed to meet the needs of the growing children's program. With ample space and themed children's areas throughout, the library will be a magnet for local families. More than double the space of the old library, the new library has additional private and group study areas, more public computers, and new community spaces including an outdoor firepit and children's courtyard. A two-story atrium provides natural light throughout the building and its physical connection to the township hall helps make the site a landmark location for the Georgetown Township community.

Size: 31,164 square feet

Cost: $12,000,000

Completion: 2019

Services: Architecture, project management and strctural, civil, mechanical, and electrical engineering

Reference: Dan Carlton, Township Superintendent, Georgetown Township, dcarlton@georgetown-mi.gov, 616-226-6001

progressive ae

won't give it
dreams have
reason

Ada Township
Amy Van Andel Library & Community Center

Ada, MI

The idea for the Amy Van Andel Library originated from the township's "Envision Ada" project. Envision Ada was a master plan to fully redevelop the Village's downtown area. During that process, it was noted that the town lacked civic space and needed a central "hub" for community life. The new library was designed to fulfill that need.

While it certainly features many components of a traditional library, the two-story Amy Van Andel Library was designed around the idea of the "Library of the Future." In this aspect, the library expands its capabilities and offering to include a podcast room, tutoring spaces, computers, small study rooms, conference spaces, and a variety of flexible multi-purpose rooms. A courtyard sits in the middle of the building which gives visitors an outdoor venue to sit, relax, read, and meet-up with others.

The library features collection space for adults, young adults, and children; meeting and gathering space for community events, as well as administrative branch offices for the Kent District Library (KDL) staff.

Some of the design choices include large windows throughout, colorful and flexible furniture, build-in benches, and a variety of wood and glass finishes. The open staircase provides connection between the two floors while acting as the building's main architectural feature. It is not only functional, but a beautiful and state-of-the-art facility that will serve the Village of Ada.

Size: 26,000 square feet

Cost: $ 11,500,000

Completion: 2021

Services: Architecture, mechanical engineering, electrical engineering, civil engineering, interior design, and landscape architecture

Delivery Method: Construction Management

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City of Allegan
City Hall Renovation

Allegan, MI

This Design Build project was a renovation of an existing building in downtown Allegan for the new Allegan City Hall. The project included designing and implementing all systems for a very tight floor to floor two story renovation for future leasing of the lower level. The design of the new city hall consisted of City staff offices, conference rooms, and support spaces, a reception area and new City Council Chambers.

Size: 21,506 square feet (total)
11,130 square feet (renovation)

Project Cost: $2,070,531 - initial construction estimate
$2,100,000 - final construction cost

Completion: 2019

Services: Site/Civil Engineering, Architecture, Interior Design, Structural Engineering, Mechanical/ Plumbing Engineering, Electrical Engineering, Design Build Construction Management Services, Furniture Procurement

Delivery Method: Design-Build

Contractor Contact: Brendon Ouzoonian, Construction Services Manager, Progressive AE, 616.447.3328, ouzoonianb@progressiveae.com

Owner Reference: Joel Dye, City Manager, City of Allegan, jdye@cityofallegan.org, 269.673.5511 x229

progressive ae

ALLEGAN
MICHIGAN
City Hall

Muskegon Central Dispatch
911 Operations Center Facility Assessment

Muskegon, MI

Progressive AE completed a facilities and infrastructure assessment and analysis of the existing 911 operations center in preparation of a change toward a new “800” system, requiring additional data equipment. This feasibility analysis considered both new construction and interior renovations to accommodate the desired solution.

Size: 3,400 square feet

Cost: $10,000

Completion: 2019

Services: Architecture, mechanical engineering, electrical engineering

progressive ae

PROJECT PROPOSAL

III. SCOPE OF WORK DESCRIPTION

***PER THE RFP**:*
"3.1 General Scope of Work

The Township is seeking professional architectural and engineering services from qualified firms to assist in the design and construction of a new Fire Station Al based on the conceptual design study completed in Winter 2021, and attached to the RFP as Appendix A. It is the intention of the Township to hire an Owners Representative to oversee the construction of the Fire Station and assist throughout the entire process. The scope of services includes a complete Fire Station design package including structural, mechanical, utility, electrical, HVAC and landscape site design.

Each phase shall be completed and approved by the Township Board prior to authorization to proceed with the subsequent phase.

Phase 1- "Preliminary Design — The firm shall use the available planning analysis and conceptual design to develop preliminary architectural and engineering document. Preliminary design shall include all topographic and property surveying of the area selected in the preliminary report as well as all subsurface soils testing and utility investigation. Preliminary design will include:

a. Architectural/Engineering Drawings (85% complete)
b. Mechanical/Structural Design
c. Architectural/Site Plan
d. Conceptual Landscaping
e. Demolition Plan and Estimate
f. Architectural Renderings
g. Final Construction Estimate and Timeline

Phase 2- "Final Design — Upon written authorization from the Township, the firm shall proceed with final design and specifications and preparation of bidding documents of the proposed facility. Final design will include:

a. Engineering Plans (100% Complete)
b. Electrical/Mechanical Drawings
c. Demolition Plans
d. Architectural Plans
e. Landscaping Plans
f. Complete Permit Application Submittal
g. Project specification and bidding documents

We note that it is more common to proceed into "final design" at the end of the AIA defined Schematic Design Phase, which is normally about 15% to 20% of the design work, and which provides the Owner an early but defined construction cost projection. We hope to discuss an earlier point at which to proceed into Final Design without having spent 85% of the design portion of the fee.

REDSTONE APPROACH FOR "PRELIMINARY and FINAL DESIGN"

We recommend the following steps:

Phase 1- "Preliminary Design"

Phase 1- Step 1. Confirm Study. The design team -Redstone Architects and its consultant- PAE- would set up an initial, collaborative, project kick-off meeting with the CTFD team. As our Team developed the approved study, our task will be to review our study with the CTFD team to review and update it. Based on our knowledge of the study, we should be able to do this in one meeting and a follow-up with any adjustments. In addition to the study itself, we will review the code and zoning items to reconfirm our findings.

Phase 1- Step 2. Schematic Design. The design team will use the approved conceptual floor plan and updated study as the basis for the Schematic Design Phase. The conceptual plans will develop into schematic architectural plans, elevations and sections as needed to understand the comprehensive design of the space. PAE will begin development of mechanical, electrical, plumbing, structural and civil systems as well as landscape concepts for the schematic plan.

We will develop the required drawings and information for Site Plan Review to be submitted during this phase. Renderings will be developed from our REVIT model to use in making presentations.

Phase 1- Step 3. Design Development. The third step is a progression of step two adding more detail to the drawings. We will home in and further develop the architectural aesthetics and detailing that will make the spaces beautiful and useful. We will finalize our preliminary system designs as well as coordinating existing site utilities of each discipline in conjunction with our overall building design. Our MEP engineer will provide mechanical, electrical, plumbing, and lighting design as well as technology services as required by CTFD.

We will propose different methods to incorporate energy efficiency into the spaces and provide options for energy reduction opportunities if desired.

During this phase PAE will begin the development of demolition drawings for the removal of the existing station (Listed in RFP Phase 2- Final Design)

We will be able to meet the Township's needs of having 85% of the Design Phase completed at the end of Design Development as we develop the documents in more detail by working in a REVIT model.

Step 3 deliverables would include a 60% complete document set which includes all disciplines of the design team's work, an outline of the project specifications and a final code review.

Phase 2- Final Design.
Phase 2- Step 1. Construction Document Phase: All disciplines will incorporate all comments and recommendations from the Preliminary Design Phase and perform the final coordination to take the documents from 60% completion to a 100% Construction Document set and specifications. This final set will then be submitted for approval for final team review. Upon review and approval by the Township, the documents will be ready for the Bidding and Permitting Phase.

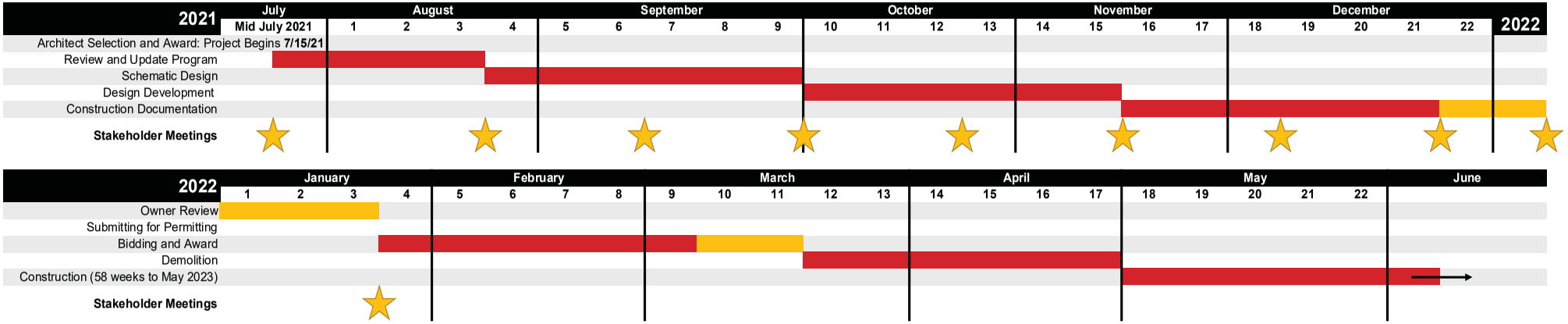
Phase 3- Bidding Phase (Per the RFP). — "Firm will be responsible for bidding process including letting of bids, pre-bidding meeting, reception and opening of bids, tallying of bids and recommendation of bid selection to the Township Board."

If included in our Scope of Services, we will prepare applications for Permitting with the Township, as well as other AHJ's requiring approval. However, our proposal has assumed that the Owner's Representative will assist the Township in securing the required permits.

Phase 4- Construction Phase (Per the RFP). — "The Township intends to procure the services of an Owners Representative to oversee the construction process. However, the selected firm will need to work cooperatively with the Owners Representative through the entire construction process."

We envision providing the Township with Construction Phase Basic and Additional Services as described in the AIA documents for either a General Contractor or Construction Manager at Risk Agreements.

PROPOSED PROJECT SCHEDULE



LEGEND

- Owner Review
- Design/Construction
- Stakeholder Meetings

Project Schedule subject to further discussion with Cascade Township

SECTION 6

PRICING METHODOLOGY AND FEE

PRICING METHODOLOGY AND FEE

1.1.1 *Pricing Methodology*

Provide a price methodology with attention to detail and understandability that includes a properly designed and implemented all-inclusive response. The Respondent shall include all associated costs to successfully complete the project including travel, printing telephones expenses, etc.

Our methodology is to provide the necessary level of professional services needed to accomplish the goal of providing Cascade Charter Township a new Fire Station #1 that everyone will be proud of, works efficiently, and is designed to last for many decades. There are no shortcuts.

Our proposed General Scope of Work Description divided the "*Phase 1- "Preliminary Design"* into the more standard AIA phases of service. They are:

Phase 1- Step 1. Confirm Study

Phase 1- Step 2. Schematic Design Phase, including confirmation of study in Step 1.

At the end of the Schematic Design Phase, and with a Construction Manager on board to provide estimating services, the Township should fee sufficiently comfortable to have the budget confirmed.

Phase 1- Step 3. Design Development Phase.

The RFP's remaining phases are:

Phase 2- Final Design. The RFP's Phase 2 is the normal Construction Documents phase, albeit at a different percentage of the Work.

Phase 3- Bidding Phase is the bidding phase in which you are having the Architect lead this effort.

Phase 4- Construction Phase will be accomplished using a Construction Manager ("CM") or a Construction Manager at Risk ("CMR") (recommended).

We propose a fixed, professional fee for the Basic Services required of the RFP of 7.25% of the projected cost of construction (including a construction contingency developed by the CM), which has been accepted by the township as the construction budget.

Our Fees would be billed monthly against the following fees per phase:

Schematic Design Phase	25% of the Fee for Basic Services
Design Development Phase:	25% of the Fee for Basic Services
Construction Documents Phase:	20% of the Fee for Basic Services
Bidding and Award Phase:	5% of the Fee for Basic Services
Construction Administration Phase:	25% of the Fee for Basic Services

Note:

1. A fixed, Professional fees of $30,000 for Civil Engineering and Landscape Design is in addition to Basic Services.
2. Demolition drawings, if required, would be provided for a professional fee of $15,000.
3. Fees for securing permits and approvals of authorities having jurisdiction to be paid directly by Cascade Township.
4. Surveys, soil and environmental testing, and soil borings shall be paid for by the Township directly or as a reimbursable expense.
5. Fees for interior design, FFE, and special equipment shall be in addition to fees for basic services.

Additional Services- Please refer to AIA Contract Documents for normal Additional Services, if required and approved by the Owner. This section of the Owner-Architect Agreement follows (pg 72). ***We recommend an allowance of $25,000 for Additional Services for items not identified above.***

In addition to the AIA listing of Additional Services the following are also Additional if required:

- Demolition Drawings: Bidding of same (if not done by Construction Manager)
- Demolition, removal or disposal of hazardous or contaminated materials.

Reimbursable Expenses:

Per the RFP: “Reimbursable Expenses: provide breakdown and clarification with proposal but assume the following is included, but not limited to Travel, Copies and office supplies, CAD plotting, color images, large-format color plotting, Postage, shipping, and lab tests at cost. Passenger vehicle mileage on projects at the IRS Standard Rate.

Fees for securing permits and approvals of authorities having jurisdiction to be paid by Cascade.”

We recommend an Allowance for Reimbursable Expenses of $15,000 to $20,000 for the project. This assumes that printing of all bid documents, bulletins and addendum will be paid by the Township directly to a vendor of the of the Townships choice.

Summary of Fees:

Basic Services: A Fixed Fee of 7.25% of Construction Manager’s Construction estimate

Civil / Landscape A Fixed Fee of $30,000

Demolition Drawings: A fixed Fee of $15,000; Bidding of same: A fixed Fee of $5,000.

Additional Services: An allowance of $25,000

Reimbursable Expenses: An allowance of $15,000 to $20,000

Interior Design/Procurement Assistance: An allowance of $30,000.

SECTION FROM AIA OWNER-ARCHITECT AGREEMENT

ARTICLE 4 ADDITIONAL SERVICES (TO BE IDENTIFIED)

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

Services	**Responsibility** (Architect, Owner, or Not Provided)	**Location of Service Description** (Section 4.2 below or in an exhibit attached to this document and identified below)
§ 4.1.1 Assistance with selection of the Construction Manager		
§ 4.1.2 Programming (B202™–2009)		
§ 4.1.3 Multiple preliminary designs		
§ 4.1.4 Measured drawings		
§ 4.1.5 Existing facilities surveys		
§ 4.1.6 Site evaluation and planning (B203™–2007)		
§ 4.1.7 Building information modeling (E203™–2013)		
§ 4.1.8 Civil engineering		
§ 4.1.9 Landscape design		
§ 4.1.10 Architectural interior design (B252™–2007)		
§ 4.1.11 Value analysis (B204™–2007)		
§ 4.1.12 Detailed cost estimating		
§ 4.1.13 On-site project representation (B207™–2008)		
§ 4.1.14 Conformed construction documents		
§ 4.1.15 As-designed record drawings		
§ 4.1.16 As-constructed record drawings		
§ 4.1.17 Post occupancy evaluation		
§ 4.1.18 Facility support services (B210™–2007)		
§ 4.1.19 Tenant-related services		
§ 4.1.20 Coordination of Owner's consultants		
§ 4.1.21 Telecommunications/data design		

§ 4.1.22 Security evaluation and planning (B206™–2007)		
§ 4.1.23 Commissioning (B211™–2007)		
§ 4.1.24 Extensive environmentally responsible design		
§ 4.1.25 LEED® certification (B214™–2012)		
§ 4.1.26 Historic preservation (B205™–2007)		
§ 4.1.27 Furniture, furnishings, and equipment design (B253™–2007)		

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner's written authorization:

.1 Services necessitated by a change in the Initial Information, previous instructions or recommendations given by the Construction Manager or the Owner, approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or bid packages in addition to those listed in Section 1.1.6;

.2 Making revisions in Drawings, Specifications, or other documents (as required pursuant to Section 6.7), when such revisions are required because the Construction Manager's estimate of the Cost of the Work, Guaranteed Maximum Price proposal, or Control Estimate exceeds the Owner's budget, except where such excess is due to changes initiated by the Architect in scope, capacities of basic systems, or the kinds and quality of materials, finishes, or equipment;

.3 Services necessitated by the Owner's request for extensive sustainable design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;

.4 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations, or official interpretations;

.5 Services necessitated by decisions of the Owner or Construction Manager not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;

.6 Preparing digital data for transmission to the Owner's consultants and contractors, or to other Owner authorized recipients;

.7 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner or Construction Manager;

.8 Preparation for, and attendance at, a public presentation, meeting or hearing;

.9 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;

.10 Evaluation of the qualifications of bidders or persons providing proposals;

.11 Consultation concerning replacement of Work resulting from fire or other cause during construction;

.12 Assistance to the Initial Decision Maker, if other than the Architect;

.13 Services necessitated by replacement of the Construction Manager or conversion of the Construction Manager as constructor project delivery method to an alternative project delivery method;

.14 Services necessitated by the Owner's delay in engaging the Construction Manager; and

.15 Making revisions in Drawings, Specifications, and other documents resulting from substitutions included in the agreed to assumptions and clarifications contained in the Guaranteed Maximum Price Amendment or Control Estimate.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services:

.1 Reviewing a Construction Manager's submittal out of sequence from the submittal schedule agreed to by the Architect.

.2 Responding to the Construction Manager's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Construction Manager from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Construction Manager-prepared coordination drawings, or prior Project correspondence or documentation.

.3 Preparing Change Orders, and Construction Change Directives that require evaluation of the Construction Manager's proposals and supporting data, or the preparation or revision of Instruments of Service;

.4 Evaluating an extensive number of Claims as the Initial Decision Maker;

.5 Evaluating substitutions proposed by the Owner or Construction Manager and making subsequent revisions to Instruments of Service resulting therefrom; or

.6 To the extent the Architect's Basic Services are affected, providing Construction Phase Services 60 days after (1) the date of Substantial Completion of the Work or (2) the anticipated date of Substantial Completion, identified in Initial Information, whichever is earlier.

REDSTONE ARCHITECTS, INC. HOURLY RATES

2021 - 2022 STANDARD HOURLY RATES FOR ADDITIONAL SERVICES

CLASSIFICATION	DESCRIPTION	HOURLY RATE
PRINCIPAL	Daniel Redstone FAIA	$200.00
TECHNICAL I	Senior Project Architect /Sr. Manager	$125.00-$165.00
TECHNICAL II	Project Architect/Project Manager Senior Project Designer	$100.00-$125.00
TECHNICAL III	Project Designer Interior Designer Senior / CAD / REVIT Technician	$75.00-$90.00
TECHNICAL IV	CAD / REVIT Technician Junior Designer	$62.50-$65.00
CLERICAL/ ACCOUNTING	Clerical Accounting Manager	$50.00

Rates listed shall be adjusted periodically in accordance with normal review practices of the Firm.

progressive ae

2021 Schedule of Invoice Rates

Hourly Staff Charges

Class 9 Personnel	Principals	$225/hour
Class 8 Personnel	Principals and Senior Project Managers	$190/hour
Class 7 Personnel	Senior Project Managers, Architects, Engineers, Landscape Architects, Senior Interior Designers, Environmental Analysts and Construction Administrators	$165/hour
Class 6 Personnel	Senior Project Managers, Architects, Engineers, Landscape Architects, Senior Interior Designers, Environmental Analysts and Construction Administrators	$145/hour
Class 5 Personnel	Project Managers, Architects, Engineers, Landscape Architects, Environmental Analysts, Construction Administrators, Designers, Interior Designers and Surveyors	$130/hour
Class 4 Personnel	Project Managers, Intermediate Architects, Engineers, Designers, Interior Designers, Landscape Architects, Environmental Analysts, Construction Administrators and Surveyors	$115/hour
Class 3 Personnel	Graduate Architects, Engineers, Designers, Interior Designers, Environmental Analysts, Construction Administrators, Technicians, Project Assistants and Surveyors	$100/hour
Class 2 Personnel	Technicians, Interior Designers, Project Assistants, Graduate Architects and Surveyors	$85/hour
Class 1 Personnel	Project Assistants and Technicians	$70/hour

Reimbursable Expenses:

1. Fees for Program, Financial or Procurement Management services when the Owner has engaged a supplier and Architect is subject to a fee.
2. Building permit fees and plan review fees as required by the authorities having jurisdiction over projects at cost plus 10%.
3. Outside services, consultants, travel and lodging at cost plus 10%.
4. Copies, telephone, cell phone voice and data charges and office supplies will be charged through a $25 per month Misc. Office Expense charge. This charge will not be applied to invoices under $1,000.
5. CAD black/white plotting at 15¢ per square foot; CAD color plotting at 25¢ per square foot; CAD low-density color images at 30¢ each; CAD high density color images at 50¢ each; large-format color plotting at $9 per square foot. Postage, shipping, and lab tests at cost. Files written to CD will be minimum $100 per drawing or $500 maximum. Passenger vehicle mileage on projects at the IRS Standard Rate (currently 56¢ per mile). Lodging, meals, and airfare at cost. Machine rental GPS at $250 per day. Traffic Counters at $60 per count. Surveying supplies at 50¢ per stake.
6. Overtime expenses requiring higher than normal rates if authorized by owner.

Notes:

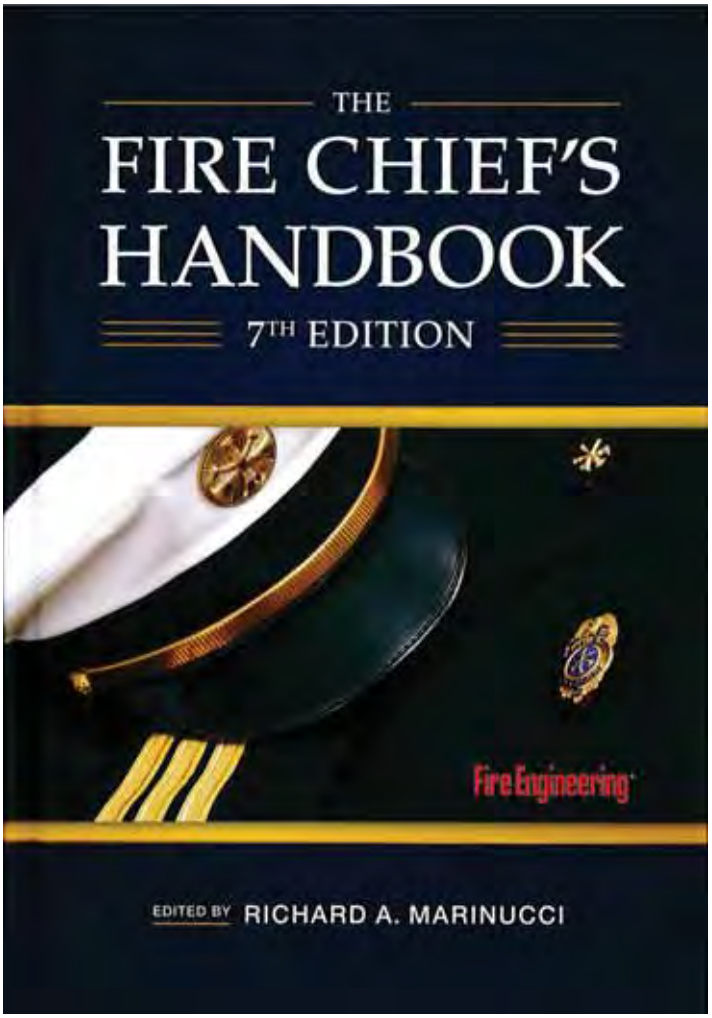
1. Invoices are due upon receipt. Unpaid invoices shall bear interest at a rate of 1 percent per month if not paid within 30 days of the date of the invoice.
2. Special media requests may be at higher rate.
3. Hourly staff charges and expenses subject to change annually.

SECTION 7

APPENDIX

FIRE CHIEF'S HANDBOOK CONTRIBUTING AUTHOR

Daniel Redstone FAIA, NCARB, LEED AP, President of Redstone Architects, Inc. is the author of the "Fire Station and Facility Design" chapter in the Fire Chief's Handbook, 7th Edition published in 2015. The publication is an informative and definitive resource for the fire service industry, including firefighters, company officers, and chief officers of all ranks.



Chapter 28

Fire Station and Facility Design

Chapter Highlights:

- Describe steps for space needs assessment
- Explain the role of the architect who is knowledgeable of the needs of this special building type.
- Select an architect.
- Project budgeting and funding
- Learn building design
- Review construction delivery methods
- Identify current trends that impact fire station design.

The new Fire Chief's Handbook, 7th Edition continues Fire Engineering's 82-year tradition of publishing the definitive resource for advanced fire service training. The text has been completely updated to meet the changing environment and added responsibilities of the fire service. Returning authors, including Mr. Redstone, have rewritten their chapter to address today's leadership and administrative concerns, while new authors are also introduced to offer new perspectives.

This comprehensive guidebook is designed for firefighters, company officers, and chief officers of all ranks and department types who want the latest information on the fundamentals of leadership in the fire service, as well as managing the day-to-day operation of a fire department.

SPACE STANDARDS/INNOVATIVE IDEAS

As more research is conducted concerning Firefighter health and carcinogens, Fire Station design is evolving to provide the safest environment for the Fire Fighters and staff. The most important new design standard is to provide fire stations with Hot-Warm-Cold zones. The zones separate the building functions thus limiting the spread of carcinogens throughout the station.

The **Hot Zone** represents the Apparatus Bay and support spaces with the highest level of carcinogens.

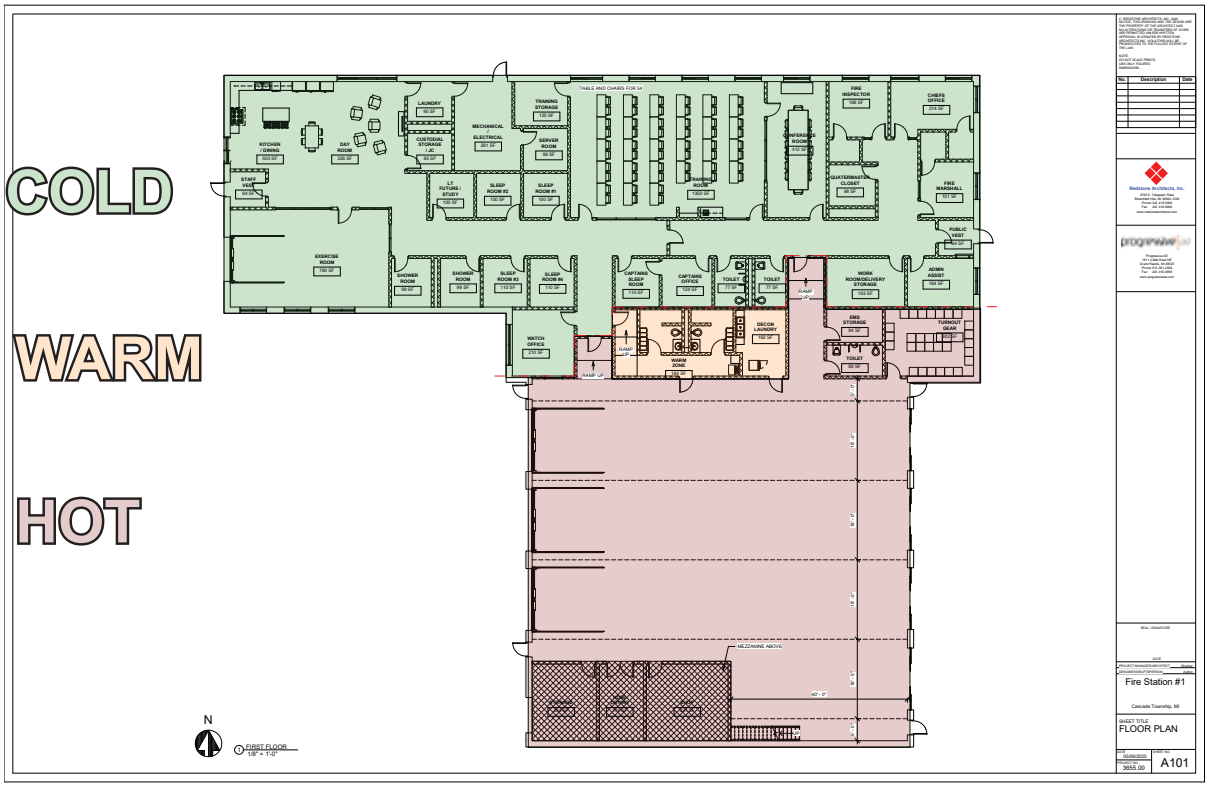
The **Warm Zone** refers to the spaces with negative pressure and are separated from the Hot Zone. These spaces may include:

- Personal Decon
- Gear Room
- Gear Decon/Laundry Room

The Warm Zone personal decon space allows firefighters to shower and change, removing any carcinogens, in the transition between the Hot and Cold Zones. This transition space aims to prevent carcinogens from entering the Cold Zone.

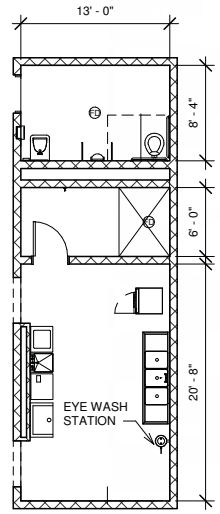
The **Cold Zone** includes suppression living areas and administrative functions that should have little to no exposure to carcinogens.

This design standard can be seen below implemented in the 2020 Cascade Township Study.



SAMPLE SPACE STANDARDS

SPACE STANDARDS



1 Plan
1/8" = 1'-0"

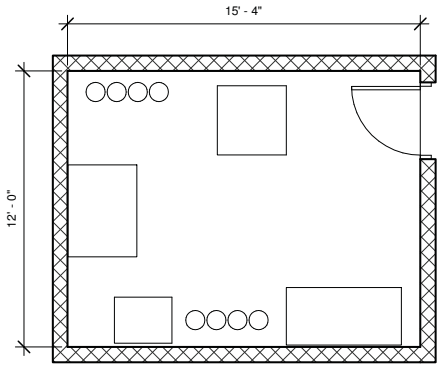
2 Perspective

Redstone Architects, Inc.
2709 S. Telegraph Road, Bloomfield Hills, Michigan 48302-1008
Phone: 248-418-0990 Fax: 248-418-0999
www.redstonearchitects.com

C REDSTONE ARCHITECTS, INC. 2019
NOTICE: THIS DRAWING AND THE DESIGN ARE THE PROPERTY OF THE ARCHITECT AND NO ALTERATIONS OR TRANSFERS OF WORK ARE PERMITTED UNLESS WRITTEN APPROVAL IS GRANTED BY REDSTONE ARCHITECTS INC. VIOLATORS WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.

DESCRIPTION	SIZE
DECON/LAUNDRY	**450 SQ. FT.**
TYPE	REF. NO.
TYPICAL	**13.04**

SPACE STANDARDS



1 Plan
1/4" = 1'-0"

2 Perspective

Redstone Architects, Inc.
2709 S. Telegraph Road, Bloomfield Hills, Michigan 48302-1008
Phone: 248-418-0990 Fax: 248-418-0999
www.redstonearchitects.com

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DESCRIPTION	SIZE
SCBA	**184 SQ. FT.**
TYPE	REF. NO.
TYPICAL	**13.05**

RELEVANT CODES AND STANDARDS

Relevant Codes and Standards for Design and Construction are, but not limited to, the following:

- Fire Suppression Rating Schedule: Schedule used for obtaining an ISO Rating
- NFPA 1500: Standard on Fire Department Occupational Safety and Health Program
- NFPA 1581: Standard on Fire Department Infection Control Program
- NFPA 1710: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments
- NFPA 900: Building Energy Code
- NFPA 5000: Building Construction and Safety Code
- Americans with Disabilities Act 2010
- Michigan Building Code 2015
- International Fire Code 2015
- Michigan Energy Code
- MIOSHA Part 74 Rule 7415
- NFPA 1971-2018 Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting
- ICC-500 and FEMA Storm Shelter Design

CERTIFICATION OF INCORPORATION

This is to Certify That

REDSTONE ARCHITECTS, INC.

was validly incorporated on January 18 , 1960 as a Michigan DOMESTIC PROFIT CORPORATION, and said corporation is validly in existence under the laws of this state.

This certificate is issued pursuant to the provisions of 1972 PA 284 to attest to the fact that the corporation is in good standing in Michigan as of this date and is duly authorized to transact business and for no other purpose.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.

Sent by electronic transmission

In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 2nd day of June , 2021.

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

Certificate Number: 21060035906

Verify this certificate at: URL to eCertificate Verification Search http://www.michigan.gov/corpverifycertificate.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/18/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER	CONTACT NAME: certs@pciaonline.com	
Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9861	PHONE (A/C, No, Ext): (800)969-4041	FAX (A/C, No): (800)969-4081
	E-MAIL ADDRESS: certs@pciaonline.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : AXA XL	37885
INSURED	INSURER B :	
Redstone Architects, Inc. 2709 South Telegraph Road Bloomfield Hills MI 48302-1008	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 20-21 **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ☐ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N		N / A				☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			DPS9934873	12/1/2020	12/1/2021	Per Claim	$2,000,000
							Aggregate	$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

dan@redstonearchitects.com

For Proposal Purposes Only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mike Cosgrove/KATHRY

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DATE (MM/DD/YYYY): 06/04/2021

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PRODUCER	CONTACT NAME: David P Muma	
Hudson & Muma, Inc. 40950 Woodward Avenue, Ste 340 Bloomfield Hills MI 48304	PHONE (A/C, No, Ext):	FAX (A/C, No): (248) 594-4263
	E-MAIL ADDRESS: dmuma@hudsonmuma.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED (248) 418-0999 Redstone Architects, Inc. 2709 S Telegraph Rd Bloomfld Hls MI 483021008	INSURER A : Home Owners Insurance Company	26638
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** Cert ID 7078 **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE X OCCUR			4896772400	10/10/2020	10/10/2021	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	ANY AUTO			4896772400	10/10/2020	10/10/2021	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Property - Commercial			4896772400	10/10/2020	10/10/2021		$
								$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

FOR PROPOSAL PURPOSES ONLY

CERTIFICATE HOLDER

FOR PROPOSAL PURPOSES ONLY

CANCELLATION

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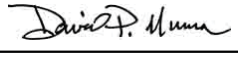
AUTHORIZED REPRESENTATIVE



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REDSARC-01 RSOSIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/4/2021

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PRODUCER	CONTACT NAME: Ronnie J Sosin	
Professional Underwriters, Inc. 39475 13 Mile Road, Suite 106 Novi, MI 48377	PHONE (A/C, No, Ext): (248) 553-8300 108	FAX (A/C, No): (248) 553-8305
	E-MAIL ADDRESS: rsosin@profunderwriters.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Travelers Indemnity Company	25658
INSURED	INSURER B :	
Redstone Architects, Inc. 2709 S. Telegraph Rd. Bloomfield Hills, MI 48302-1008	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO							
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per person)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			UB-0K051341-21-42	2/1/2021	2/1/2022	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N / A						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

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CANCELLATION

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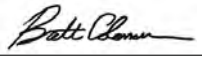
AUTHORIZED REPRESENTATIVE



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DLZ
ARCHITECTURE • ENGINEERING • PLANNING
SURVEYING • CONSTRUCTION SERVICES

REQUEST FOR PROPOSALS

CASCADE CHARTER TOWNSHIP PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES FOR FIRE STATION #1

NATIONALLY RANKED

#6

TOP PUBLIC SAFETY/JUSTICE ARCHITECTURE FIRMS

- BUILDING DESIGN AND CONSTRUCTION GIANTS 400

NATIONALLY RANKED

#12

TOP 100 LOCAL GOVERNMENT ARCHITECTURE FIRMS

- BUILDING DESIGN AND CONSTRUCTION GIANTS 400

CASCADE

CASCADE CHARTER TOWNSHIP
ATTN: Benjamin Swayze
Township Manager
5920 Tahoe Drive SE
Grand Rapids, Michigan 49546

DLZ
ARCHITECTURE • ENGINEERING • PLANNING
SURVEYING • CONSTRUCTION SERVICES

INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

June 18, 2021

Cascade Charter Township
ATTN: Benjamin Swayze, Township Manager
5920 Tahoe Drive SE
Grand Rapids, Michigan 49546

RE: Request for Proposals - Professional Architectural/Engineering Services for Fire Station #1

Dear Selection Committee:

DLZ Michigan, Inc. (DLZ) appreciates this opportunity to submit the following proposal. DLZ is a local, minority-owned, full-service architectural and engineering firm specializing in municipal and public safety projects. With over 700 employees, DLZ is among the largest firms in the Midwest and recently ranked *#6 nationally in the "Top Public Safety/ Justice Architecture Firms" and #12 nationally in the "Top Local Government Architecture Firms"* by Building Design and Construction.

As you consider selection of your Architectural/Engineering firm, it is important that you find one who will be open to your thoughts and thoroughly understands your project's goals. Equally important is an experienced Architect who will serve in partnership with project stakeholders to strengthen the design solution for your project. These elements are critical to the successful completion of your project.

Our philosophy is straightforward: provide a high level of service to our clients by being responsive and dedicated to each project. Key advantages for your consideration include the following:

EXPERIENCE | Knowledgeable and proactive. We have worked with numerous Fire Departments and other Public Safety agencies throughout Michigan and the Midwest. Project experience includes feasibility studies, programming, and design of new and renovated fire stations, many of which are very similar to your project. We understand the specific and unique needs of fire service operations. This experience allows a proactive and forward-thinking approach to the design of your project.

STRONG, EFFECTIVE PROJECT MANAGEMENT | Collaborative effort. The DLZ Team is committed to forming a partnership with Cascade Township. Our goal is to be an extension of your team and your partner throughout this important project. To make sure you have a great design experience, we will actively listen to your needs, work collaboratively to identify achievable goals for the project, and guide the project through our proven design process.

FLEXIBLE AND FUNCTIONAL DESIGN | Cost effective, energy efficient, and sustainable designs. More than 90% of DLZ's work involves public agencies and taxpayer funded projects; DLZ understands the accountability and fiscal responsibility involved with publicly-funded projects of this nature. From start to finish, you can rely on industry leading creative and critical thinking while maintaining disciplined budget and schedule control.

If you have any questions, please do not hesitate to contact us.

Sincerely,
DLZ MICHIGAN, INC.

Manoj Sethi, PE, President
msethi@dlz.com

Jason Vetne, AIA, LEED AP
jvetne@dlz.com

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APPENDIX A: INSURANCE

DLZ

BUSINESS ORGANIZATION

DLZ and its subsidiaries have been providing quality, professional architectural and engineering design services since 1916. With over 700 employees at 26 office locations throughout the Midwest, DLZ is a recognized leader in architectural and engineering services and Public Safety Design.

Our commitment to excellence has resulted in **DLZ consistently ranked among the top design firms in the Midwest by Engineering News Record (ENR). In addition, Building Design+Construction ranks DLZ as one of the top firms for local government agencies.** We firmly believe that these ratings demonstrate the hard work, dedication, and commitment provided to each our clients.

DLZ's strengths include:

- Complete range of architectural and engineering services available in-house.
- Cooperation and close attention to client needs.
- Ability to provide proven, cost-effective solutions.
- Comprehensive project management capabilities to complete projects on-time and within prescribed budgets.

A family- and minority-owned, full-service firm, DLZ's multidisciplinary, collaborative approach to professional services allows us to build and lead successful project teams that are dedicated to providing solutions that save money, improve operations, and solve problems. Our vision is simple: create successful partnerships with our clients that facilitate trust, commitment, and communication.

NAME:

DLZ Michigan, Inc.
250 Monroe Ave NW
Grand Rapids, Michigan 49503

Corporation - Licensed to operate in the State of Michigan

CONTACT/PROJECT MANAGER:

Jason Vetne, AIA, LEED AP
jvetne@dlz.com
574-514-7657

AUTHORIZED NEGOTIATOR:

Manoj Sethi, PE

WEBSITE:

www.dlz.com

SUBCONSULTANT:

Peter Basso Associates, Inc.
2001 Commonwealth Blvd
Suite 203
Ann Arbor, Michigan 48105
Role: Mechanical, Electrical

MINIMUM QUALIFICATIONS:

DLZ agrees to obtain the necessary insurance. Please see appendix A for a sample certificate.

If selected as the successful bidder, DLZ agrees to enter into a professional services contract with the Township.

LOCATION OF HOME & BRANCH OFFICES

DLZ'S IN-HOUSE SERVICES

- Architecture
- Landscape Architecture/Planning
- Mechanical Engineering
- Electrical Engineering
- Structural Engineering
- Facility Planning/Programming
- Environmental Planning (Environmental Resource Studies, NEPA Compliance, Wetland Delineation, Permitting and Mitigation Design)
- Master Planning
- Site/Civil Development
- Special Systems Technology Engineering
- Transportation Engineering
- Environmental Engineering
- Water/Wastewater Engineering
- Land Surveying
- Information Technology/Geographic Information Systems (IT/GIS)
- High Definition Scanning (HDS) Technology
- Construction Engineering, Inspection, Administration
- Geotechnical, Drilling and Materials Testing

AWARD-WINNING FIRM

Consistently ranked as one of Engineering News-Record's prestigious Top 150 Design Firms in the United States, DLZ's continual growth and success is a testament to the quality of our work and the satisfaction of our clients.

#6 nationally ranked Top Public Safety/Justice Architecture Firms*

#12 nationally ranked Top Local Government Architecture Firms*

** Building Design and Construction*

HONORS AND AWARDS

FIRE STATION NO. 2 - COLUMBUS, OHIO

- 2017 FIREHOUSE STATION DESIGN AWARDS, NOTABLE
- 2017 F.I.E.R.O FIRE STATION DESIGN EXCELLENCE, HONOR AWARD
- USGBC LEED SILVER CERTIFICATION

FIRE STATION AND SERVICE DEPARTMENT FACILITY - VILLAGE OF NEWBURGH HEIGHTS, OHIO

- 2017 FIREHOUSE STATION DESIGN AWARDS, NOTABLE

PORTAGE FIRE STATION NO. 3 - PORTAGE, INDIANA

- 2017 FIREHOUSE STATION DESIGN AWARDS, NOTABLE

TOPEKA FIRE STATION NO. 30 - TOPEKA, INDIANA

- 2017 FIREHOUSE STATION DESIGN AWARDS, NOTABLE

PENN TOWNSHIP FIRE STATION NO. 1 - MISHAWAKA, INDIANA

- 2006 FIRE CHIEF STATION STYLE AWARDS - NOTABLE DESIGN
- 2006 MICHIANA AREA CONSTRUCTION INDUSTRY ADVANCEMENT FUND (MACIAF) AWARD OF EXCELLENCE

SOUTH BEND FIRE DEPARTMENT HEADQUARTERS AND CENTRAL STATION - SOUTH BEND, INDIANA

- 2005 FIRE CHIEF STATION STYLE AWARDS - NOTABLE DESIGN

EXECUTIVE SUMMARY

PROJECT EXPERIENCE

FIRE STATION DESIGN

FIRE STATION NO. 3

WEST BLOOMFIELD TOWNSHIP, MICHIGAN

DLZ provided full service architecture and engineering design services associated with a new four-bay, 11,439 sf fire station in West Bloomfield Township, Michigan. The space program includes the following:

- Four apparatus bays
- Workshop
- Hose room
- Air Pack Maintenance Group (APG) work space
- Self-contained breathing apparatus (SCBA) room
- Turnout gear room
- Decontamination/ turnout laundry
- EMS room
- Operational storage
- Fitness area
- Watch room
- Training room
- Kitchen
- Station laundry
- Individual dorm rooms
- Individual toilet/shower rooms
- Locker facilities
- Day room
- Dining room
- General storage
- Officer's quarters

The living areas are organized around a wide central spine, which leads directly to the apparatus bay allowing for quick response from anywhere in the building.

The primary focus of the building layout is to meet the residential and privacy needs of the firefighters while maintaining quick response times, hot zone separation, and efficient site circulation. The site design presented some challenging site constraints, such as a long, narrow, oddly shaped site; existing fuel pump to remain; and the natural six-foot change in elevation. These site constraints were capitalized upon and used as opportunities to achieve a creative and successful design solution.

DATE

2019 - Completion

TOTAL COST

$4,717,858 (Construction)

DLZ SERVICES

Architecture
Landscape Design
Structural
MEP
Site Civil
Construction Administration

TEAM MEMBERS & ROLE

Frey - Project Manager
Evans - Architect
Vetne - Architect
Beaulieu - Quality Manager
Van Luchene - Structural

PUBLIC SAFETY STATION NO. 2

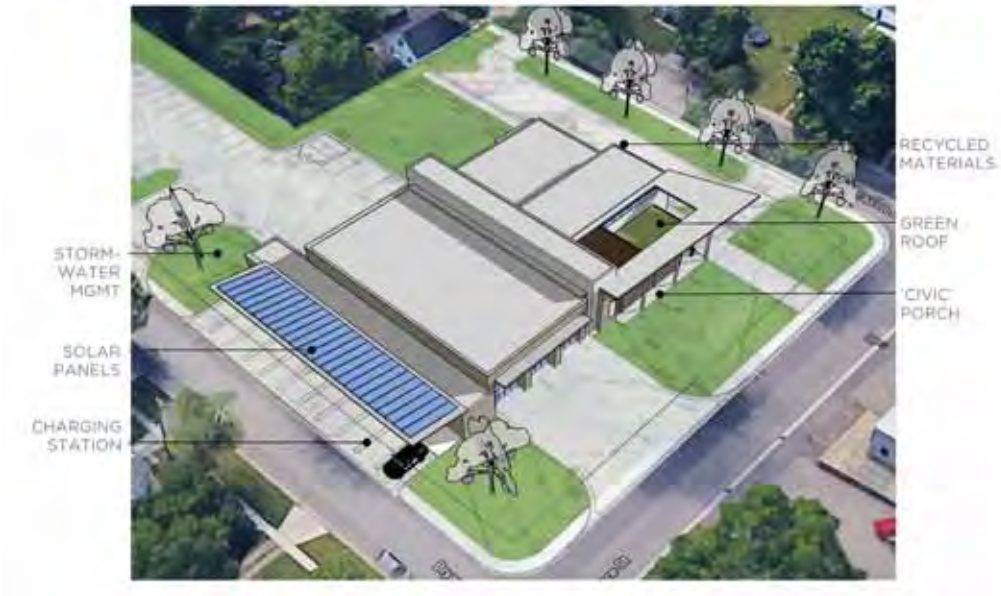
KALAMAZOO, MICHIGAN

Key Elements: Combine Police/Fire Public Safety | Three Drive-Through Apparatus Bays | Fire-Fighter Living Quarters | Training | Storm Shelter

The City of Kalamazoo hired DLZ to provide complete architecture and engineering services for a New Public Safety Station to replace an existing facility that had become functionally obsolete.

The new facility totals approximately 18,000gsf and accommodates full-time police and fire fighter personnel. The program includes three drive-through apparatus bays, gear storage, living quarters, a multi-purpose training and community room, and a storm shelter.

The site is within a residential neighborhood near downtown Kalamazoo; public amenities will include new sidewalks, parking, lighting, and development of an adjacent park.



DATE

2021 - Anticipated Completion

TOTAL COST

$7,000,000 (Estimated)

DLZ SERVICES

Architecture

Structural

MEP

Site Civil

TEAM MEMBERS & ROLE

Vetne - Project Manager

Huss - Landscape Architect

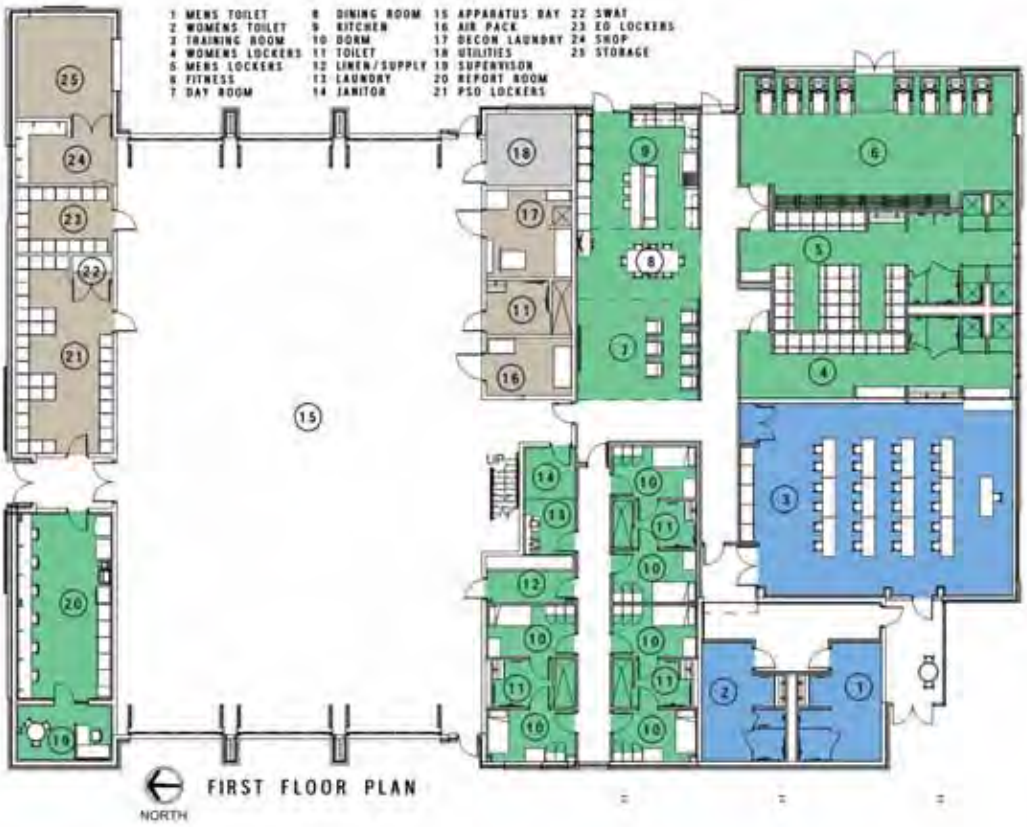
Van Luchene - Structural

Alderman - Mechanical

Sherman - Site Development

Doyle - Civil

Krizman - Electrical


1 MENS TOILET
2 WOMENS TOILET
3 TRAINING ROOM
4 WOMENS LOCKERS
5 MENS LOCKERS
6 FITNESS
7 DAY ROOM
8 DINING ROOM
9 KITCHEN
10 DORM
11 TOILET
12 LINEN/SUPPLY
13 LAUNDRY
14 JANITOR
15 APPARATUS BAY
16 AIR PACK
17 DECON LAUNDRY
18 UTILITIES
19 SUPERVISOR
20 REPORT ROOM
21 PSO LOCKERS
22 SWAT
23 EO LOCKERS
24 SHOP
25 STORAGE
UP
DN
NORTH
FIRST FLOOR PLAN

1 STAFF ROOM
2 ROOF TERRACE
3 MECHANICAL
4 PLUMBING
5 IT/DATA
6 ELECTRICAL
ROOF
ROOF
ROOF
OPEN TO BELOW
OPEN TO BELOW
UP
GREEN ROOF
NORTH
MEZZANINE PLAN

GERALD R. FORD INTERNATIONAL AIRPORT - AIRPORT RESCUE AND FIRE-FIGHTING FACILITY

GRAND RAPIDS, MICHIGAN

Key Elements: Primary Communications Center | Emergency Operations Center | Public Safety

The Gerald R. Ford International Airport Authority contracted DLZ to perform a Feasibility, Programming, and Concept Design regarding the relocation and consolidation of the airport's Primary Communications Center (PCC), Operations, Police, Badging, Airport Rescue and Fire-Fighting (ARFF), and Transportation Security Administration (TSA) services.

Following an extensive needs assessment with project stakeholders, DLZ provided architectural and engineering concept design services for a new Airport Operations Center (AOC) and ARFF Facility to be located on the east side of the airfield. The AOC is the first pahse of construction and totals approximately 11,000gsf. Construction began in June of 2021; the project is anticipated to be complete by the fall of 2022.

DATE

2021 - Concept Design

TOTAL COST

$12,000,000 (estimated)

DLZ SERVICES

Architecture

Structural

Mechanical

Electrical

TEAM MEMBERS & ROLE

Vetne - Project Manager

Beaulieu - Quality Manager

Sherman - Site Development

Doyle - Civil

Van Luchene - Structural

The ARFF will be a second phase of development; anticipated construction date is TBD. The facility totals approximately 22,000gsf and includes five drive-through apparatus bays, administrative office space, fitness, dormitory and living space.

FIRE STATION NO. 2
COLUMBUS, OHIO

DLZ was awarded the opportunity to serve as the Architect-of-Record and lead firm for the design for the replacement Fire Station No. 2 facility in downtown Columbus. The previous facility made over 20,000 runs annually and was not only the busiest station in the City's system, but was also recognized as one of the busiest stations in the nation.

The new station was designed to provide a modern, iconic, image at one of the primary entry points to the Downtown area using a combination of insulated metal panels, glass and brick. The new station met the City's "Green Design" standards for energy conservation and achieved LEED "Silver" certification.

In addition to providing the specialized architectural services required for this critical life-safety facility, DLZ was also responsible for the demolition drawings for the existing circa 1962 building, coordination of access and parking changes resulting from the ongoing ODOT I-70/71 reconfiguration and new building siting, working with the City and owners of the adjacent property to coordinate the elimination of Engler Street adjacent to the site, developing aesthetic improvements in the immediate vicinity consistent with current City guidelines, and providing full mechanical, structural, civil, geotechnical and landscape architectural services.

**This project was completed on time and within budget.*

LEED SILVER CERTIFICATION

DATE
2017 - Completion

TOTAL COST
$8,914,000

DLZ SERVICES
Architecture
Structural
MEP
Site Civil

TEAM MEMBERS & ROLE
Kromkowski - Quality Manager
Allen - Structural
Kyung-Hoon - Mechanical
Toto - Site Development

NEW FIRE STATION 30 AND REGIONAL TRAINING CENTER

TOPEKA, INDIANA

Key Elements: Five Apparatus Bays | Living Quarters | Training Room | Parking | Paved Training Area

Commissioned by the Town of Topeka, Indiana, DLZ provided complete architecture and engineering services associated with the New Fire Station No. 30. The 17,893 sf building includes a five-bay apparatus, administrative and living quarters, and a training room. The 4.3 acre site includes dedicated public parking, including horse and buggy stalls, firefighter parking, a by-pass lane for apparatus vehicles, and a firefighter training area.

Located within rural northeast Indiana, the facility's training area was designed to accommodate a variety of training stations. Ample clearances allow multiple response vehicles to respond to simulated emergency incidents, including vehicle extraction, fuel spills, and vehicle maneuvering. A smoke/firehouse mock wall and roof construction features, and confined space scenarios provide for a variety of training opportunities.

In addition to coordination with the other adjacent capital improvement projects, one of the greatest challenges involved the project schedule. In order to prevent a loss of funding, programming, concept design, construction documents and bidding were completed within less than a three month period.

**This project was completed on time and within budget.*

DATE
2016 - Completion

TOTAL COST
$5,260,000

DLZ SERVICES
Architecture
Structural
Mechanical
Electrical

AWARDS
2017 Firehouse Station Design Awards, Notable

TEAM MEMBERS & ROLE
Kromkowski - Architect
Van Luchene - Structural
Acker - Mechanical
Hitchcock - Electrical

1. Apparatus Bay
2. Apparatus Support
3. Kitchen/Dining Area
4. Dormitory
5. Restrooms/Showers
6. Public Restrooms
7. Fitness
8. Laundry
9. Outdoor Patio
10. Lobby
11. Office
12. Storage
13. IT/Service Room
14. Conference/Training Room
15. Daytoom
16. Mechanical/Electrical
NORTH

KALAMAZOO TOWNSHIP FIRE STATION NO. 2

KALAMAZOO, MICHIGAN

Key Elements: Renovation | Urban Site | Living Quarters | Offices/Fitness/ Vehicle Repair Area

Kalamazoo, Michigan contracted DLZ to provide Programming and Concept Design Services for a new Fire Station No. 2 to replace their existing facility.

The proposed project included three drive-through bays, associated apparatus support space, fitness and training space, living and dormitory spaces, and administrative offices totaling approximately 14,000sf. The project also includes an attached fire-fighters residence totaling approximately 2,500 SF.

Site Development included public and staff parking, drives, sidewalks, and a detached storage building.

DATE

2021 - Concept Design

TOTAL COST

$9,000,000 (Estimated)

DLZ SERVICES

Architecture

Structural

Mechanical

Electrical

TEAM MEMBERS & ROLE

Vetne - Project Manager

Beaulieu - Quality Manager

Doyle - Civil

Van Luchene - Structural

FIRE STATION AND SERVICE DEPARTMENT

VILLAGE OF NEWBURGH HEIGHTS, OHIO

Key Elements: Renovation | Urban Site | Living Quarters | Offices/Fitness/ Vehicle Repair Area

DLZ was commissioned by the Village of Newburgh Heights, Ohio to provide complete architecture and engineering services associated with the renovation and conversion of a former warehouse into a new Fire Station and Service Department facility. The 12,925 sf building is located on a limited urban site.

The existing fire department facility had deteriorated and no longer met the needs of the Fire Department. In addition, the existing station is located on highly desired parcel of land for future development and was recently sold for future development. As a result, this project included an aggressive schedule and required careful planning.

The fire station includes two apparatus bays and support spaces, locker room, toilet areas, sleeping quarters, day room. A fitness area, offices and additional storage on a partial mezzanine is provided. The Service Department includes vehicle repair areas, tool crib area, office space, break room, employee toilet room, and additional storage on a partial mezzanine. The design includes new mechanical, plumbing, fire protection, and electrical systems and associated fixtures and equipment.

A new exterior image was created, including masonry, pre-finished cement board and exterior insulation finish system. When completed, the new facility will complete the urban revitalization of the city block which includes a new Village Hall and Police Station facility.

**This project was completed on time and within budget.*

DATE
2016 - Completion

TOTAL COST
$2,000,000

DLZ SERVICES
Architecture
Structural
Mechanical
Electrical

TEAM MEMBERS & ROLE
Kromkowski - Architect
Van Luchene - Structural
Kyung-Hoon - Mechanical
Fought - Electrical

DLZ ADDITIONAL FIRE STATION & EMS EXPERIENCE

NILES FIRE DEPARTMENT HEADQUARTERS – NILES, MICHIGAN
New 15,000 sf facility includes administration area, training area, council chambers, and firefighters living quarters.

BERTRAND TOWNSHIP NEW FIRE SUBSTATION - BUCHANAN, MICHIGAN
The project involves a freestanding fire substation facility of approximately 3,300 sf. The facility includes: three bay apparatus area, training room to accommodate up to forty students, offices to accommodate chief, receptionist/secretary and inspector, upper storage area, and bathroom/shower.

LAWRENCE FIRE STATION - LAWRENCE, INDIANA
New three bay, drive-thru facility with meeting room, lounge area, watch room, exercise room, kitchen facilities, quiet room, training room and outdoor patio.

FIRE STATION #4 - MISHAWAKA, INDIANA
New three bay central fire station with living quarters, office spaces, support areas, kitchen facilities, fitness room, and multi-purpose training room.

FIRE STATION - FISHERS, INDIANA
New four bay, drive-thru facility with living quarters, training and class space, and offices.

FIRE STATION - VALPARAISO, INDIANA
New three bay central fire station with living quarters and community facilities.

PIKE TOWNSHIP STATION #11 - INDIANAPOLIS, INDIANA
New four bay station located in residential neighborhood.

PIKE TOWNSHIP FIRE TRAINING TOWER - INDIANAPOLIS, INDIANA
Fire tower is used to train firefighters on residential, multi-family, and commercial building types.

AKRON FIRE STATION NO. 12 - AKRON, OHIO
New 15,000 sf facility located within a commercial district, includes three bay drive-thru apparatus bays, firefighter living space, and complete site design.

CENTER TOWNSHIP FIRE STATION - LAPORTE, INDIANA
New 13,000 sf facility located on an eight-acre parcel, which required extensive planning and design to accommodate existing conditions. New fire station includes three bay drive-thru apparatus bays and an open concept firefighter area. Building design allows for future training room and an additional apparatus bay.

KALAMAZOO PUBLIC SAFETY STATION NO. 2 - KALAMAZOO, MICHIGAN
New 18,000 sf facility located within a residential neighborhood. Currently, in the Programming Phase of development, the combined Police Safety/Firefighter Operations creates challenges that will be resolved through extensive planning with the department personnel. The fire operations will include three drive-thru apparatus bays, Jack-Jill sleeping area with a shared restroom and other support spaces.

FISHERS FIRE STATION - FISHERS, INDIANA
This four bay, 16,000 sf drive-thu facility was designed as part of a new town complex for the town of Fishers, Indiana. The station consisted of the four apparatus bays, men's and women's bunk areas and locker rooms, a lounge area, dining and kitchen facilities, training and class space, a reception area, and offices. Above the apparatus bays is a recreation mezzanine for weight lifting, ping-pong, billiards, etc.

PROJECT PROPOSAL

DLZ approaches each project with an open-mind and will engage the Cascade Charter Township Fire Department stakeholders to create the most appropriate design solution which is based on sound decisions and incorporates current fire station design concepts.

DLZ's project approach has been developed over years of experience and has resulted in the successful completion of many fire station/public safety projects.

Our approach is simple: provide a high level of client service by being responsive and dedicated to each project. DLZ is committed to providing quality work, completed on time and within budget. We will provide a team of highly qualified architects, engineers, designers, and specialists to complete the scope of services outlined in this proposal. Our approach used for this project has been tailored to the project services listed in the Request for Proposal (RFP).

PROJECT APPROACH

DLZ understands the proposed program as outlined in the RFP and we are grateful and eager for the opportunity to work with the Cascade Charter Township to develop your new fire station project.

TEAM BUILDING

As an industry leader in public safety facility design services, DLZ understands the complexity of issues that exist with a project of this type. A fully integrated and collaborative project team is critical to the project's success.

DLZ will proactively engage administrators, stakeholders, and the community to establish clear lines of communication, develop consensus regarding project goals, and a schedule for successful implementation.

COMMUNICATION

Effective communication from the design team will start with our Project Manager, Mr. Jason Vetne, AIA, LEED AP. He will be your primary point-of-contact and will be responsible for facilitating communication between Cascade Township, project stakeholders, the design team, and consultants throughout the project.

Project success will be facilitated by embracing the principles of dedication, collaborative and innovative decision making, team participation, early goal definition, and open and transparent communication.

KICKOFF MEETING

The Project Team Kickoff Meeting defines the roles of stakeholders and design team members, lists project goals, schedule, and lines of communication. Project planning and development meetings are anticipated to occur every two weeks; decisions made will be documented in meeting minutes, including action items for team members and schedule updates.

DATA GATHERING AND OPERATIONAL ANALYSIS

The design process begins with a comprehensive review of existing building systems, infrastructure, and operations to document existing conditions and identify opportunities to promote efficiency, safety, and healthy environments.

PROGRAM AND CONCEPT VALIDATION

The goal of the Programming and Planning Process is to review and validate the tabulation of space needs that define the scope of the project.

We understand prior studies for this project have been completed. It is important to collectively review these studies to gather information and appreciation for decisions that have been made regarding project goals.

DLZ has extensive experience with complex programming and planning projects for similar types of facilities and user groups.

MITIGATING RISK AND EXPOSURE TO CARCINOGENS

There are many aspects to firehouse design and operations; however, the topic of mitigating exposure to carcinogens is at the forefront of modern fire station design discussions.

DLZ's architects and engineers incorporate a variety of strategies to reduce potential cancer risks. Careful planning with staff will focus on operational needs and identification of 'hot zones' which are separated from living areas. Decontamination areas, gear washing, drying zones, and gear storage areas will be segregated and ventilated immediately off the apparatus floor area to contain potential exposure to the living spaces.

REVIEW CODES AND LEGAL REQUIREMENTS

Certain parameters of the planning and building design process are defined by various codes, ordinances, regulations, standards and other legal requirements. The purpose of this task is to verify that these parameters are identified and properly incorporated into design decisions. Our team will research applicable state and local code requirements relative to proposed improvements to establish the controlling parameters for the planning and design process.

KICKOFF MEETING

DLZ conducts an internal Project Kickoff Meeting at the start of each project, with subsequent biweekly progress meetings with assigned project personnel to review assignments, project parameters, project progress, anticipated needs, and overall schedule.

RESOURCE ALLOCATIONS

DLZ's Project Management team will monitor the workload of the assigned team members and evaluate the schedule to determine if additional staffing is needed.

SCHEDULE

Each task order will have a prepared schedule. The schedule will include the submission dates and durations of all QC review and design efforts.

TEAM MEETINGS

Biweekly progress meetings with assigned project personnel will review assignments, project parameters, project progress, anticipated needs, and overall schedule.

PROGRESS MEETINGS/UPDATES

It is critical that scheduled face-to-face meetings are conducted between DLZ's Project Manager and client's Project Manager. These meetings will provide a status report on the project's progress and development, as well as the overall project schedule and budget.

QUALITY CONTROL MEETING

The QC Team will review the documents to confirm adequacy of basic data, correctness of calculations, completeness of documentation, and compliance with guidance, standards, regulations, and laws.

DURING THE COURSE OF PROJECT DEVELOPMENT, SPECIALTY SERVICES MAY BE REQUIRED. THE FOLLOWING SERVICES CAN BE PERFORMED BY DLZ'S IN-HOUSE PROFESSIONALS UPON REQUEST OF THE CITY.

- Topographic Survey
- Geotechnical Investigation
- High Definition 3D Scanning
- Materials testing and special inspections
- Environmental services
- Asbestos and universal waste survey
- Furniture, fixtures, and equipment (FF&E) design
- Traffic impact study/ traffic signal design
- Design of specialty structures or deep foundation systems
- Design of specialty mechanical systems or geothermal systems
- Grant applications
- LEED Silver, Gold or Platinum levels of certifications
- Ground penetrating radar (GPR) / subsurface utility exploration (SUE)

FIRE STATION DESIGN CONSIDERATIONS

DLZ has a proven background and understanding of typical fire station needs and the overall requirements needed for an effective and efficient operation. We understand that the design must respond to a 24/7/365 operation. Modern fire station designs provide drive-thru bays, private bunks, and training components. Stations also accommodate fitness, A/V and data systems technology, and other traditional amenities. The facility design must also provide durable, functional, and economical materials and finishes.

OPERATIONS AND FIRE STAFF

Firefighter input is critical for a successful project. Success is defined by a facility's ability to be successfully operated year-in and year-out, not just on opening day. This can only be accomplished by understanding the experience and capabilities of staff, and the commitment to design your building with your firefighters' needs in mind. DLZ explores short-term and long-term operational and maintenance costs of the anticipated facility.

ENGAGING STAFF AND OTHER STAKEHOLDERS IN DESIGN STAGES

DESIGN WORKSHOPS

The results of our award-winning designs are generated in large part from the creative process initiated with key project stakeholders through ongoing collaboration, communication, and Design Workshops. The series of interactive workshops go beyond statistics and written briefs to thorough discussions and demonstrations with key stakeholders, approaching them with our team's vast experience and knowledge from past projects, yet seeing what is new, original, and needed for your particular project.

COLLABORATION

Collaboration during corona-virus restrictions can be challenging. DLZ has a robust network infrastructure that not only makes inter-disciplinary communication and collaboration between our offices seamless, it also enables clients to engage in the planning and design process without having to travel or be physically present at design progress meetings. DLZ uses state-of-the-art video-conferencing and cloud-based design and file sharing tools to promote client engagement and effective decision making.

These workshops have many potential benefits including greater sense of participation, face-to-face contact between designer and users, and rapid feedback of new ideas.

Issues to be Discussed:

Living Quarters

Apparatus Bays

Site Analysis

Sleeping Quarters

Male/Female Amenities

24/7 Operations

Supply Room

Quiet Rooms

Lines-of-Site at Points of Egress

Mechanical Systems/ Ventilation

Training components - site

Training components - building

Design and Construction Schedule

Maintenance of Equipment

Sustainability

PRELIMINARY DESIGN

The Preliminary Design Phase will develop an overall vision for the proposed facility through the process of design charrettes. The charrettes are vibrant and collaborative work sessions where we collectively roll up our sleeves and get down to the business of developing strategies to address identified space needs, functional adjacencies, safety, and sustainability goals.

Preliminary Design includes preliminary plans and renderings as required to discuss and evaluate options with stakeholders. This phase also includes preliminary development of structural, mechanical, plumbing, fire protection, electrical, security, and technology systems. We will begin to develop specifications for the project which describe the bidding and contract requirements as well as the quality of materials, equipment, and details. Overall project cost estimates will be updated for this phase.

Preliminary Design Deliverables shall include the following:

- Architectural/Engineering Drawings (85% Complete)
- Mechanical/Structural Design
- Architectural/Site Plan
- Conceptual Landscaping
- Demolition Plan and Estimate
- Architectural Renderings
- Construction Estimate and Timeline

FINAL DESIGN

Upon written authorization from the Township, DLZ will proceed with Final Design and Specifications and preparation of Bidding Documents for the proposed facility. Final Design will include the following:

- Engineering Plans (100% Complete)
- Electrical/Mechanical Drawings
- Demolition Plans
- Architectural Plans
- Landscaping Plans
- Complete Permit Application Submittal
- Project Specification and Bidding Documents

BIDDING

The DLZ Team will assist in the bidding phase by responding to contractor based questions, attending a pre-bid meeting, participating in the bid opening, reviewing the bids submitted, and helping to prepare the Owner/ Contractor standard form of agreements.

CONSTRUCTION ADMINISTRATION

The DLZ Team will provide professional services as identified by the standard form of agreement between Owner and Architect, to include response to requests for information, review of submittals, and attendance at construction progress meetings. We view contractors as an integral part

of the project team, and a carefully managed, collaborative construction process as vital to overall project success.

Technological advance in building systems allow stations to be energy efficient and reduce long-term maintenance and operation costs.

Additionally, we understand the project anticipates participation of a Construction Manager (CM). Like trade contractors, we view CMs as collaborative team partners that contribute to the project success. To support their project oversight, we believe it is in the best interest of all parties for the Design Team to also be represented on-site during construction.

DLZ is unique in that it offers a robust Field Services division with qualified and experienced personnel specially trained to provide project oversight on-site during construction.

PROJECT CLOSEOUT

The Project Closeout phase is a critical phase. The DLZ Team will work with the Owner to ensure the project is completed per the bid document requirements. We will also review as-built drawings to make sure they reflect the actual construction of the project. Operation and Maintenance Manuals will be reviewed to verify if the required documentation of materials, procedures, cleaning, warranties, etc. are included.

BIM SOFTWARE

DLZ will use BIM software for this project at no extra cost. DLZ has been using BIM software for many years. Since 2015, all new projects at DLZ have been started in BIM software unless requested otherwise by the Client. BIM software, such as Revit, provide efficient and accurate work-flow. A central model of the project is created that contains information for all the components of the building. From this model, detailed drawings can be used for construction documents, and views can be output for renderings. This integrated system helps maintain accuracy between all aspects of the project when changes are made. It also provides a quick turnover for providing new renderings helpful in making important design decisions.

History of Effective Schedule and Budget Management for Similar Projects.

QUALITY MANAGEMENT PROGRAM

DLZ is committed to the Quality Management and Quality Control process in all of our work. The process begins at the inception of each project and starts with the assignment of a Quality Manager, who works with the project's Core Team to develop a detailed Quality Management Plan for each phase. The plan defines functional and programmatic expectations and a change management plan during development.

Our Team's Quality Management program is based on four principles:

Strong Leadership: Our core team is staffed with project leaders empowered to make and facilitate decisions. We request the same from the Client side.

Everyone is Responsible: Every member of the team is a respected contributor to the quality management effort. They are each responsible for the quality of their own work and for the overall quality of the project as a whole.

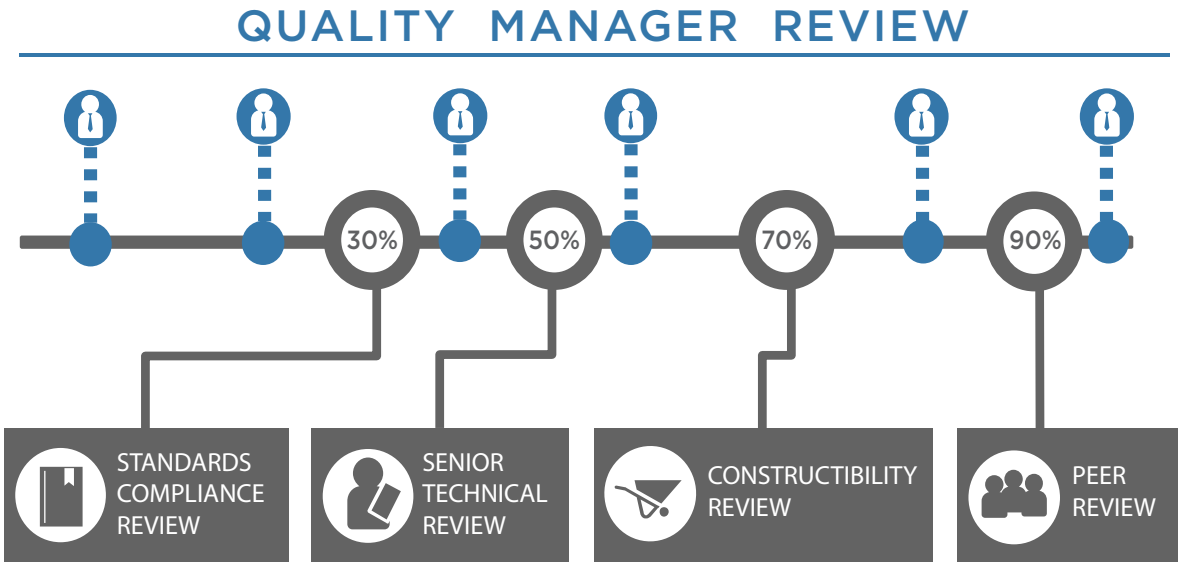
Constant Improvement: We learn from every completed project. This allows each member to expand their knowledge base and improve quality on subsequent projects.

Client Orientation: Our efforts, our services, and our projects are tailored to satisfy our Client's needs. Our team's primary guiding principle has always been to carefully identify and understand our Client's current needs, and thoughtfully anticipate their future needs.

PROJECT BUDGETING

Our team is committed to completing projects on time and on budget. Most of our projects end with a deduct change order to return remaining contingency allowances back to the Owner. We take pride in the quality and completeness of our technical documents.

We will provide project budgeting at each phase of development that includes not only anticipated cost for physical construction, but also allowances for the furnishings, fixtures and equipment that are critical for an operational fire station to provide a comprehensive total project cost.

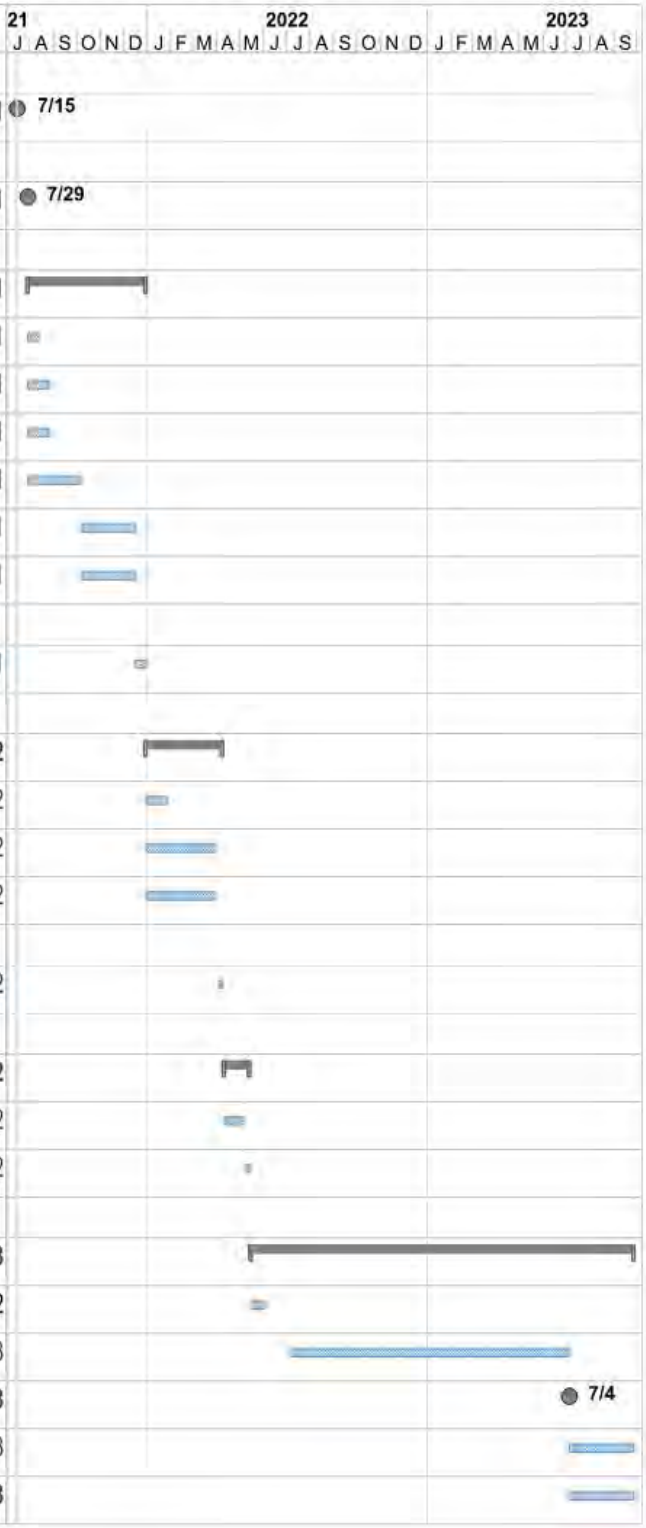


PROJECT TIMELINE

DLZ is prepared to begin work immediately upon receipt of the Notice to Proceed. Our staff will work closely with Cascade Charter Township to make sure the agreed upon project schedule is maintained.

Preliminary Project Schedule

Task Name	Start	Finish
Contract Award	Thu 7/15/21	Thu 7/15/21
Kick-Off Meeting	Thu 7/29/21	Thu 7/29/21
Preliminary Design	**Thu 7/29/21**	**Wed 12/29/21**
Program Validation	Thu 7/29/21	Thu 8/12/21
Geotechnical Analysis	**Thu 7/29/21**	Wed 8/25/21
Survey	**Thu 7/29/21**	Wed 8/25/21
Design Development	**Thu 7/29/21**	Wed 10/6/21
A/E Drawings (85% Complete)	Thu 10/7/21	Wed 12/15/21
Cost Estimating	Thu 10/7/21	Wed 12/15/21
Client Review, Approval	Thu 12/16/21	Wed 12/29/21
Final Design	**Thu 12/30/21**	**Fri 4/8/22**
Demolition Drawings	Thu 12/30/21	Wed 1/26/22
A/E Drawings (Permit, Bidding)	Thu 12/30/21	Wed 3/30/22
Cost Estimating	Thu 12/30/21	Wed 3/30/22
Client Review, Approval	Mon 4/4/22	Fri 4/8/22
Bidding	**Mon 4/11/22**	**Fri 5/13/22**
Issue for Bid	Mon 4/11/22	Fri 5/6/22
Bid Review, Approval	Mon 5/9/22	Fri 5/13/22
Construction Administration	**Mon 5/16/22**	**Tue 9/26/23**
Administration, Mobilize	Mon 5/16/22	Fri 6/3/22
Construction Activity	Wed 7/6/22	Tue 7/4/23
Substantial Completion	**Tue 7/4/23**	**Tue 7/4/23**
Commissioning, Closeout	Wed 7/5/23	Tue 9/26/23
Training, Occupancy	**Wed 7/5/23**	**Tue 9/26/23**

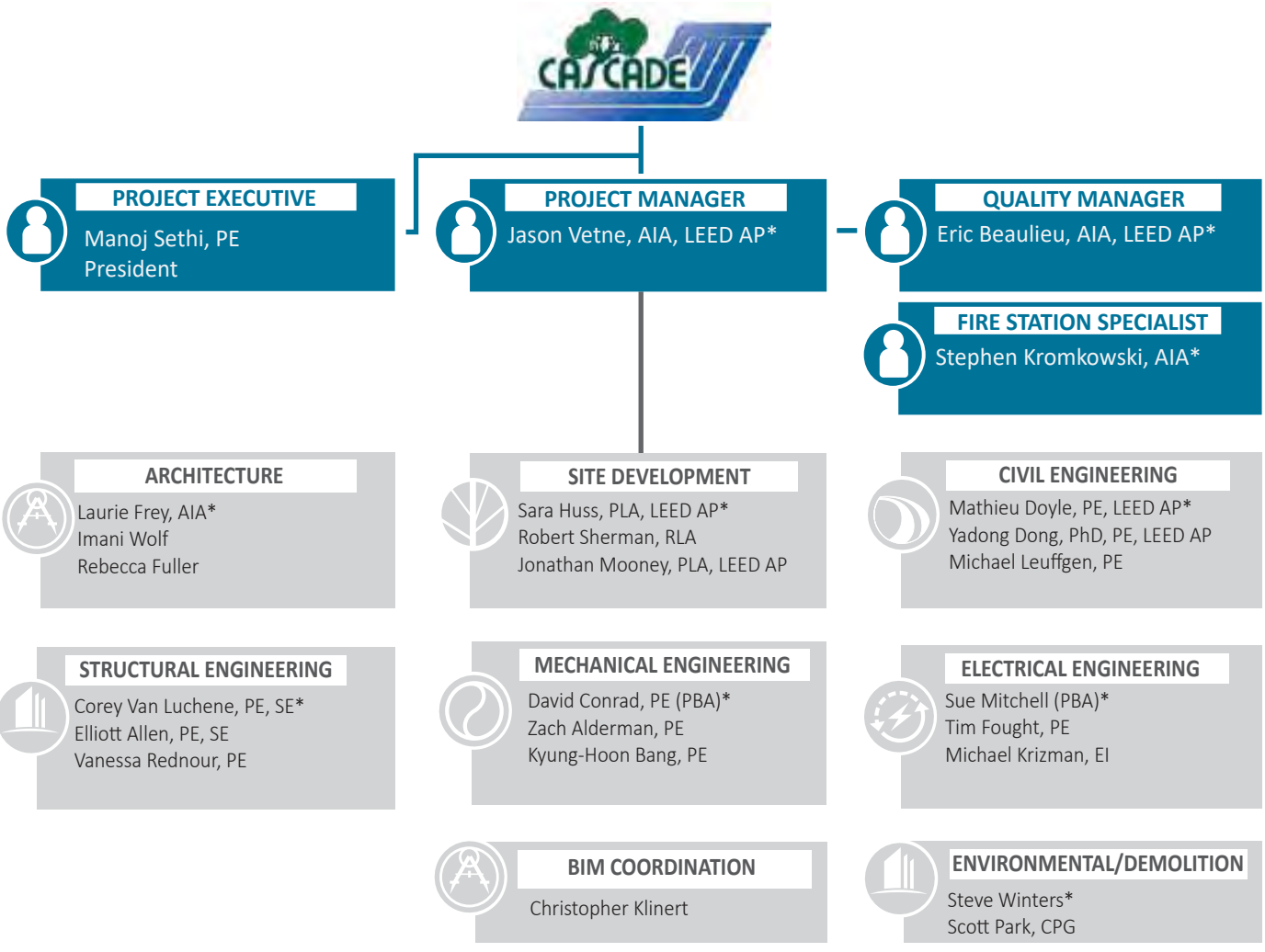


PROJECT STAFFING

ORGANIZATIONAL CHART OF PROJECT TEAM

DLZ provides consulting services to municipalities for similar projects throughout the Midwest. Completed projects fire stations and public safety, judicial, office and administration, transportation, and public works facilities. These services are provided with leadership by our professional architects with assistance from in-house engineers, landscape architects, and technicians, addressing facilities and infrastructure needs.

The organizational chart below outlines our team's proposed professional staff for the successful completion of your project. Key project personnel are shown below and resumes detailing their project experience are included on the following pages.



**Resume included*

JASON VETNE, AIA, LEED AP

PROJECT MANAGER

Mr. Vetne is a registered architect and LEED Accredited Professional with over 20 years of experience in all phases of architectural practice including project management, programming, design, construction documentation, specifications, and construction administration. Mr. Vetne has a broad range of experience in the design and management of public sector projects of various size and complexity, with a specialized expertise in Public Safety and Judicial facilities.

EDUCATION

Master of Architecture, Georgia Institute of Technology, 1998

B.S. Architecture, University of Maryland, 1994

REGISTRATIONS

Registered Architect: Michigan, 2003, #1301050742

National Council of Architectural Registration Boards (NCARB), #66430

CERTIFICATIONS

LEED Accredited Professional, U.S. Green Building Council, 2005

AFFILIATIONS

American Institute of Architects (AIA)

American Institute of Architects – Northern Indiana Chapter

SPECIAL TRAINING

PSMJ Project Manager Training, 2015

RELEVANT PROJECT EXPERIENCE

- Kalamazoo Public Safety Station 2, Kalamazoo, Michigan.
- Kalamazoo Public Safety Station 1, Kalamazoo, Michigan.
- Kalamazoo Township Fire Station 2, Kalamazoo, Michigan.
- Gerald R. Ford International Airport, Public Safety Projects, Grand Rapids, Michigan.
- Kent County North Campus, Sheriff Substation and Health Clinic, Cedar Springs, Michigan.
- Charter Township of West Bloomfield Fire Station #3, West Bloomfield, Michigan.
- Delhi Township Fire Station, Holt, Michigan.
- Penn Township Fire Station No. 1, Mishawaka, Indiana.
- South Bend Fire Department Headquarters and Central Fire Station, South Bend, Indiana.
- Greene Township Fire Station, South Bend, Indiana.
- Niles Fire Station, Niles, Michigan.
- Ottawa County Family Justice Center, West Olive, Michigan
- Kent County Juvenile Detention Center Addition and Renovation, Grand Rapids, Michigan.
- St. Joseph County Public Safety Answering Point (PSAP) Consolidation, Mishawaka, Indiana.
- Wayne County Facilities Assessment (Jail Division I, Jail Division II, Jail Division III, and the Hall of Justice), Detroit, Michigan.
- Elkhart County Correctional Complex, Sheriff's Administration Facility, Elkhart, Indiana.
- Elkhart County Correctional Complex, Juvenile Detention Center and Court Remodel, Elkhart, Indiana.
- South Bend Police Department Headquarters and Training Facility, South Bend, Indiana.
- Van Buren County, New Courts Facility Concept Design, Paw Paw, Michigan.
- Van Buren County, Jail Addition and Renovation Project, Paw Paw, Michigan.
- Van Buren County, Facility Assessment, Space Needs, and Feasibility Study, Paw Paw, Michigan.

LAURIE FREY, AIA

ARCHITECT

Ms. Frey is an experienced NCARB certified and licensed architect with a diverse project background including retail, housing, hospitality, urban design, preservation and adaptive reuse. Closely involved in all aspects of the architectural project from conceptual design and planning through construction administration and project finalization. Successfully managed small project teams to produce quality documents in accordance with tight project deadlines. Work directly with the management team of client organizations to define project scope, projected hours, deliverables, deadlines, liability considerations and additional services. Excellent communication and organizational skills which generate effective team management, strong client partnerships, and outstanding project outcomes.

RELEVANT PROJECT EXPERIENCE

- Charter Township of West Bloomfield Fire Station #3, West Bloomfield, Michigan. She performed architecture, construction administration, and interior finish/color selection. The project includes a new 10,000 sf fire station.
- West Bloomfield Township Hall, Police Station, Water and Sewage Building, (6) Fire Stations, West Bloomfield, Michigan. Performing building condition assessments for architectural systems, exterior envelope, and ADA compliance. Existing facilities range from 7,000 to 30,000 square feet, primarily consisting of administrative spaces, retention spaces and shoot range, maintenance and vehicle storage, and fire apparatus bays. The project will identify recommended capital improvements and renovations that better serve the operational needs of the County.
- Macomb County Department of Roads, Clinton Service Center, New Vehicle Maintenance Facility, Clinton Township, Michigan. Quality Control and Construction Administration. The project includes a new 30,000 sf vehicle maintenance facility and associated site development. The program includes maintenance bays, offices, locker rooms, and storage.
- Wayne County Health Administration Building, Wayne County, Michigan. Performing building condition assessment for architectural systems, exterior envelope, and ADA compliance. The existing facility is a 45,000 sf facility, primarily consisting of administrative offices. The project will identify recommended capital improvements/renovations that better serve the operational needs of the County.
- Art Van Corporate Office Renovation, Warren, Michigan. Project Manager and Architect for interior office renovation of 35,000 square feet including open office work environments, private offices, conference rooms, and collaborative work areas.*
- USPS Portage, Ohio Main Post Office Facility Assessment, Portage, Ohio. Project Architect for a complete facility assessment study.
- USPS Lima, Ohio Main Post Office Interior Renovation, Lima, Ohio. Project Architect for investigative study and design for interior renovations.

**work with previous employer*

EDUCATION

M.A., Architecture, University of Michigan, 1999

B.A. Political Science, University of Michigan, 1992

Study Abroad – Architecture and Design Semester, University of Copenhagen, 1992

REGISTRATIONS

Registered Architect: Michigan, 2005, #1301052960

National Council of Architectural Registration Boards (NCARB)

AFFILIATIONS

American Institute of Architects

AWARDS

Historic District Commission's Restoration Award for Historical Residence, Ann Arbor, Michigan 1999

STEPHEN KROMKOWSKI, AIA

FIRE STATION SPECIALIST

Mr. Kromkowski's over thirty years of professional experience has focused on fire station design. As a recent presenter at the 2019 Fire House Station Design Conference, Mr. Kromkowski discussed incorporating programmatic and cost effective solutions into fire station design. His experience involves all phases of architectural practice, including project management, programming, design, production, specifications and construction administration, with a specialized expertise in facility programming and design. This experience combined with technical knowledge and sensitivity to client's needs provides an opportunity to achieve overall project quality of service to the client.

RELEVANT PROJECT EXPERIENCE

- Charter Township of West Bloomfield Fire Station #3, West Bloomfield, Michigan.
- Fire Station #3, Portage, Indiana.
- Topeka Fire Station #30, Topeka, Indiana.
- Central Fire Station #91, Charter Township of Meridian, Okemos, Michigan.
- Village of Newburgh Heights Fire Station and Service Department, Newburgh Heights, Ohio.
- Ann Arbor Area Transportation Authority (AAATA), Architectural and Engineering Services, Ann Arbor, Michigan.
- Mishawaka Fire Station No. 4, Mishawaka, Indiana.
- South Bend Fire Department Headquarters and Central Station, South Bend, Indiana.
- South Bend Fire Training Complex, South Bend, Indiana.
- Penn South Fire Station No. 1, Mishawaka, Indiana.
- Niles Fire Headquarters and Station, Niles, Michigan.
- Elkhart Fire Station #3, Conceptual Design, Elkhart, Indiana.
- Greene Township Fire Station, St. Joseph County, Indiana.
- Akron Fire Station #12, Akron, Ohio.
- Columbus Fire Station #2, Columbus, Ohio
- Livermore Fire Station, Livermore, Kentucky.
- Metro Transit Expansion and Renovation of the Administrative Office, Kalamazoo, Michigan.
- Capital Area Transportation Authority (CATA), Architecture and Engineering Services, Lansing, Michigan.
- Allegan County Transportation Facility, Allegan County Transportation, Allegan, Michigan.
- Saginaw Transit Authority Regional Services (STARS), Saginaw, Michigan.
- Elkhart County Correctional Complex, Sheriff's Administration Building, Elkhart, Indiana.
- South Bend Police Department Headquarters and Training Facility, South Bend, Indiana.
- LaPorte Police Department Headquarters, LaPorte, Indiana.
- Berrien County Courthouse Renovation, St. Joseph, Michigan.
- Berrien County New South County Courthouse, Niles, Michigan.

EDUCATION

Bachelor of Architecture, University of Notre Dame, 1988

REGISTRATIONS

Registered Architect: Michigan, 1998, #1301044667

Registered Interior Designer Indiana, 2009, #RID00085

CERTIFICATIONS

National Council of Architectural Registration Boards (NCARB), #45956

AFFILIATIONS

American Institute of Architects

American Institute of Architects - Northern Indiana Chapter - President, 1999, 2000

American Institute of Architects - Northern Indiana Chapter - Treasurer, 1998

National Trust for Historic Preservation

National Fire Protection Association (NFPA)

Indiana Sheriff's Association

FIRE SAFETY

"How Fire Station Design Can Help Improve Health" 2017

2017 Firehouse Station Design Award

2018 Firehouse Station Design Juror

2017 F.I.E.R.O Honor Award

ERIC BEAULIEU, AIA, LEED AP

QUALITY MANAGER

Mr. Beaulieu's 21 years of experience includes project management, design, preparation of construction documents, multi-discipline coordination, code analysis, cost analysis, bidding, and construction administration. Mr. Beaulieu has acquired experience in a wide variety of project types including renovations and new construction of all sizes and levels of complexity. Most notably, his architectural experience includes projects for a broad range of federal, state, and local public agencies. Mr. Beaulieu contributes a significant role to the project team and offers a practical and proactive approach to problem solving and project coordination.

RELEVANT PROJECT EXPERIENCE

- Charter Township of West Bloomfield Fire Station #3, West Bloomfield, Michigan.
- Gerald R. Ford International Airport, Public Safety Projects, Grand Rapids, Michigan.
- Meridian Charter Township Central Fire Station No. 91, Okemos, Michigan.
- Mishawaka Fire Station No. 4, Mishawaka, Indiana.
- Williamston Police Station, Williamston, Michigan.
- Wayne County Facilities Assessment (Jail Division I, Jail Division II, Jail Division III, and the Hall of Justice), Detroit, Michigan.
- Macomb County Department of Roads, Clinton Service Center Renovation Study, Clinton Township, Michigan.
- Kent County Juvenile Detention Center Addition and Renovation, Grand Rapids, Michigan.
- Van Buren County Jail Addition and Renovation, Paw Paw, Michigan.
- Van Buren County New Court Facility, Paw Paw, Michigan.
- Michigan Department of Transportation, Bureau of Field Services Combined Facility Programming and Feasibility Study, Lansing, Michigan.
- Ingham County Space Planning Study and Facility Assessment at Multiple Buildings, Mason and Lansing, Michigan.
- Indiana Army National Guard, Armed Forces Reserve Center Addition/ Alteration, South Bend, Indiana.
- Macomb County Department of Roads, New Maintenance Building, Clinton Township, Michigan.
- Wayne County Airport Authority, Westin DTW Airport Hotel Renovation, Detroit, Michigan.
- Lansing Community College, TLC Building Renovation, Lansing, Michigan.
- Capital Area Transportation Authority (CATA), Capital Area Multimodal Gateway, East Lansing, Michigan.
- Lansing City Hall Space Planning and Facility Assessment Study, Lansing, Michigan.

EDUCATION

Master of Architecture, College of Architecture and Design, Lawrence Technological University, 2003

B.S. Architecture, College of Architecture and Design, Lawrence Technological University, 1999

REGISTRATIONS

Registered Architect: Michigan, 2005, #1301052443

National Council of Architectural Registration Boards (NCARB), 2005, #60222

CERTIFICATIONS

Certified Commissioning Authority, AABC Commission Group, 2011

LEED Accredited Professional,

U.S. Green Building Council, 2009

AFFILIATIONS

American Institute of Architects

AIA Mid-Michigan Chapter

Association of Licensed Architects

SPECIAL TRAINING

PSMJ Project Manager Training, 2015

OSHA Construction Safety & Health Training

SARA HUSS, PLA, LEED AP

LANDSCAPE ARCHITECT/SITE DESIGNER

Ms. Huss' landscape architectural and planning experience includes, but not limited to, upscale residential, recreational, commercial and municipal design projects. Specific work has included design and project management for large estate site planning, urban residential lots and rooftops, streetscapes, commercial projects, community parks and experience in custom hardscape and planting designs. Ms. Huss has gained practical experience through on-site construction observation and field layouts. Ms. Huss has developed a specialty in designing for accessibility on both site/civil projects and public right-of-way projects. She has been instrumental in the completion of numerous Self Evaluation and Transition Plans (SETP) for municipalities in Indiana. Her experiences have included performing the compliance evaluations as well as training others. She has furthered her knowledge by attending continuing education such as the National ADA Symposium and INDOT's Designing Pedestrian Facilities for Accessibility. Her site layout experience combined with her knowledge with ADA compliance has enabled her to develop sensible solutions for non-compliant situations.

EDUCATION

B.S. Landscape Architecture, Purdue University, 2003

REGISTRATIONS

Registered Landscape Architect: Michigan, 2002, #3901001337

CERTIFICATIONS

Council of Landscape Architectural Registration Boards (CLARB), Council Record # 40449, 2012

Michigan Department of Transportation (MDEQ) Storm Water Management – Construction Site, Expires 2021

SPECIAL TRAINING

OSHA 10-Hour Construction Safety and Health, 2016

PSMJ Project Manager Training, 2015

National ADA Symposium, 2012

Designing Pedestrian Facilities for Accessibility, 2011

Project Manager Bootcamp, 2007

RELEVANT PROJECT EXPERIENCE

- Kalamazoo Public Safety Station 2, Kalamazoo, Michigan. Landscape Architect.
- Center Township Fire Station, LaPorte, Indiana. Landscape Architect.
- Kent County North Campus, Sheriff Substation and Health Clinic, Cedar Springs, Michigan. Landscape Architect.
- Van Buren County Complex Programming Study and Conceptual Design, Paw Paw, Michigan. Landscape Architect.
- Van Buren County Jail Addition and Renovation, Van Buren County, Michigan. Landscape Architect.
- Starke County Sheriff's Office and Detention Center, Knox, Indiana. Landscape Architect.
- Starke County Courthouse and Former Jail Renovations, Knox, Indiana. Landscape Architect.
- Montgomery County Courthouse Security, Public Safety, and Stormwater Project, Crawfordsville, Indiana. Landscape Architect.
- Starke County Sheriff's Office and Detention Center, Knox, Indiana. Landscape Architect.
- Elkhart County Law Enforcement Center, Elkhart, Indiana. Landscape Architect.
- St. Joseph County Community Corrections and State Parole, South Bend, Indiana. Landscape Architect.
- Bartholomew County Highway Garage, Columbus, Indiana. Landscape Architect.
- Mishawaka Branch Library Landscape Improvements, Mishawaka, Indiana. Landscape Architect.
- Greenwood Department of Public Works Facility, Greenwood, Indiana. Landscape Architect.
- St. Joseph County Public Safety Answering Point (PSAP) Consolidation, St. Joseph County, Indiana. Landscape Architect.

MATHIEU DOYLE, PE, LEED AP

CIVIL ENGINEER

Mr. Doyle's experience includes various highway, roadway and site design projects. His experience also includes pavement analysis, storm water management systems, traffic analysis, erosion control plans, signing plans, urban drainage design and surveying. Mr. Doyle has recently completed the INDOT pavement design prequalification courses offered through the National Highway Institute.

EDUCATION

B.S. Civil Engineering, Trine University, 2000

REGISTRATIONS

Professional Engineer: Indiana, 2005, #PE10505380

CERTIFICATIONS

LEED Accredited, The U.S. Green Building Council – 2009

SPECIAL TRAINING

Asphalt Pavement In-Place Recycling Techniques, National Highway Institute, 2019

Roller Compacted Concrete Pavements, National Highway Institute, 2019

Concrete Pavement Preservation Series (Modules A-K), National Highway Institute, 2019

PSMJ Project Manager Training, 2015

LPA Project Development Training, 2009

RELEVANT PROJECT EXPERIENCE

- Kalamazoo Public Safety Station 2, Kalamazoo, Michigan.
- Gerald R. Ford International Airport, Public Safety Projects, Grand Rapids, Michigan.
- Kent County North Campus, Sheriff Substation and Health Clinic, Cedar Springs, Michigan
- Vigo County Security Center, Terre Haute, Indiana. Project Engineer. Responsible for site roadway design, roadway drainage, site drainage, and pavement design.
- USPS, Medina CSX Parking Lot, Medina, Ohio. Project Engineer. Responsible for site parking lot design, site drainage, site grading and layout, and pavement design.
- Marion County Community Justice Campus, Marion County, Indiana. Project Engineer. Responsible for site roadway design, roadway drainage, site drainage, site grading and layout, and pavement design.
- Saint Joseph Regional Medical Center New Hospital, Mishawaka, Indiana. Project Engineer. Civil/site engineering design services for new 610,000 sf hospital building located on a 60-acre site.
- Duke Medical Office Building, Mishawaka, Indiana. Project Engineer. Civil/site engineering design services for new 208,000 sf medical office building located on a 12-acre site.
- First Street Towers (Replacement Student Housing, Fowler Site), Purdue University, West Lafayette, Indiana. Project Engineer.
- First Street Tower West Building, Purdue University, West Lafayette, Indiana. Project Engineer.
- Elkhart County Correctional Complex New Law Enforcement Center, Elkhart, Indiana. Project Engineer.
- Jackson Road Park Bike/Pedestrian Facility, St. Joseph County, Indiana. Project Engineer.
- Merrifield Park Connector Multi-Purpose Trail, Mishawaka, Indiana. Project Engineer.
- Curtis Creek State Fish Hatchery, IDNR. Project Engineer. Design of pavement rehabilitation at the Curtis Creek State Fish Hatchery property. Project Engineer.
- McKenna Hall, University of Notre Dame, Notre Dame, Indiana. Project Manager. Responsible for site roadway design, roadway drainage, and site.

COREY VAN LUCHENE, PE, SE

STRUCTURAL ENGINEER

Mr. Van Luchene provides structural engineering design services for various building and non-building structures. He has worked on projects owned by state, county, and local municipalities. His experience has involved him with the design of steel, concrete, wood, cold-formed metal framing, and masonry structures. In addition to design services, Mr. Van Luchene has been involved with the inspection of existing structures, construction administration, structural project manager, bridge inspection, and design. He has also been responsible for developing hydraulic models for various bridges over waterways.

EDUCATION

B.S. Civil Engineering, Valparaiso University, 1998

REGISTRATIONS

Professional Engineer: Michigan, 2004, #6201050929

Structural Engineer: Illinois, 2006, #081006335

CERTIFICATIONS

Certified Bridge Inspection Team Leader, INDOT, #IN000148-2019-ATL-F

Certified Complex Bridge Inspection Team Leader, INDOT, #IN000148-2019

NHI Safety Inspection of In-Service Bridges - Two Week Certification Course (1999) and 3-day Refresher Course (2010)

AFFILIATIONS

American Institute of Steel Construction

Structural Engineers Assoc. of Illinois

SPECIAL TRAINING

PSMJ Project Manager Training, 2015

RELEVANT PROJECT EXPERIENCE

- Kalamazoo Public Safety Station 2, Kalamazoo, Michigan. Structural Engineer.
- Gerald R. Ford International Airport, Public Safety Projects, Grand Rapids, Michigan. Structural Engineer.
- Kent County North Campus, Sheriff Substation and Health Clinic, Cedar Springs, Michigan. Structural Engineer.
- Fire Station No. 91, Charter Township of Meridian, Okemos, Michigan. Structural Engineer.
- Fire Station and Service Department Project, Village of Newburgh Heights, Ohio. Structural Engineer.
- New Fire Station No. 3, Portage, Indiana. Structural Engineer.
- Mishawaka Fire Station No. 4, Mishawaka, Indiana. Structural Engineer.
- Center Township New Fire Station, LaPorte County, Indiana. Structural Engineer.
- Lake County Juvenile Justice Center Renovation, Lake County, Indiana. Structural Engineer.
- Kent County Juvenile Detention Center, Kent County, Michigan. Structural Engineer.
- Van Buren County Jail Addition and Renovation, Van Buren County, Michigan. Structural Engineer.
- Public Safety Answering Point Consolidation (PSAP) Project, St. Joseph County, Indiana. Structural Engineer.
- Greene County Courthouse Renovation and Addition, Bloomfield, Indiana. Structural Engineer.
- South Bend Fire Department Headquarters and Central Station, South Bend, Indiana. Structural Engineer.
- Thunder Bay Transportation Authority, New Transportation Facility, Thunder Bay, Michigan. Structural Engineer.
- Eaton County Transportation Authority, Office Renovation and Addition, Charlotte, Michigan. Structural Engineer.
- Wayne State University, Matthei Center Weight Room Addition, Detroit, Michigan. Structural Engineer.
- Macatawa Area Metro Transportation Authority, Holland Max Transit Center, Holland, Michigan. Structural Engineer.
- Eaton County Transportation Authority, Administrative Office Expansion, Charlotte, Michigan. Structural Engineer.
- Capital Area Multimodal Gateway, East Lansing, Michigan. Structural Engineer.

STEVEN WINTERS

ENVIRONMENTAL/DEMOLITION

Mr. Winters has 25 years of technical and project management experience in the environmental and demolition field on a multitude of industrial, commercial and government agency projects. He has been involved in demolition and redevelopment projects of all sizes and complexity. Areas of expertise include pre-demolition investigations, demolition specification development, highway traffic noise studies, asbestos and lead paint inspection and abatement, regulatory compliance, sampling and analysis plans, remediation specification development, Phase I and Phase II Environmental Site Assessments and Subsurface Investigations, and Landfill Monitoring and Compliance.

EDUCATION

B.S. Natural Resources and Environment, Ball State University, 1994

A.S. Natural Resources, Vincennes University, 1992

REGISTRATIONS

Asbestos Project Designer
Indiana, 1994, #19A005550
Michigan, 1996, A13799
Ohio, 2012, #PD60799
Asbestos Inspector
Michigan, 1996, A13799
Indiana, 1995, #190628076

CERTIFICATIONS

Certified Underground Storage Tank Decommissioning, Indiana, 1998

Certified Concrete Testing Technician, ACI, 1997

AFFILIATIONS

Environmental Management Association of Northern Indiana

RELEVANT PROJECT EXPERIENCE

- Former Kalamazoo Creamery Site, Kalamazoo, Michigan. Asbestos Inspector.
- Rush County Sheriff's Office Jail Site Demolition Project, Rushville, Indiana. Demolition Project Manager.
- Clay Township Fire Museum and Administration Site Clearing Project, Carmel, Indiana. Project Manager.
- Saint James Hospital Demolition, Chicago Heights, Illinois. Project Manager.
- Former Tyler Refrigeration Plant Above-Grade Demolition and Site Clearing, Niles, Michigan. Project Manager.
- St. Francis Beech Grove Hospital Demolition, Beech Grove, Indiana. Project Manager.
- Indianapolis Airport Terminal and Associated Structures Abatement/Demolition, Indianapolis, Indiana. Project Manager.
- Saint Joseph Regional Medical Center, Site Clearing, South Bend Campus, South Bend, Indiana. Deputy Project Manager.
- Phase I ESA Due Diligence - NICTD West Lake Corridor Project, Lake County, Indiana. Project Manager.
- One-Stop Recycler Due Diligence Investigation, Gary, Indiana. Project Manager.
- Performed Phase I ESA and Phase II ESA for a former auto salvage facility to be acquired as part of the proposed Hard Rock Casino development.
- INDOT 1510 Item 3 On Call Hazardous Materials Investigation and Remedial Plan Development Services. Project Manager for site investigations and/or remedial investigations and design of suspected hazardous materials at INDOT facilities.
- Vacant Building Phase I ESA and Phase II ESA Due Diligence – Zone 3, U.S. Department of Veterans Affairs (VA Project #VA-17-902700). DLZ performed a Phase I ESA in accordance with ASTM 1527-13 for 124 vacant buildings located at 20 Veteran Administration Stations located in AL, GA, NC, KY, IN, OH, MI, SC, VA, and MD.

DAVID CONRAD, PE

MECHANICAL ENGINEER (PBA)

Dave will participate in all phases of the project, from establishing design criteria and verifying existing field conditions, to performing heating and cooling load calculations, design and layout of systems, preparation of specifications, reviewing shop drawing submittals, and conducting field observation. He also serves as the main point of contact to the client, working closely with the architect and other external project partners. Dave has experience in building heating and cooling load analyses, ductwork layout and sizing, HVAC piping layout and sizing, piping hydraulic analyses, and field investigation. Dave's 20 years of experience includes systems design for new construction and renovation of various types of facilities, with a particular emphasis on sports facilities.

EDUCATION

Bachelor of Science in Architectural Engineering, Kansas State University

REGISTRATION

Professional Engineer Michigan

AFFILIATIONS

American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE)

Engineering Society of Detroit (ESD)

RELEVANT PROJECT EXPERIENCE

- New Fire Station No. 3, Washington Township, Michigan. Mechanical Engineer.
- New Fire Station No. 33, City of Brighton, Brighton, Michigan. Mechanical Engineer.
- Fire Station #4, City of Ann Arbor, Ann Arbor, Michigan. Mechanical Engineer.
- Rail Station Preliminary Engineering, City of Ann Arbor, Ann Arbor, Michigan. Mechanical Engineer.
- Fire Station No. 2, Charter Township of Canton, Canton, Michigan. Mechanical Engineer.
- Engine 48 Fire Station Expansion Study, City of Detroit, Detroit, Michigan. Mechanical Engineer.
- Lake Orion Fire Department Station #3 City of Lake Orion, Lake Orion, Michigan. Mechanical Engineer.
- New DPW Facility, City of Saline, Saline, Michigan. Mechanical Engineer.
- Washtenaw County 14A-4 District Courthouse LEED Certified Design, Michigan. Mechanical Engineer.
- 16th District Court New Building, City of Livonia, Livonia, Michigan. Mechanical Engineer.
- New Parks/Forestry Maintenance & Transportation Facility, City of Adrian, Adrian, Michigan. Mechanical Engineer.
- New Multipurpose Building, Washtenaw County Parks, Ann Arbor, Michigan. Mechanical Engineer.
- DPW Facility Improvements City of Rochester, Rochester, Michigan. Mechanical Engineer.

SUE MITCHELL

ELECTRICAL ENGINEER (PBA)

Sue Mitchell is an Associate with Peter Basso Associates. She assists in the technical production of a project, including electrical system design and layout, product research, documentation and drawing review submittals, and field investigations. Sue's project experience is extensive and includes power and lighting design, and miscellaneous signal systems for numerous facilities ranging in size from 30,000 square feet to 1.5 million square feet. She has a great deal of proficiency in business and technical writing, and statistics and research design. She developed a specification handbook for project engineers delineating methods of using, revising, and processing specifications.

EDUCATION

Master of Science in Library Science, Wayne State University

Bachelor of Arts in English, Oakland University, Studies Toward Bachelors of Science in Electrical Engineering, Lawrence Technological University

RELEVANT PROJECT EXPERIENCE

- Police Station Addition and Renovation, Charter Township of Shelby, Shelby Township, Michigan. Electrical Engineer.
- New Community Relations Building, Charter Township of Shelby, Shelby Township, Michigan. Electrical Engineer.
- New Library, Charter Township of Shelby, Shelby Township, Michigan. Electrical Engineer.
- New Fire Station No. 33, City of Brighton, Brighton, Michigan. Electrical Engineer.
- Fire Station No. 3, Washington Township, Washington Township, Michigan. Electrical Engineer.
- Fire Station 1 and Sheriff Substation 7 Redesign, Macomb Township, Macomb Township, Michigan. Electrical Engineer.
- DPW Facility Improvements, City of Rochester, Rochester, Michigan. Electrical Engineer.
- Theodore Levin Courthouse 7th Floor Judges' Chambers Renovations, General Services Administration, Port Huron, Michigan. Electrical Engineer.
- Theodore Levin Courthouse & Chambers 8th Floor Tenant Improvements, General Services Administration, Port Huron, Michigan. Electrical Engineer.
- Ann Arbor Probation Office Relocation, General Services Administration, Port Huron, Michigan. Electrical Engineer.
- Department Military & Veteran Affairs Lapeer National Guard Armory Ph 1 & 2, State of Michigan, Lapeer, Michigan. Electrical Engineer.
- Commerce Township M-5 Pedestrian Bridge Michigan Department of Transportation, Commerce Twp., Michigan. Electrical Engineer.
- Library Building Improvements, Plymouth District Library, Plymouth, Michigan. Electrical Engineer.
- Building 212 Substation Replacement, TACOM, Warren, Michigan. Electrical Engineer.

PRICING METHODOLOGY

Our team is committed to completing projects on time and on budget. We will provide project budgeting at each phase of development that includes not only anticipated cost for physical construction, but also allowances for the furnishings, fixtures and equipment that are critical for an operational fire station to provide a comprehensive total project cost.

Preliminary Construction Budget, Per RFP	Unit (Sq. Ft.)	Cost/Unit	Subtotal	
New Construction (Fire Station, 3.5 Bays)	19,620			
Site Development	2.8 Acres			
Utility Improvements				
Construction Cost, Subtotal		**$318**	**$6,239,160**	
Inflation (Annual - 2021/2022)		4%	$249,566	
Design Contingency		10%	$623,916	
Construction Contingency		5%	$311,958	
Preliminary Construction Budget, Per RFP			**$7,424,600**	1.

Associated Project Costs, Per RFP	Unit	Cost/Unit	Subtotal	
Specialty Equipment and Appliances (Fire Station)	Allowance		$92,000	
Wayfinding	Allowance		$30,700	
Special Inspections	Allowance		$30,700	
Access Control, Security	Allowance		$122,600	
Signage	Allowance		$20,000	
Audio/Visual Systems	Allowance		$122,600	
Systems Furniture (Offices and Training Rm)	Allowance		$245,200	
Preliminary Associated Project Budget, Per RFP			**$367,800**	2.
Preliminary Estimate of Total Construction Budget			**$7,792,400**	

Professional Services	Unit	Cost/Unit	Subtotal	
Project Management	Lump Sum	1%	$77,924	
A/E Basic Design Services (SD, DD, CD, Bid, CA)	Lump Sum	6%	$467,544	3.
Survey and Geotechnical Services	Lump Sum		$19,000	
Reimbursables			Incl.	4.
	Total Professional Services Fee		**$564,468**	
As-Needed Additional Services				
Environmental Assessment (Hazardous Materials)	Lump Sum		$4,000	
Construction Project Representation	Hourly, As-Needed		TBD	

Associated Project Costs, Potential/Unidentified	Unit	Cost/Unit	Subtotal
Demolition of existing facility	16,000		
Temporary relocation and moving expenses			
Station Alerting			
Snowmelt			
Network technology (Racks, Switches, Computers, Phones, WiFi)			
Preliminary Associated Project Cost Budget			**TBD**

Notes:

1. Preliminary Construction Budget as outlined in the RFP, per Program 'Concept A'
2. Preliminary 'Owner Held Contracts' per the RFP; final budget by system vendors.
3. The scope of proposed A/E basic services are as outlined in AIA B101 - Standard Form of Agreement between Owner and Architect. Proposed Professional Service Fees assumes a new facility up to 20,000gsf and up to $7.8M in total construction budget. If project parameters change, A/E services shall be mutually negotiated to reflect revised scope.
4. Transmission of digital files and project related mileage are including in the proposed fee. Hard copy printing, postage, and project permitting fees are excluded from the proposal; reimbursables to be provided as-needed at cost plus 10%.

AUTHORIZED NEGOTIATORS

Manoj Sethi, PE
President
517.393.6800
msethi@dlz.com

Vicki L. Briggs, CPA
Vice President
517.908.4904
vbriggs@dlz.com

Terry Biederman, PE
Vice President
248.681.7800
tbiederman@dlz.com

REFERENCES

DLZ's continual growth and success is a testament to the quality of our work and the trust we have built with our clients. Over 90% of our business involves repeat clients. We have garnered a reputation for repeat business with clients largely due to the excellence, care and professionalism we bring to each project, coupled with the diversity of services we offer through our full-service, in-house capabilities. Please note that additional references are available upon request. Full descriptions (key staff, completion dates, locations, costs, etc.) are located in the Additional Information section.

RYAN TIBBETS
ASSISTANT CHIEF

KALAMAZOO DEPARTMENT OF PUBLIC SAFETY
150 E. Crosstown Parkway
Kalamazoo, MI 49001
269.337.8120
tibbetsr@kalamazoocity.org

PUBLIC SAFETY STATION NO. 2

DAVE OBREITER
FIRE CHIEF

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269.888.2170

KALAMAZOO TOWNSHIP FIRE STATION NO. 2

CASEY RIES
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cries@grr.org

OPERATIONS CENTER

GREG FLYNN
CHIEF

WEST BLOOMFIELD TOWNSHIP FIRE DEPARTMENT
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West Bloomfield Township, MI 48322
248.409.1505
gflynn@wbtownship.org

FIRE STATION NO. 3

LETTERS OF RECOMMENDATION

Portage Fire Department

Headquarters, Station 1
3401 Swanson Road
Portage, Indiana 46368

Telephone (219) 762-7404
Fax (219) 764-7093
James Snyder, Mayor

Thomas Fieffer II, Fire Chief
Tim Sosby, Asst. Chief
Dan Kodicek, Asst. Chief
Chris Kender, Division Chief

Ron Ziulkowski, Division Chief
William Lundy, Division Chief
Chad Bogue, Division Chief

October 10, 2016

DLZ Indiana, LLC
2211 E. Jefferson Blvd.
South Bend, Indiana 46615-2692
United States of America

Stephen

As we come to a close on the fire station project in the city of Portage, I wanted to take an opportunity to thank DLZ and Stephan Kromkowski for your dedication to making this project successful. The fire department and all our members that worked with you on the project are extremely happy with the time and dedication in transforming our thoughts and ideas into a functioning building. When people work together to make ideas a reality, then we all win. We at Portage Fire feel like we have won with the beautifully designed building that we will call home for decades. I'm positive that both agencies are proud of the building and will want to show it off in the years to come. DLZ is more than welcome to schedule tours of the building. Once again I want to thank Stephen and the entire DLZ crew for your professionalism and dedication to the City of Portage.

Sincerely yours,

Thomas Fieffer

VILLAGE OF NEWBURGH HEIGHTS

3801 Harvard Avenue, Newburgh Heights, Ohio 44105 * Phone: (216) 641-4650 * Fax: (216) 641-2712

Mayor / Safety Director
Trevor K. Elkins
Council Members
Steve Moran, Pro Tempore ~ Robert Schippling ~ Linda Giersz ~ Dorene Kray ~ Brian Schaffran

May 12, 2017

To Whom It May Concern:

The Village of Newburgh Heights engaged DLZ Architecture to plan and design a new fire department and service garage facility on our behalf. The planned project was to renovate a nearly 100 year old warehouse into a modern municipal facility. We could not be more pleased with their performance.

Stephen Kromkowski was the lead on our project and ensured our needs were met throughout all phases of design, construction, and wrap up. It is with great pleasure that I recommend the services of DLZ Architecture; their team is one of the most professional organizations I've had the pleasure of working with.

Regards,

Trevor K. Elkins
Mayor

ADDITIONAL INFORMATION

DEVELOPING ENERGY EFFICIENT & HEALTHY BUILDINGS

Sustainability has become an integral part of the DLZ culture.

Our Project Team includes several LEED Accredited Professionals; with at least one in each discipline associated with the project to assure that sustainable principles and objectives are employed at all strategic opportunities throughout the project. We introduce sustainable practices on all design projects, regardless of the consequential interest in LEED Certification.

We promote the renovation and adaptive re-use of existing and historical facilities by designing civil, architectural, electrical, mechanical, plumbing, and building envelope renovations that result in spaces meeting the needs of our contemporary world while preserving the integrity of the existing community fabric and encouraging materials recycling, minimizing demolition wastes, and preserving those elements with high embodied energy content. We are proud to have achieved LEED Silver Certification in the rehabilitated of our Indianapolis office building, which was constructed in 1909, by incorporating cost-effective, sustainable design solutions.

In development of the facility improvements plan for Secondary Sites, we will investigate building materials selection from regional sources when possible, use of high efficiency lighting and lighting controls, HVAC components and controls, and general building materials with optimal thermal properties, while not sacrificing quality and durability.

DLZ's Projects registered with the USGBC

Blake Transit Center; Ann Arbor, MI (LEED Gold)

Columbus Fire Station No. 2 Columbus, OH (LEED Silver)

Nottawaseppi Huron Band of the Potawatomi; Tribe Health Center; Battle Creek, MI (LEED Certified)

Indiana Army National Guard Readiness Center, South Bend, IN

COTA Paratransit Facility; Columbus, OH (LEED Silver)

ADDITIONAL INFORMATION

DEMOLITION EXPERIENCE

Over the last decade, DLZ has managed/designed environmental and brownfield demolition/redevelopment projects throughout the Midwest totaling over $60M. Through this work, we have acquired an extensive knowledge base on federal, state, and local regulations affecting the environment and the re-use of contaminated and vacant sites. By utilizing cost-effective and innovative approaches that focus on risk-based solutions and the proposed end-use of the site, DLZ has been able to provide our Clients with workable solutions to the environmental and re-use challenges that they face.

- AMHA Elizabeth Park Homes Abatement, Demolition, and Site Restoration Project - Akron, Ohio
- Cuyahoga Community College East Campus Projects Hospital Buildings Demolition & Site Restoration-Highland Hills, Ohio
- Former Statler Hilton Hotel Project Management Services, Hazardous Materials and Asbestos Abatement, Demolition, and Generated Debris Removal and Disposal - Detroit, Michigan
- Demolition/Removal Action/Construction Management and Remedial Investigation/Feasibility Study, Revere Copper and Brass Facility - Detroit, Michigan

- Meadow Gold Demolition - Champaign , Illinois
- Old City Hall Demolition - Tipton, Indiana
- Former Quality Inn Demolition - Lebanon, Indiana
- Indianapolis Airport Authority Demolition of Old Terminal and Associated Structures - Indianapolis, Indiana
- Saint Joseph Regional Medical Center, South Bend Campus Site Clearing - South Bend, Indiana
- Porter County Hospital Demolition - Valparaiso, Indiana

- Studebaker Area A Demolition - Phases I, Ill & IV - South Bend, Indiana
- Uniroyal-Hill Street Facility - Demolition and Asbestos Abatement - Mishawaka, Indiana
- Former Tyler Refrigeration Plant Demolition - Niles, Michigan
- Main Street Corridor Demolition - Mishawaka, Indiana
- Olive Road Corridor Demolition - South Bend, Indiana
- Former Caldwell Elementary School Demolition - Hammond, Indiana

- Former Riley Elementary School Demolition (Hammond Optimist Club-Youth Sports Complex Construction Phase I) - Hammond, Indiana
- OSIS Downtown Area Odor Control Facilities, Phase I - Short Street Facilities Demolition - Columbus, Ohio
- TJX Corporation Warehouse Center Demolition Phases I and II - South Bend, Indiana
- Sunset Hills Park Murray House and Barn Demolition - Porter County, Indiana

APPENDIX A: INSURANCE

Client#: 25256 DLZCORPO

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 6/14/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Katie Kresner	
Greyling Ins. Brokerage/EPIC 3780 Mansell Road, Suite 370 Alpharetta, GA 30022	PHONE (A/C, No, Ext): 770.220.7695	FAX (A/C, No): 866.550.4082
	E-MAIL ADDRESS: Katie.Kresner@greyling.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : National Union Fire Ins. Co.	19445
INSURER B : Everest National Ins Co	10120
INSURER C : Continental Casualty Company	20443
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
DLZ Michigan, Inc.
1425 Keystone Avenue
Lansing, MI 48911

COVERAGES **CERTIFICATE NUMBER: 21-22** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:			GL5268221	04/01/2021	04/01/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$1,000,000 $500,000 $25,000 $1,000,000 $2,000,000 $2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			CA4489714	04/01/2021	04/01/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$2,000,000 $ $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $25,000			XC8CU00042211	04/01/2021	04/01/2022	EACH OCCURRENCE AGGREGATE 	$5,000,000 $5,000,000 $
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC015893783	04/01/2021	04/01/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
C	Professional Liab Includ Pollution Liability			AEH591928672	04/01/2021	04/01/2022	Per Claim $5,000,000 Aggregate $5,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: AE Professional Services Fire Station #1 RFP; MI.
Cascade Charter Township, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the Township and within appointment of its operating budget, including Cascade Charter Township are named as Additional Insureds on the above referenced liability policies with the exception of workers compensation &
(See Attached Descriptions)

CERTIFICATE HOLDER

Cascade Charter Township
5920 Tahoe Dr. SE
SE Grand Rapids, MI 49545-0000

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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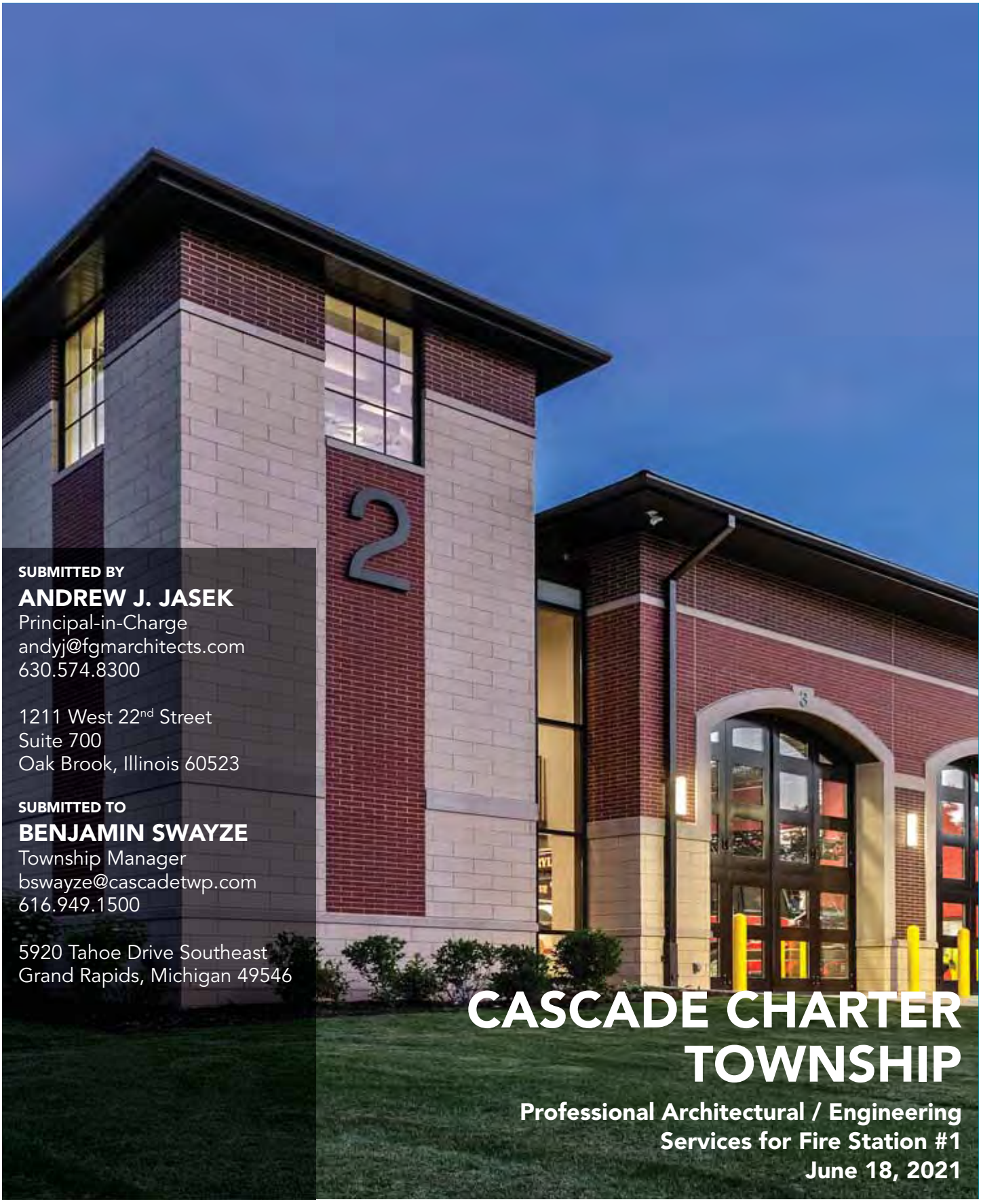
DESCRIPTIONS (Continued from Page 1)

professional liability where required by written contract.
The above referenced liability policies with the exception of workers compensation and professional liability are primary & non-contributory where required by written contract.
Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, we will endeavor to provide 30 days' written notice (except 10 days for nonpayment of premium) to the Certificate Holder.

FGMARCHITECTS



SUBMITTED BY

ANDREW J. JASEK
Principal-in-Charge
andyj@fgmarchitects.com
630.574.8300

1211 West 22nd Street
Suite 700
Oak Brook, Illinois 60523

SUBMITTED TO

BENJAMIN SWAYZE
Township Manager
bswayze@cascadetwp.com
616.949.1500

5920 Tahoe Drive Southeast
Grand Rapids, Michigan 49546

CASCADE CHARTER TOWNSHIP

Professional Architectural / Engineering Services for Fire Station #1

June 18, 2021

FGMARCHITECTS

June 18, 2021

Mr. Benjamin Swayze
Cascade Charter Township, Township Manager
5920 Tahoe Drive Southeast
Grand Rapids, Michigan 49546

RE: Professional Architectural / Engineering Services for Fire Station #1

Dear Mr. Swayze:

It is with great excitement that FGM Architects (FGMA) submits our proposal for Architectural/ Engineering Services for the design and construction of Fire Station #1. We are very familiar with projects like these, with similar goals and challenges—and we have the expertise, creativity and commitment to achieve the results desired by the Cascade Charter Township.

Through our response to your Request for Proposal, we want to illustrate what we do best: work with fire service professionals to design stations that function optimally, blend with and enhance their communities, adhere to current design trends, and most importantly keep within budget and schedule.

FGMA Fire Team – The team that will serve on this project includes Andy Jasek as Principal-in-Charge and Jason Estes as Project Manager. Together, we have more than 40 years of combined experience in the planning and design of fire stations and will lead the Township through the entire process. Our work has been recognized by others in the industry and we have been personally invited to participate in the Station Style programs.

Leadership Strength for the Township – FGMA has earned the trust and respect of the fire service industry through honesty, mutual respect and a genuine desire to support fire professionals. We have taken an active role in organizations supporting the fire service over the years, and we are well regarded by our many clients in this industry. As a leader in fire station design, we understand the issues that departments are facing in the industry today. We understand NFPA guidelines and their impact to a station and operations along with best practice design standards for fire facilities.

We are also here to help you look ahead and visualize what will be needed in the future—how will your fire service evolve? Today's designs need to fit your Township's department for the next 50 years. Our continued fascination with fire protection and its changing trends keeps our experience fresh and relevant. We recognize the critical importance of safety and security which is clearly reflected in all our designs.

Relevant, Fire Station & Municipal Experience – Your project will be led by a team that has both current and relevant experience. The amount of fire service projects that FGMA has completed is unparalleled by any of our competitors. Our experience allows the Township to be confident in that you get a station that will meet your necessities now and into the future.

FGM Architects Inc.
1211 West 22nd Street, Suite 700 | Oak Brook, Illinois 60523
630.574.8300 | fgmarchitects.com

FGMARCHITECTS

We recently completed a very similar sized station in Streamwood, Illinois which includes many of the same parameters that you are wanting in your next station. The station's information, floor plan and site plan are included in our reference section. As part of that project, an outdated station was torn down in order to design and build a station ready for the future. We believe your study is a great beginning but believe the execution of that concept is critical. The devil is very much in the details. The expertise we have in similar projects will ensure your concept becomes a true asset to the Township, the Fire Department and your community.

We know how to "stretch your dollar" and work cohesively with the Township and the selected builder and subcontractors to deliver a fire station that will serve the long-term needs of your organization.

We believe that the combination of the strengths listed above makes FGMA uniquely qualified to become your partner for this project.

We genuinely look forward to the potential opportunity of working with you on this exciting project. If you have any questions about our proposal or want to further discuss your project, please contact us. We look forward to hearing from you.

Sincerely,

Andrew J. Jasek, AIA
Principal, Principal-in-Charge
630.574.8709
andyj@fgmarchitects.com

Jason Estes, AIA
Principal, Project Manager
630.574.8714
jasone@fgmarchitects.com

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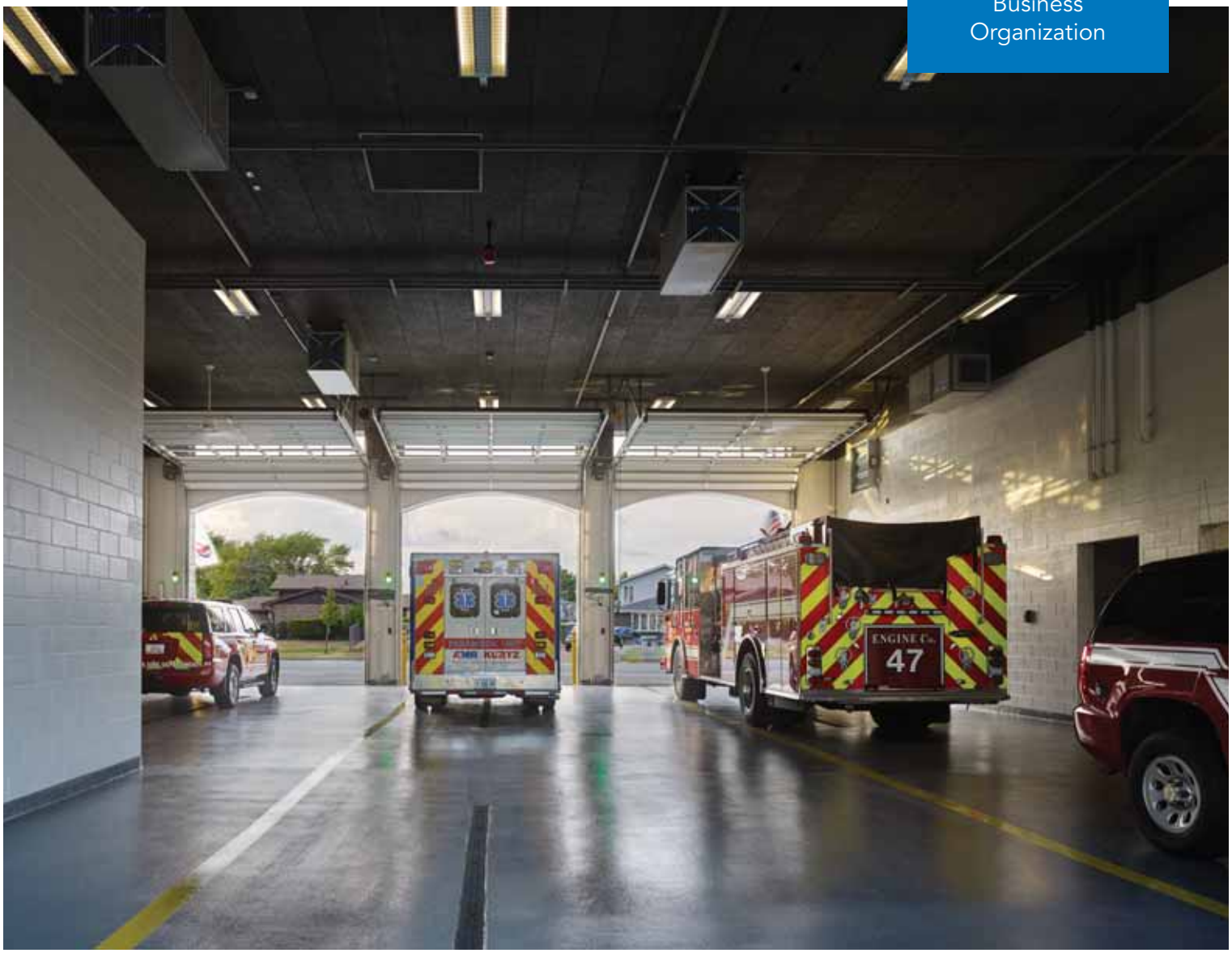
EXIT

SECTION 1

Business Organization



FGM Architects (FGMA) works with people and organizations that serve others and impact lives.

We Build Community. That is, our practice is dedicated to enhancing communities through environments that make up the landscape of our daily lives. Over our 75+ year history as a business we have honed a set of values that have at their core commitment, integrity and people.

These guide everything we do.

FGMA is a leading planner and designer of facilities for fire service clients. Our staff members are professionally qualified architects, planners and interior designers with extensive experience in numerous market sectors.

QUALIFICATIONS

- Has specialized in the planning and design of municipal facilities for decades
- Served as Architect for 120+ fire service clients
- Designs award-winning fire service facilities
- Builds long-term professional relationships with our clients and their communities

FIRM NAME
FGM Architects Inc.

YEAR FIRM ESTABLISHED
1945

KEY STAFF
Andrew J. Jasek
AIA
Principal-in-Charge

Jason Estes
AIA
Project Manager

Brian T. Meade
AIA, LEED AP
Design Principal

Elizabeth Cerny
AIA
Project Architect

Raegan Porter
IIDA, NCIDQ, LEED AP ID+C
Interior Designer

Stephen Welter
PLA, ASLA, LEED AP BD+C
Landscape Architect

Raymond K. Lee
AIA, NCARB, LEED AP, CSI
Quality Control Director

CONSULTANTS
Johnson Wilbur Adams, Inc.
Structural Engineering

WT Group
MEP / FP Engineering

Local Engineer
with Owner's Approval
Civil Engineering

PROJECT OFFICE LOCATION
1211 West 22nd Street
Suite 700
Oak Brook, Illinois 60523
630.574.8300
fgmarchitects.com

OTHER OFFICE LOCATIONS
300 South Wacker Drive
Suite 1100
Chicago, Illinois 60606
312.948.8461

475 Regency Park
Suite 325
O'Fallon, Illinois 62269
618.624.3364

One Metropolitan Square
Suite 1945
St. Louis, Missouri 63102
314.439.1601

219 North Milwaukee Street
Suite 325
Milwaukee, Wisconsin 53202
414.346.7282

3520 Bee Caves Road
Suite 150
Austin, Texas 78746
512.474.8085

SIZE OF ORGANIZATION
FGMA serves five practice areas: municipal, PK–12 education, higher education, recreation and federal.

AVAILABILITY
We are confident that the level of service and response we provide is valued by our clients.

We are fortunate to have remained busy through the pandemic due to the diversity of experience we offer to our clients and locations where we practice. If we are fortunate enough to work with the Cascade Charter Township on this project, our team will be fully committed to providing you with a high level of service. Your project is important to us. In addition to the team specifically assigned to your project, FGMA has a depth of professionals able to assist on an as needed basis.

FGMA FIRE SERVICE CLIENTS

FGMA has completed over 300 fire projects

100+ New Stations

60+ Renovated Stations

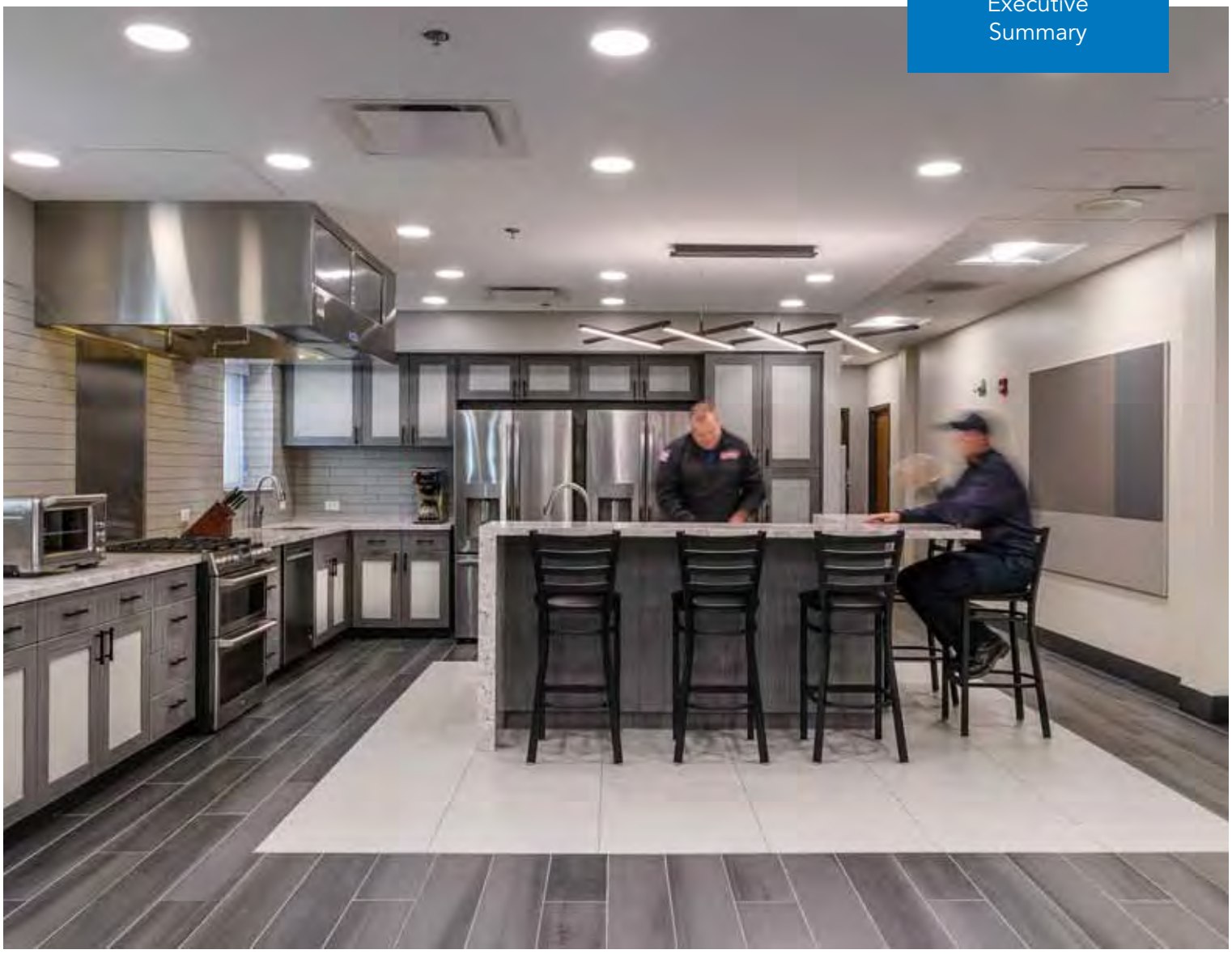
144+ Fire Station Studies

Experience with over 120+ fire service agencies

Team of Public Safety Experts

SECTION 2

Executive Summary



PARTNERS

At the end of the day, it's about partnership. Your fire station is an incredibly important endeavor. We take it seriously and we will guide you through the entire process.

FUTURISTS

Helping you plan for the future is critical to the process. Our participation in fire service goes beyond station design - we are helping you look ahead - what will you need in the future and how will the fire service evolve. Today's designs need to fit your department for the next 50 years.

GOOD NEIGHBORS

FGMA, enhancing communities by creating quality environments.

This is not just a mission statement, it's our way of life at FGMA. We treat every community like it is our hometown.

SPECIALISTS

The careers of your project team have been built in the fire service. The knowledge and experience has been earned through FGMA's 300 projects for more than 120+ fire service agencies.

COLLABORATORS

There's no one solution. It is our job to study an issue, collaborate with all stakeholders and present distinct options. We'll help you decide which is the right one for you.

SECTION 3

Project Proposal

GENERAL SCOPE OF WORK

FGMA will assist the Cascade Charter Township in the design of the fire station by organizing and leading the process, facilitating meetings and developing the project parameters given by the Township. Our design team will also work in developing and refining the design completed by the Township, working to establish budgets. Throughout the project, FGMA will continue to evolve the design, prepare construction documents, participate in the bidding process, administer the construction of the project and complete a warranty inspection. We have reviewed the scope of work in the RFP and those phases are listed as follows:

The phases of this project include:

Phase 1

PRELIMINARY DESIGN

Phase 2

FINAL DESIGN

Phase 3

BIDDING

Phase 4

CONSTRUCTION

Phase 1
PRELIMINARY DESIGN

Upon completion of the Project Kick-Off Meeting, we shall proceed with the Design Phases of the project.

TASK 1: Refine the previously developed site plan and floor plans. Prepare exterior and interior building elevations. FGMA believes in including furniture and equipment layouts early in the design process to provide a better overall coordinated design.

TASK 2: Initial code review to confirm the design complies with local and state regulations. Meet with the building department to discuss the project and identify any concerns the Township is aware of.

TASK 3: Determine the project's Preliminary Energy Usage with the client and design team. Create a Preliminary Design level energy model to help determine overall project strategies including orientation, systems and building envelope performance.

TASK 4: After approval of initial Design Documents, further develop the design to describe the size, location and character of each element of the entire project. This will include architectural, engineering, mechanical, structural, landscape, electrical, fire protection, audio-visual and security systems.

TASK 5: Develop demolition plans and provide estimates to remove the existing building.

TASK 6: Determine initial interior finish materials and color palate for the project.

TASK 7: Review acoustical control and lighting considerations.

TASK 8: Coordinate work with the Township's IT consultants.

TASK 9: Prepare Project Estimate and timeline. Estimate will include construction costs, equipment costs, fees, furniture and other required costs. FGMA will coordinate the full project budget for both construction and soft costs.

TASK 10: FGMA uses renderings throughout this phase to convey the exterior and interior concepts of the facility.

TASK 11: Design team will pursue geotechnical investigation and foundation design based on the preliminary design plans.

TASK 12: Design team will secure topographic and property surveying of the selected area.

TASK 13: FGMA will assist in developing a scope of services and RFP for the Owner's Representative selection process. We will help guide the Township to make the best selection, ensuring qualified companies work on this project along with the Township.

TASK 14: Design meetings will be held in this phase as required to review the design work as necessary.

TASK 15: Upon completion of this phase, receive approval and authorization by the Township Board to proceed to the subsequent phase.

Phase 2
FINAL DESIGN

The Construction Documents serve to communicate to the Township and contractors the work required to complete the project.

TASK 1: Upon approval of the Preliminary Design Phase, we shall prepare complete Construction Documents. The construction documents shall consist of complete contract drawings and specifications. FGMA will lead the Township in preparation of the general conditions, instructions to bidders and other necessary documents.

TASK 2: FGMA will review the Construction Documents with the Township's project team so they understand the work, materials and systems being specified.

TASK 3: The project team will revisit the initial energy goals with the client and update the energy model as needed. We will compare this against industry benchmarks with other buildings in similar markets.

TASK 4: Quality Control Review: FGMA has a quality control program that provides both continuous quality monitoring during project design with a strictly enforced system of periodic reviews. All our projects are reviewed extensively prior to being released for Bidding.

TASK 5: FGMA will assist the Township in filing the required documents for approval of authorities having jurisdiction over the project to obtain the required building permits. We will work through approvals for zoning and architecture.

TASK 6: Upon completion of this phase, receive approval and authorization by the Township Board to proceed to the subsequent phase.

Phase 3
BIDDING

It is understood that the Township will be utilizing the General Contractor delivery method. We will work with the Township during bidding to minimize efforts and maximize output.

TASK 1: FGMA will release the Construction Documents for bidding to general contractors. We recommend using a reprographics company to issue the plans.

TASK 2: Respond to requests for information from bidders.

TASK 3: Conduct a pre-bid meeting and prepare and issue addenda if required.

TASK 4: Upon the receipt and opening of bids, FGMA will determine the lowest qualified bidder. The review of a bidder's qualifications takes place on several levels. From an objective standpoint, information can be gathered reflecting the contractor's previous experience, financial stability, etc. by requiring submission of a qualification statement.

Equally important, however, is an assessment of the contractor's workmanship, efficiency, responsiveness and other attributes. Here FGMA relies on conducting thorough reference checks and our many years of experience working with construction professionals.

TASK 5: Prepare a tally of bids and provide a recommendation of bid selection to the Township Board for their approval.

Phase 4
CONSTRUCTION

The Construction phase will be given our full attention to assure that the project is completed expeditiously and in the manner intended. FGMA will work with the Owner's Representative through the entire construction process.

TASK 1: We will provide administration of the construction contract including advising and consulting the Township, acting as your advocate; meeting with governing agencies; forwarding instructions to the contractor; reviewing shop drawings, samples and other submissions of the trade contractors; interpreting the documents for the contractor; issuing certifications of payment and certificates of substantial completion and reviewing and issuing change orders.

TASK 2: FGMA shall assist the contractor when requested to answer questions.

TASK 3: We will provide an average of one site visit every other week for on-site observation and for construction meetings between FGMA, the Township, the Owner's Representative and the contractor. During critical construction periods, FGMA may be on-site more frequently.

TASK 4: We shall prepare and coordinate punch lists of items requiring remedial work or replacement, collect and deliver to the Township written warranties and other related documents and provide record documents in electronic format as requested.

TASK 5: FGMA will assist the Township as requested to ensure proper system start up procedures are followed and building commissioning has been completed.

TASK 6: Provide punch list follow up reviews and assist contractor as required to obtain final Certificate of Occupancy.

TASK 7: Ten months after substantial completion of the project, with the contractor, we will observe building architectural and MEPFP systems; prepare a defects list; assist the Township in the coordination, review and approval of all corrective action required of the contractor under the warranties.

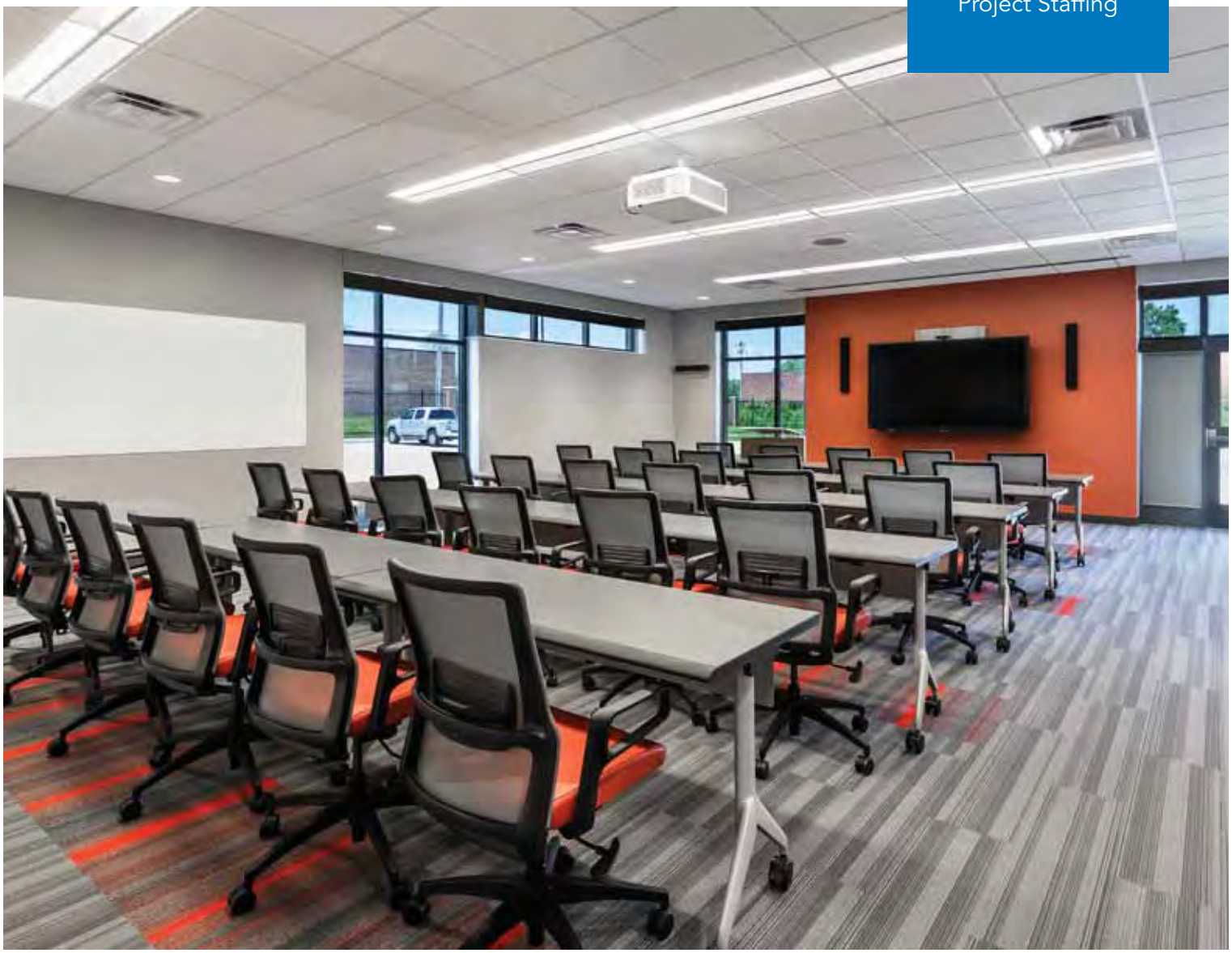
PROPOSED SCHEDULE

Below we have provided the preliminary schedule for your project. A project of this importance, and one that will a part of the community for the next 50+ years, requires a thoughtful approach as well as adequate time and effort to complete. We have built out this schedule to ensure success for Cascade Charter Township.

June 18, 2021 Submit Qualifications	
Contract Award by Cascade Charter Township	July 14, 2021
Kick-Off Meeting and Goal Setting	1 Week
Review of Program, Building Options and Preliminary Budgets	1 Week / End of July 2021
Aid Township in Owner Representative process	
Preliminary Design Phase	12 Weeks / End of October 2021
Demolition of Existing Facility and Site Preparation	November 2021
Final Design Phase	10 Weeks / Middle of January 2022
Issue for Permit	January 2022
Issue for Bid	February 2022
Award Bids	March 2022
Start Construction	April 2022
Substantial Completion	January 2023
Final Completion	March 2023

SECTION 4

Project Staffing



PROPOSAL STAFFING

FGMA has provided Cascade Charter Township with a team of talented experts who will deliver your project on time and on budget.

We offer you individuals with a proven record of experience who are committed to ensuring that your project will be of a highly distinctive quality.

FGMA has developed a Principal-led team dedicated to Cascade Charter Township. We anticipate that this team will work together on all facets of your project.

PROFESSIONAL STAFF

In addition to the staff proposed for this project, FGMA offers the full resources of the firm. Our team of professionals is available to support all of your projects.

ORGANIZATION CHART

PRINCIPAL-IN-CHARGE
Andrew J. Jasek, AIA

PROJECT MANAGER
Jason Estes, AIA

DESIGN PRINCIPAL
Brian T. Meade, AIA, LEED AP

PROJECT ARCHITECT
Elizabeth Cerny, AIA

INTERIOR DESIGNER
Raegan Porter, IIDA, NCIDQ, LEED AP ID+C

LANDSCAPE ARCHITECT
Stephen Welter, PLA, LEED AP BD+C

QUALITY CONTROL DIRECTOR
Raymond K. Lee, AIA, NCARB, LEED AP, CSI

CONSULTANTS

Johnson Wilbur Adams, Inc.
Structural Engineering

WT Group
MEP / FP Engineering

Local Engineer
with Owner's Approval
Civil Engineering

ANDREW J. JASEK, AIA

Managing Director

"It's about turning a client's vision into a reality."

Andy leads an energetic and passionate fire service practice at FGMA. His role is to listen to what clients want and provide the best, most efficient service to meet their needs. Andy believes that buildings should be operationally efficient yet responsive to the surrounding community.

Project Role

Principal-in-Charge

Oversees the entire project and is the overall client manager. Ensures that all the necessary resources are allocated to complete the project successfully.

Experience

STREAMWOOD FD, IL
Headquarters Station *NEW*
Stations No. 32 & 33
ADDITION & RENOVATION

HARLEM-ROSCOE FPD, IL
Station No. 1 *SPACE NEEDS ANALYSIS*
Station No. 1 *ADDITION & RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*

ELK GROVE VILLAGE FD, IL
Station No. 10 *NEW*
Station No. 8 *NEW*

LOCKPORT TOWNSHIP FPD, IL
HQ Station No. 6 *NEW*
Station No. 4 *NEW*
Station No. 5 *NEW*
Station No. 3 *NEW*
Station No. 1 *NEW*

GURNEE FD, IL
Station No. 2 *FACILITY STUDY*
Station No. 3 *NEW*

ELGIN FD, IL
Department-Wide
FACILITY SPACE NEEDS STUDY
Station No. 6 *NEW*
Station No. 7 *NEW*
Station No. 8 *FEASIBILITY STUDY*
Station No. 8
PLANNING & PROGRAMMING

TINLEY PARK FD, IL
Station No. 47 *NEW*

BARTLETT FPD, IL
District-Wide
FACILITY SPACE NEEDS ANALYSIS
Station No. 2 *RENOVATION*
Station No. 2 *STUDY*

FRANKFORT FPD, IL
Station No. 4 *NEW*
Station No. 5 *NEW*
Station No. 1 *ADMINISTRATION STUDY*

GREATER ROUND LAKE FPD, IL
Station No. 1 *ADDITION & RENOVATION*

ADDISON FPD, IL
HQ Station No. 1 *NEW*
HQ Station No. 1 *RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *NEW*

ALGONQUIN-LAKE IN THE HILLS FPD, IL
HQ Station *NEW*
Station No. 2 *NEW*

ARLINGTON HEIGHTS FD, IL
Station No. 4 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*
Station No. 2 *NEW*
Station No. 1 *NEW*

EDUCATION
Master in Architecture
University of Illinois at Urbana-Champaign
1995

BS in Architectural Studies
University of Illinois at Urbana-Champaign
1993

LICENSES & CERTIFICATIONS
Architect | Illinois | 2006

MEMBERSHIPS
American Institute of Architects

Illinois Fire Chiefs Association

Illinois Association of Fire Protection Districts

Northern Illinois Association of
Fire Protection Districts

CARBONDALE FD, IL
Station No. 2 *NEW*

DIXON RURAL FPD, IL
Station No. 1 *STUDY*

BRAIDWOOD FD, IL
HQ Station *ADDITION & RENOVATION*

BRISTOL KENDALL FPD, IL
Station No. 2 *NEW*
Station No. 3 *NEW*
Station No. 1 Administrative *SPACE NEEDS STUDY*
Station No. 1 Bunk Room *RENOVATION*
Station No. 1 Dayroom/Kitchen *RENOVATION*
Station No. 1 Pavement Replacement *RENOVATION*
Station No. 1 Flooring Replacement *RENOVATION*

DUPAGE AIRPORT AUTHORITY, IL
West Airport Station *SPACE NEEDS STUDY & CONCEPT PLAN*
Airport Station *NEW*

EAST DUNDEE FPD, IL
HQ Station *SPACE NEEDS STUDY*
HQ Station *NEW*

EAST JOLIET FPD, IL
Station No. 51 *STUDY*
Station No. 51 *ADDITION & RENOVATION*

ELBURN & COUNTRYSIDE FPD, IL
HQ Station *NEW*

ELWOOD FPD, IL
Elwood FPD *PLANNING STUDY*
Headquarters Reserve Bays *RENOVATION*

GENESEO FPD, IL
HQ Station *ADDITION & RENOVATION*

ELMHURST FD, IL
Station No. 2 *SPACE NEEDS STUDY*
Station No. 2 *NEW*

FOREST VIEW FD, IL
HQ Station *SPACE NEEDS STUDY*
HQ Station *NEW*

GENEVA FD, IL
HQ Station *SPACE NEEDS STUDY*
HQ Station *NEW*
Station No. 2 *NEW*

GENOA-KINGSTON FPD, IL
HQ Station *FEASIBILITY STUDY*

GLENSIDE FPD, IL
HQ Station *ADDITION & RENOVATION*
HQ Parking Lot *EXPANSION*

GLENVIEW FD, IL
Station No. 13 East Lake *NEW*
Station No. 14 The Glen *NEW*

GRIMES FIRE & RESCUE DEPARTMENT, IA
HQ Station *SPACE NEEDS STUDY*

HOMETOWN FPD, IL
HQ Station *SPACE NEEDS STUDY*

ILLINOIS FIRE SAFETY ALLIANCE (IFSA), IL
IFSA *FACILITY STUDY*

ILLINOIS FIRE SERVICE INSTITUTE (IFSI), IL
Learning Resource & Research Center *ADDITION & RENOVATION*
Burn Site *FEASIBILITY STUDY*

KNOLLWOOD FPD, IL
HQ Station *SPACE NEEDS ANALYSIS*

LA VISTA FD, NE
Department *SPACE NEEDS STUDY*
Station No. 2 *NEW*

LAKE VILLA FPD, IL
Station No. 2 *ADDITION & RENOVATION*

LIMESTONE FPD, IL
District-Wide *SPACE NEEDS STUDY*
Central Station *NEW*
Station No. 2 *ADDITION & RENOVATION*
Station No. 4 *ADDITION & RENOVATION*
Station No. 5 *RENOVATION*

MAYWOOD FD, IL
Station No. 1 *FACILITY STUDY*
Station No. 1 *RENOVATION*

NEW LENOX FPD, IL
Station No. 2 *FACILITY ANALYSIS, SPACE NEEDS & PRELIMINARY STUDY*

OSWEGO FPD, IL
Central Station *NEW*

PLAINFIELD FPD, IL
Administration Campus *MASTER PLAN*
HQ Campus *NEW*
Administration & Training Facility *NEW*
Station No. 2 *NEW*
Maintenance Facility *NEW*
Station No. 3 *NEW*
Station No. 4 *NEW*
Station No. 1 *NEW*

PLEASANTVIEW FPD, IL
HQ Station *NEW*
Station No. 1 *RENOVATION STUDY*
Station No. 2 *STUDY*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *NEW*
Station No. 4 *RENOVATION*
District-Wide *SPACE NEEDS ANALYSIS*

ROCKFORD FD, IL
Station No. 6 & Training Center *MASTER PLAN*
Station No. 3 *NEW*

CITY OF STREATOR, IL
Emergency Services Center *NEW*

SYCAMORE FD, IL
Station No. 2 *NEW*

VILLA PARK FD, IL
HQ Station *SPACE NEEDS STUDY*

WARREN WAUKEGAN FPD, IL
Station *STUDY*

WEST CHICAGO FPD, IL
West Station No. 2 *NEW*
Station No. 3 *NEW*
Station No. 1 *RENOVATION*

WINFIELD FPD, IL
District-Wide *FACILITY STUDY*
Station No. 2 *STUDY*
District-Wide *SITE STUDY*

JASON ESTES, AIA

Principal

"I thoroughly enjoy solving problems using architecture as a tool."

Jason has a vast amount of experience working on municipal and public sector projects. He is skilled in the design of new facilities as well as the expansion and remodeling of existing facilities. Jason's in-depth knowledge of municipal facilities, together with his leadership abilities, has resulted in successful projects, admiration from clients and award recognition.

EDUCATION
BS in Architecture
Illinois Institute of Technology | 1997

LICENSES & CERTIFICATIONS
Architect | Wisconsin, Illinois | 2021, 2006

MEMBERSHIPS
American Institute of Architects

Illinois Association of Fire Protection Districts

Illinois Fire Chiefs Association

Kane County Fire Chiefs

National Council of Architectural Registration Boards NCARB Certification

Project Role

Project Manager

The main point of contact for the client and manages the day-to-day operations of the project. Is the main conduit between the client and entire project team. Leads the bidding and construction phases of the project.

Experience

STREAMWOOD FD, IL
Headquarters Station *NEW*
Stations No. 32 & 33
ADDITION & RENOVATION

HARLEM-ROSCOE FPD, IL
Station No. 1 *SPACE NEEDS ANALYSIS*
Station No. 1 *ADDITION & RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*

ELK GROVE VILLAGE FD, IL
Station No. 10 *NEW*
Station No. 8 *NEW*

LOCKPORT TOWNSHIP FPD, IL
HQ Station No. 6 *NEW*
Station No. 4 *NEW*
Station No. 5 *NEW*
Station No. 1 *NEW*

GURNEE FD, IL
Station No. 3 *NEW*

ELGIN FD, IL
Department-Wide
FACILITY SPACE NEEDS STUDY
Station No. 6 *NEW*
Station No. 7 *NEW*
Station No. 8 *FEASIBILITY STUDY*
Station No. 8
PLANNING & PROGRAMMING

BEECHER FD, IL
HQ Station *ADDITION & RENOVATION*

TINLEY PARK FD, IL
Station No. 47 *NEW*

BARTLETT FPD, IL
District-Wide
FACILITY SPACE NEEDS ANALYSIS
Station No. 1 *STUDY*
Station No. 2 *RENOVATION*
Station No. 2 *STUDY*

FRANKFORT FPD, IL
Station No. 4 *NEW*
Station No. 5 *NEW*
Station No. 1 *ADMINISTRATION STUDY*

GREATER ROUND LAKE FPD, IL
Station No. 1 *RENOVATION*
Station No. 2 *RENOVATION*
Station No. 3 *RENOVATION*

ADDISON FPD, IL
HQ Station No. 1 *RENOVATION*
Station No. 2 *ADDITION & RENOVATION*

BRAIDWOOD FD, IL
HQ Station *ADDITION & RENOVATION*

ARLINGTON HEIGHTS FD, IL
Station No. 4 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*

CARBONDALE FD, IL
Station No. 2 *NEW*

DIXON RURAL FPD, IL
Station No. 1 *STUDY*

EAST DUNDEE FPD, IL
HQ Station *SPACE NEEDS STUDY*
HQ Station *NEW*

BRISTOL KENDALL FPD, IL
Station No. 2 *NEW*
Station No. 3 *NEW*
Station No. 1 Administrative *SPACE NEEDS STUDY*
Station No. 1 Bunk Room *RENOVATION*
Station No. 1 Dayroom/Kitchen *RENOVATION*
Station No. 1 Pavement Replacement *RENOVATION*
Station No. 1 Flooring Replacement *RENOVATION*

EAST JOLIET FPD, IL
Station No. 51 *STUDY*
Station No. 51 *ADDITION & RENOVATION*

ELBURN & COUNTRYSIDE FPD, IL
HQ Station *NEW*
Station No. 1 *SPACE NEEDS STUDY*
Station No. 3 *STUDY*

ELMHURST FD, IL
Station No. 2 *SPACE NEEDS STUDY*
Station No. 2 *NEW*

ELWOOD FPD, IL
Elwood FPD *PLANNING STUDY*
Headquarters Reserve Bays *RENOVATION*

FOREST VIEW FD, IL
HQ Station *SPACE NEEDS STUDY*
HQ Station *NEW*
9-1-1 Memorial *STUDY*

GENESEO FPD, IL
HQ Station *ADDITION & RENOVATION*

GENEVA FD, IL
HQ Station *SPACE NEEDS STUDY*

GENOA-KINGSTON FPD, IL
HQ Station *FEASIBILITY STUDY*

GLENSIDE FPD, IL
HQ Station *ADDITION & RENOVATION*
HQ Parking Lot *EXPANSION*

HANOVER PARK FD, IL
HQ Station No. 1 *SPACE NEEDS STUDY*
HQ Station No. 1 *NEW*

ILLINOIS FIRE SAFETY ALLIANCE (IFSA), IL
IFSA *FACILITY STUDY*

KNOLLWOOD FPD, IL
HQ Station *SPACE NEEDS ANALYSIS*

LA VISTA FD, NE
Department *SPACE NEEDS STUDY*
Station No. 2 *NEW*

LAKE VILLA FPD, IL
Station No. 4 *NEW*
Station No. 3 *NEW*
Station No. 2 *ADDITION & RENOVATION*

LIMESTONE FPD, IL
District-Wide *SPACE NEEDS STUDY*
Central Station *NEW*
Station No. 2 *ADDITION & RENOVATION*
Station No. 4 *ADDITION & RENOVATION*
Station No. 5 *RENOVATION*

NEW LENOX FPD, IL
Station No. 2 *FACILITY ANALYSIS, SPACE NEEDS & PRELIMINARY STUDY*
Station No. 3 Kitchen *RENOVATION STUDY*

OSWEGO FPD, IL
Central Station *NEW*

PLAINFIELD FPD, IL
Administration Campus *MASTER PLAN*
HQ Campus *NEW*
Administration & Training Facility *NEW*
Station No. 2 *NEW*
Maintenance Facility *NEW*
Station No. 3 *NEW*
Station No. 4 *NEW*
Station No. 1 *NEW*

PLEASANTVIEW FPD, IL
Station No. 2 *STUDY*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *NEW*
District-Wide *SPACE NEEDS ANALYSIS*

ROCKFORD FD, IL
Station No. 6 & Training Center *MASTER PLAN*
Station No. 3 *NEW*
Station No. 13 *RENOVATION*

SYCAMORE FD, IL
Station No. 2 *NEW*

TRI-STATE FPD, IL
Station No. 2 *APRON REPLACEMENT*
Station No. 4 *RENOVATION*
Station No. 2 *SPACE NEEDS STUDY*
Station No. 3 *SPACE NEEDS STUDY*

WAUCONDA FPD, IL
Training Facility *MASTER PLAN*
Fire Station *PLANNING STUDY*

WEST CHICAGO FPD, IL
West Station No. 2 *NEW*
Station No. 3 *NEW*
Station No. 1 *RENOVATION*

VILLAGE OF WEST DUNDEE, IL
Public Safety Building No. 2 *NEW*
Public Safety Building No. 1 *STUDY*

WINFIELD FPD, IL
District-Wide *FACILITY STUDY*
Station No. 2 *STUDY*
District-Wide *SITE STUDY*

BRIAN T. MEADE, AIA LEED AP

Principal

"I help to strengthen communities through thoughtful design."

Brian's broad passion for Architecture, and the unique histories of the communities he serves, is evident across the many project types in his portfolio of experience. His designs are frequently exhibited at national conventions and symposia and his presentations, lectures and talks span a wide variety of public safety design topics.

EDUCATION
Master in Architecture
University of Illinois at Urbana-Champaign
1995

BS in Architectural Studies
University of Illinois at Urbana-Champaign
1993

LICENSES & CERTIFICATIONS
Architect | Illinois | 2005

MEMBERSHIPS
American Institute of Architects

Green Building Certification

**Project completed while Brian was affiliated with another firm.*

Project Role

Design Principal

Develops and oversees the overall aesthetics of the project.

Experience

STREAMWOOD FD, IL
Headquarters Station *NEW*

BEECHER FD, IL
HQ Station *ADDITION & RENOVATION*

CHANNAHON FPD, IL
Fire Station No. 2 *NEW*

AURORA FD, IL*
Fire Station No. 3 *NEW*

PINGREE GROVE FD, IL*
Fire Station No. 3 *NEW*

VILLAGE OF ROMEOVILLE, IL*
Police, Dispatch, Fire Station No. 1/No. 3, Village Hall *NEW*

SCHAUMBURG FD, IL*
Station No. 51 & 54
SPACE NEEDS STUDY & CONCEPT

CITY ALTOONA, WI
Police, Fire Combined Facility
STUDY

CITY OF OSHKOSH, WI
Police, Fire, Range, Training *STUDY*

CITY OF BRECKSVILLE, OH*
Police, Dispatch, Courts *NEW*

CITY OF LAWTON, OK*
Police, Courts, Fire *NEW*

CITY OF SAND SPRINGS, OK*
Police Station & Fire Station *NEW*

CITY OF BARTLESVILLE, OK*
Police, Fire *NEW & RENOVATION*

CITY OF DALLAS, TX*
Fire Station No. 37 *NEW*

CITY OF WEATHERFORD, TX*
Courts *SPACE NEEDS STUDY*
Police Station *SPACE NEEDS STUDY*

CITY OF BAY CITY, TX*
Police, Dispatch, Courts, Fire
SPACE NEEDS STUDY

CITY OF VAN ALSTYNE, TX*
Police, Dispatch, Courts, Fire
SPACE NEEDS STUDY

CITY OF VICTORIA, TX*
Police, Fire, Range
SPACE NEEDS STUDY

CITY OF TEMPLE, TX*
Fire/Police Training Facility
SPACE NEEDS STUDY

CITY OF WILLOW, TX*
Public Safety Facility/
Police & Fire *NEW*

ELIZABETH CERNY, AIA

Senior Associate

"My passion is to create a space that is both functional and inspiring."

Beth offers talent, passion and dedication to each project she touches. She is an adept problem solver and a skilled collaborator in the design process, working closely with the project team to help ensure that each client's project goals are incorporated into the design. As a key member of your project team, Beth will see your project through from conception until final completion.

EDUCATION
Master in Architecture
University of Minnesota | 2005

BS in Architecture
University of Minnesota | 2002

LICENSES & CERTIFICATIONS
Architect | Illinois | 2012

NCARB Certification

MEMBERSHIPS
American Institute of Architects

National Council of Architectural Registration Boards

**Project completed while Beth was affiliated with another firm.*

Project Role

Project Architect

Leads the entire team of architects and consultants in creating and coordinating the project documents.

Experience

HARLEM-ROSCOE FPD, IL
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*

ELK GROVE VILLAGE FD, IL
Station No. 10 *NEW*
Station No. 8 *NEW*

ROMEOVILLE FD, IL*
Station No. 8 *NEW*

SUPERIOR AMBULANCE SERVICE, IL
Highland, Indiana Station *RENOVATION*
Elmhurst, Illinois Office *RENOVATION*

BEECHER FD, IL
HQ Station *ADDITION & RENOVATION*

TINLEY PARK FD, IL
Station No. 47 *NEW*

VILLAGE OF ADDISON, IL
911 Communication Center *NEW*

VILLAGE OF BROADVIEW, IL
Police Station *SPACE NEEDS STUDY*
Village Hall, Police Station and 911 *ADDITION & RENOVATION*

VILLAGE OF ROSEMONT, IL
Public Safety Building *NEW*

VILLAGE OF CARY, IL
Village Hall and Police *STUDY*

VILLAGE OF MOUNT PROSPECT, IL
Police & Fire Department *SPACE NEEDS STUDY*

VILLAGE OF DOWNERS GROVE, IL*
Village Hall, Police, Fire & Public Works *FACILITY NEEDS ASSESSMENT*

VILLAGE OF GLEN ELLYN, IL*
Village Hall & Police *FACILITY NEEDS ASSESSMENT*

VILLAGE OF HANOVER PARK, IL*
Village Hall & Police *FACILITY NEEDS ASSESSMENT*

VILLAGE OF LOMBARD, IL*
Village Hall, Police, Fire & Public Works *FACILITY NEEDS ASSESSMENT*

CITY OF RACINE, WI
Public Safety Building (PD/FD) *SPACE NEEDS STUDY*

VILLAGE OF ROMEOVILLE*
Village Hall & Police Facility *NEW*

RAEGAN PORTER, IIDA, NCIDQ, LEED AP ID+C

Principal

"I want to create exciting spaces that make people feel good."

Raegan has a diverse background in recreation, municipal, educational and contract design. She translates her client's needs into creative, functional space plans and with skillfully selected materials brings their vision to life. Her goal for clients is to create an overall experience for the communities using her spaces.

EDUCATION
BA in Interior Architecture
Columbia College Chicago | 2007

LICENSES & CERTIFICATIONS
Interior Designer | Illinois | 2011

MEMBERSHIPS
International Interior Design Association

Board Member National Council for Interior Design Qualification

U.S. Green Building Council

THOUGHT LEADERSHIP
Presentation at 2019 SSD Conference

Project Role

Interior Designer

Designs and selects the interior materials and colors for the project.

Experience

STREAMWOOD FD, IL
Headquarters Station *NEW*
Stations No. 32 & 33
ADDITION & RENOVATION

WENTZVILLE FPD, MO
HQ/Admin Station *NEW*
Station No. 2 *NEW*
Station No. 4 *NEW*
Station No. 5 *NEW*
District-Wide
PRE-REFERENDUM SERVICES

HARLEM-ROSCOE FPD, IL
Station No. 1 *ADDITION & RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*

ELK GROVE VILLAGE FD, IL
Station No. 10 *NEW*
Station No. 8 *NEW*

LOCKPORT TOWNSHIP FPD, IL
Station No. 1 *NEW*

TINLEY PARK FD, IL
Station No. 47 *NEW*

EAST DUNDEE FPD, IL
HQ Station *NEW*

CITY OF EDWARDSVILLE, IL
SIUE Station *NEW*

ELBURN & COUNTRYSIDE FPD, IL
HQ Station *NEW*

FRANKFORT FPD, IL
Station No. 4 *NEW*
Station No. 5 *NEW*

GREATER ROUND LAKE FPD, IL
Station No. 1 *RENOVATION*

LAKE FOREST FD, IL
PSB FD Locker Room
RENOVATION STUDY

LAKE VILLA FPD, IL
Station No. 2 *ADDITION & RENOVATION*

MARYLAND HEIGHTS FPD, MO
House No. 2
PRE-REFERENDUM SERVICES
House No. 2 *NEW*
Administration & House No. 1
ADDITION & RENOVATION

MUNDELEIN FD, IL
HQ Station No. 1 *NEW*
Station No. 2 *NEW*

OSWEGO FPD, IL
Central Station *NEW*

SPANISH LAKE FPD, MO
Station No. 1 *ADDITION & RENOVATION*

SULLIVAN FPD, MO
Station No. 1*RENOVATION*

STEPHEN WELTER, PLA, LEED AP BD+C

"Blending the natural and built environment is my goal."

Steve provides the guidance, knowledge and creative design that has resulted in projects that gracefully connect the building to the environment. Each client's economic requirements will determine the most suitable land use plan. Balancing these requirements with the site's resources and limitations requires careful planning, market understanding and land use sensitivity.

EDUCATION
BS in Landscape Architecture
The Ohio State University | 1982

LICENSES & CERTIFICATIONS
Landscape Architect | Illinois | 1992

MEMBERSHIPS
Forest Park Chamber of Commerce & Development

The Morton Arboretum

The Chicago Botanical Garden

U.S. Green Building Council

Project Role

Landscape Architect

Designs and prepares the exterior land improvements for the project.

Experience

STREAMWOOD FD, IL
Headquarters Station *NEW*

WENTZVILLE FPD, MO
HQ/Admin Station *NEW*
Station No. 2 *NEW*
Station No. 4 *NEW*
Station No. 5 *NEW*
District-Wide
PRE-REFERENDUM SERVICES

HARLEM-ROSCOE FPD, IL
Station No. 1 *SPACE NEEDS ANALYSIS*
Station No. 1 *ADDITION & RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*

ELK GROVE VILLAGE FD, IL
Station No. 10 *NEW*
Station No. 8 *NEW*

LOCKPORT TOWNSHIP FPD, IL
HQ Station No. 6 *NEW*
Station No. 4 *NEW*
Station No. 5 *NEW*
Station No. 3 *NEW*
Station No. 1 *NEW*

GURNEE FD, IL
Station No. 3 *NEW*

ELGIN FD, IL
Department-Wide
FACILITY SPACE NEEDS STUDY
Station No. 6 *NEW*
Station No. 7 *NEW*
Station No. 8 *FEASIBILITY STUDY*
Station No. 8
PLANNING & PROGRAMMING

TINLEY PARK FD, IL
Station No. 47 *NEW*

ADDISON FPD, IL
HQ Station No. 1 *NEW*
HQ Station No. 1 *RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *NEW*

ALGONQUIN-LAKE IN THE HILLS FPD, IL
HQ Station *NEW*
Station No. 2 *NEW*

ARLINGTON HEIGHTS FD, IL
Station No. 4 *ADDITION & RENOVATION*
Station No. 3 *ADDITION & RENOVATION*
Station No. 2 *NEW*
Station No. 1 *NEW*

BLOOMINGDALE FPD, IL
HQ Station *NEW*

RAYMOND K. LEE, AIA, NCARB, LEED AP, CSI

Principal

"I strive to create the best facilities possible."

Ray specializes in the programming, planning, design and construction of public safety and municipal facilities. He is recognized for his deep understanding of police, fire, and 911 operations, which greatly benefits the organizations he serves. Ray also has an outstanding knowledge of resilient design, focusing on best practices for safety and security from man-made threats and natural disasters.

EDUCATION
Bachelor of Architecture
University of Illinois at Chicago | 1985

LICENSES & CERTIFICATIONS
Architect | Illinois, Missouri, Wisconsin, Texas, Michigan, 1990, 2013, 2017, 2018, 2021
Cal EMA Safety Assessment Program
Disaster Service Worker Volunteer

CPTED Certified Practitioner

MEMBERSHIPS
American Institute of Architects

ASIS International (Security)

Construction Specification Institute

Illinois Association of Police Chiefs

International Association of Chiefs of Police

Lake County, IL Chiefs of Police Association

Project Role

Quality Control Director

Provides oversight of the project process and ensures the quality of the documents prepared by the project team.

Experience

STREAMWOOD FD, IL
Headquarters Station *NEW*

ELK GROVE VILLAGE FD, IL
Station No. 10 *NEW*
Station No. 8.5 *NEW*

ELK GROVE RURAL FPD, IL
HQ Station *EXPANSION STUDY*
HQ Station *ADDITION & RENOVATION*

CLARENDON HILLS FD, IL
Department *SPACE NEEDS ANALYSIS*

COUNTRYSIDE FPD, IL
District-Wide *SPACE NEEDS STUDY*
Station No. 1 *NEW*
Station No. 2 *EXPANSION/REMODELING*

DES PLAINES FD, IL
HQ Station *SPACE NEEDS STUDY*
HQ Station *DESIGN*

CITY OF EDWARDSVILLE, IL
Public Safety Facility (PD/FD)
SPACE NEEDS STUDY

HANOVER PARK FD, IL
HQ Station No. 1
SPACE NEEDS STUDY
HQ Station No. 1 *NEW*

ILLINOIS FIRE SERVICE INSTITUTE (IFSI), IL
Burn Site *FEASIBILITY STUDY*

KNOLLWOOD FPD, IL
HQ Station *SPACE NEEDS ANALYSIS*

LAKE FOREST FD, IL
PSB FD Locker Room
RENOVATION STUDY

LIMESTONE FPD, IL
District-Wide *SPACE NEEDS STUDY*
Central Station *NEW*
Station No. 2 *ADDITION & RENOVATION*
Station No. 4 *ADDITION & RENOVATION*
Station No. 5 *RENOVATION*

LINCOLNSHIRE-RIVERWOODS FPD, IL
Station No. 53 *NEW*

LONG GROVE FPD, IL
HQ Station *EXPANSION/RENOVATION*

VILLAGE OF MOUNT PROSPECT, IL
Police, EOC, Fire & Public Works
FACILITIES STUDY
Station No. 14 *NEW*
Police & Fire Department
SPACE NEEDS STUDY

MUNDELEIN FD, IL
HQ Station No. 1 *NEW*
Station No. 2 *NEW*

NINGS...
WENTZVILLE
FWD

JOHNSON WILBUR ADAMS, INC.

Structural Engineering

Johnson Wilbur Adams, Inc. is a full-service structural engineering firm committed to providing economical and innovative solutions to all types of projects. We strive to develop long-term relationships with our clients by understanding their needs relative to structural engineering for their projects.

CONTACT

330 South Naperville Road
Suite 300
Wheaton, Illinois 60187
630.653.9060
info@jwase.com

EXPERTISE

Our aim is to provide deliverables and services with the following goals in mind:

Quality
Service
Economy
Timeliness
Accuracy

We provide the following services:

Structural Engineering
Structural Analysis & Design
Load Capacity Investigations
Seismic Analysis & Retrofit Design
Structural Steel Connection Design
Stair & Railing Design
Forensic Engineering
Damage Investigation
Failure Investigation

KENT L. ADAMS, SE, PE

Johnson Wilbur Adams, Inc.

Kent Adams has acted as senior project engineer for numerous municipal projects with Johnson Wilbur Adams, Inc. He has performed and been responsible for design of municipal, recreational, educational, residential and commercial projects throughout the United States. Kent's responsibilities as a structural engineer include scheduling, code review, design and analysis, review of design documents, verification of construction conformance with design documents and quality control and assurance for all of the structural activities for a project.

EDUCATION
BS in Civil Engineering
Bradley University | 1983

LICENSES & CERTIFICATIONS
Structural Engineer | Illinois

Professional Engineer
Illinois, Mississippi, Louisiana, Colorado & Kansas

National Council of Engineering Examiners

American Institute of Steel Construction

American Concrete Institute

Project Role

Structural Engineer

Experience

HARLEM-ROSCOE FPD, IL
Station No. 1, 2, 3
ADDITION & RENOVATION

LOCKPORT FPD, IL
Station No. 1
Station No. 3 *NEW*
Headquarters Fire Station *NEW*

ELGIN FD, IL
Station No. 7 *NEW*

BEECHER FPD, IL
Headquarters
ADDITION & RENOVATION

TINLEY PARK FD, IL
Station No. 47 *NEW*

BARTLETT FPD, IL
Station No. 2
PRELIMINARY DESIGN & RENOVATION

FRANKFORT FPD, IL
Station No. 4 & 5

GREATER ROUND LAKE FPD, IL
Station No. 1 *ADDITION & RENOVATION*

GURNEE FD, IL
Station No. 3

ADDISON FPD, IL
Station No. 1 *RENOVATION*
Station No. 2 *ADDITION & RENOVATION*
Station No. 3 *RENOVATION*
Headquarters *RENOVATION*

ELBURN & COUNTRYSIDE FPD, IL
Headquarters Station

OSWEGO FPD, IL
Headquarters Fire Station *NEW*

WEST CHICAGO FPD, IL
Station No. 1 *RENOVATION*
Station No. 2 & No. 3 *NEW*

OSWEGO FPD, IL
Headquarters Fire Station *NEW*

VILLAGE OF WEST DUNDEE, IL
Public Safety Building *NEW*

PLAINFIELD FPD, IL
Satellite Station No. 1, 2, 3 & 4
NEW

WT GROUP

MEP / FP Engineering

WT Group has been providing design services since 1972. They have extensive experience in the designs and application of heating, air conditioning, ventilation, refrigeration, plumbing, electrical and fire protection systems, site design, storm water management, land surveying and permitting. Their dedication and respect for the profession, years of experience in the field and the performance of the systems they have designed will attest to their engineering skills.

CONTACT

2675 Pratum Avenue
Hoffman Estates, Illinois 60192
224.293.6333
wtengineering.com

EXPERTISE

Cutting edge computer technology is used to create special designs for various municipal facilities including fire stations, park district facilities, health and financial institutions, village halls, car washes, police stations in addition to privately-owned restaurants and condominium buildings.

With more than 30 years of experience developing engineering systems for heating, cooling, ventilating, plumbing, electrical and fire protection, WT Group ensures design consistency, clarity and accuracy in the most cost and time efficient manner.

JOE HAINAUT

WT Group

Joe has 10+ years of experience in the plumbing field. His responsibilities include initial systems design and preparation of complete construction documents, coordination in the field and with other trades, specifications and all duties through the construction phase. He also has 4+ years of field experience in estimating, designing and managing plumbing projects.

EDUCATION
BS in Mathematics
University of Illinois at Urbana-Champaign
2003

MEMBERSHIPS
American Society of Plumbing Engineers (ASPE)

U.S. Green Building Council (USGBC)

Project Role

MEP / FP Engineer

Experience

HARLEM-ROSCOE FPD, IL
Station No. 1, 2, 3
ADDITION & RENOVATION

LOCKPORT FPD, IL
Station No. 1, 4 & 5
Headquarters

ELGIN FD, IL
Station No. 6
Station No. 7 *NEW*

TINLEY PARK FD, IL
Station No. 47 *NEW*

BARTLETT FPD, IL
Station No. 2 *RENOVATION*
Station No. 3

FRANKFORT FPD, IL
Station No. 4 & 5

ARLINGTON HEIGHTS FD, IL
Station No. 2, 3 & 4

ELBURN & COUNTRYSIDE FPD, IL
Headquarters Station

ELBURN PD, IL
Police Station *STUDY*

NAPERVILLE FPD, IL
Station No. 1
Station No. 5
Station No. 6
Station No. 10

CITY OF PALOS HILLS, IL
Public Works Facility

ARROWHEAD GOLF COURSE, IL
Maintenance Facility

VILLAGE OF CARPENTERSVILLE, IL
Public Works Facility

WOODRIDGE PARK DISTRICT, IL
Cold Storage Facility

VILLAGE OF ROLLING MEADOWS, IL
Public Works Facility

SYCAMORE PARK DISTRICT, IL
Maintenance Facility

VILLAGE OF WILLOWBROOK, IL
Public Works Facility

SECTION 5

Pricing Methodology

In this section, please find our proposed fee for the Cascade Charter Township Fire Station # 1.

PRELIMINARY DESIGN – FINAL DESIGN – BIDDING - CONSTRUCTION

FGMA believes in providing inclusive fees that are clearly defined so that there are no surprises of additional costs throughout the process.

Our proposed fee is based on a new station of approximately 18,000 sf on the existing selected site and utilizing the floor plan and site plan identified within the RFP:

For all Architectural/Engineering services, we would propose the following fee:

A fixed fee of $484,000.00

Items included in the A/E Cost Proposal:

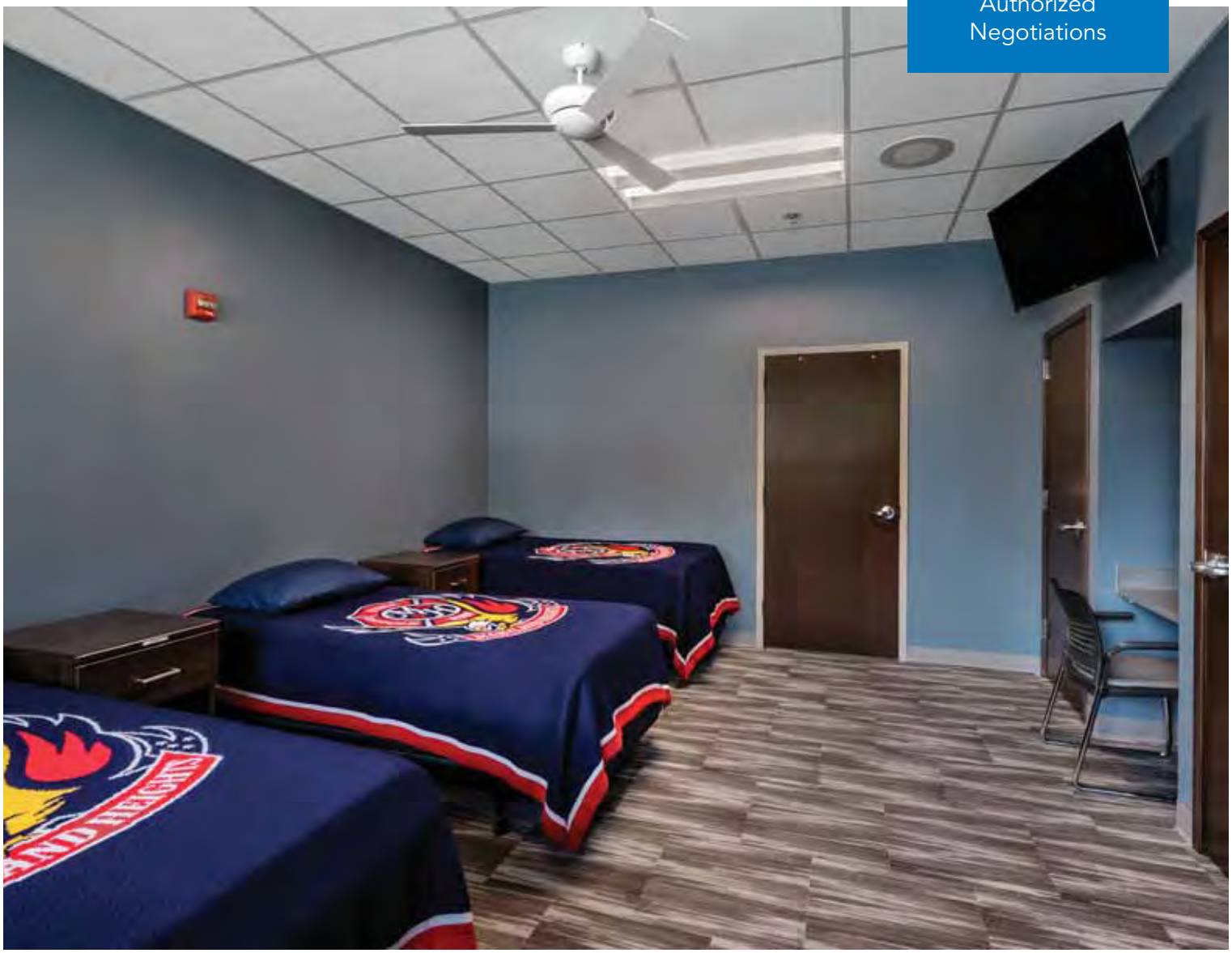
- *Architectural & Interior Design*
- *Civil Engineering*
- *Landscape Architecture*
- *Structural Engineering*
- *Mechanical, Electrical, Plumbing and Fire protection Engineering*
- *Conceptual Estimating*
- *Schedule Development*
- *Topographic and Property Survey – Including Utility Investigation*
- *Geotechnical Services – Subsurface Soils Testing*
- *Coordination with Owner's vendors for alerting systems, security systems, and telephone systems*
- *Construction site visits/site meetings are assumed at once every other week (bi-weekly) total of (28) visits, not including (2) punch list visits*
- *Travel to/from the project site is included within the AE cost proposal*
- *Includes up to two (2) public meetings (neighborhood or Township Board)*

The A/E Cost Proposal excludes the following items:

- *Material testing services during construction, to be designated to General Contractor*
- *Printing of project documents for bidding purposes, to be paid for by General Contractors*
- *Permit Fees or any Fees to Authorities having Jurisdiction*
- *Printing for any Government approval/ review of more than (3) sets*
- *Expenses related to engineering and/or testing of hazardous materials, unknown if report has been completed for verification and scope*
- *Building Commissioning (if required)*
- *LEED Services*
- *Design of alerting systems, security systems, audio/visual systems information technology and telephone systems*
- *Furniture, Fixtures, and Equipment design*

SECTION 6

Authorized Negotiations



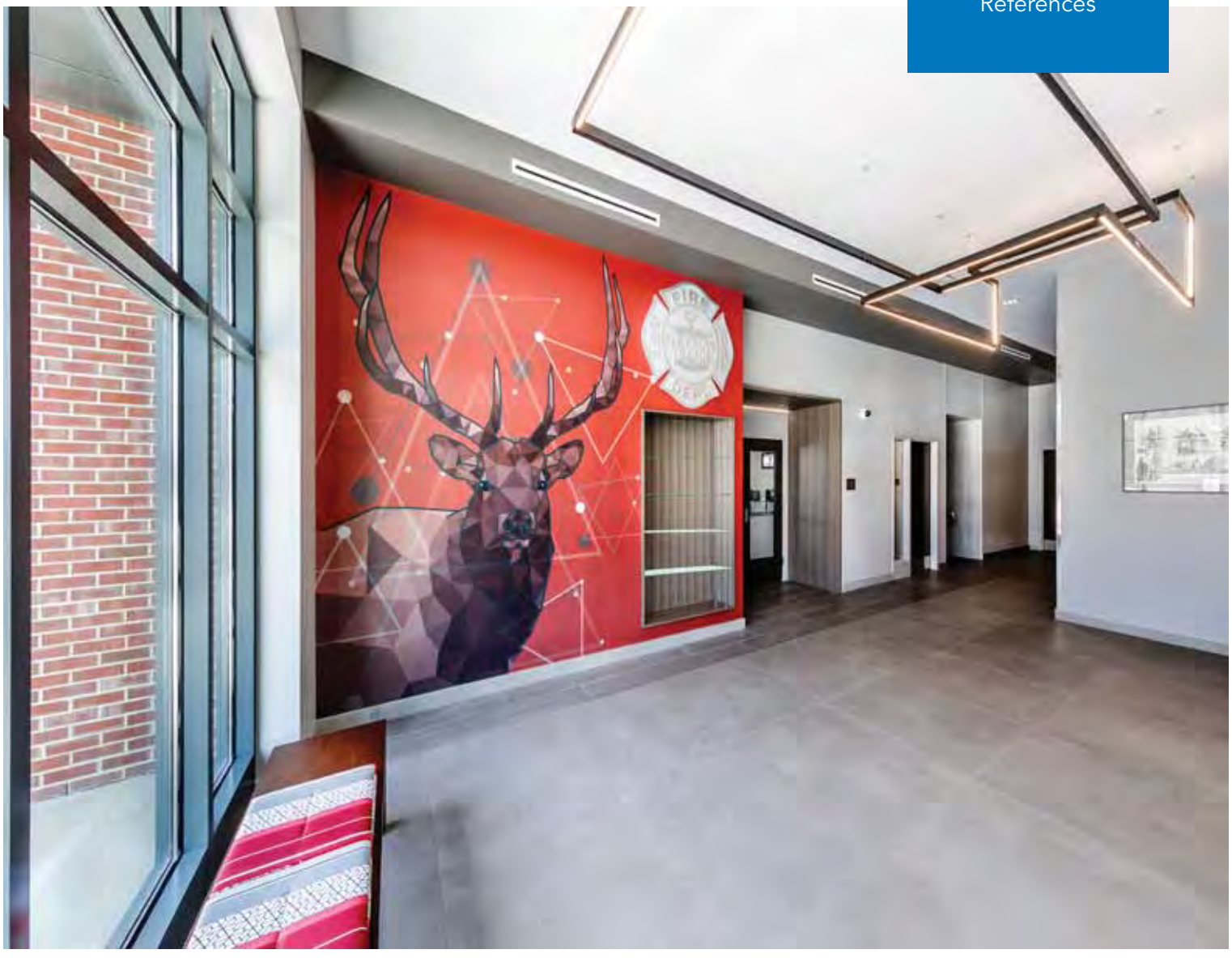
AUTHORIZED NEGOTIATIONS

Our Principal in Charge, Andrew Jasek, is authorized to negotiate the proposed contract with the Township.

Andrew J. Jasek, AIA
Principal-in-Charge
andyj@fgmarchitects.com
630.574.8300

SECTION 7

References



E.C.F.P.D.

Our relevant experience demonstrates that Cascade Charter Township will receive the necessary skills to translate their needs into reality.

Our experience brings value to your project. We provide quality design that responds to the functional and aesthetic requirements of each project. We consistently deliver projects that are reflective of the high level of energy and creativity of our team.

We have the leadership expertise to oversee the schedule, budget, communication and management issues involved in projects.

FGMA understands that the Township may contact any municipality or individuals, whether offered as references or otherwise, to obtain information that will assist the Township in evaluating the proposal.

CLIENT
Village of Streamwood

SIZE
23,750 sf

COMPLETED
04/2021

PROJECT COST
$10.1M

DELIVERY METHOD
CM at Risk

PROJECT TYPE
New

KEY TEAM MEMBERS
A. Jasek
J. Estes
E. Cerny
R. Porter
R. Lee

REFERENCE
Ms. Sharon Caddigan
Village Manager
630.736.3800
scaddigan@streamwood.org

Mr. Chris Clark
Fire Chief
630.736.3650
cclark@streamwood.org

A New Headquarters for Streamwood FD

FIRE STATION HEADQUARTERS

FGMA built a new headquarters for the Village of Streamwood Fire Department. The new facility replaces an outmoded station on the same site.

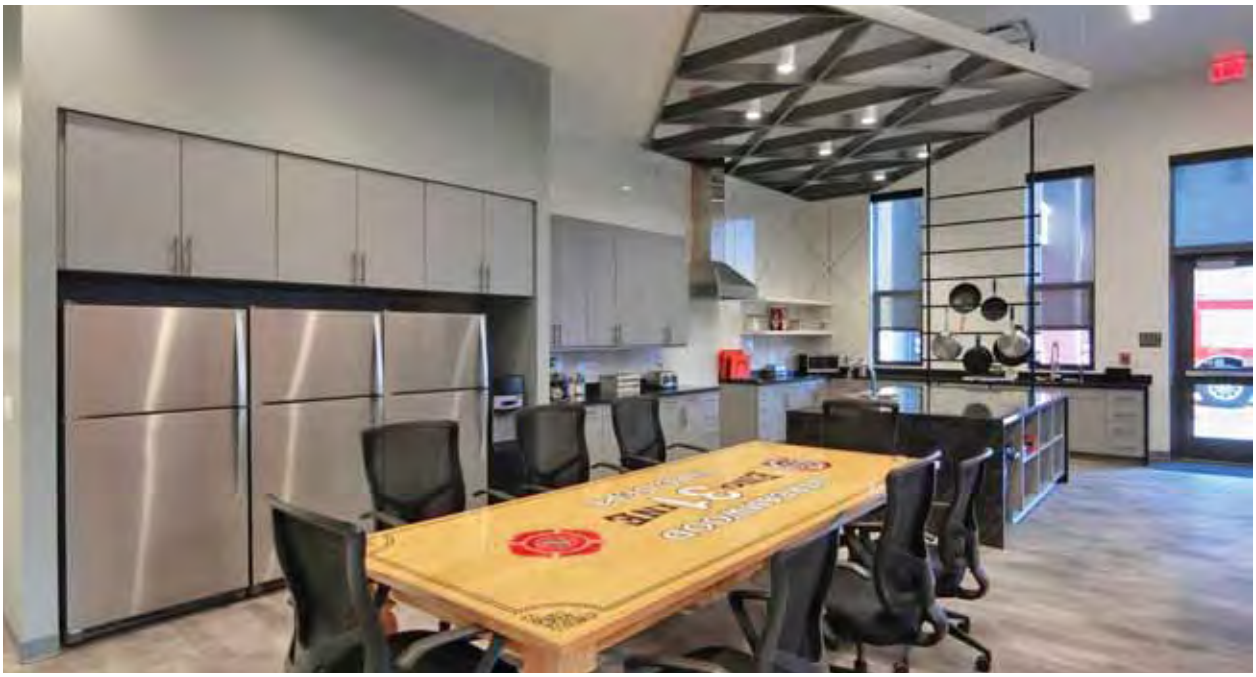
The new Headquarters houses the Fire Chief, other senior fire personnel as well as administrative functions that were previously located at another facility. In addition to offices, the station includes open plan workspaces and a conference room.

The station has a spacious multi-purpose room that can also be used for community meetings, complemented by a kitchenette and public restrooms. An EMT room is available for the public to have blood pressure checks.

Living quarters in the new station include a combined kitchen and dining area, outdoor patio area, a day room and individual bunk rooms for up to seven fire fighters. Individual shower/toilet rooms offer privacy and a dedicated exercise room support fire fighters' preparedness for emergency calls.

The state-of-art apparatus area includes four double-deep bays and a training tower. Ample space is allocated for equipment and turnout gear as well as extractor and laundry equipment.

Outside the station parking is available for the public as well as fire personnel.



CLIENT
Wentzville FPD

SIZE
20,500 sf

COMPLETED
01/2018

PROJECT COST
$6.7M

DELIVERY METHOD
Single Prime General Contractor

PROJECT TYPE
New

KEY TEAM MEMBERS
R. Porter
S. Welter

REFERENCE
Mr. John Schneider
Fire Chief
636.332.9869
jschneider@wentzvillefire.org

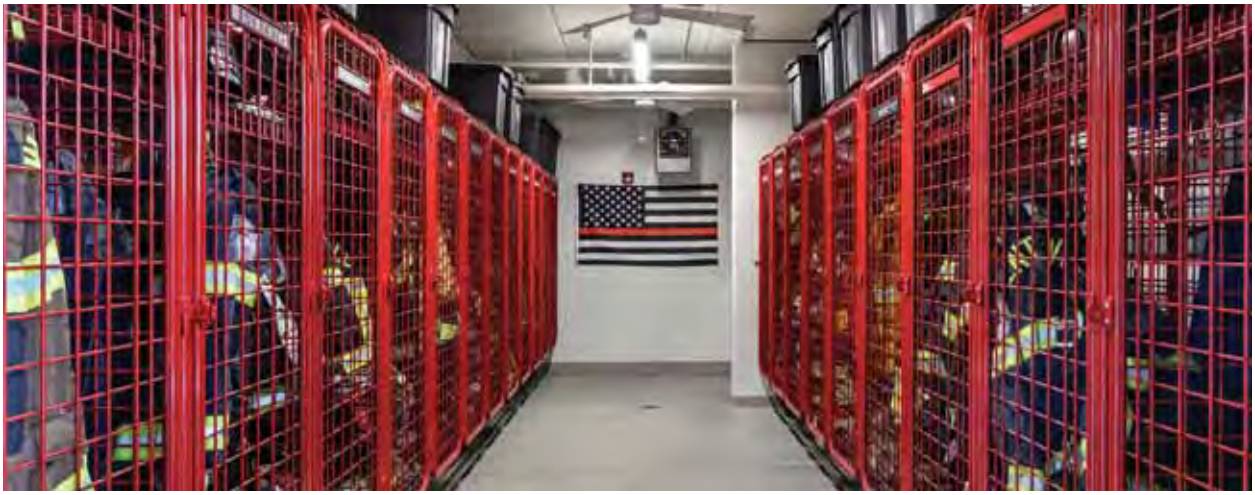
An Expanding District's New Headquarters

HEADQUARTERS / ENGINE HOUSE NO. 1

Wentzville Fire Protection District hired FGMA to assist with the District's pre-referendum planning for a Summer 2014 bond referendum, which passed with overwhelming support by constituents. With the success of the referendum, the district financed the construction of four new facilities, concluding with the replacement for their Administrative Headquarters and Engine House No. 1. During the pre-referendum process, FGMA completed a space needs assessment of the district's five existing fire stations. Projected budgets were developed for the construction of new facilities, and factored in various new equipment, land acquisition, and various accessory projects such as a training tower and outbuilding for storage of reserve apparatus and a classroom.

The new headquarters features a board room with kitchenette that doubles as a large community resource room, where the District can host breakfast with Santa and other events. The apparatus bay is adjacent to a large fitness space and an interior stair tower that facilitates high angle rescue and confined space training. The site features sustainable initiatives such as previous pavement and storm water quality best management practices.

MAIN FLOOR PLAN



Future Storage/ Classroom
Future Training Tower
Staff Parking
House #1
Headquarters
Visitor Parking
Staff Parking
Visitor Parking

1
2
3
WENTZVILLE
FIRE PROTECTION DISTRICT
HEADQUARTERS AND TRAINING

CLIENT
Harlem-Roscoe FPD

SIZE
20,000 sf

COMPLETED
02/2014

PROJECT COST
$4.2M

DELIVERY METHOD
CM at Risk

PROJECT TYPE
Addition / Renovation

KEY TEAM MEMBERS
A. Jasek
J. Estes
E. Cerny
R. Porter
S. Welter

AWARDS
Fire House Magazine,
Station Design Awards,
Bronze Medal, Renovation

REFERENCE
Mr. Donald Shoevlin
Fire Chief
815.623.7867
dshoevlin@harlemroscoefire.com

Renovated Station is a Beacon of the Community

FIRE STATION NO. 1

RENOVATED STATION IS COMMUNITY BEACON In 2014, FGMA completed the renovation of this downtown station which serves as headquarters for Harlem-Roscoe FPD. The facility, originally a grocery store that was repurposed, was outmoded and didn't look like a modern fire station.

Today, Station No. 1 exerts a proud street presence, is energy efficient and supports its fire fighters with effective work/living quarters.

PROMOTING CIVIC PRIDE Station No. 1's exterior was transformed with the addition of large windows shaped like traditional bay doors and a tower element.

"We've been working with FGMA for 6 years. During this time, they have been professional, vision-oriented, talented and committed. Their record of client service should put them in the forefront of any discussion."

Chief Donald Shoevlin
Harlem Roscoe FPD

A new entry plaza now faces Main Street with a lobby that features a museum-quality display case showcasing the rich history of this 100-year old District.

UPGRADED WORK/LIVING QUARTERS Overall, the interior renovation resulted in a new floor plan with streamlined access to the apparatus bays while improving circulation flow and operational efficiency. Station No. 1 features an ICC 500 / FEMA approved tornado safe room.

Once dark and cavernous, two additions - bringing the station to 25,000-sf - introduced natural daylight and sufficient bunk room space for a growing force that was transitioning from volunteer to professional fire fighters. Rich color and finishes combine to offer a "home-away-from-home" atmosphere.

The District has a long-standing annual dinner at which fire personnel prepare and serve 2,000 meals to community members. The renovated commercial-grade kitchen now has the capacity to meet daily needs and support this civic tradition.

SUSTAINABLE & ENERGY EFFICIENT Station No. 1's mechanical systems were replaced with energy-efficient units. Energy-efficient ventilation, LED lighting combined with natural light and ventilation creates a comfortable, welcoming environment. The high-performing systems and improvements to the building envelope, walls and roof enable the building to meet LEED certification standards.

CLIENT
Elk Grove Village

SIZE
Station No. 8: 20,660 sf
Station No. 10: 15,281 sf

COMPLETED
05/2019

PROJECT COST
Station No. 8: $11M
Station No. 10: $6.9M

DELIVERY METHOD
Design / Build

PROJECT TYPE
New

KEY TEAM MEMBERS
A. Jasek
J. Estes
E. Cerny
R. Porter
S. Welter
R. Lee

REFERENCE
Mr. Richard J. Mikel
Fire Chief
847.734.8000
rmikel@elkgrove.org

Visual Symbols of Civic Pride to the Community

ELK GROVE FIRE STATIONS NO. 8 & NO.10

Fire Station 8, located in a major business park, combines two outmoded stations into a new station. Fire Station 10 replaces an older facility and is sited on a busy thoroughfare, providing a visible symbol of civic pride to the community. Both stations have 4 apparatus bays to house fire trucks and other vehicles.

DECONTAMINATION AREAS Fire personnel safety is top priority for Elk Grove Village. The new stations have self-contained decontamination areas that contain toxins when personnel return from fires. The "hot-zone" areas include extraction equipment, laundry, shower and custom-made saunas with infrared heat and stationary bikes so that fire fighters can quickly sweat off harmful toxins.

TRAINING & STORAGE Station 8 features a large training tower behind the station that's equipped with "burn props" used to simulate different fire scenarios.

Stations 10's tower, used to hang hoses, bridges the apparatus bay and work/living quarters providing a unified sense of scale for the entire facility. Both stations include training rooms that are used for community meetings.

WORK-LIFE BALANCE Maintaining work-life balance poses unique challenges for fire fighters who often spend 72-hour continuous cycles at the station. The living quarters at both stations include comfortable seating with tables so that personnel can spend time with their families. Expanded bar-height counters in the kitchen/dining areas promote casual conversation and camaraderie.

CLIENT
Village of Gurnee FD

SIZE
15,920 sf

COMPLETED
08/2021 (e)

PROJECT COST
$5.8M (e)

DELIVERY METHOD
Design / Bid / Build

PROJECT TYPE
New

KEY TEAM MEMBERS
A. Jasek
J. Estes
R. Porter
S. Welter

REFERENCE
Mr. John Kavanagh
Fire Chief
847.244.8631
JohnK@fire.gurnee.il.us

Growing Community Strengthens Fire Protection

GURNEE FIRE DEPARTMENT STATION NO. 3

The Gurnee Fire Department is strengthening its capacity with the addition of Fire Station No. 3. The need for faster response times in an expanded coverage area (which includes the Warren-Waukegan Fire Protection District) created the impetus for this new facility.

Fire Station No. 3 is adjacent to a commercial/industrial area with storm water detention provided and major utilities located on the site perimeter. The station's exterior features metal siding to blend in with nearby buildings.

DESIGN REFLECTS OPERATING NEEDS FGMA consulted closely with Village and Fire Department personnel to understand their operating needs. Four 1-1/2-Deep Apparatus Bays provide ample room for equipment; a hose tower; turnout gear lockers; storage, laundry and decon space; as well as a work area with a counter.

The station's interior emphasizes abundant natural daylight with a neutral/gray toned color palette amplified by "pops of red" throughout. Station No. 3 workspace includes offices, a conference room and a multi-purpose room used for training, daily shift updates and assignments.

Branding elements, including the FD logo, are embedded in wall coverings throughout the station to emphasize civic pride.

A RESIDENTIAL FEEL Design of the living quarters emphasizes a residential feel and open plan concept. Accent walls are strategically placed to separate the work/living space and to distinguish different components of the living quarters.

The Day Room includes reclining chairs arranged in an arc with carpet tile used to emphasize the residential purpose of the space. The kitchen/dining area has quartz countertops, wood-toned plastic laminate cabinets with decorative hardware and a large table with comfortable seating.

The sleep quarters include 8 private rooms with bunks and nightstands. Three private restrooms include showers, sinks/ counters, and toilets.

CLIENT
Elgin FD

SIZE
10,465 sf

COMPLETED
07/2005

PROJECT COST
$2.3M

DELIVERY METHOD
Construction Management

PROJECT TYPE
New

KEY TEAM MEMBERS
A. Jasek
J. Estes
S. Welter

AWARDS
Illinois Indiana Masonry Council, Excellence in Masonry Design, Gold Award, Craftsmanship

Fire Chief Magazine Station Style Awards, Silver Award, Satellite Department

REFERENCE
Mr. Michael Falese
Retired Fire Chief
224.242.6310
mikefalese@bluepointalert.com

Revitalized Downtown Spurs Need for Station

STATION NO. 6

In 1904, the City of Elgin had five fire stations. During the last hundred years, five stations were relocated and rebuilt in various locations, but no additional stations were added. Computer technology and a thorough risk assessment study were used to analyze the fire department's response times, which determined the need for the new station.

FGMA was commissioned to design Station No. 6 in 2004. The new station is located near Elgin's revitalized riverfront and downtown area. Placed in a residential area with an elementary school, the station serves both the neighborhood, the nearby city river boat and downtown attractions.

"We wanted the station to match the residential area and grade school, which has beautiful arched doors. FGMA did an outstanding job of capturing the flavor of the neighborhood."
Michael Falese
Retired Chief, Elgin FD

The primary design challenge was the long, narrow site. FGMA configured Station No. 6 with three, back-in bays to allow for a less obtrusive station complementary to the character and scale of its residential surroundings. The station's exterior features two types of brick and a cast stone base. A striking, two-story stone tower with large windows provides the focal point of the station's façade.

The station includes a dedicated sleeping area for ten with men's and women's lockers and showers, as well as a dayroom, a kitchen with high-end appliances, a covered patio, a training room for 24, a work room and a small engine storage room. The emergency generator is located inside to minimize disturbance to the station's neighbors.

CLIENT
Elgin FD

SIZE
20,885 sf

COMPLETED
05/2008

PROJECT COST
$4.2M

DELIVERY METHOD
CM at Risk

PROJECT TYPE
New

KEY TEAM MEMBERS
A. Jasek
J. Estes
S. Welter

REFERENCE
Mr. Michael Falese
Retired Fire Chief
224.242.6310
mikefalese@bluepointalert.com

Response Times Improve in Under Served Area

STATION NO. 7

After a successful partnership on the design of the new Satellite Station No. 6, FGMA again teamed up with the City of Elgin to design Satellite Station No. 7.

The new 20,885 sf satellite station serves the growing west side of the city, which was previously underserved. With much success, the new station has cut response times in half for the department.

Designed in prairie style architecture with its characteristic low-pitched roof, strong lines and ribbons of horizontal windows, the station quietly evolves into contemporary times and harmonizes with the surrounding neighborhoods. The exterior features tri-color brick that contrasts a large corner window and bay arches. Complementing the natural exterior, the kitchen hosts oak cabinets, accented walls and olivine floor tiles, providing a modern and comfortable environment for the firefighters.

Unique challenges to this project were to blend the functions of a maintenance facility and a fire station. The maintenance bays were programmed at 25 feet high in order to provide clearance for a fully projected ladder.

The bays were equipped with full fluid systems, a five-ton hoist jib crane, full parts storage, mobile lifts and office space adjacent to the maintenance bays. The station is equipped with both the staff and the necessary tools to repair everything from engines and trucks to small tools.

Incorporating sustainable design elements was a priority for this project. Environmentally friendly elements include light sensors, recycled steel for building's beams, recycled glass for windows, recycled material for ceiling tiles, high efficiency HVAC equipment and water heaters. Radiant floor heating runs through the fire and maintenance bays providing a more economical option of heating the facility.

CLIENT
Lockport Township FPD

SIZE
30,000 sf

COMPLETED
02/2009

PROJECT COST
$6.7M

DELIVERY METHOD
CM Advisor

PROJECT TYPE
New

KEY TEAM MEMBERS
A. Jasek
J. Estes
S. Welter

REFERENCE
Mr. Frank Blaskey
Deputy Chief
815.838.3287
fblaskey@lockportfire.org

Headquarters Brings All Functions Under One Roof

HEADQUARTERS STATION NO. 6

After designing Lockport Township's three Satellite Stations, No. 3, No. 4 and No. 5, FGMA designed Station No. 6, Lockport Township's headquarters station. Lockport Township FPD, in existence for over 100 years, built a new headquarters station to reflect the district's rich history and provide a home for its future leaders.

A unique intergovernmental agreement between the Park District and the FPD created a win-win situation. The FPD purchased land from the park district, built a needed road to a park district soccer field and the two groups share the FPD parking lot.

The new station, located in the geographic center of the district, brings all administrative functions under one roof after they were scattered among different stations in recent years due to rapid growth. The station accommodates eight firefighters and a battalion chief. The apparatus bay features specialized airport rescue equipment and a maintenance area.

The design and material selection provides a contextual continuation for the Prairie Bluff Park and Golf Course / Clubhouse next door. The Lewis University airport, located across the street, required coordination with the Federal Aviation Authority. The presence of the endangered Hines Emerald Dragonfly required water conservation practices through landscape design and detention.

Visitors are greeted by a museum display which includes FPD memorabilia and items on loan from families of firefighters proudly displayed in the open two-story lobby which includes a reproduction of the original 1895 firehouse.

CLIENT
Beecher FPD

SIZE
14,400 sf

COMPLETED
2021 (e)

PROJECT COST
$3.75M (e)

DELIVERY METHOD
CM at Risk

PROJECT TYPE
Addition / Renovation

KEY TEAM MEMBERS
A. Jasek
J. Estes
B. Meade
E. Cerny
R. Porter

REFERENCE
Mr. Joseph Falaschetti
Fire Chief
708.946.6585
jfalaschetti@beecherfire.org

Enhanced & Expanded for the Future

BEECHER FPD ADDITION & RENOVATION

The Beecher Fire Protection District serves a significant portion of Will County, located south of Chicago. Fire protection and EMS services are provided from a single station that also houses District personnel.

FGMA's transformation of this station house illustrates what can be achieved by bringing imaginative design and deliberate decision-making to bear on fiscal and property constraints.

SPACE & SITE CHALLENGES In 2018, FGMA conducted a facilities study to help the Beecher FPD address space challenges related to their transition to shifted staffing as well as changes in fire protection standards. Beecher FPD's need for an expanded facility was complicated by site constraints and the adjacency of its property to a flood plain.

In partnership with Beecher FPD leaders, FGMA's designers made a compelling case for a two-part building addition and complete renovation of the existing facility. The work is underway with a scheduled completion in early 2021.

EXPANDED EMS CAPACITY One part of the addition will create a new apparatus bay to house an ambulance and expanded EMS/medical equipment. The new bay will provide needed space for the proper separation of turnout gear and generally improve support base functions to meet current fire and NFPA standards.

IMPROVED LIVE-WORK SPACE Another addition to the rear of the building will improve the live-work space for firefighters and EMS personnel with new sleeping quarters and a combined Day Room/Kitchen-Dining area. The existing building will be completely renovated to provide sufficient office space for District administrative staff; a dedicated fitness room and a separate meeting space that can be used for training as well as community gatherings.

ENHANCED CIVIC PRIDE Beecher FPD will have a beautiful new plaza that features a time capsule previously buried in a nearby embankment and prominent display of a 9/11 memorial with steel from the fallen World Trade Center. The public will use a new secure entry that is prominently visible from the street and opens into an inviting lobby area.

CLIENT
Tinley Park FD

SIZE
9,430 sf
4,500 sf basement

COMPLETED
06/2020

PROJECT COST
$5.3M

DELIVERY METHOD
CM at Risk

PROJECT TYPE
New

Key Team Members
A. Jasek
J. Estes
B. Cerny
R. Porter
S. Welter

REFERENCE
Mr. Steve Klotz
Interim Fire Chief
708.444.5200
sklotz@tinleypark.org

A New Station to Meet 21st Century Needs

STATION NO. 47

Fire Station No. 47 is a replacement station for an outmoded facility, designed to serve the needs of a professional, shifted fire protection service. The new station is located on the same site as the old to maintain response times for its service area. Its enlarged size (double that of the old station) posed design challenges and required the use of every set back available.

The station's exterior with a brick veneer blends into the surrounding residential neighborhood and provides a welcoming entrance to the Village's main park. A basement was added to provide sufficient storage space for the Fire Department and to serve larger Village needs.

The new station is expanded from two to three apparatus bays to house additional vehicles and equipment. A designated area in the apparatus bays is designed to serve as a storm shelter when needed.

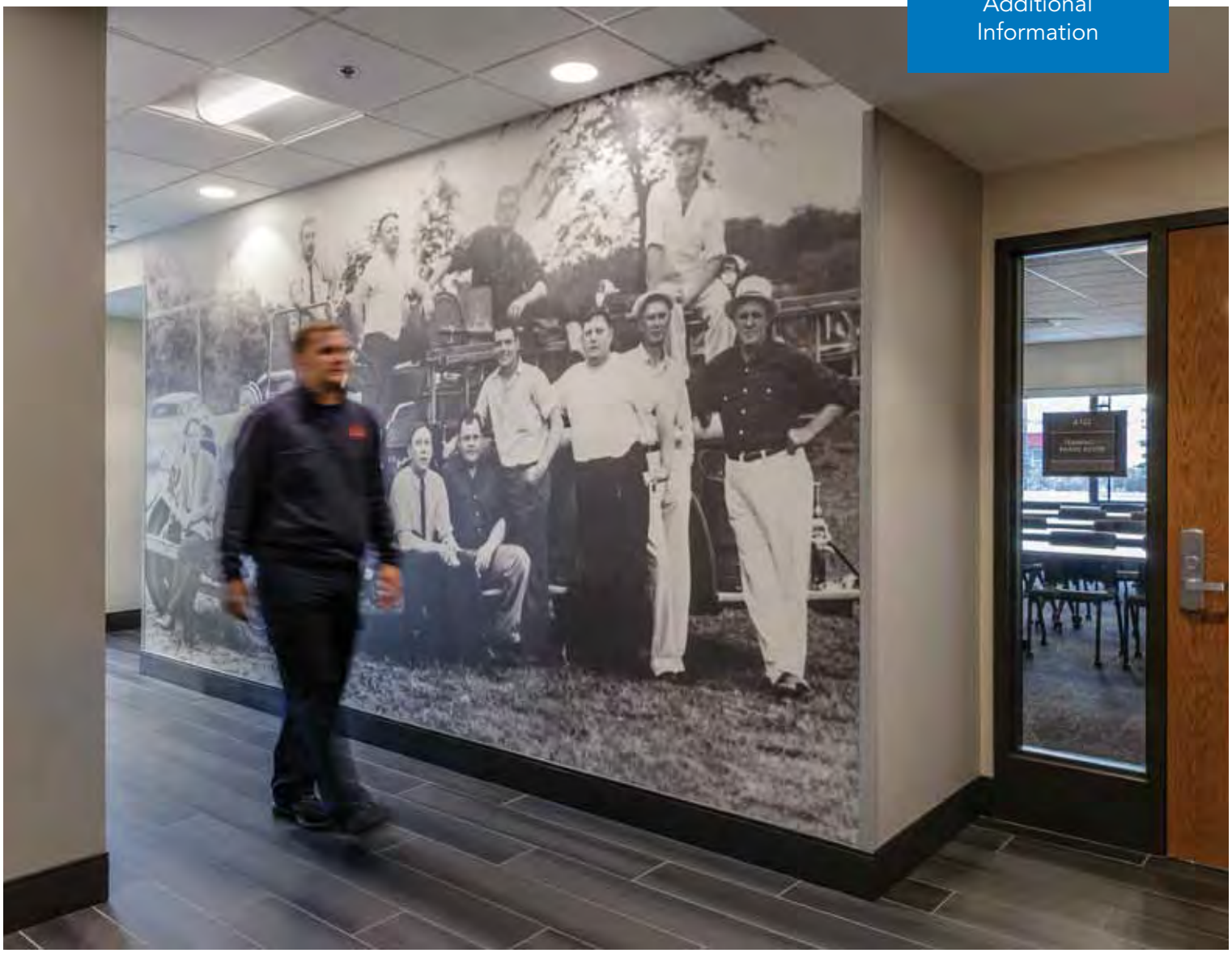
The live-work functionality of the station includes offices as well as a Great Room with ample space for kitchen, dining and relaxation activities. A fitness room replaces the old fitness space which was squeezed between vehicles in the apparatus bay.

Six sleeping quarters include bunks separated by full height partitions to enhance sound and light quality. A separate sleep and office space is available for the officer on duty.

The station's interior features a clean, modern design with warm colors and ample daylight to support productivity and fire fighter's well-being.

SECTION 8

Additional Information



Station Furnishings: Creating Your Home Away from Home

Louise Kowalczyk and Raegan Porter discuss how furniture design can create a more relaxed atmosphere while bringing crews together.

Elburn and Countryside Fire Protection District (ECFPD) in Elburn, Illinois, is a district built on tradition and history, like much of the fire service. When Assistant Chief Tate Haley was tasked with the assignment of building a new headquarters fire station, he took the project seriously and did his research. He wanted to build a state-of-the-art building that would address the needs of the future, not just the issues of the moment. This was accomplished through innovative design of the entire building. The first hurdle was already overcome because Haley understood the holistic approach to design, which includes the architecture, the interiors, and the furnishings all working together to form a cohesive solution.

Some of the challenges most departments face these days are solved through new furniture solutions making the fire station more functional and flexible, creating an environment that welcomes anyone visiting and increases the well-being of the staff.

Haley's goal was to address many of the common challenges faced by today's fire departments:

- Ensuring life cycle and durability
- Making visitors feel welcome
- Finding the proper desking solution
- Fostering communication and camaraderie
- Integration of technology
- Reducing the stress level of staff and increasing well being
- Creating multi-functional spaces

Article appeared on Firehouse.com, October 2016

Through close collaboration with FGMA and a tour of the Merchandise Mart in Chicago, Haley quickly realized how furniture is truly an integral part of design and how it can help solve many issues. Furniture manufacturers are a large driver of overall design. They invest a lot of time and energy into research to figure out how humans work, behave, and what can be done to make us more efficient, and happier and healthier in the workplace.

All that being said, it can be an exciting, yet daunting task to furnish a new building, or upgrade an existing facility. So where should one start? It is important to incorporate furniture design from the very beginning stages of design. It is not so much that you have to know the specific piece of furniture that will be used, but knowing the layout, intended uses for the space, and the tasks that will be performed in the space are very important. For example, if you are planning a space to accommodate four employees, they may not all require the same amount of space. Some may require a private office, while others may be able to perform their duties in an open workstation, which uses less space and offers more flexibility. In Haley's case, he had already done this step in the planning stages of the building design.

LIFE CYCLE AND DURABILITY

Once ready to begin the actual furniture selections, one of the first things to consider is life cycle. Due to the 24/7 nature of a fire station, wear and tear is much different than that of a corporate office or home. So it is critical to understand the difference between residential-grade furniture and commercial-grade furniture. It is extremely important to make sure the furniture purchased will last and hold up to the rigor of a 24/7 facility. Firefighters work a 24-hour shift, in the furniture world that equates to three eight-hour shifts. One mistake often made, is taking a manufacturer's 24/7 product at face value. It is important to read and understand the warranties. A chair might be designated 24/7, but not meet the needed requirements. Often times chairs designated as 24/7 don't support three shifts or the warranty is pro-rated to make it much shorter than originally stated. Warranties for some chairs are void for three shifts all together. You should also be aware all chairs have weight limits, so making sure it is sufficient is important. Finding furniture with a warranty that supports three shifts and a weight rating that is sufficient for the end user is extremely important for a long life cycle.

MAKING VISITORS FEEL WELCOME

In any public building, it is important to make visitors feel welcome the minute they walk in the door. It is especially important in a community building like ECFPD. Space is always at a premium, so being creative with solutions to address more than one problem in any given area is critical. Haley started with creative furniture solutions right as you walk in the door. Lounge chairs welcome you as you enter. Red upholstery adds a pop of color with a fun pattern inviting anyone that visits the station to be comfortable as they wait. Power is conveniently located nearby so visitors can plug in and work while waiting. Through the glass door at the end of the lobby is a conference room for impromptu meetings between staff or with visitors. The conference room doubles as a walk-in EMS room, equipped with a sofa with highly stain-resistant fabric, for taking blood pressure, or for anyone walking in with an emergency needing to lay down while a gurney is prepared. A wardrobe cabinet with a break-away lock for easy access during emergencies is also located in the space to house supplies, but is in keeping with the overall décor.

While working on the office furniture selections, Haley evaluated his team and how they worked. Two challenges were discovered. The first was some people are more "pilers" than "filers". To translate some pile papers up on their desk in stacks, while others file them away neatly. The second was the ever-increasing challenge of having focused meetings in the office. Finding a desk solution to provide a myriad of different ways to neatly organize piles right at their fingertips was important. The solution for the first challenge was to drop the return along the wall to a lower height to allow there to be more area to hide piles. Storage and display was also important, allowing staff to show off memorabilia in an artful way while still being able to store binders and books. All while keeping the office neat and not feeling confined.

The solution for the second challenge was found while visiting the Chicago Merchandise Mart. In today's world, we are so overloaded with distracting emails, phone calls, text messages and questions. Your work environment is and should be a high priority. Statistically, 87 percent of employees can't work in a small group without being easily distracted, and or, interrupted. On average, we are interrupted every 11 minutes and it takes us 23 minutes to return to complete focus. So it was very important to create areas that would encourage communication in a comfortable way and help the team stay engaged. One of the first things integrated was the unique chairs around the conference table. They are a hybrid between a lounge chair and a conference chair. This chair allows you to comfortably sit while meeting with a team, almost as if you are in a lounge chair while maintaining a good posture. This encourages you to truly step away from your desk, and some of those distractions, and be more fully engaged for a small meeting.

FOSTERING COMMUNICATION AND CAMARADERIE

Haley also knew engagement and communication was important to foster. His goal was for everyone to live as one and be a part of the team, whether you are volunteer, or career. One furniture solution successful in encouraging this is the high-top table in the administrative break room, acting much like your kitchen island at home. It provides a place to gather and offers the opportunity for spontaneous conversation, really integrating everyone. The lounge seating in the space helps to make it a comfortable environment where everyone wants to hang out, making it a hub of activity.

It encourages everyone to take a break at lunch or throughout the day and can make serendipitous conversation and communication happen that normally wouldn't have. This relaxed environment increases productivity, the well-being of the staff, and helps everyone feel like one team.

INTEGRATION OF TECHNOLOGY

With technology always evolving, it was important to provide furniture solutions to easily adapt and evolve with new technology. The conference tables were an obvious place for this to happen. Power and data is located in the middle of the table, allowing anyone to plug in to the wall monitors or to charge a device. However, even more important to Haley, was the Shift Office. His goal here was, again, to increase communication and camaraderie. He loved the solution of the long high-top, media table.

At 42" high, it puts the team seated at it just below eye level and creates a slightly less formal meeting space. It encourages and invites anyone walking by to join in on the conversation. It was the right opportunity to provide a space where the team could have shift meetings together each morning with coffee and review for the day ahead. It is also a place, in the event of an emergency, or during the morning review, where schedules, maps or any myriad of information can easily be put on the screen from a laptop or tablet with just a USB that plugs in. Power was integrated into the wall just above the table, making it easy to charge any device. To the right of the table is a large white board where notes or information is posted. With all the furniture solutions integrated into this space it creates a multi-faceted space that increases communication.

REDUCING THE STRESS LEVEL AND INCREASING WELL BEING

Research shows 85 percent of people in the workforce don't feel relaxed or calm while at work. This is concerning for all industries. However, firefighters are first responders and are generally at work for a 24-hour shift. It was important to create places and environments they could relax in, helping with their physical, emotional and cognitive well-being. Creating different zones in the dayroom really helped with this. The four high-back lounge chairs at one end of the dayroom provide an alternative to the typical recliners. The chair allows for different postures and sitting styles including the favorite, "one leg over the arm of the chair." The chairs also have a return swivel, so while you are seated you can turn in the chair, but when you get up the chair will automatically return to its front position keeping the room looking neat.

These different groupings allow and encourage someone to watch TV and others to hang out with family or read while being in the same room, as opposed to being in their individual bunk rooms. Haley really wanted to provide space where staff could bring in family during down time. Making the station inviting and a place where everyone wants to be.

Adjacent to the kitchen is the dining area with two large dining tables made with locally reclaimed wood. It was important to provide enough room, not only for the entire shift of firefighters, but to allow family to join in for a meal. These tables can be joined together as one large table and are also symbolic of how the firefighters and EMS staff used to be separate and now are together as one unit.

CREATING MULTI-FUNCTIONAL SPACES

Community is important to ECFPD within their own team and in the whole town. Having a flexible training room that can be reconfigured for community meetings, classes and board meetings was essential. Haley encourages the community to use the meeting room, as well. The tables and chairs easily flip and nest to be moved to the side. The tables can also be re-configured to create a U-shape table arrangement for board meetings. Because ergonomics are important for long meetings and training sessions, the chair selected has a flexible back with mesh allowing it to breathe.

Adjacent to the Community Room is the Public Education Room where kids can come to learn about being firefighters. The room is equipped with fun stools that wobble to increase their cognitive skills and kid-size gear lockers, so kids can dress up and play firefighter. This is a great amenity for ECFPD and the community as it provides a permanent set up, with the ability to spill out into the lower level lobby for additional displays and educational tools.

Incorporating furniture selections at the very beginning stages of planning is key to a holistic approach to design. Furniture and finishes that fit the look of a facility and the culture of an organization create a unified environment that supports the operation and allows them to fulfill their mission. Even in an existing facility, upgrading furnishings can improve a department's operations.

It is clear Haley incorporated many innovative furniture solutions into the design of the new facility to address the needs of ECFPD both today and into the future. In so doing, he has improved the communication within his team, increased their well-being and created a place for the community to gather and connect. The solutions have reinforced operation through furnishings and fostered the brotherhood that runs strongly through the fire service. The engagement and sense of pride that this new facility instills in ECFPD truly shows.

Station Design Supplement: Commercial Furniture 101

Raegan Porter shares key factors for researching and procuring commercial furniture.

It is a unique opportunity for a chief to oversee building a new fire station, which generally involves a designer to help outfit the station with new furniture. There are several important factors to consider before purchasing furniture, perhaps the most important being the difference between residential and commercial furniture (aka contract furniture). Fortunately, whether the furniture is for a new station, renovation or a single room, the process is the same. When ordering commercial furniture, you will have to specify the parts and pieces. This specification process will help ensure that you are getting durable furniture that will stand the test of time. Let's review a series of questions to explore the ins and outs of commercial furniture.

Article appeared on Firehouse.com, May 2018

WHAT IS THE DIFFERENCE BETWEEN RESIDENTIAL FURNITURE AND COMMERCIAL FURNITURE?

Research shows that the average American spends more time at their job then eating, sleeping or with their families. Because of the sheer volume of time spent in the "office," commercial furniture has to be built to a much higher standard than the furniture we put in our homes. As such, commercial furniture is what belongs in the workplace. Unfortunately, a common pitfall I see is purchasing residential furniture over commercial furniture because of the cost savings. But there is a big difference between residential and commercial furniture, and facilities that operate on a 24/7, three-shift schedule require commercial furniture.

It is vital to know where to find commercial furniture, as only a few companies sell both residential and commercial furniture. The designer will choose the appropriate company because each business identifies itself differently. The name of the business will not always indicate the type of furniture it sells.

For example, there are the West Elm retail stores, but there are also West Elm Workspace stores, which have commercial or contract furniture. Another example would be La-Z-Boy, which also has a commercial furniture line called La-Z-Boy contract furniture or KNU Contract.

The commercial furniture industry has a "governing" body called the Business and Institutional Furniture Manufacturer Association (BIFMA). It is a not-for-profit organization that has been around since 1973. They assess the comfort, safety and durability of commercial furniture. Residential furniture companies do not have their furniture tested to meet the BIFMA standards. The American National Standard Institute (ANSI) provides the accreditation for BIFMA. This organization comes up with the testing standards for products to protect the public.

WHAT ARE THE DIFFERENT WAYS TO PROCURE COMMERCIAL FURNITURE?

There are a few different ways to purchase commercial furniture. One easy way is off of state and government purchasing agreements. Agreements such as General Services Administration (GSA), National Joint Powers Alliance (NJPA) or the Cooperative Purchasing Network (TCPN) are a good place to start for commercial furniture purchases.

These agreements have been pre-bid to allow government agencies the ability to buy off of and receive competitively priced furniture. The only wildcard is installation, which is easily bid out.

The second way to purchase commercial furniture is by bidding it out. Bidding out is a very time-consuming process, and it does not allow you as much control as buying off of an agreement. You also need to keep in mind that you might be dealing with multiple dealers in the end, so if something were to break or you need maintenance on something, you will need to reach out to the correct dealer.

HOW DO I KNOW IF I AM GETTING SOMETHING THAT IS DURABLE?

Commercial furniture must be purchased through a furniture dealer or manufacturer's rep. Do not purchase commercial furniture off the Internet. The industry has been set up this way for many years. However, reading and understanding the warranties is always important when buying furniture, especially for a 24/7 facility. It is important to know that even though a company and/or product may be commercial or for contract use, it still might not have a warranty that covers a 24/7, multiple-shift facility. So it is important to read or ask for products that have a warranty to cover the heavy use that a multiple-shift facility will endure. It is also important to understand that the warranty does not always cover the whole chair; it may only cover the parts and pieces. The fabric will then have a different warranty. Warranties do not cover abuse or misuse of the product, or failure from normal wear and tear.

HOW DO I NARROW DOWN MY SEARCH?

Some key things to look for to narrow down the search:

- At least 300-lb. weight capacity
- Meets or exceeds ANSI/ BIFMA standards
- Warranty coverage for multi-shift (24/7) applications
- Fabric should meet CAL 133 (flammable retardant/ resistance)
- Wyzenbeck fabric durability test (look for 100,000 double rubs or more)

WHY ARE THERE SO MANY SELECTIONS FOR ONE PIECE OF FURNITURE?

The number of selections for a simple task chair can be overwhelming, let alone a whole room of furniture. However, it is no different from buying a car and making the choice that works for you. Commercial furniture is not something that manufacturers have in stock; it is all made to order.

When outfitting workstations for an office, make sure that the employees back isn't to the door or walkway.

Let's take the task chair as an example and say we have found a chair that meets all the above requirements. Now, I need to make several choices:

- *Mesh back vs. upholstered back:* The type of backing is an aesthetic and personal preference. With a mesh back, it tends to be cooler while sitting in a chair for an extended period. The key is to make sure that there is lumbar support.
- *High back vs. mid-back:* This is an aesthetic and personal preference. Consider the height of those who may be sitting in the chairs. If they are 6 feet tall and above, the high back may be best.

- *Fixed arms vs. adjustable arms or no arms:* We are all different sizes, so to have this flexibility for ergonomics is critical. Having this adjustability also helps with the longevity of the furniture. When someone first sits in their task chair, they adjust the height to fit their body. It is helpful to have the ability to change the arms to fit their body so that when pushing in the chair, the arms do not hit the desk or table and damage the edges. Depending on how often you need to move around or how you wear your radios, it may be helpful to have no arms.
- *Seat depth adjustment or none:* Again, with everyone being different heights, it is imperative that the ability to adjust the depth of the seat, so that the edge of the seat hits just behind the knee joint with your thighs parallel to the floor.
- *Hard casters or soft casters:* Casters are all about the ease in how the chairs move. Different flooring surfaces require different caster types. If the chair will be on carpet, it is important to have hard casters for the ease of movement. If the chair will be on a hard flooring surface, it is important to have soft casters so that there is a more controlled movement with the chair.

WHAT ARE THE HEALTH FACTORS TO CONSIDER?

Basic ergonomics in a task chair is a given today. However, adding a sit-to-stand desk, walking station or a bike station goes a long way in the health of your employees.

Of course, there are many different—and deeper—layers to health in the workplace today. The Well Building Standard is a system to help guide the design, uses and behaviors within the work environment to improve the health and well-being of its occupants. It looks at air quality and levels of volatile organic compounds (VOCs), which are linked to cancer and other health issues. VOCs affect our cardiovascular system, nervous system, respiratory and immune system. This evaluation is important because VOC levels can be five times higher indoors than outdoors. Designers will look at several station elements for these reductions, including interior paints and coatings, interior adhesives and sealants, flooring, insulation, and furniture and furnishings.

Most commercial furniture is held to the higher testing standards below, and should be tested by these standards:

- ANSI/BIFMA e3-2011 Furniture Sustainability Standard (Sections 7.6.1 and 7.6.2), tested by ANSI/BIFMA Standard Method M7.1-2011
- California Department of Public Health (CDPH) Standard Method v1.1-2010

The Well Building Standard also looks at how environments affect our mental wellbeing. One simple but notable example is when outfitting workstations for an office, make sure that the employees back isn't to the door or walkway. As humans, we feel most in control and safe when our backs are up against a wall, allowing us to see what is coming. You can trace this over thousands of years with human behavior.

It is also important to research the manufacturer whose products you wish to purchase. What type of materials do they use? How much off-gassing will the products have? Are the surfaces anti-microbial? Are they easy to clean? Material quality is a small part of a broader topic, but each manufacturer will have answers to these questions.

IS THERE AN ADDED BENEFIT OF HAVING A DESIGNER HELP?

There are many benefits to having a designer assist on furniture projects. First, they know all the details, yet are looking at the overall larger picture. One example of this is the designer will coordinate the electrical with the furniture, and make sure the overall design and finishes are functional for the application. Finishes are not just about the "look"; they are really about the durability and how it will function in a space. For example, stainless steel sounds like great material for durability, but it is loud. Designers can help with layouts and space planning while explaining how it will impact your operations. They can also bring samples out or take you to a nearby showroom.

IN SUM

As you can see, there is a lot of testing and standards that go into contract furniture. These tests and standards help protect the health and well-being of people in the workplace. Commercial furniture is costlier than what you might buy from a website or a residential manufacturer; however, the added value that you receive in durability, longevity and safety is well worth it, just like the old saying "you get what you pay for." It is also important to keep in mind that furniture can truly influence the culture and operations of the station. Often there is a furniture solution that can influence a culture shift that will help solve the issue.

Need some advice but not quite ready to move forward with your building project? FGMA can help.

Most Fire Chiefs/Administrators/Board Members will be part of a building project once or twice in their careers.

Our experience shows that the most successful projects include solid pre-planning. FGMA offers many pre-planning options to help Fire Service Agencies from start to finish.

We live and breathe fire service projects.

OPTION 1

If you have general questions about the building process, we are available to meet with you to learn about your project and offer lessons learned and best practices. There is no charge for this meeting; we simply request that you consider FGMA when you are ready for the Architectural Selection Process.

HOW LARGE A SITE DO I NEED?

WHAT TYPE OF SITE WOULD BE BEST SUITED FOR MY PROJECT?

I'VE SEEN A BUILDING THAT I THINK COULD BE CONVERTED?

HOW DO I CONFIRM THIS BUILDING WILL WORK?

CAN YOU WALK ME THROUGH A TYPICAL ARCHITECTURAL SELECTION PROCESS INCLUDING STEPS AND TIMELINE?

CAN YOU HELP ME DEVELOP A REQUEST FOR QUALIFICATIONS?

HOW MUCH SHOULD I BUDGET FOR THE PROJECT?

WHAT ARE THE DESIGN AND CONSTRUCTION DELIVERY OPTIONS AND WHAT ARE THE DIFFERENCES BETWEEN CONSTRUCTION MANAGEMENT, DESIGN/BUILD AND DESIGN/BID/BUILD?

OPTION 2

You may have a specific pre-planning service requiring the services of a fire service architect. FGMA can provide you with a fee proposal for the following services.

- SITE SELECTION & ANALYSIS
- MASTER SITE PLANNING
- SPACE NEEDS STUDIES
- COST ESTIMATING
- EXISTING BUILDING CONDITION ANALYSIS
- VISION & PROJECT GOAL SETTING
- REFERENDUM ASSISTANCE
- PRELIMINARY CONCEPTUAL SITE PLAN, FLOOR PLAN AND COLORED RENDERING
- 3D FLY-AROUND AND THROUGH BUILDING VIDEO

300+ FIRE SERVICE PROJECTS

144+ FIRE STATION STUDIES

100+ NEW FIRE STATIONS

60+ RENOVATED FIRE STATIONS

120+ FIRE SERVICE CLIENTS

ABOUT FGMA

Designing a fire service facility is serious business. First responders put their lives at risk to protect our communities and FGMA makes sure they have the facilities and tools they need.

We offer our clients a unique and tireless understanding of the fire service as it exists today and will become tomorrow. By designing stations that help impact the reduction of response times, provide a safe and healthy environment for firefighters and serve as a "home" for firefighters on duty, FGMA helps you realize your goal of saving lives.

Helping you plan for the future is critical to the process. Our participation in fire service goes beyond station design—we are helping you look ahead to what you will need in the future and how fire service facilities and practices will evolve.

At FGMA, we call ourselves a "community-based" architecture firm. That is, our practice is dedicated to enhancing communities though environments that make up the landscape of our daily lives. **Over our 70-year history as a business—and through work with countless municipalities and fire protection districts—we have honed a set of values that have at their core commitment, integrity and people.** These guide everything we do.

FIRE SERVICE PARTNERS

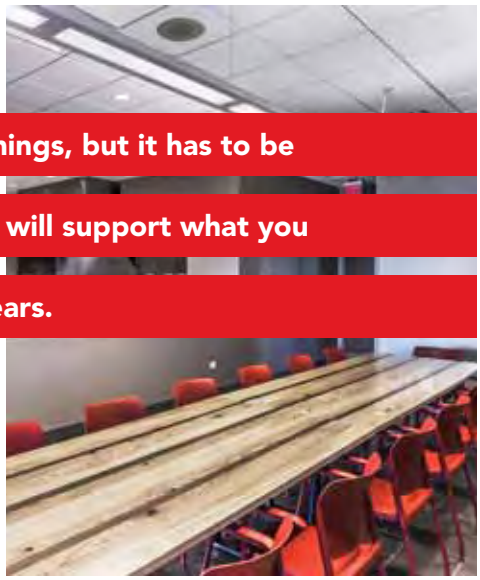
We view all fire service capital projects from a strategic perspective to evaluate our clients' needs, desires and goals, so we can take our clients' departments to the next level of excellence. **We believe that project success requires strong partnerships.**

Fire Station Pre-Planning Guide

Good architecture can achieve many things, but it has to be built first. What we propose for today will support what you need tomorrow and for the next 50 years.

FIRE SERVICE DESIGN

For our fire clients, we understand decreasing response times, regulations for hazmat materials, firefighter health and safety and **creating a comfortable "home" within each station.**



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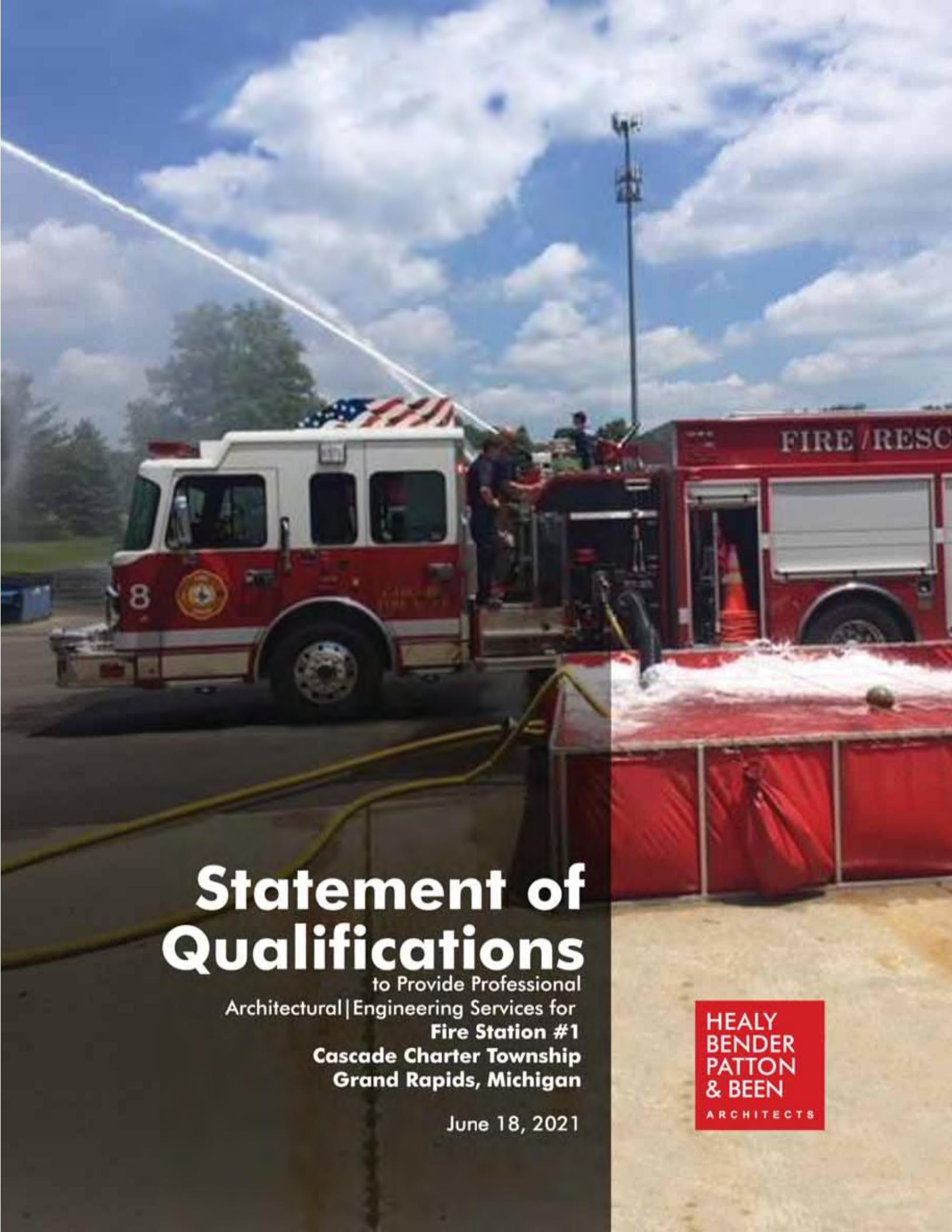

Statement of Qualifications

to Provide Professional
Architectural | Engineering Services for
Fire Station #1
Cascade Charter Township
Grand Rapids, Michigan

June 18, 2021

HEALY
BENDER
PATTON
& BEEN
ARCHITECTS

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HEALY BENDER PATTON & BEEN ARCHITECTS

CONTACT SHEET

HEALY BENDER PATTON & BEEN
ARCHITECTS

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Architectural | Engineering Services

HEALY BENDER PATTON & BEEN ARCHITECTS (HBPB)

In order to achieve a successful CASCADE Charter Township fire station project, you will need to assemble competent, experienced, and proactive team members. The best results are produced in a transparent and collaborative environment where each team member is specifically selected based on their background, knowledge, and willingness to work as part of the team.

HBPB will help you move forward confidently by identifying/coordinating your needs, listening to your vision, and working with Chief Magers and your CCTFD personnel to develop your unique facility. The HBPB design team will assure your facility is operationally efficient and meets your specific needs while responding to the most current and trending issues in firehouse design.

Our HBPB team is eager to apply our fire station design expertise to your new Cascade Township Fire Station #1 project, while providing you with a very positive project experience. On behalf of our team, we would like to thank you for the opportunity to submit our qualifications.

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BUSINESS ORGANIZATION

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Firm History

HEALY BENDER PATTON & BEEN ARCHITECTS (HBPB) is a continuation of organizations engaged in the practice of architecture and planning since 1935. Our early projects were community-based facilities including police stations, fire stations, courthouses, libraries, schools, and places of worship. The firm grew as a civic facility specialist in the 1950s and by the 1990s had grown to more than a dozen professionals.

In the mid-2000s, our practice grew and HBPB were at the forefront of design for hundreds of millions of dollars worth of public facilities as the suburban and rural areas of Western Chicago grew exponentially.

Organizational Structure

HBPB is a Type-S Corporation, incorporated under the laws of the State of Illinois. We maintain an excellent credit rating and history of financial performance. The Firm is wholly-owned by four principals:

David G. Patton, AIA, LEED AP BD+C
President | Principal-In-Charge
Director of Production & Construction Administration

Jacob A. Been, AIA, LEED AP BD+C
Vice President | Principal-In-Charge
Director of Design and Business Development

Clifford A. Bender, AIA
Vice President | Principal
Vice-Director of Design

David A. Healy, AIA
Principal
Chairman and Treasurer

BUSINESS ORGANIZATION

Civil Engineering Consultant

RTM Engineering Consultants
650 E. Algonquin Road #250
Schaumburg, IL 60173
Telephone (847) 576-4180
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Senior Civil Engineer
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matt.whisler@rtmec.com

RTM Engineering Consultants are a 170+ person engineering firm that goes beyond a typical consulting role. They become a partner to every client by aligning with the goals, processes, and people at your organization.

They provide engineering and related services to architects, developers, and owners to produce sustainability, construction quality, and streamlined schedules. Their partnerships ultimately improve each client's business beyond a single-project scope.

Their civil department specializes in site engineering designs for commercial, residential, industrial, and municipal projects. Projects include everything from large retail shopping centers and strip malls to entire residential subdivisions, industrial sites and subdivisions, schools, parks and ball fields. Whether the project spans over just a few acres or even a few thousand, the RTM Signature Method shines through.

With more than 30 years of experience, their civil team can design outside of the box to determine cost effective engineering solutions that are unique to the site being developed. Their experience working with local government agencies provides the expertise needed to represent our client with confidence and ask the right questions to provide inventive design solutions. This approach has proven to shorten the length of improvements and overcome site challenges while meeting government requirements.

BUSINESS ORGANIZATION

IMEG
The FUTURE. Built Smarter.
Structural Engineering Consultant

IMEG Corp.
1100 Warrenville Road, Suite 400W
Naperville, Illinois 60563
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Imegcorp.com

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Karl Pennings, PE, SE, LEED AP
Project Executive
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Karl.r.pennings@imegcorp.com

IMEG is a leading municipal government engineering design firm that delivers a rare combination — the broad expertise of a national leader with the personal relationships and deep collaboration of a local firm. But what really sets IMEG apart?

- Our market-sector team structure allows our engineers to specialize and become municipal experts – providing data-driven solutions and innovation.
- We value a culture of learning and development – sharing our knowledge to help impact industry trends and solve complex design problems.
- Through organic and strategic acquired growth, we have an extensive breadth of expertise and deep bench of client knowledge – helping transform environments and communities.
- We have been driving design innovation for decades delivering many “firsts” in sustainable design – helping clients become energy stewards and reduce impact.
- We bring extensive national, regional, and local knowledge to every client relationship – with a commitment to deliver high quality, cost-effective outcomes through a collaborative and flexible project approach.

We are employee owned and results driven with a passion for transforming environments and communities through high performance design and infrastructure.

BUSINESS ORGANIZATION

MILLIES
ENGINEERING GROUP

Mechanical, Electrical, Plumbing
And Fire Protection Consultant

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Millies Engineering Group is a multi-disciplined consulting engineering firm which pursues excellence in every task taken to satisfy its clients' needs and provide maximum opportunity for career satisfaction, motivation, and advancement of its staff.

The firm provides innovative and creative evaluations and *design of various environmental systems for commercial, institutional, and industrial facilities to end users directly and indirectly through architects and other design professionals.*

The firm adheres to the philosophy of providing professional services to its clients by incorporating the client as an integral member of the engineering design team, to meet the desired functional needs of the end user.

MEP Design Engineering: Offering design of heating, air conditioning, ventilating, plumbing, fire protection and electrical systems for new or existing facilities.

- Lighting Design – Interior and Site
- AV/IT System Design
- Alternative Energy Design – Photovoltaic, Wind Turbine, Geothermal, Thermal Storage, Land Fill Gas Micro Turbines
- Design administration including coordination with associated architectural and structural services to provide integrated plans and specifications
- Construction administration services including review of bid documents, pre-bid meetings, bid evaluation, shop drawing review, job progress meetings, field observation reports and project close-out

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EXECUTIVE SUMMARY

We understand that in your line of work **Seconds Matter!** The design of your new Fire Station #1 should be an efficient and well-organized design that minimizes obstructions and provides faster turn-out times. At HEALY BENDER PATTON & BEEN ARCHITECTS (HBPB), our design philosophy has always been focused on quick firefighter response times. Our designs have also evolved to give equal importance to what happens after firefighters return from a hazardous incident.

First responders encounter an array of highly stressful and hazardous incidents. To address the mental and emotional well-being of the crew, we utilize NFPA 1500, NFPA 1851, and staff input to guide our initial design effort. We look for opportunities to provide quiet decompression zones to alleviate stress and encourage mental healing. Equally important to maintaining safe and healthy fire station environments is the ability to Isolate harmful gasses, contaminates, and both airborne and blood borne pathogens from entering the living quarters. Our team continually innovates new ways to incorporate first responder health, safety, and well-being measures into the design, and would love the opportunity to apply them to your facility.

Existing Building Demolition.

New Fire Station Headquarters.

Picking the Right Team...

Based on your 2020 Planning Analysis, Cascade Charter Township and the Cascade Township Fire Department (CCTFD) are planning to replace your current Fire Station #1 located at 2865 Thornhills SE with a new facility of approximately 19,620sf. HBPB is the right team for the CCTFD because we are an experienced group of professionals that have worked together for years on projects exactly like yours. Each person on our team is an experienced fire station planning, design, and/or engineering professional. We would love the opportunity to join the CCTFD team and help develop practical, common sense solutions that meet your needs.

Our goal is to earn your trust with good communication. We will work collaboratively with your Owners Representative and coordinate both in-person and virtual meetings to assure we are painting a clear picture of your project. To make your job easier, we will assign Scott Rihel as your single HBPB point of contact acting as your Project Manager. He will coordinate the efforts of the design team, the Owner's Representative, along with your building committee, and any other stakeholders you feel necessary to be involved in the process. A successful fire station project starts with good leadership and a clear focused direction. Having a team that has worked together for decades can make a big difference.

Schedule

Based on the size of your project we would anticipate the preliminary design (SD & DD) phase to take (8) eight weeks, final design (CDs) to take (10) ten weeks, bidding to (3) three weeks for contractors to bid the project and one week for a review of those bids. Our current workload in the office can support this additional project and look forward to the possibility of teaming with CCTFD.

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Design Methodology

(Fire Station Design Philosophy)

The HBPB fire station design philosophy focuses on quick response times and firefighter health, safety, and well-being. These two points encompass the essence of a fire station which all subsequent design decisions will flow from.

Design Principles

The three guiding principles that HBPB utilizes to assure your project will meet your expectations are:

- **Function** – Design decisions must support the functional purpose of program spaces and optimize organizational efficiency to enhance turn-out-times. NFPA standards are the building blocks of the organizational diagramming. We will build upon that base to consider your unique functions within the administrative and living quarters to promote healthier environments.
- **Context** – Design decisions must fit into what Chief Adam Magers and the Cascade Charter Township Fire Department views as an appropriate statement for their new fire station in respect to neighborhood aesthetics, and regional context. This includes the shape of the building, materials utilized, orientation of the building, public's visual perception, site location, landscaping, and green design to mention a few.
- **Budget** - Every design decision regardless of shape or size, will impact the budget. The best way to meet your expectations is to discuss how the modification impacts the budget and make informed decisions on how to proceed. A happy client is an informed client.

How Do We Design Great Fire Stations?

We evolve with every project we work on and stay current with trending emergency response issues in the industry. We have worked with many public safety clients, large and small, urban, and rural, traditional, and progressive, and have had the opportunity to observe and discuss what works and what does not with first responders. We treat our project experiences as research and consider our successful solutions as part of our repertoire of potential solutions. We study the success and failures of other professionals because we are stronger as a collective industry. Most importantly, we are always pursuing innovative ideas that synthesize proven, successful ideas into effective new solutions that meet our client's needs. Every HBPB design is unique and stems from our client's vision and priorities.

Project Methodology
(Concept to Completion)

To have a successful project it is imperative that the team members collaborate to develop a facility that will fit into your vision for the future. The HBPB team will work closely with Chief Adam Magers and the Cascade Charter Township Fire Department (CCTFD) personnel to develop a cost-effective and appropriate design that functions for your needs effectively for decades. To this end, we assure that our services paint a clear picture of the result with no surprises at the end of the project. The following project approach defines how the HBPB team will collaborate with Chief Adam Magers and the CCTFD through the entire duration of the process and make your vision a reality.

HBPB Team

We believe the best results are produced when all team members are specifically selected and assigned (and committed to the project) based on their qualifications, backgrounds, knowledge, and willingness to work as part of the team. We believe that the best teams have:

- Proven performance on similar projects
- Specialized Fire station planning and design experience.
- Expertise in communication and management
- Commitment to maintain staff continuity and assignments.
- Commitment to build and maintain excellent records and a planned system of follow-up.

This is exactly what the CCTFD will be getting when you select the HBPB team to deliver your New Fire Station #1. Our staff has decades of fire station experience and will be dedicated to your project from **Concept to Completion.**

Project Methodology

(Phase I: Preliminary Design)

At the outset of the project, we will discuss and review the planning goals which have been established for this project. Together, critical dates will be reviewed, and necessary work products discussed. Information resources of various kinds will be identified, and the appropriate lines of communication established. Important topics include:

Task 1: Identify Goals

Assemble the CCTFD Building Committee

Developing an integrated team that will make up your Building Committee is an extremely important first step in the overall process. The team needs to consist of the Fire Chief, architects, engineers, Owner's representative, construction manager (CM), and Board representatives. It may also include other interested parties such as the firefighters and community stakeholders such as local business owners, chamber of commerce members, or other influential community members.

Review | Discuss the 2020 Planning Analysis.

A great amount of effort has gone into your 2020 Planning Analysis. Sites have been evaluated, a preliminary program and adjacency diagrams have been considered. One of the first orders of business is to review this document with Chief Magers and your building committee to determine what information is still accurate and what information can act as a starting point for the design process.

Articulate the Vision.

Understanding your vision for the future sets the stage for the entire project. We will meet with the Building Committee to discuss your core values, level of community involvement, sustainability goals and your thoughts for the future.

Develop Communication Protocol

We will work with your key decision makers to establish a clear and transparent method of communication between the Building Committee, HBP team, and the community.

Define the Budget

At our project kick-off we will discuss your budget and how you would like to approach the project. There are two different ways to design a project based on project cost; We can design the project based on a program and needs and tell you the cost, or you can tell us the cost and we can design a building to meet your budget.

Tasks led by: Scott Rihel & David Patton (ZOOM Meeting)
Duration: 1 week

Task 2: Study Present Operations

Understanding your present operations is a critical step in our design process. Reviewing previous studies provides good analytical data but is no substitute for walking and talking to the people who work and live in the facility daily. We will tour your existing Fire Station #1at 2865 Thornhills SE and discuss your present operations with Chief Magers. This should give us some insight on your current needs and will provide the opportunity to identify operational functions that need to be addressed or replicated for your New Fire Station #1. Based on your lead, we will meet with your staff to allow them the opportunity to voice their opinion on functional and operational pros and cons. We will make sure their voice is heard and discussed during the design charrette process.

Tasks led by: Scott Rihel (In-Person Meeting/ Site Visit)
Duration: 1 Week

Task 3: Design Charrette

A Design charrette is an intensive (Brainstorming) planning session where HBPB|RCW team will collaborate with you and your building committee on a vision for development. This will be a one-day (4-6) hour meeting with the key stakeholders to provide their immediate feedback to the team. The goal of this process is to get a vast amount of information to the team in a very short period. More importantly, it allows everyone who participates to be a mutual author of the plan.

Planning Options:

One of the unique items that our team offers is a hands-on modeling session during this design charrette. This is meant to be a fluid process that allows all parties participating to move around blocks on the floor plan and site plan to brainstorm new and exciting ideas. This process draws upon the collective brain power of the entire group to come up with as many options for consideration as possible – regardless of how outlandish the idea may be. There are no bad ideas in a brainstorming session.

Evaluation of Proposed Options:

After everyone has had their chance to offer their potential solutions, we will lead a discussion about the viability of the options. The goal is to address the most pressing needs of the fire department. Included with this evaluation will be a discussion about the: constructability, phasing, and long-term impact of option. The goal of the charrette is to evaluate as many options as possible and vet them out to one single organizational plan diagram that will help guide the team in Schematic Design.

Identifying Preferred Aesthetics

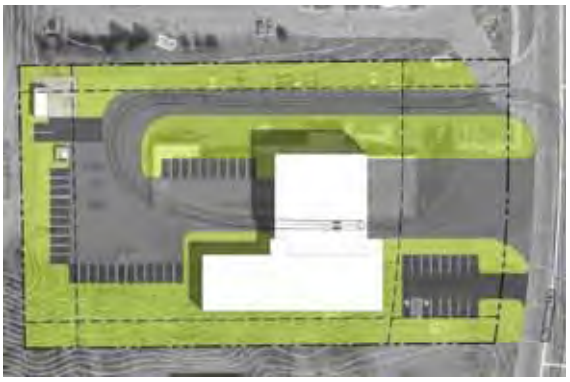
Our design methodology is based on developing aesthetics that will fit into the context of the surrounding environment. However, there are still infinite directions to interpret those details and mold the look, feel, and character of your facility. As part of our process, we will assemble a series of fire house images that range from very traditional to contemporary in nature. These images will help the building committee express their likes and dislikes so the design team can develop an architectural language that meets their expectations.

Tasks led by: Scott Rihel (In-Person Meeting/ Site Visit)
Duration: 1 Week

SD Option #4

Task 4: Develop Conceptual Design

Utilizing the program and adjacency diagram from the design charrette, we will develop a floor plan, site plan and elevational sketch that speaks to your programmatic goals as well as the architectural aesthetics. We work in both plan and elevation because the decisions we make in the floor plan often impacts the character and cost of the project. We will begin the process with fluid hand sketches because we believe that this is an effective design technique that encourages imaginative solutions. Jumping into photo realistic images often portrays a finalized design and limits the creative process. To assure we are leaving no stones unturned during the design process; the initial effort will involve a series of different options for your consideration. We will lead the building committee through a process of refinement and re-evaluation to narrow down those options into one single design direction.



Conceptual Site Plan

Initial site plan options will begin with a discussion of the 2020 Planning Analysis work. We will refine each site plan option considering solar orientation, noise, privacy, public visibility, pedestrian | vehicular circulation, storm water control, and topography. The configuration of site components including building orientation, parking lot size and configuration, street access, on-site stormwater detention, and aesthetics of all these components often have a significant impact on project cost. We include our civil engineers in the preliminary site planning process to get their early input on the most cost-effective solutions.

Sustainability Goals

We will facilitate a discussion of sustainable goals and determine your level of involvement.

Tasks led by: Scott Rihel & Jacob Been (ZOOM Meeting)
Deliverable: Conceptual Design Manual
Duration: 3 Weeks

Task 5: Refine the Conceptual Direction

Once a single design direction is determined, the team will input the project into our CAD program (REVIT). Carful coordination of each space will respond to the programmatic requirements identified in your need assessment and confirmed during the design charrette session.

3D Massing Model

To further visualize the character the team will develop a preliminary massing model for your review. This initial 3D model will begin to shape the Cascade Charter Township building character. This study is not intended to be a discussion of building materials, but rather a study of the basic size and overall configuration of the project. It's intended to bridge the gap between a hand drawn sketch and a photo real rendering.

MEP Systems Narrative

During the early stages of Conceptual Schematic Design our MEP consultant will review the plan and offer suggestions on potential mechanical systems.

Structural Systems Narrative

Our structural consultant will review the plan and offer suggestions on most cost-effective structural solutions based on the preliminary building design. We will discuss cost and availability of materials which may impact the schedule and budget.

Site Related Professional Services

After the conceptual direction for the site has been defined, we will help the Owner solicit an ALTA survey and topography surveys for the site including site utilities. This will allow the team to further refine the extent of impacts to the project budget.

Prepare Preliminary Code Evaluation

In conjunction with the site plan, floor plan and elevations, we will create a code compliance plan to assure the preliminary layout is meeting all the regulatory requirements. We will determine if a storm shelter will be required – which will also shape the design of the building.

Schematic Cost Estimate

The budget will be revised based on the final information identifies in the Schematic Design Manual. We will use our extensive cost/sf database of comparable firehouses to accurately estimate the project and adjust by utilizing the RS Means location factor for Grand Rapids, MI.

Tasks led by: Scott Rihel (Bi-Weekly Zoom Meetings)
Deliverable: Schematic Design Manual
Duration: 4 Weeks

Task 6: Finalize the Preliminary Design

The Design Development Phase is where the fine details and building systems are more clearly defined. Building components proposed in the schematic phase are sized and coordinated to assure they fit. This is an exciting stage of the process where materials and special systems are discussed.

Develop Preliminary Building System Layouts

The preliminary building systems that were discussed in schematic narratives will be incorporated into the drawings. Large trunk ducts will be coordinated with the existing conditions to assure they will fit in the allotted space. Plumbing systems will be coordinated to minimize disruption to existing construction and limit the extent of work. Structural systems will be modeled inside of the 3D drawing program and will be coordinated with the mechanical systems.

Determine Materials and Finishes

We will assemble material samples to help you and the building committee develop the quality of materials and character of the facility. To help understand what impact your material choices have on the facility we can develop 3D renderings to help you visualize different options. If you are interested in experiencing what the rooms will feel like, at your request we can develop virtual reality of specialty spaces such as the day room.

Contact the Authorities Having Jurisdiction (AHJ)

We will organize a preliminary review of the design development plans with the Authority Having Jurisdiction to preview the project and obtain preliminary comments to address during this phase of the project.

Verify Program Parameters

While the design is being revised, we will back-check the program requirements with Chief Magers and the building committee to assure we are still on track with your short and long-term goals. If there are any owner requested modifications, we will update the program and obtain your written approval prior to incorporating the changes into the building plans.

Preliminary Design Cost Estimating

We will update the project budget based on the revised systems incorporated into the project during this phase of work. We will adjust for specialty systems such as storm shelter MEP and structural implications.

Tasks led by: Scott Rihel (Bi-Weekly ZOOM Meetings)
Preliminary Design Presentation (In-Person meeting)
Deliverable: Preliminary Design Manual
Duration: 4 Weeks

Project Methodology

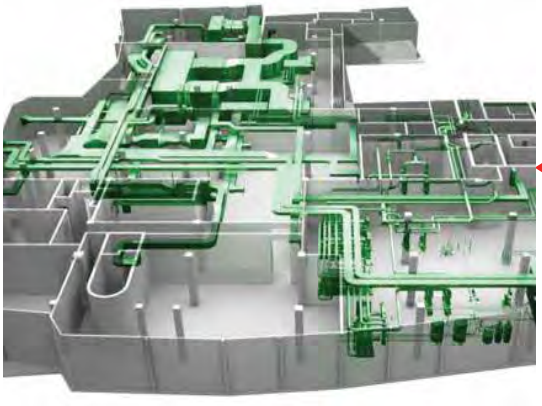
(Phase II: Final Design)

The last step in the design process is to look over the design with a fine-tooth comb and implement the previous design decisions into a final set of documents that will utilize for bidding. Upon written authorization from the Township, we will proceed to develop the bidding documents.

Task 1: Finalize the Drawings and Specifications

Finalize Drawings and Specifications

Once the team receives the approval to proceed from the Township, we will move forward and produces drawings with greater detail that will be used for bidding, permit acquisition and construction. Construction documents include the final requirements for civil, structural, mechanical, electrical, and plumbing components, materials, and systems. Construction documents also include the bidding documents to be released to potential contractors for pricing.



Refine Building Systems

Building systems such as mechanical (HVAC) systems, utilities (water, storm sewer, sanitary sewers, main electrical distribution, gas) emergency power, fresh air ventilation, security, access control, telecommunications, computer networks, cable, etc. will be incorporated into the drawings and technical specifications. The systems will be reviewed and coordinated with each other to assure appropriate clearances, utility room space, and ceiling space has been allocated to house the equipment.

Strategic Bid Alternates

Our team will work to create strategic alternates as part of bidding documents, this allows for a development of practical, common sense solutions and cost associated with them. Alternate bids also help to guard against bid day overages, we often recommend projects include alternate bids that can be added to a base bid if costs are lower than expected. Scott will help the CCTFD determine logical alternates for the new Fire Station #1that can be incorporated at your choice.

Submit Construction Documents to the AHJ

When the drawings and specifications are complete, we will submit the documents to the Cascade Building Department for review. We will coordinate the review and response to review comments and procure a building permit.

Tasks led by: Scott Rihel & Jody Woodley
Deliverable: Construction Drawings & Project Manual
Duration: 10 Weeks

Project Methodology

(Bidding)

HBPB will lead the bidding phase and inform, invite, investigate, and qualify bidders for the entire spectrum of disciplines, products and services required for the project. Our team will work closely with Chief Magers and the CCTFD to discuss and outline processes, procedures, bidding requirements, bidder qualification requirements, and specification requirements.

Task 1: Bidding

There are a wide range of tools and approaches that can be utilized to help inform, invite, investigate, and qualify bidders for the entire spectrum of disciplines, products and services required for the project. Importantly, the entire team must work closely with the Owner to discuss and outline processes, procedures, bidding requirements, bidder qualification requirements, and specification requirements.

We will develop a notice to bidders that you can utilize as your required public notice for the project. If there are contractor questions during the bidding period, we will prepare Addenda in response and included it in the final CD's.

We will run the bid opening and develop a tabulation of all bids received. We will review the qualifications of the low bidder to assure they meet the bidder responsibility criteria set forth in the Project Manual. We will check references and offer your Board our Architectural/Engineering recommendations for award of bid to the lowest responsible bidder.

Identifying the Lowest Qualified Bidder

To assure that you have qualified contractors bidding your projects we will take a proactive stance by making contractors provide their qualifications as part of their bidding submittal. Contractors with a documented record on projects of similar size and complexity are more likely to perform well which often eliminates problems associated with a lack of coordination in the field, problems with subcontractors, repeated disputes, schedule delays and requests for additional payments.

As we have done successfully for many fire departments on multiple projects, we will work with Chief Magers to create project specific **Bidder Responsibility Criteria** factors establishing minimum levels of experience for bidders based upon the scope of work required on the project. For a bidder to be considered "responsible", a bidder must demonstrate and document experience that meets or exceeds the established Bidder Responsibility Criteria. Successful completion of projects of similar size and scope in the past has always been the best insurance that a given project will be successfully completed.

Task lead by: Scott Rihel (In-Person Meeting)
Duration: 4 Weeks

Project Methodology
(Construction Administration)

Our role during the construction process has many different facets, but our number one objective is to assure that we are looking out for CCTFD's best interests. There are no other entities that understand the construction documents better than the people who put them together. It is our job to observe the work and make sure what is being constructed meets the design intent.

For that reason, Scott will remain as the lead during the construction administration phase because no one will understand your project and the contract documents better than your project manager.

Working with the Owner's Representative

Our number one priority is to look out for your interests during construction. We will communicate and work with the Owner's Representative on a weekly basis via ZOOM to review and coordinate constructability, scheduling, value engineering, and construction oversite.

Task lead by: Scott Rihel (ZOOM meetings)

Interpretation of Design Intent

Where necessary, we will work with the Owner's Representative (OR) and the General Contractor (GC) to issue project Supplemental Instructions and respond to Requests for Information to clarify or revise specific project requirements. If a contractor requires immediate responses to critical path items, we will face-time with the OR & GC while they perform an on site walk through and we can respond in real time and follow up with written documentation.

Task lead by: Scott Rihel (ZOOM, Face-Time meetings)

Submittals

We will review project submittals including shop drawings, product data, samples, and color charts. We utilize web-based project management for design (Submittal Exchange for Design) which allows the contractors to submit everything electronically and consequently review approved responses on site.

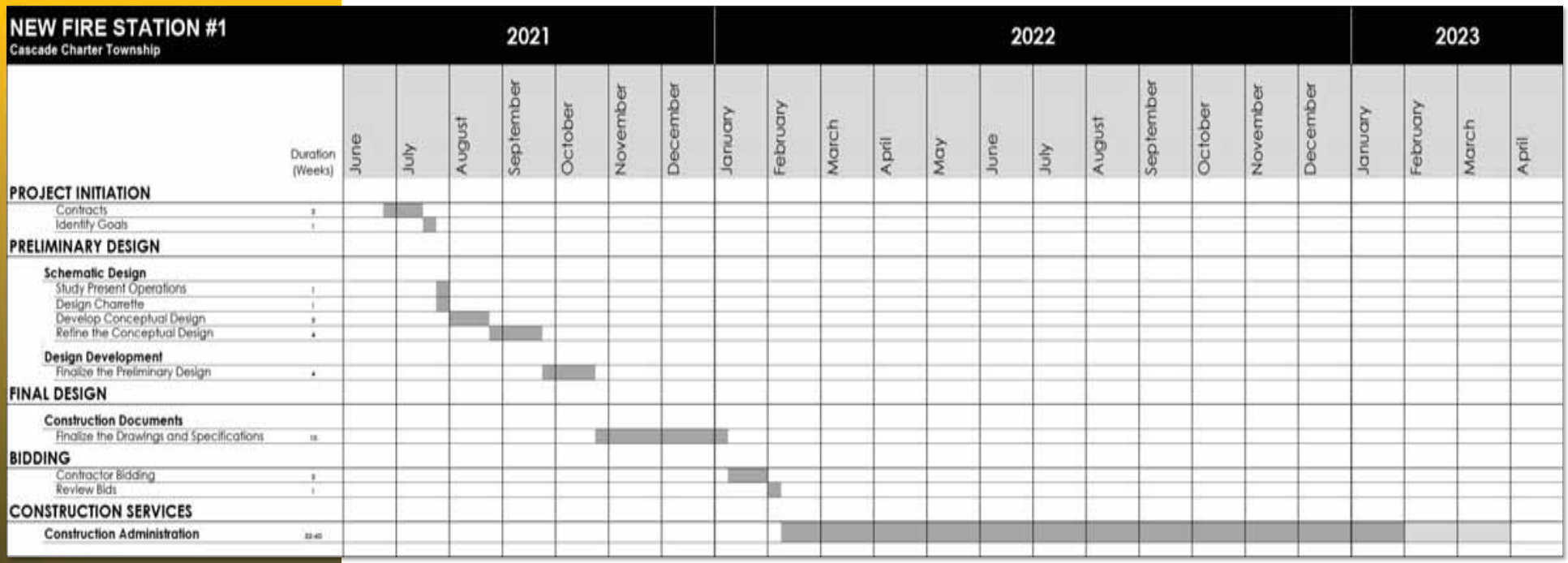
Task lead by: Scott Rihel & Marco San Roman

OAC Meetings

To review pay applications we will be required to make monthly site visits to confirm construction progress. At that time, we will also hold an Owner – Architect - Contractor (OAC) progress meeting. At this meeting we will review the status of Requests-For-Information (RFIs), Architects-Supplemental-Information (ASIs) and Change-Order-Requests (CORs). We will also review the overall schedule and the contractors critical path schedule to understand what the greatest construction priorities are. We will review the overall project schedule and assure the contractor is hitting periodic milestones throughout the entire process.

Task lead by: Scott Rihel (In-Person Meeting)

PRELIMINARY SCHEDULE



HEALY BENDER PATTON & BEEN
ARCHITECTS

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HEALY BENDER PATTON & BEEN ARCHITECTS

PROJECT STAFFING

The HEALY BENDER PATTON & BEEN team is a great fit for Cascade Charter Township (CCTFP)because we are an experienced group of professionals who have worked together for decades on other fire stations exactly like your proposed Fire Station #1. Each person on our team is an experienced fire station planning, design, and/or engineering professional. We would love the opportunity to join the CCTFP team and help develop practical, common sense solutions that meet your needs.

Key Personnel - Project Responsibilities:

Principal-In-Charge

David G. Patton, AIA, LEED AP BD+C

David's primary role is to assure that staffing is appropriate, that timelines are met, and that our services always meet your expectations. David is the Director of Production and Construction Administration at HEALY BENDER PATTON & BEEN ARCHITECTS and has extensive comprehensive planning and fire station experience. He will assure that appropriate tasks are assigned and completed to keep the project on time and on budget.

Director of Design

Jacob A. Been, AIA, LEED AP BD+C

Jacob's primary role is to lead the design effort for your Fire Station #1 and maintain our HBPB fire station design philosophy focusing on quick response times and firefighter health, safety, and well-being. Working in collaboration with Chief Magers, CCTFD Building Committee, and the design team he will help develop your vision for your new facility utilizing our three guiding principles: Function, Context, & Budget. He will assure that your facility meets your functional and aesthetic expectations.

Project Manager | Senior Architect

Scott Rihel, AIA, LEED AP BD+C

Scott's primary role is to be the HBPB single point of contact for the CCTFP. Scott's greatest attributes are his communication skills and ability to develop simple solutions to complex problems. Scott is part of our municipal design department and has worked on many other fire station projects including Rolling Meadows Fire Stations #15 and Station #16 which were recently completed and highlighted in the November 2020 Firehouse magazine.

Civil Engineer

Matthew D. Whistler, PE, LEED AP

Matt's primary role will be to work with our design team to develop cost effective civil engineering solutions.

Structural Engineer

Karl Pennings, PE, SE, LEED AP

Karl's primary role will be to work with our design team to develop cost effective structural engineering solutions.

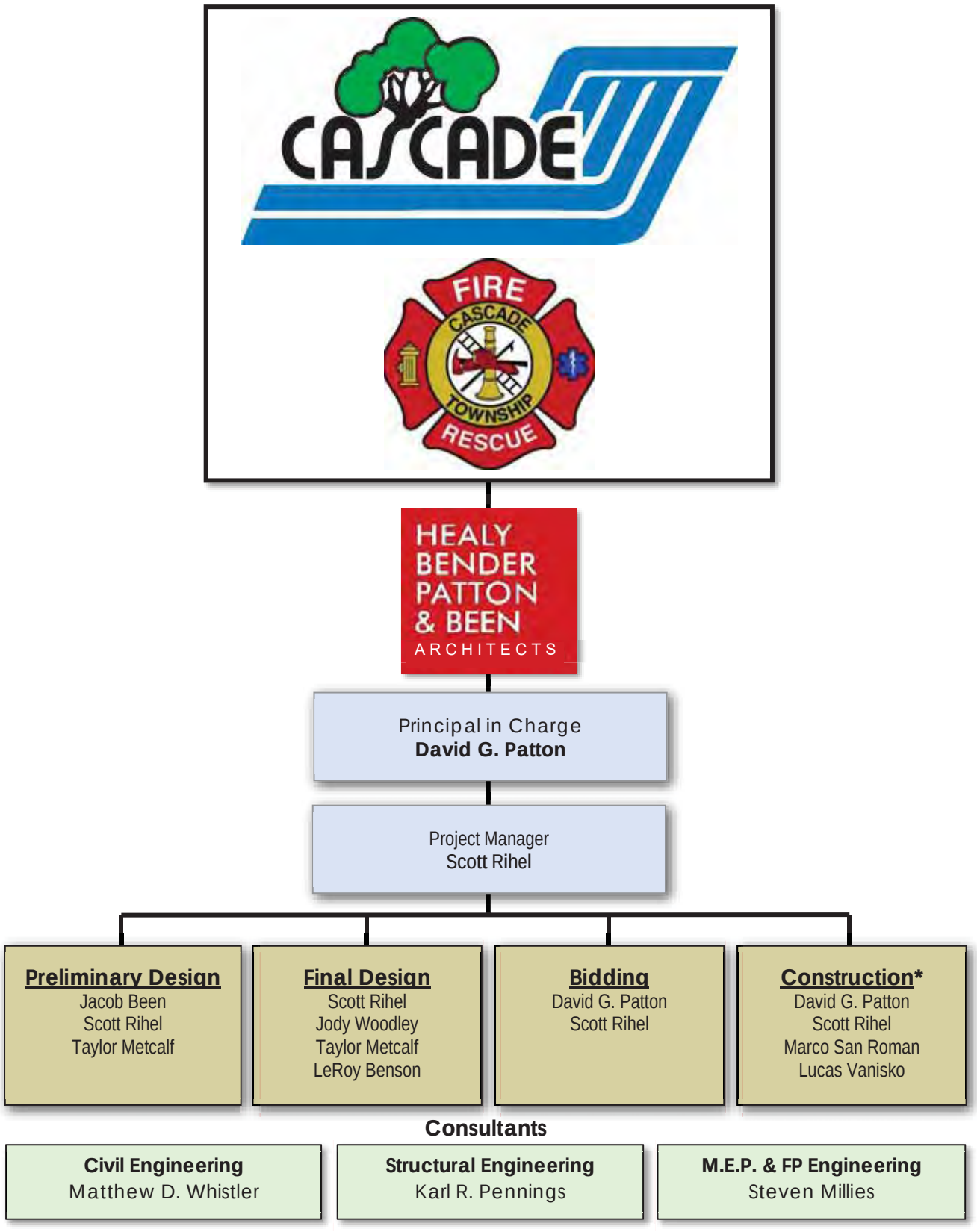
MEP & FE Professional Engineer

Steven Millies, PE

Steven's primary role will be to work with our design team to develop cost effective mechanical, electrical, plumbing, technology, and fire protection engineering solutions.

PROJECT STAFFING

Organizational Chart



PROJECT STAFFING

David G. Patton, AIA, LEED AP BD+C

President | Principal in Charge
Director of Production and Construction Administration

PROFESSIONAL EXPERIENCE
35 Years
25 Years with HBPB
EDUCATION
Bachelor of Science in Architectural Studies
University of Illinois, Champaign-Urbana
Master of Architectural Engineering
University of Illinois, Champaign-Urbana
LICENSED ARCHITECT
Illinois

As one of HBPB four Principals, Director of Production, and Director of Construction Administration, David brings more than 35 years of experience to his role as the Architectural Principal in Charge for the CCTFD. David will oversee the project and assure budgets are maintained, production staff is appropriately assigned, schedule is followed, and the CCTFD is happy with our services.

Relevant Projects

- Rolling Meadows Fire Station #15
- Rolling Meadows Fire Station #16
- Wilmington Fire Station
- North Aurora Fire Station
- Naperville Fire Station #8
- Bolingbrook Fire Station #5
- Oswego Township Office
- Oswego Fire Stations 2, 3, 4
- Village of Midlothian Police Station

Jacob A. Been, AIA, LEED AP BD+C

Vice President
Director of Design

PROFESSIONAL EXPERIENCE
19 Years
19 Years with HBPB
EDUCATION
Bachelor of Science in Architectural Studies
University of Illinois, Champaign-Urbana
Master of Architectural Engineering
University of Illinois, Champaign-Urbana
LICENSED ARCHITECT
Illinois

Jake began as an intern with the Firm in 1999. Soon after, his talents started showing in projects he was involved with. He became a Project Manager in 2006 and has led complex, multi-disciplined projects ever since. As the Director of Design, Jake provides his leadership in pursuit of cost effective, environmentally friendly facilities using technology, skill, and creativity.

Relevant Projects

- Rolling Meadows Fire Station #15
- Rolling Meadows Fire Station #16
- Wilmington Fire Station
- Village of Midlothian Police Station
- Joliet Public Schools District 86
- Homer CCSD 33C, Homer Glen
- Lake Crystal ISD # 2071, Lake Crystal MN
- The Roman Catholic Diocese of Joliet, Crest Hill

Scott A. Rihel, AIA, LEED AP BD+C

Project Manager | Senior Architect

PROFESSIONAL EXPERIENCE
23 Years
16 Years with HBPB
EDUCATION
Bachelor of Science in Architectural Studies
University of Illinois, Champaign-Urbana
Master of Architecture
University of Illinois, Champaign-Urbana
Master of Science in Construction Management
University of Illinois, Champaign-Urbana

As a Senior Architect for HBPB, Scott is responsible for his assigned projects, reporting directly to our Principal in Charge. He is the key client contact and coordinates the architectural and engineering teams. No matter how big or small the task is, it is his responsibility to sift through the information and extract the essence of the project and focus the team and design effort to best serve the client's needs.

Relevant Projects

- Rolling Meadows Fire Station #15
- Rolling Meadows Fire Station #16
- North Aurora Fire Station #2
- Wilmington Fire Station
- Oswego Fire Station #3
- Oswego Fire Station #4
- Village of Midlothian Police Headquarters
- Village of Midlothian Public Works Facility
- Northbrook Public Works Office Renovation

Matthew D. Whisler, PE, LEED AP

Senior Civil Engineer

PROFESSIONAL EXPERIENCE
21 Years
EDUCATION
Bachelor of Science Civil Engineering
University of Dayton

Matt has over 20 years of civil engineering experience and will serve as the Civil Engineering Project Manager for civil engineering work that may be required for CCTFD. He has extensive knowledge of engineering principles, codes, storm water and Department of Transportation regulations, ordinances and federal floodplain and ADA standards. He also has extensive experience designing sediment and erosion control plans, SWPPP, BMP implementation, as well as NPDES Construction Site Permitting. Matt has worked as our civil engineering consultant and as part of the Healy Bender Patton & Been Architects team since the beginning of his career.

Relevant Projects

- North Aurora Fire Station #2
- Oswego Fire Station #2
- Oswego Fire Station #3
- Oswego Fire Station #4
- Bolingbrook Fire Station #5
- Lake Villa Fire Station
- Geneva Public Library
- Argonne National Laboratory Fire Station

Karl Pennings, PE, SE, LEED AP

Structural Engineer

PROFESSIONAL EXPERIENCE
23 Years
15 Years with IMEG
EDUCATION
Bachelor of Science Civil Engineering
University of Michigan State
Master of Science of Civil Engineering
University of Texas

Karl's structural engineering experience includes design of structural systems from schematics through construction documents and shop drawing review, as well as extensive knowledge of structural computer software applications. He has experience designing with a variety of materials including steel, concrete, masonry, precast, post tensioned concrete, and wood. He is well-versed in seismic design and detailing and serves on the ASCE 7 Subcommittee on Snow and Rain Loads. His design experience, including large scale multi-team member projects, covers healthcare, educational, retail, government, office, gaming, and commercial facilities. Karl is known for delivering a high level of client satisfaction while producing engineered solutions that are economical and well-coordinated with other disciplines.

Relevant Projects

- Fire Station #1, Southfield, MI
- Central Fire Station, Monroe, MI
- Police, Fire, Municipal Center, Grosse Pointe, MI
- Lake Mead Fire Station, Las Vegas, NV
- Huntley Fire Station Renovation, Huntley, IL
- Normal Fire Headquarters, Normal, IL
- Port Huron Fire Station, Port Huron, MI
- Lake Township Fire Station, Lake Township, IN

Steven Millies, PE

Principal

PROFESSIONAL EXPERIENCE
12 Years
EDUCATION
Bachelor of Science Electrical Engineering
Purdue University – West Lafayette

Steven rejoined Millies Engineering Group in 2015 as a project engineer in the Electrical Department.

Steven's responsibilities include the design of power, lighting, fire alarm and low voltage systems across multiple markets as well as corporate management duties as a Principal of the firm.

Steven has experience in the design of power, lighting and fire alarm systems in the greater Chicago area. Steven has extensive experience in healthcare design, as well as experience with the design of public facilites, commercial offices, and civic facilities.

Relevant Projects

- New Midlothian Police Station IL
- Village of Frankfort Water Treatment Plant, IL
- Northwester Memorial Hospital Outpatient Care Pavilion – Chicago, IL
- University of Chicago Lab Renovation, IL
- Presence Health Tenant Fit-Out, IL
- Gardner-South Wilmington SD73, IL

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HEALY BENDER PATTON & BEEN ARCHITECTS

PRICING METHODOLOGY

Architectural Services
(Concept-to-Completion)

Healy Bender Patton & Been Architects is a full-service architectural firm in business for over 85 years with a wealth of fire station design experience. We were delighted that Chief Magers had contacted us to submit our qualifications for your new Fire Station #1 and would be honored to be of assistance to Cascade Charter Township.

Our services include architectural design, interior design, and site planning; and in conjunction with our consultants under our umbrella of coordination, also includes structural, plumbing, mechanical, and electrical engineering design. We understand that our designs directly impact response times, but they also impact first responder health and wellbeing. We focus on maximizing turn-out times, but good design should also provide therapeutic support for incident decompression through the curation of color, light, comfort, and mood.

With our full-service approach, we provide services from concept to completion. During the entire project, you will have our full, undivided attention. We will assist CCTFD in procuring an Owner's Representative (OR) and assure their services dovetail with our HBPB services. We will collaboratively work side by side to assure the process is seamless, communication is transparent, and the process is enjoyable for you.

Proposed Fee Structure

HBPB strives to set our fees to be simple, easy to explain, and consistent. We will work with CCTFD to negotiate a fair, open and reasonable contract, and work with the Chief Magers and the Township to limit additional services to the Contract. We work under the provisions of AIA Document B101, Standard Form of Agreement Between Owner and Architect to provide Basic Services.

Basic Services consists of architectural and interior design and includes the usual and customary architectural, structural, fire protection, plumbing, mechanical, and electrical engineering services. Our Basic Services are performed in five (5) structured phases beginning with 1) the Schematic Design Phase; 2) the Design Development Phase; 3) the Construction Documents Phase; 4) the Procurement Phase; and ultimately 5) the Construction Administration Phase. Based on the terminology in this RFQ the five phases of Basic Services fall into the following categories:

<u>Phase I: Preliminary Design</u>
- Schematic Design Phase
- Design Development Phase

<u>Phase II: Final Design</u>
- Construction Document Phase

<u>Phase III: Bidding</u>
- Procurement Phase

<u>Phase IV: Construction</u>
- Construction Administration Phase

We propose our Basic Services fee to be calculated based on a percentage of the actual 'Cost of Work' rather than a lump sum fee derived from a preliminary ballpark estimate from your 2020 Planning Analysis. We propose this method of compensation because the design of the building has not yet been completed. Feasibility studies typically provide inflated building programs to allow for design flexibility. It is to your benefit to avoid tying a lump sum fee to your preliminary program especially if your fire station can be organized more efficiently during the design process. Furthermore, fees based on a percentage of work allows CCTFD the flexibility to add additional design scope and the fees respond accordingly.

Note that our fee excludes land or building purchase costs. The 'Cost of the Work' in determining architectural fees for Basic Services is simply defined as the total cost from the contractor to construct all elements of the project designed and specified by the architect. Fees are invoiced monthly based on percentage of services completed to date. We do not require a retainer to begin services.

Under AIA B101 contracts, the Owner is responsible for providing site surveys and information related to soil and subsurface conditions. In situations where site surveys and soil test reports are not readily available, we can assist the Owner in procuring these services.

Services related to civil, stormwater management, specialized structural design, and environmental engineering including the identification of hazardous materials (asbestos, lead, etc.), if required, are not included in our Basic Services fee structure. We can assist in providing these services as Additional Services if needed.

We will make periodic in-person site visits at key points during the project as indicated in Tab 3. We will utilize video conferencing as a means of communication to minimize additional travel time and is our intent to collaborate with the Owner's Representative in a seamless effort to manage this job. If additional site visits are required beyond those indicated, we will accommodate at aa estimated rate of $1,500 per site visit.

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HEALY BENDER PATTON & BEEN ARCHITECTS

AUTHORIZED NEGOTIATIONS

HEALY BENDER PATTON & BEEN ARCHITECTS
4040 Helene Avenue
Naperville, IL 60564
Telephone (630) 904-4300
www.healybender.com

Contact
David G. Patton, AIA LEED AP BD+C
President
Cell Phone (630)846-7579
dpatton@healybender.com

HEALY BENDER PATTON & BEEN ARCHITECTS

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HEALY BENDER PATTON & BEEN ARCHITECTS

Rolling Meadows Headquarters Fire Station #15

Rolling Meadows, IL

The Rolling Meadows Fire Department identified a need to relocate their aging facilities that could not meet NFPA's benchmark for response times. To improve services the City deemed it necessary to relocate and build a new station. The focus of the design had two main priorities: minimizing turn-out-times and addressing firefighter health, safety, and well-being. To maximize efficiency, the station's design centered around one straight, oversized corridor providing an unobstructed path of travel to the bays. All adjacent rooms were designed to minimize travel distance and turns to quickly feed into the main circulation artery. Direct access to all apparatus/vehicles contributes to rapid deployment.

A safe and healthy fire station environment needs to isolate harmful gasses, contaminates, and both airborne and blood borne pathogens from entering the living quarters. Hot Zone exhaust systems, vehicle exhaust systems, and decontamination zones have been provided to minimize cross contamination to cold zones. To address the mental and emotional well-being of the crew this station focuses on developing the bunk rooms as both sleeping quarters and post incident decompression pods. These quiet zones are located at the most protected portion of the facility and utilize sound absorbing materials and acoustic walls to control noise. Private bunks include an operable window for natural ventilation and views to the outdoors to alleviate stress and encourage mental healing.

Conversely, the open concept kitchen, dining, and dayroom promotes healthful living habits and crew interaction. This space has an abundance of natural light and ventilation, views to the outdoor patio, bright colors and an open plan which uplifts the mood and spirit while encouraging the platoon to interact. The physical facets of the living area meld together the need for individual health while providing opportunities for fire, EMS, and rescue personnel to team build and establish trust and respect.

Owner:	City of Rolling Meadows
Address:	3201 Algonquin Rd. Rolling Meadows, IL
Contact:	Chief Jeff Moxley (847) 397-3352 moxley@cityrm.org
Completion:	January 2020
Project Cost:	$4,277,000
Key Staff:	David Patton, Scott Rihel
Services:	Comprehensive Needs Assessment, Full Basic Architectural Services

Permission for Cascade Township to contact the municipality.

Rolling Meadows Fire Station #16

Rolling Meadows, IL

During this pandemic, the health and safety of emergency responders is critical. First responders must work and respond together to an array of hazardous incidents away from their safe haven / station house. They live, train, and interact with one another for their prescribed shift and then return to their own families at home. Although Station 16 was not designed in response to COVID 19, there are aspects of the station that address the need for greater sterilization and social distancing that is now the new protocol of our everyday lives.

Common toilet and locker rooms were eliminated and designed to have individual toilet, shower, and changing rooms which directly meets the need for staffing flexibility and gender neutrality. Individual bunk rooms provide a level of isolation in lieu of a dorm concept. A larger open concept social space gives all personnel the flexibility to move the furniture 6' apart as CDC guidance suggests. Operable windows throughout the building allow for natural ventilation minimizing the migration of airborne viruses. These features innately assist with social distancing and promotes good hygiene.

The main tower element at the front of the building makes it identifiable as the main entrance and directs visitors to the lobby. Within this area, the administrative zone acts as a buffer to minimize unnecessary circulation through the living quarters offering another level of protection against cross contamination.

The design team took special care to coordinate the operational adjacencies within the facility to promote a healthier fire station environment. Careful selection of materials, mechanical systems, daylighting, color, view to nature, and acoustics support firefighter safety, and well-being.

Owner:	City of Rolling Meadows
Address:	2340 Hicks Road Rolling Meadows, IL
Contact:	Chief Jeff Moxley (847) 397-3352 moxley@cityrm.org
Completion:	September 2020
Project Cost:	$5,195,000
Key Staff:	David Patton, Scott Rihel
Services:	Comprehensive Needs Assessment, Full Basic Architectural Services

Permission for Cascade Township to contact the municipality.

Wilmington Fire Station #2

Wilmington, IL

A new multi-acre logistics center was being developed in a previously rural area in Wilmington. The Wilmington Fire Protection District (WFPD) realized that their current Station #1 in downtown Wilmington could not meet NFPA's benchmark for response times.

HEALY BENDER PATTON & BEEN ARCHITECTS worked closely with the developer, Elion Partners to design a new Public Safety Center which included Wilmington Fire Station #2 and a police sub-station to help provide better service for the new commercial zone.

To fit into the context of the new commercial district, Elion Partners wanted the facility to mimic the industrial character of the new development. The design team developed a series of horizontal and vertical planes of exposed precast concrete and metal wall panels to define the warehouse aesthetic they were looking for while providing the facility with an extremely durable and cost-effective solution.

Chief Zlomie and the Wilmington Fire Protection District focused their priorities on assuring the new facility addressed firefighter health, safety, and well-being. Large individual bunk rooms with oversized beds provide space to decompress after an incident. Social areas include an open concept kitchen and dayroom that have view and access to an outdoor patio. A fitness area with ample room for workouts adds to firefighter well-being.

Owner:	City of Wilmington
Address:	29745 Ridge Way Wilmington, IL
Contact:	Chief Tim Zlomie (815) 476-6675 chiefzlomie01@hotmail.com
Completion:	July 2020
Project Cost:	$3,371,000
Key Staff:	David Patton, Jody Woodley
Services:	Comprehensive Needs Assessment, Full Basic Architectural Services

Permission for Cascade Township to contact the municipality.

Bolingbrook Fire Station #5

Bolingbrook, IL

Fire Station #5 is located on the corner of Kings Road and Rodeo Drive in Bolingbrook, across the street from the Bolingbrook Golf Club. This is an important financial corridor in Bolingbrook and Mayor Roger Claar and the Fire Department made it a priority to maintain a consistent character in concert with the golf clubhouse. Pitched roofs with wood gable details mimic the detailing from the clubhouse. Stacked stone and shingled siding provide the warm residential aesthetic that seamlessly speaks to the context of the area.

The station is split into three different zones: hot zone including three pass through apparatus bays, Living quarters including social areas (day room kitchen and internet café) dorm bunk room and locker rooms, and the third zone are public areas including a large community room and police sub-station. Each zone is isolated with separate mechanical systems and locked off with a security access control system to promote health, safety, and well-being of the staff.

The Building Committee was concerned about the wear and tear and future maintenance of materials within the facility especially spaces designated for community use. The design team developed a solution utilizing exposed aggregate load bearing block walls as part of the structure and exterior envelope. This product is extremely durable, eliminates the need for exterior drywall partitions (which are subject to damage), and the masonry never requires painting.

Owner:	Village of Bolingbrook
Address:	1900 Rodeo Drive Bolingbrook, IL
Contact:	Tom Ross, Public Safety Director (630) 226-8600 tross@bolingbrook.com
Completion:	January 2002
Project Cost:	$2,300,000
Key Staff:	David Patton, Matthew Whisler, Millies Group
Services:	Comprehensive Needs Assessment, Full Basic Architectural Services

Permission for Cascade Township to contact the municipality.

Oswego Fire Stations #2, #3, & #4

2200 Wiesbrook Drive, Oswego Illinois 60543
2200 Galena Road Montgomery Illinois 60538
27100 W. 127th Street, Plainfield Illinois 60585

The Village of Oswego was growing quickly and the Fire Protection District (OFPD) realized they needed multiple fire stations to maintain their response times within their jurisdiction. To save money the OFPD hired **HEALY | BENDER** to develop a prototype fire station that would meet their needs for multiple locations. We worked with the Fire Chief, firefighters, and the administrators to develop a prototype program to be utilized at each new facility. The result was a compact design that included the following:

- Masonry construction (load bearing) with sloped metal standing-seam roof over a light-gauge metal truss system.
- Four (4) drive-through apparatus bays utilizing one door for two bays each.
- Dorm-type sleeping quarters with separate half height partitions for each bunk.
- Dayroom / Kitchen open concept social area
- Physical training / exercise loft overlooking the apparatus bay
- Training / meeting room for 10-15 people.

Site Selection & Adaptation

Once the OFPD had developed their prototype fire station design they were able to define parameters for site selection. Site size, orientation, location for response times, sun orientation, traffic patterns were all considerations. Based on the design, the site required space to have pass through bays. The main front door wanted to have a southern exposure. By developing a prototype prior to selecting the site, the OFPD was able to search for the site that would not only meet their response time requirements but was a good fit for their facility.

Services Provided: Site Selection, Need Assessment, Programming, Pre-Design Services, Basic Services, Construction Administration

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HEALY BENDER PATTON & BEEN ARCHITECTS

ADDITIONAL TEAM EXPERIENCE

Orland Park Fire Stations #3, #4, #5, & #6
New Stations
Orland Park, Illinois

East Chicago EMS and Hazmat Facility
New Station
East Chicago, Indiana

Plainfield Fire Station #1
New Station
Plainfield, Illinois

East Chicago Fire Stations #2, #3, & #5
New Stations
East Chicago, Indiana

Matteson Fire Station & 911 Call Center
New Station
Matteson, Illinois

North Palos Fire Station
Addition/Renovation
Palos Hills, Illinois

Portage Fire Station
New Station
Portage, Indiana

Tinley Park Stations #3 & #4
New Stations
Tinley Park, Illinois

Evergreen Park Fire Station
New Station
Evergreen Park, Illinois

Michigan City Fire Station
New Station
Michigan City, Indiana

Elwood Fire Station
New Station
Elwood, Illinois

New Lenox Fire Station
New Station
New Lenox, Illinois

South Holland Fire Station #2
New Station
South Holland, Illinois

Tinley Park Municipal Facility
New Facilities
Tinley Park, Illinois

Palos Heights Police Facility
New Facility
Palos Heights, Illinois

Calumet City Police Facility
New Facility
Calumet City, Illinois

Lockport Fire Station #1
New Station
Lockport, Illinois

Fire Stations

Bureau of Land Management, Las Vegas, NV
Red Rock Canyon Fire Station Fire Protection Upgrade

Chesterfield Township, Chesterfield Township, MI
Fire Station - Structural

City of Aledo, Aledo, IL
8,000-sf New Fire Station

City of Arcadia, Arcadia, CA
Fire Station #105

City of Aspen, Aspen, CO
14,000-sf Fire Station Headquarters

City of Austin, Austin, TX
7,000-sf New Fire Station #40 with Carbon Monoxide Exhaust System for Truck Bays and Diesel/Gasoline Pump Stations

City of Bettendorf, Bettendorf, IA
Main Fire Station 4,000-sf Renovation and 5,530-sf Addition
20,000-sf City Hall HVAC Upgrade

City of Chicago, Chicago, IL
New Fire Station #70, LEED Silver
New 34,490-sf Fire Station
25,000-sf New Engine Company 115 Fire Station, Pursuing LEED Silver
15,000-sf New Fire Station, LEED Silver

City of Clovis, Clovis, CA
70,000-sf New Police and Fire Headquarters Facility

City of Davenport, Davenport, IA
30,464-sf Historic Central Fire Station Renovation & Expansion
9,850-sf New Fire Training Facility

City of Des Moines, Des Moines, IA
50,000-sf New Fire Station, LEED Silver
16,000-sf New Fire Station 11

City of Downers Grove, Downers Grove, IL
30,000-sf New Fire Station

City of Dubuque, Dubuque, IA
174,100-sf New Parking Ramp and Fire Station Vehicle Bay

City of El Segundo, El Segundo, CA
Fire Station No.2

City of Escondido, Escondido, CA
115,000-sf New Police and Fire Facility

City of Evanston, Evanston, IL
14,000-sf New Fire Station #5, LEED Gold

City of Galveston Fire Station No. 4, Galveston, TX
14,000-sf Fire Station Elevated Above 500-year Flood Plain Vehicle Bays Below the Structure

City of Hemet, Hemet, CA
8,500-sf New Fire Station #4

City of Industry, City of Industry, CA
New Fire Station

City of Las Vegas, Las Vegas, NV
Multiple Fire Stations Designed

City of Madison, Madison, WI
16,000-sf New Fire Station 14, Leed Platinum
25,000-sf New Fire Station Emergency Operations Center
New Fire Station and Fire Training Facility
Municipal and City County Building Renovations - Structural

Fire Stations

City of Mission Central Fire Station and Emergency Operations Center, Mission, TX
Due Diligence Review, Renovation and New Building Addition to Existing Post Office Building for Conversion into Operations Center

City of Moreno Valley, Moreno Valley, CA
Sunnymead Ranch Fire Station #48 Remodel, Addition and New Stand-by Emergency Generator

City of Ontario, Ontario, CA
Fire Station #7, New Underground Fuel Storage Tank

City of Palm Springs, Palm Springs, CA
Fire Station #4 Remodel and Addition

City of Pasadena, Pasadena, CA
Post-Earthquake Seismic Evaluation, Fire Stations #33 and 39

City of Rancho Cucamonga, Rancho Cucamonga, CA
New Fire Station #172
New Fire Stations, #177 and #178
New Fire District Maintenance Facility

City of Riverside, CA
7,200-sf (each) New Fire Stations #6, #13, #14
31,800-sf New Fire Station #1

City of San Antonio, San Antonio, TX
10,000-sf New Fire Station #46 Including 6,000-sf of Fire Truck Bays

City of San Clemente, San Clemente, CA
22,000-sf New Fire Station and Community Center

City of San Diego, San Diego, CA
6,000-sf New Fire Station #22, LEED Silver

City of Santa Clara, Santa Clara, CA
8,500-sf New Fire Station #3
8,500-sf New Fire Station #4

City of Troy, Troy, MI
New Fire Station
Police and Fire Station Headquarters

City of Urbandale, Urbandale, IA
12,000-sf New Fire Station 43 and Off-Site Fueling Station
Fire Station 42 2,800-sf Expansion & 2,800-sf Renovation

Clark County, Las Vegas, NV
Fire Station #18, MEP and Replacement of Vertical Stacks and Lateral Sanitary Sewer Lines

County of Riverside, CA
Fire Station #26, MEP Systems and Building-Wide Analysis, Little Lake

County of San Bernardino, CA
11,000-sf New Fire Station #4, Upland
New Facility, Crest Forest Fire District

County of Santa Barbara, CA
New 15,000-sf Lompoc Combined Fire/Sheriff Station

Grosse Pointe, Grosse Pointe, MI
Fire Station, Police Station, Courts, and Municipal Offices - Structural

Huntley Fire Protection District, Huntley, IL
11,000-sf New Fire Station
Fire Station Addition and Renovation

Lake Mead, Las Vegas, NV
6,300-sf New Fire Station Electrical and Low Voltage Drawings

Lake Township, Lake Township, IN
12,700-sf New Fire Station

Los Angeles City Fire Department, Los Angeles, CA
New 40,000-sf Fire Station #4
New 15,400-sf Pico/Union Fire Station #13
15,250-sf New Watts Fire Station #65
10,000-sf New Palmdale Fire Station #13
3,680-sf Renovation of Fire Station #85
12,000-sf Renovation of Fire Station #89:s
Programming and Needs Assessment 19 Stations

Los Angeles County Fire Department, Los Angeles, CA
13,000-sf New Fire Station, City of Industry

City of Monroe, Monroe, MI
15,700-sf New Central Fire Station - Structural

City of Port Huron, Port Huron, MI
Fire Stations - Study

City of Southfield, Southfield, MI
Fire Station #1 - Structural

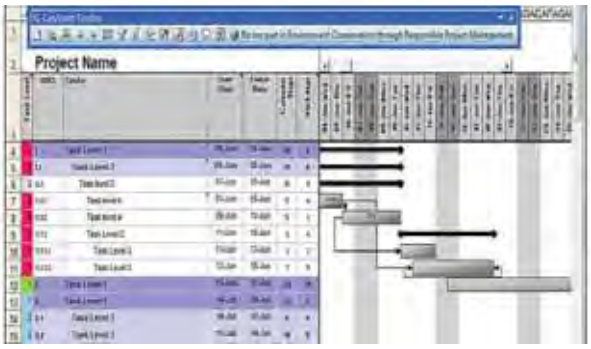
Town of Normal, Normal, IL
28,000-sf New Fire Department Headquarters, LEED Silver

Village of Arlington Heights, IL
15,500-sf New Fire Station

Village of Mount Prospect, Mount Prospect, IL
30,000-sf Existing Building Adaptive Reuse Renovation and Addition for New Fire Station

Waterford Township, Waterford, MI
Fire Station and Police Station

SCHEDULING APPROACH



Scheduling Approach
(Plan the Work & Work the Plan)

A good, solid schedule should identify key milestone dates for the entire project, from programming through building occupancy. Tasks and responsibilities should be indicated on a master schedule. Additionally, for each individual phase a detailed work plan is developed that addresses specific tasks in greater detail and allocates specific resources to accomplish those tasks. This is the '*Plan the Work*' part of scheduling.

The '*Work the Plan'* part of scheduling involves constant monitoring and communication. Focusing on achieving milestone dates is an effective method of maintaining progress. The process of looking ahead is also critical to success.

HBPB is committed to taking a proactive stance during bidding and construction phases to reduce, minimize and/or avoid situations involving contractors or subcontractors who perform work below the quality levels defined in the contract documents. We know 'money talks' when it comes to contractor performance. Our documents require submittal of a comprehensive construction schedule, otherwise if none is provided or if progress is not on target, payments to the contractor will be withheld.

On fast-paced construction projects our documents require the contractor to submit all required shop drawings within a specified time frame, typically before May if the contract is awarded by early spring. On mechanical projects, our documents require the submittal of approved test and balance reports before Substantial Completion can be granted and before final payment to the contractor is made. Experience has shown that the motivation of payment results in performance on these and other critical tasks.

COST ESTIMATING APPROACH

Cost Estimating Approach

We employ a predictive versus a reactive approach to cost estimating which requires 'Designing to Cost' rather than putting an estimate to a design. To implement this approach, our design team has the knowledge and the ability to perform construction cost estimating. Scott and David are sensitive to the cost impacts of key decisions and systems alternatives and will work with CCTFD to assure you are aware of the cost impact of modifications.

This predictive approach begins with the size of a project since size directly impacts the cost of the project. Development of early construction cost estimates are based upon historical cost data using square footage as the basis. We will utilize our recently completed (2020) Rolling Meadows Headquarters Fire Station to assure initial estimates are current. We continually track overall building area to maintain the budget target. To further stretch limited financial resources, we typically recommend various strategies such as the use of higher quality finishes in limited public access areas such as entrance lobbies, public multi-purpose/training rooms and meeting rooms while being more conservative in corridors and toilet rooms.

We also utilize 3D computer modeling to unite design, construction, and operation information. Modeling will be used as a process-oriented tool by the team to plan, evaluate, and collaborate throughout the project.

To further guard the cost estimate, we recommend projects include alternate bids that can be added to the base bid if bid costs are lower than anticipated. The goal of alternate bids is to avoid the need to redesign and rebid a project, because as we all know, time is money and it is critical timelines for construction are met.

Why is this important?

Because we believe in providing practical common-sense solutions will save the CCTFD money. The HBPB team will find the best value before it goes out to bid. But don't just take our word for it... please call our references listed and hear what they have to say about the collaboration with the HBPB team.

MAXIMIZING CONSTRUCTION BUDGETS

Cascade Charter Township Fire Department, like many public agencies across the state, faces the never-ending challenge of keeping facilities up to date with the ever-changing needs of emergency response services. The assessment, planning and design of fire stations is uniquely challenging. Maximizing construction budgets is important to stretch limited resources. HBPB implements several strategies to maximize construction budgets.

Our Top Ten Strategies to Maximize Construction Budgets:

1 Area (square footage) is Key

The size of the project directly impacts the cost of the project. Development of early construction cost budgets are based upon historical cost data using square footage basis. We continually track overall building area to maintain the budgeted area. To further stretch limited construction budgets, we also implement a strategy of using higher quality finishes in limited public access areas such as entrance lobbies, media centers and cafeterias.

2 Time is Money

The overall timeline of a project also directly impacts the cost of the project. Reducing the time to design and document a project allows construction to begin sooner and end sooner. Also, we look at constructability issues that might impact construction timelines and adjust appropriately. Construction costs are reduced when project timelines are shortened.

3 Quality Documents =

Lower Initial Costs and Less Change Orders

Bidding documents which are clear and concise result in lower and tighter bid costs. Quality documents also result in less confusion during construction which have shown to lower change orders. We regularly produce quality documents that result in change orders totaling less than one percent. To achieve these unmatched results, we follow a strict and comprehensive approach to quality reviews of bidding documents that result in lower costs and tighter bids, and less change orders.

4 Contingencies – Three Different Kinds

We recommend three different contingencies to be utilized during a project. The first is a Design Contingency which can be used to offset the cost of programmatic items added after the initial programmatic area has been established. The second is a Bidding Contingency which is used at the time of bidding to account for market fluctuations that can occur between the time when initial budgets are established and when bids are received. The third is a Construction Contingency which is used to account for unforeseen conditions, Owner requested changes and items which are in the best interest of the Owner but were not included in bidding documents.

5 Effective Use of Alternate Bids

To help further guard against bid day overages, we recommend the project include alternate bids that can be added to a base bid if costs are lower than expected. The goal of alternate bids is to avoid the need to redesign and rebid a project, because as stated above, time is money.

6 The more (bidders), the merrier (lower pricing)

The more bidders that are involved in a project, the lower the cost to the Owner. We have assembled an extensive list of area contractors who would be qualified to bid various project types. Beyond having a project advertised in the local newspaper to meet the legal requirement, we send a formal invitation to the several contractors who have participated in bidding of similar projects. Finally, we distribute bidding documents to several local and national on-line contractor bidding sites who distribute the information to their members. Our efforts routinely result in bids from at least 10 contractors.

7 GC Delivery Results in Lowest Cost, but…

Projects which utilize a general contractor (GC) project delivery approach result in the lowest cost to the District because there will be multiple GC's bidding a project. Each GC will solicit bids from multiple sub-contractors for each trade. As a result, more sub-contractors become involved in the bidding process resulting is lower sub-contractor costs (the more, the merrier). With our efforts in generating multiple bidders as described in item 6 above, the bidding market becomes fully saturated resulting in the lowest cost to the District.

8 Experience is The Best Insurance

We have been a pioneer in taking a proactive stance regarding contractor qualifications. Contractors with a proven record on projects of comparable size and complexity are less likely to encounter problems associated with lack of coordination in the field, which produces problems with subcontractors, repeated disputes, and invariably creates schedule delays and requests for additional payments. We create project-specific bidder responsibility factors which establish minimum levels of experience for bidders based upon the scope of work required on the project. For a bidder to be considered "responsible", the bidder must demonstrate experience that meets or exceeds the established criteria. Although not guaranteed, successful completion of projects of comparable size and scope in the past has always been the best insurance that a project will be successfully completed.

9 Proactive Approach with Contractors – Money Talks

We are committed to taking a proactive stance during bidding and construction phases to reduce, minimize and/or avoid situations involving contractors or subcontractors who perform work below the quality levels defined in the contract documents. We know that MONEY TALKS when it comes to contractor performance. Our documents require submittal of a comprehensive construction schedule or no further payments. Our documents require submittal of ALL required shop drawings within a specified time frame or no further payments. Our documents require submitted and approved test and balance reports or no further payments. Experience has shown that the motivation of payment results in performance on these and other critical tasks.

10 Take advantage of new technologies, materials and systems

We utilize innovative technologies that help to streamline the design and construction process which result in lower costs. We utilize Building Information Modeling (BIM) to unite design, construction, and operation information. BIM is used as a process-oriented tool by the team to plan, evaluate, and collaborate throughout the project.

Building materials have advanced can now be utilized to further maximize construction budgets. Gypsum board products are now available with abuse-resistant and mold-resistant characteristics to allow for wide-spread use in schools. Exterior walls can now be constructed of precast concrete with thin-brick inserts to replicate the look and durability of brick and block walls. Precast concrete walls allow for winter construction and eliminate the expensive cost of tall scaffolding. Permeable pavers have been shown to lower long-term pavement costs by eliminating the need for on-going maintenance and periodic replacement costs related to asphalt pavement. In addition, permeable pavement systems eliminate the need for storm water structures and piping making first time costs comparable to asphalt.

Various building systems have also advanced such as variable speed drives, condensing boilers, variable refrigerant flow systems, demand ventilation, and pro-press piping. These system advances have resulted in smaller, more efficient systems, resulting in lower initial costs as well as lower long-term operating costs. A win-win for sure.

HEALY
BENDER
PATTON
& BEEN
ARCHITECTS

PARADIGM DESIGN

creating success

June 17, 2021

Mr. Benjamin Swayze, Township Manager
Cascade Charter Township
5920 Tahoe Drive SE
Grand Rapids, MI 49546

Re: Proposal for Professional Architectural & Engineering Services
New Fire Station #1
Cascade Charter Township, Michigan
Paradigm Proposal #P21075GR

Dear Mr. Swayze:

On behalf of Paradigm Design, we would like to thank you and Cascade Charter Township for the opportunity to present this proposal for Professional Architectural & Engineering Services for Cascade Charter Township's proposed new Fire Station #1 to be located at 2865 Thornhills Avenue in Cascade Charter Township, Michigan.

PROJECT OVERVIEW

It is our understanding that the project comprises design and construction of a new fire station, which will replace existing Fire Station #1 located at 2865 Thornhills Avenue, based on the conceptual planning analysis and estimate of probable cost recently completed.

The proposed new fire station will be a single-story structure with a building footprint of approximately 18,000 square feet. The new fire station will also serve as the Fire Department's Headquarters and contain administrative offices along with fire department support, training, and living spaces. The fire station will also contain three (3) drive-through apparatus bays to house the Fire Department's current and future fire and rescue, and EMS equipment needs. A small storage mezzanine will be in the apparatus bays.

Additionally, the proposed new facility shall accommodate the space needs for a fulltime 24-hour firefighter staffing.

The building shall be designed and constructed as an essential facility and have total standalone capabilities. The building envelope and building systems shall be energy efficient and use of durable, quality materials for the building structure and exterior shall occur.

Safety shall also be taken into consideration with the design of the new facility and including separate and dispersed entrances for the Fire Department staff and the public. Additionally, site improvements for the proposed new facility will include segregated parking for the Fire Department staff and the public.

SCOPE OF SERVICES

Paradigm Design's involvement with at least thirteen fire station projects since 2000 has allowed us to gain helpful insight into the Cascade Charter Township's expectation of quality and the level of service required for a successful project. We have utilized this understanding along with information offered in the planning analysis and conceptual design for the new fire station in preparing the following Scope of Work and deliverables necessary for the project.

Schematic Design Phase: *(Duration = 4 weeks plus 1 week for review)*

1. ***Boundary/Topo Survey and Existing Conditions Drawing***
   - Topographic survey meeting current zoning code requirements for site plan submittal.

2. ***Geotechnical Services***
   - Test borings to evaluate the underlying soil conditions for the design and construction of the new fire station. Tentatively, test borings to twenty (20.0) feet are proposed for the building area and test borings to ten (10.0) feet are proposed for parking and drive areas.
   - Laboratory tests will be performed, as appropriate, on representative samples of the soil. The anticipated laboratory tests include classification, water content, and sieve tests.
   - The report will be prepared by a registered geotechnical engineer.

3. ***Architectural***
   - Meet with the Public Safety Advisory Committee to discuss and obtain any review comments on previously prepared planning analysis and conceptual design.
   - Refine preliminary building floor plans.
   - Develop preliminary building exterior elevations.
   - Detailed review of applicable building codes for the final proposed building design.
   - Review the completed schematic design floor plans and exterior elevations with the Public Safety Advisory Committee.

4. ***Owner's Representative***
   - Assist the Township in hiring an Owner's Representative to provide construction oversight for the Fire Station project, including helping with developing a scope of services and RFP for the Owner's Representative/Construction Management Services.

Design Development Phase: *(Duration = 4 weeks plus 1 week for review)*

1. ***Site Plan Approval & Design Development***
   - Prepare drawings, details and specifications for use in obtaining site plan approval(s):
     - Existing Conditions/Site Removals Plan.
     - Site Layout & Utility Plan.

    - Site Grading & Drainage Plan.
    - Landscape Plan:
        - Meeting minimum code requirements only.
- Curb-cut design and detailing (specific to fire apparatus access).
- Assumes adequate public utility service available on or adjacent to site:
    - Water, sewer, storm.
- On-site storm water management analysis and design.
- Attend two (2) meetings with the local Authorities Having Jurisdiction (AHJ's).

2. ***Architectural***
    - Refine and further develop the building floor plans and exterior elevations
    - Develop preliminary building sections and wall sections
    - Detailed review of applicable building codes for the proposed building design
    - Prepare color rendering of the approved exterior elevation drawing for the Township's use and presentations

3. ***Mechanical, Electrical, Plumbing and Fire Protection***
    - Develop preliminary site lighting plan
    - Develop preliminary electrical layout
        - Lighting
        - Power
        - Electrical one-line
    - Develop preliminary HVAC layout
    - Develop preliminary plumbing layout
    - Develop preliminary fire protection hazard areas

4. Detailed cost estimate will be created relative to the design development

5. Review the completed design development drawings with both the Public Safety Advisory Committee and Owner's Representative

Construction Documents Phase: *(Duration = 6 weeks plus 1 week for review)*

Once the design development services have been completed and all items requiring approval have been granted, we will proceed with preparation of the construction documents and will include the following:

1. ***Site Construction Drawings***
    - Prepare drawings, details, and specifications for use in construction and in obtaining site construction related permits:
        - Existing Conditions/Site Removals Plan
        - Site Layout & Utility Plan
        - Site Grading & Drainage Plan
            - Assumes positive storm water outlet available at site
        - Site Erosion Control / SWP3 plans
        - Site Fire Access Plan

    - Landscape Plan:
        - Meeting minimum code requirements only
    - Site Details
- Revise plans to address reviewing agency comments
- Sheet Specifications
- Curb-cut design and detailing

2. ***Architectural Construction Drawings***
    - Prepare complete architectural construction documents as necessary for bidding, permits and construction, which will include the following:
        - Title sheet containing a project directory, sheet index, and project location map
        - Code data and egress plan
        - Floor plans
        - Enlarged floor plans
        - Roof plan and details
        - Exterior elevations
        - Building sections, exterior and interior wall sections, and details
        - Stair details
        - Interior and millwork elevations and details
        - Door and window schedules and details
        - Room finish and reflected ceiling plans and schedules

3. ***Structural Construction Drawings***
    - Prepare complete structural construction documents as necessary for bidding, permits and construction, which will include the following:
        - Roof Framing Plan
        - Framing Details
        - Foundation Plan
        - Foundation Details
        - Single sheet structural specifications
    - Provide calculations for structural work performed signed/sealed by a professional engineer licensed in Michigan

4. ***Mechanical, Electrical, Plumbing and Fire Protection Construction Drawings***
    - Prepare complete MEP (Mechanical, Electrical, Plumbing and Fire Protection) construction documents as necessary for bidding, permits and construction, which will include the following:
        - Fire protection plans
        - Plumbing plans
        - Mechanical:
            - Heating, ventilation, and air-conditioning (HVAC) plans
            - Vehicle exhaust removal and makeup air systems
        - Electrical:
            - Site lighting plan
            - Lighting plans
            - Power plans

- Standby power emergency generator system
  - Mechanical and electrical equipment schedules, details, and diagrams

5. Prepare written project manual and technical specifications.

6. Interior design services consisting of exterior and interior finish material and color selections and recommendations.

7. Review 50 percent complete and 90 percent complete progress construction documents with both the Public Safety Advisory Committee and Owner's Representative.

Bidding Phase: *(Duration = 4 weeks)*

In collaboration with the Owner's Representative, we will distribute the construction documents to solicit construction bids for the Township Board's consideration. We will also provide the following:

1. Assist with the pre-bid conference.
2. Answer questions and issue written clarifications as needed.
3. Assist in the bid opening, bid evaluation, and recommendation for contract awards.
4. Assist in preparation of construction agreements.
5. Submit sealed construction documents to local building officials for plan review and permits.
6. Site Permit Administration:
   - Operate as the Primary Point of Contact for all site related permit applications during the review/approval process
   - Complete permit applications and assemble permit packages for owner/rep signatures
   - Submit permit packages to appropriate agencies
   - Resubmit to agency(s) as necessary
   - Administer and monitor permit review process
   - Expedite all permits whenever possible

Construction Administration Phase: *(Duration = 8 months)*

Construction Administration Phase services are based on an approximate twelve (8) month construction period and includes the following:

- Answer questions and providing written clarifications when necessary.
- Provide site observations and attend progress meetings on an approximate twice per month basis (limited to sixteen (16) site visits including final construction inspection ("punch list") at completion of the project).
- Shop drawing and submittal review as outlined in the project manual/specifications.
- Payment application review and certification assistance if needed.

The scope of work as contained this proposal hopefully conveys our experience in the type of facility that Cascade Charter Township proposes to construct. We trust that you have noted the numerous steps planned during the early design phases. Our experience has proven that time taken here will assure a building that will meet the Township's needs, functionally, financially, and aesthetically.

FEE SCHEDULE

Services:	**Fees:**
Schematic Design Phase	$26,600.00
Design Development Phase	$45,400.00
Construction Documents Phase	$120,600.00
Bidding/Negotiation Phase	$15,200.00
Construction Administration Phase	$53,000.00
Total Fee:	**$260,800.00**

Attendance at additional meetings (per meeting fee) $600.00

*** Fees above are lump sum per phase. Invoices for work will be sent monthly for the work performed the month prior and will be billed on a percent complete basis.*

EXPENSES – REIMBURSABLE ITEMS

Fees associated with permits, applications, agency reviews or escrow accounts will be reimbursed at a rate of cost + 10%.

Note that our above fees include expenses for printing, postage/shipping, and travel (mileage).

EXCLUDED SERVICES

- ALTA Survey
- Rezoning, property split(s) or consolidation(s)
- Environmental Studies:
  - Phase I and other environmental work
  - Endangered/Threatened species
  - Wetland evaluation, identification, delineation, mitigation, or permitting
- Traffic Impact Study
- Irrigation Plan
- Off-site Improvements:
  - Public utility extensions or other public utility improvements
  - Public road improvements, including widening and turn lanes
  - Downstream storm-water/adequate outfall analysis
- Construction inspection, testing or staking
- As-built field survey
- Any work associated with LEED or any other sustainability rating system or program

- FF&E (fixtures, furniture and equipment) selection and design
- Interior and exterior signage design, drawings, and permitting
- Snow melt system design and engineering
- Specialty system for vehicle maintenance (i.e., cranes, hoists, lubrication systems, and truck wash)
- Voice and data system design and specifications including telephone and cable services
- Sound, public address, and security system design and specifications
- Complete fault current study
- Site visits beyond the sixteen (16) visits indicated above
- Record (as-built) drawings (if these are required, they can be addressed by the contractor)

Please note that although the above services are excluded from our proposal at this time. We can add them into our scope of work should they either be necessary or not provided to us.

We welcome your review of our proposal and look forward to your favorable consideration. If you should have any questions, please do not hesitate to contact us at (616) 785-5656.

Sincerely,

PARADIGM DESIGN

William J. Bedford
Senior Project Manager

PARADIGM DESIGN

Steve Achram, PE
Chief Operating Officer, Principal

Enclosures: Project Team Resumes
Project Experience
References

PARADIGM DESIGN

STEVE ACHRAM, P.E.

PRINCIPAL ENGINEER

Steve joined Paradigm Design in 2020 as a Senior Civil Engineer & Midwest Regional Director. Through his work ethic, steadfast resolve and integrity, it did not take long to recognize his commitment to the success of the firm and the clients he served and was promoted to Principal Engineer and COO in 2021.

As a Principal & COO Steve is a key project member. Steve has a background in Real Estate Development, Site Selection, Land Entitlement, Design and Construction Management. He is uniquely qualified to evaluate potential projects to maximize ROI and manage them from the concept phase to final construction.

As COO, Steve translates strategy into actionable goals for performance and growth, helping to implement organization-wide goal setting, performance management, and annual operating planning. He is passionate about building a highly inclusive culture ensuring team members thrive and organizational outcomes are met.

RESUMES & QUALIFICATIONS OF PERSONNEL

CONTACT

- SACHRAM@PARADIGMAE.COM
- 616.785.5587

TRAINING & EDUCATION

- Northwood University: Master of Business Administration
- Michigan Technological University: Bachelor of Science in Civil Engineering

ROLES

- Principal Engineer
- Chief Operating Officer
- Secretary

SPECIALTIES

- Real Estate Development
- Site Evaluation, Planning and Development
- Strategy and Problem Solving
- Industrial / Municipality Design
- Design-Build Delivery Model

PROFESSIONAL ORGANIZATIONS

- ASCE – American Society of Professional Engineers
- DBIA - Design-Build Institute of America
- Board of Building Owners & Managers Association
- Board of East Grand Rapids Planning Commissioner

PROFESSIONAL LICENSES

- Michigan

PARADIGM DESIGN

AARON JENKS, AIA NCARB
PRINCIPAL ARCHITECT

Aaron Jenks joined Paradigm Design in 2019 as a Senior Architect with over 20 years of experience. Through his work ethic and project achievements, it did not take long to recognize his commitment to the success of the firm and the clients he served and was promoted to Principal Architect and Design Director in 2020.

Aaron's design and management experience encompasses a variety of project types including commercial office, entertainment, hospitality, residential, manufacturing and retail work. He views each project as an opportunity to address the clients' needs through creativity and attention to detail while maintaining budgets and schedules.

In addition to project leadership, Aaron takes an active role in the firm's management, focusing his attention on the professional development of team members, continual improvement to the design department and on long term planning.

RESUMES & QUALIFICATIONS OF PERSONNEL

CONTACT

- AJENKS@PARADIGMAE.COM
- 616.717.2240

TRAINING & EDUCATION

- Bachelor of Science in Architecture; The University of Detroit
- Master of Architecture; The University of Detroit School of Architecture

ROLES

- Principal Architect
- Chief Marketing Officer
- Director of Human Resources
- Design Director

SPECIALTIES

- Design
- Team Building
- Client Relationships

PROFESSIONAL ORGANIZATIONS

- American Institute of Architects
- National Council of Architectural Registration Board Certified
- LEED Accredited Professional
- United States Green Building Council (USGBC)

PROFESSIONAL LICENSES

Colorado, Indiana, Iowa, Louisiana, Maryland, Montana, Michigan, Minnesota, Missouri, Nevada, New Jersey, Oregon, Texas, Virginia, Washington and Wisconsin

PARADIGM DESIGN

BILL BEDFORD, LEED AP

SENIOR PROJECT MANAGER

William Bedford has been involved with design and construction of many types of public and private projects over his career as project manager. He is responsible for programming, design, schedule and budget from conception to construction.

Bill is Paradigm Designs resident expert on all things code and specifications. He has designed and manged dozens of fire stations, police stations and other municipal projects involving great attention to detail and coordination.

RESUMES & QUALIFICATIONS OF PERSONNEL

CONTACT

- WBEDFORD@PARADIGMAE.COM
- 616.785.5563

TRAINING & EDUCATION

- Central Michigan University; Bachelor of Science

ROLES

- Senior project manager
- Studio Leader; Municipal, Grocery, Office, medical
- Senior Spec Writer
- Code Guru

SPECIALTIES

- Mentorship
- Industrial / Municipality Design
- Code
- Specification Writing

PROFESSIONAL ORGANIZATIONS

- Construction Specification Institute (CSI)
- United States Green Building Council (USGBC)

RELATED EXPERIENCE

- Jamestown Township Fire Station #1 (2017)
- Zeeland Township Fire & Public Safety Building (2013)
- Dutton Fire Station, Gaines Township, (2010)
- Cannon Township Fire Station (2007 & 2018)
- Walker Fire Station #2 and Community Center (2005)
- Norton Shores Fire Station #2 (2003)
- Algoma Township Fire Station (2002)

PARADIGM DESIGN

DAVID MANNEBACH, AIA
PROJECT ARCHITECT & DESIGNER

Key project designer at Paradigm Design responsible for generating design concepts, producing architectural visualizations, supporting marketing efforts, creating details and selecting materials/finishes. Experienced in schematic design, design development and CD phases working on a wide variety of projects including theaters/ entertainment centers, large to small retail, municipal work, as well as non-profit work for community development and educational projects in Haiti. Performed assessment, analysis, cost estimation, field measuring and information delivery to parties throughout the design process. Key member of the design team responsible for conceptual design through construction documentation utilizing primarily Autodesk AutoCAD or Revit, Google Sketch Up, Vray and Adobe Photoshop.

RESUMES & QUALIFICATIONS OF PERSONNEL

CONTACT

- DMANNEBACH@PARADIGMAE.COM
- 616.785.5584

TRAINING & EDUCATION

- Bachelor of Science in Architecture; The University of Detroit
- Master of Architecture; The University of Detroit School of Architecture

ROLES

- Designer
- Project Architect
- Design Studio Leader

SPECIALTIES

- Design
- 3D Renderings
- Complex unique projects

PROFESSIONAL ORGANIZATIONS

- American Institute of Architects
- LEED Green Associate

PROFESSIONAL LICENSES

- Michigan

Related Experience

Paradigm Design is an Architectural/Engineering Firm committed to excellence in design. We pride ourselves on designing form the client's perspective as we partner with you to deliver your project. Our Architectural, Design, Civil Engineering, and Mechanical and Electrical Engineering Department has been involved with many residential, commercial, and municipal projects throughout Michigan and in various other states.

Paradigm Design also has experience with fire station projects. Following are a few fire station projects that we have successfully completed over the past 10 years.

- Jamestown Township Fire Station #1, Jamestown Township, MI
- Zeeland Township Fire & Public Safety Building, Zeeland Township, MI
- Dutton Fire Station, Gaines Township, MI
- Cannon Township Fire Station, Cannon Township, MI
- Plainfield Fire Station #3, Plainfield Township, MI
- Algoma Fire Station, Algoma Township, MI
- Walker Fire Station #2 and Community Center, Walker, MI
- Kentwood Fire Station #3, Kentwood, MI
- Thornapple Fire Station, Middleville, MI
- Norton Shores Fire Station #2, Norton Shores, MI

RELATED PROJECT REFERENCES

Glenn Nykamp, Supervisor
Zeeland Charter Township
6582 Byron Road
Zeeland, MI 49464
Phone: (616) 772-6701
Email: glenn.nykamp@zeelandtwp.org

Project: Zeeland Township Fire & Public Safety Building, Zeeland, Michigan

Jim Ondersma, Chair, Fire Station Committee
Jamestown Charter Township
2380 Riley Street
Hudsonville, Michigan 49426
Phone: (616) 836-8162
Email: jim_ondersma@hermanmiller.com

Projects:
- New Jamestown Township Fire Station Feasibility Study, Hudsonville, Michigan
- Jamestown Township New Fire Station 1, Hudsonville, Michigan

Jim Morris, Fire Chief
Cannon Township
6878 Belding Road, NE
Rockford, MI 49341-9627
Phone: (616) 874-9725
Email: chief@cannontwp.org

Projects:
- Cannon Township Fire Department Expansion, Rockford, Michigan
- Cannon Township Fire Training Room, Rockford, Michigan

ALEXANDER V. BOGAERTS & ASSOCIATES, P.C.
Architecture
Planning
Interior Design

2445 Franklin Rd.
Bloomfield Hills, MI 48302
248/ 334-5000
fax: 248/ 334-0092

June 16, 2021

Mr. Benjamin Swayze
Township Manager
Cascade Charter Township
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

RE: Request for Proposals
Fire Station #1

Dear Mr. Swayze,

Attached is our response and submittal material for consideration as the design and engineering team for your Cascade Charter Township Fire Station. We are very interested in the Fire Station project. We have assembled a team of professionals specifically for this type of project with experience in design and construction of Fire Stations.

Alexander V. Bogaerts & Associates will be the lead Architect and interior designer for the project. We will be providing architectural and interior design services for this project and have a reputation for design excellence.

MEP Engineers, LLC will provide mechanical, electrical, and plumbing design services for this project.

JDH Engineering will provide structural engineering services for this project

Soils and Structures, will be providing geotechnical engineering services for this project

Paradigm Design will be providing Civil Engineering services for this project

FPA will be providing landscape design services for this project

We have assembled this team to provide Cascade Township with professionals who are familiar with Fire station design, have worked on projects through out the State of Michigan, and most importantly are sensitive to key issues such as project costs, life cycle assessment, value engineering and energy efficient sustainable building design.

If selected at the design team, we will meet with the Fire chief and his team as well as the Township to thoroughly understand the program for the Fire Station before proceeding with the project design.

Our team has the ability to approach the project for “General Bid” with the ultimate goal to provide a “State of the Art” cost efficient sustainable design for the community.

I have attached our firm profile and a similar project sheet for our proposed consultant/team members.

We would be happy to meet with the Fire department and community at their convenience to discuss the project and introduce our team.

Alexander V. Bogaerts & Associates take pride in working closely with owners, developers, contractors, municipalities, government agencies. The firm provides the same high quality professional service, regardless of the size or complexity of the project.

We are confident that you will find our team has the appropriate expertise for this project.

Sincerely;

Alexander V. Bogaerts, President

ALEXANDER V. BOGAERTS & ASSOCIATES, P.C.
Architecture
Planning
Interior Design

2445 Franklin Rd.
Bloomfield Hills, MI 48302
248/334-5000
fax: 248/334-0092

June 16, 2021

Mr. Benjamin Swayze
Township Manager
Cascade Charter Township
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

RE: Request for Proposals
Fire Station #1

Dear Mr. Swayze,

It is with pleasure that Alexander V. Bogaerts & Associates presents the following proposal of fees and services for your conventionally financed Fire Station and Out Building included in the RFP for Fire Station #1. The Fire Station is approximately 16,835sf and the Out Building is approximately 3,150sf. .

Services:

I. Business Organization

Architect
Alexander V. Bogaerts and Associates
2445 Franklin Road
Bloomfield Hills, MI
248 334 5000
www.bogaerts.us

Primary Contacts
Alexander V. Bogaerts – (248) 334 5000 x231
Anthony J. Marszalec – 248 334 5000 x232

Mechanical / Electrical Engineer
MA Engineering
400 S. Old Woodward
Suite 100
Birmingham, MI
www.ma-engineering.com

Primary Contact
Salim Sessine (248) 258 1619 x103

Structural Engineering
JDH Structural Engineering
3000 Ivanrest SW Suite B
Grandville, MI 49418
www.jdheng.com

Primary Contacts
Tim DenHartigh – (616) 531 6020 x3022
Devid Pendert - (616) 531 6020 x3028

Civil Engineering
Paradigm Design
415 Leonard Street NW, Suite 200
Grand Rapids, MI 49504
www.paradigmae.com

Primary Contact
Steve Achram (616) 785 5587

Geotechnical Engineering
Soils and Structures
6480 Grand Haven Rd,
Muskegon, MI 49441
www.soilsandstructures.com

Primary Contact
Kris Twining; P.E. – (231) 955 4433

Landscape Design
FPA
Community Plannners & Landscape Architects
24333 Orchard Lake Road, Suite G
Farmington Hills, MI 48336
www:fpa.design

Primary Contact
Felino A Pascual (Joel), RLA, CLARB

II. Executive Summary

Principal - Alexander V. Bogaerts, Architect

Graduate School of Architecture - Lawrence Technological University
Registered Architect - State of Michigan
Member - Michigan Society of Architects

Alex founded the firm in 1978 and has neutered its growth since then. Alex has extensive experience in a wide range of architectural developments including projects exceeding 60 million dollars in construction cost. He has been in the architectural field for over 50 years and has been the favorable focus of several newspaper and magazine articles. His responsibilities include design, management, administrative and client contact. His projects include municipal buildings, hotel / resort projects, shopping centers, office buildings, property master planning, single family home designs, apartment complexes, condominium developments, industrial and public use buildings, and churches. Alex is well regarded for is pursuit of design excellence. Alex is still the leading design force within the firm.

Alex will take the lead role in the design of this project.

Associate/Senior Vice President - Xander Bogaerts, R.A., NCARB

B.S. Architecture – University of Michigan, Ann Arbor, 1996
Master of Architecture – University of Michigan, Ann Arbor, 2000
Year started with firm: 2000

Xander's responsibility include design, design development and team management. He is experienced in commercial and multi-family, custom single family homes. His design, design development and construction drawing experience has been an asset to the firm and a reason for the firm's continued success.

Xander will assist with the design and take the lead in the design development of this project.

Associate/Senior Vice President - Mark Abanatha, R.A.

Graduate School of Architecture - Lawrence Technological University
Registered Architect - State of Michigan
Responsibilities: Planning and Submissions
Year started with firm: 1982

Mark has significant experience and background in site planning and municipal processing. Detailed municipal code and local ordinance compliance is reviewed and coordinated by Mark including coordinating consulting planners comments as well as attending planning commission and council meetings for our projects. Mark became an Associate / Senior Vice President in 1992.

Mark will take the lead in the municipal processing of this project.

Associate/Senior Vice President - Anthony J. Marszalec, R.A., NCARB

Graduate School of Architecture - Lawrence Technological University
Registered Architect - State of Michigan, TN, VA, NC, IL, OH
Responsibilities: Construction Documents and Contract Administration – Multi-family / Commercial
Year started with firm: 1982

Tony has substantial background, and experience having worked on large commercial, office, multi-family housing, historic preservation and adaptive reuse projects. Since joining our firm he has been responsible for overseeing design development, scheduling, specifications, contract document preparation, code review and CA Services for the firm. Tony is a member of International Code Council and is knowledgeable of the Americans with Disabilities Act and the Fair Housing Act. Tony was made an Associate / Senior Vice President in 1992.

Tony will take the lead in the construction document preparation, project coordination and will oversee all construction administration services.

Associate - Interior Design /Caryn Satovsky - Siegel
Michigan State University
Member ASID
Year started with firm: 1993

Caryn is our lead interior designer and has 30+ years of interior design experience. She has experience in commercial interior design and procurement.

Caryn will be the lead interior designer for this project.

Interior Design /Molly Thomas
Michigan State University
Member ASID
Year started with firm: 2013

Molly has 30+ years of interior design experience. She has experience in commercial and multifamily interior design and procurement.

Molly will assist with the interior design and procurement for this project.

III. Project Proposal

Preliminary Design Phase

1. Meeting with the township and Fire Department Staff to review the program
    a. Start geotechnical investigation
    b. Start topographic and property survey
2. Start schematic design including all site and topographical information in the design
3. Meeting with the Township and Fire Department staff to review schematic design
4. Refine design as needed based on Township and Fire Department comments
    a. MEP and Structural to review and provide input on the building design

5. Upon receipt of preliminary design approval from the township, prepare the Site Plan approval package. Package to include;
    a. Architectural plans and elevations
        i. Includes are rooftop HVAC equipment
    b. Architectural renderings
    c. Site plan
        i. Includes all ground mounted HVAC equipment
    d. Demolition plan
        i. Include demolition plan cost estimate
    e. Site lighting plan
    f. Landscape plan
6. Provide a schematic design construction cost estimate
7. Time frame for schematic design phase = **6 week - 8 weeks**
8. Site Plan Approval timeframe TBD
9. Design refinement (Design Development) to include;
    a. Refinement of the building interiors
    b. Start interior design preliminary selections
    c. Provide programing for MEP and Structural components
    d. Further refinement of the civil plans to include critical information
10. Provide a final preliminary Design Phase cost estimate
11. Time Frame for design refinement phase = **6 weeks**

Final Design Phase

1. Upon written authorization by the Township, proceed with the preparation of all CD's, specifications and bidding documents
2. Construction document to include the following;
    a. Architectural plans
    b. Civil Engineering plans
    c. MEP plans
    d. Structural plans
    e. Demolition plans
    f. Landscape plans
    g. Project specifications
3. Permit applications
4. Bidding documents
    a. Instruction to bidders
    b. Bid form
5. Time frame = **8 weeks**

Bidding Phase

1. Architect will be responsible for the bidding phase. Services to include;
    a. Establishing bid dates
    b. Holding a pre-bid meeting
    c. Receipt of bids
    d. Bid opening
    e. Tallying of bids and recommendation of bid selection to the Township
2. Time frame for Bidding Phase to be **3-weeks**

Construction Phase

1. Design team to work with selected Owners Representative
2. Attend monthly meetings to review and process contractor certificate of payment application
3. Review contractor shop drawings
4. Respond to contractor RFI's (request for information)
5. Review GC punch lists for completeness including site work and landscaping.
6. Provide final MEP and Structural review at substantial completion
7. Provide Certificate of Substantial Completion
8. Time frame to be determined by GC

IV. Project Staffing

1. See attached Exhibit #1 for staffing chart and lines of authority and communication. Individual resumes are also attached.

2. Pricing Methodology

Pricing will be based on a percent of construction cost

Out Building

1. Fees to be based on a percentage of the final construction cost – 7.0%
    a. Schematic Design = 15%
    b. Design Development = 25%
    c. CD's = 40%
    d. Bid Phase = 5%
    e. CA Services = 15%

Fire Station

2. Fees to be based on a percentage of the final construction cost – 8.0%
    a. Schematic Design = 15%
    b. Design Development = 25%
    c. CD's = 40%
    d. Bid Phase = 5%
    e. CA Services = 15%

3. Fees to include;
    a. Architectural
        i. Schematic Design through CA services
    b. Mechanical/Electrical/Plumbing engineering services
        i. Schematic Design through CA services
    c. Structural Engineering
        i. Schematic Design through CA services
    d. Civil Engineering
        i. Schematic Design through CA services
    e. Landscaping
        i. Schematic Design through CA services
    f. Geotechnical Engineering
        i. Schematic Design phase services only

g. Fees to include all travel cost, phones, postage and other miscellaneous fees with the cost of business.
h. Fees to include electronic bid and contractor sets
i. Services not included
    i. Printing or reproduction cost for contractor sets during the construction phase.
    ii. ALTA Survey
    iii. Rezoning/property split
    iv. Environmental Studies
        1. Phase I or other environmental work
        2. Endangered/Threatened Species
        3. Wetland evaluation, identification, delineation, mitigation or permitting
    v. Traffic Impact Study
    vi. Off-site Improvements
        1. Public utility extensions or other public utility improvements
        2. Public road improvements, including widening and turn lanes
        3. Downstream storm-water/adequate outfall analysis
    vii. Construction staking
    viii. As-built field survey

V. Authorized Negotiations

a. Persons authorized negotiate this contract

Alexander V. Bogaerts, President
Alexander V. Bogaerts and Associates
248 334 5000 x231
abogaerts@bogaerts.us

VI. References

Warren Rose, CEO
Edward Rose and Sons
38525 Woodward Avenue
Bloomfield Hills, MI 48304
(248) 539-2255
warren_rose@edwardrose.com

Jerry Beznos; Partner
Beztak Companies
31731 Northwestern Hwy. Suite 250W
Farmington Hills, MI 48334
(248) 855 5400
mjbez@aol.com

Don Cucco, Direction of Construction
M. Shapiro Real Estate Group
31550 Northwestern Hwy, Ste. 220
Farmington Hills, MI 48334
(248) 865-0066
dcucco@mshapirorealestate.com

VII. Additional Information

1. Alexander V. Bogaerts and Associates is a veteran owned business.
2. Alexander V. Bogaerts and Associates is a MI licensed Architectural firm. All consultants noted in our proposal are licensed professions as required by the State of MI
3. We meet all of the qualifications listed in section 1.2 of the RFP. Upon acceptance of our proposal we will provide certified copies of all proof of insurance policies noted.

We look forward to meeting the Township board to personally respond to any questions you might have.

Sincerely,

Alexander V. Bogaerts, President
Alexander V. Bogaerts & Associates

ALEXANDER V. BOGAERTS & ASSOCIATES, P.C.
Architecture
Planning
Interior Design

2445 Franklin Rd.
Bloomfield Hills, MI 48302
248/334-5000
fax: 248/334-0092

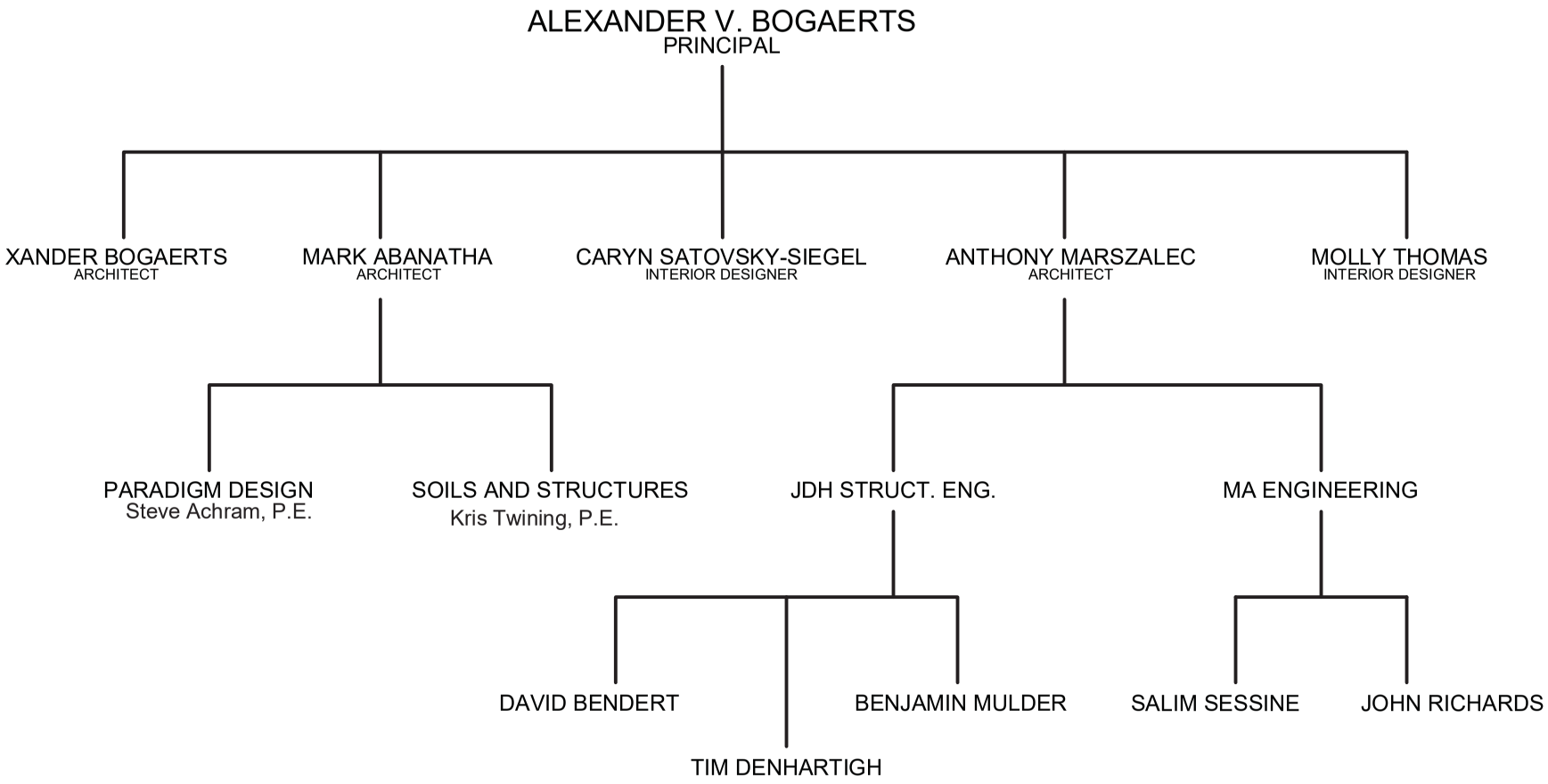
Cascade Charter Township

Fire Station #1

I. Exhibit #1 – Project Staffing and Resumes

CASCADE CHARTER TOWNSHIP - FIRE STATION #1

ALEXANDER V. BOGAERTS & ASSOCIATES



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Bloomfield Hills, MI 48302
248/334-5000
fax: 248/334-0092

Cascade Charter Township – Fire Station #1

Employee Resumes – Alexander V Bogaerts & Associates

Principal - Alexander V. Bogaerts, Architect

Graduate School of Architecture - Lawrence Technological University
Registered Architect - State of Michigan
Member - Michigan Society of Architects

Alex founded the firm in 1978 and has neutered its growth since then. Alex has extensive experience in a wide range of architectural developments including projects exceeding 60 million dollars in construction cost. He has been in the architectural field for over 50 years and has been the favorable focus of several newspaper and magazine articles. His responsibilities include design, management, administrative and client contact. His projects include municipal buildings, hotel / resort projects, shopping centers, office buildings, property master planning, single family home designs, apartment complexes, condominium developments, industrial and public use buildings, and churches. Alex is well regarded for is pursuit of design excellence. Alex is still the leading design force within the firm.

Alex will take the lead role in the design of this project.

Associate/Senior Vice President - Xander Bogaerts, R.A., NCARB

B.S. Architecture – University of Michigan, Ann Arbor, 1996
Master of Architecture – University of Michigan, Ann Arbor, 2000
Year started with firm: 2000

Xander's responsibility include design, design development and team management. He is experienced in commercial and multi-family, custom single family homes. His design, design development and construction drawing experience has been an asset to the firm and a reason for the firm's continued success.

Xander will assist with the design and take the lead in the design development of this project.

Associate/Senior Vice President - Mark Abanatha, R.A.

Graduate School of Architecture - Lawrence Technological University
Registered Architect - State of Michigan
Responsibilities: Planning and Submissions
Year started with firm: 1982

Mark has significant experience and background in site planning and municipal processing. Detailed municipal code and local ordinance compliance is reviewed and coordinated by Mark including coordinating consulting planners comments as well as attending planning commission and council meetings for our projects. Mark became an Associate / Senior Vice President in 1992.

Mark will take the lead in the municipal processing of this project.

Associate/Senior Vice President - Anthony J. Marszalec, R.A., NCARB

Graduate School of Architecture - Lawrence Technological University
Registered Architect - State of Michigan, TN, VA, NC, IL, OH
Responsibilities: Construction Documents and Contract Administration – Multi-family / Commercial
Year started with firm: 1982

Tony has substantial background, and experience having worked on large commercial, office, multi-family housing, historic preservation and adaptive reuse projects. Since joining our firm he has been responsible for overseeing design development, scheduling, specifications, contract document preparation, code review and CA Services for the firm. Tony is a member of International Code Council and is knowledgeable of the Americans with Disabilities Act and the Fair Housing Act. Tony was made an Associate / Senior Vice President in 1992.

Tony will take the lead in the construction document preparation, project coordination and will oversee all construction administration services.

Associate - Interior Design /Caryn Satovsky - Siegel

Michigan State University
Member ASID
Year started with firm: 1993

Caryn is our lead interior designer and has 30+ years of interior design experience. She has experience in commercial interior design and procurement.

Caryn will be the lead interior designer for this project.

Interior Design /Molly Thomas

Michigan State University
Member ASID
Year started with firm: 2013

Molly has 30+ years of interior design experience. She has experience in commercial and multifamily interior design and procurement.

Molly will assist with the interior design and procurement for this project.

Commerce Charter Township
Fire Station No. 3
Commerce Twp., Michigan

Dexter Fire Station
Dexter, Michigan

Brighton Fire Station No. 34
Brighton Fire Station No. 33
Brighton, Michigan

Rochester Hills Fire Department
Rochester Hills, Michigan

Livonia Fire Station No. 5
Livonia Fire Station No. 6
Livonia, Michigan

Brownstown Township
Fire Station No. 3
Brownstown, Michigan

Wyandotte Fire Station
Wyandotte, Michigan

Clawson 911 Dispatch Area
Study
Clawson, Michigan

Deerfield Village Fire
Department
Deerfield, Michigan

Detroit Fire Department
Training Center
21,000 Sq. Ft. Renovation
Detroit, Michigan

Dexter Fire Station
Dexter, Michigan

Eastpointe Fire Station
Eastpointe, Michigan

Fire Station
Washington/Larned
Detroit, Michigan

Franklin/Bingham Farms
Fire Station
Franklin, Michigan

Gibraltar City Hall and
Police/Fire Station
Gibraltar, Michigan

Madison Heights Fire Dept.
Madison Heights, Michigan

Milford Fire Station No. 1
Addition and Renovation
Milford, Michigan

Pontiac Fire Station
Pontiac, Michigan

Fire Station No. 1 Renovation
Orion Township, Michigan

Fire Station No. 1
Fire Station No. 2
Highland Township, Michigan

Green Oaks Fire Station
Green Oaks Twp., Michigan

Chesterfield Fire Station
No. 1 Renovation
Chesterfield Twp., Michigan

Charter Township of Orion
Fire Station No. 1 Renovation
Lake Orion, Michigan

MAENGINEERING
MECHANICAL ELECTRICAL
400 S. Old Woodward, Suite 100
Birmingham, MI 48009
P 248-258-1610 F 248-258-9538

SALIM M **SESSINE PE**
President

Salim has over 35 years of professional experience in the fields of design, engineering and construction administration for residential, commercial, educational, industrial, institutional and municipal types of projects. Salim specializes in the design of heating, ventilation, air conditioning, plumbing, process piping, fire protection, energy management and controls systems.

He has worked both new construction and renovation projects in the private and public market sectors. Salim is familiar with building delivery methods, construction/design sequencing and the coordination requirements of complex buildings.

EDUCATION
Bachelor of Science
Mechanical Engineering
Lawrence Technological University

Master of Science
Mechanical Engineering
Wayne State University

REGISTRATION
Engineer: Michigan

AFFILIATIONS
American Society of Heating, Refrigeration and Air Conditioning Engineers

Charter Township of Orion
Fire Station No. 1 Renovation
Lake Orion, Michigan

Commerce Charter Township
Fire Station No. 3
Commerce Twp., Michigan

Dexter Fire Station
Dexter, Michigan

Brighton Fire Station No. 34
Brighton Fire Station No. 33
Brighton, Michigan

Rochester Hills Fire Department
Rochester Hills, Michigan

Livonia Fire Station No. 5
Livonia Fire Station No. 6
Livonia, Michigan

Brownstown Township
Fire Station No. 3
Brownstown, Michigan

Detroit Fire Department
Training Center Renovation
Detroit, Michigan

Fire Station No. 1
Fire Station No. 2
Highland Township, Michigan

Green Oaks Fire Station
Green Oaks Twp., Michigan

Milford Fire Station No. 1
Addition and Renovation
Milford, Michigan

MAENGINEERING
MECHANICAL ELECTRICAL
400 S. Old Woodward, Suite 100
Birmingham, MI 48009
P 248-258-1610 F 248-258-9538

SCOTT D **WHEELER PE**
Director of Electrical Engineering

Scott has over 25 years of experience in the design of power distributions systems, life safety and standby power systems, lighting, fire alarm, grounding, and communications system for a variety of building types including industrial, public and private research facilities, airports, health care, university education, office/corporate, restaurants and government.

He has worked both new construction and renovation projects in the private and public market sectors. Scott is familiar with building delivery methods, construction/design sequencing and the coordination requirements of complex buildings.

EDUCATION
Bachelor of Science
In Electrical Engineering
Wayne State University

REGISTRATION
Engineer: IES 2014
Engineer: Michigan 2015

AFFILIATION
Illuminating Engineering Society

Clawson 911
Dispatch Area Study
Clawson, Michigan

Deerfield Village Fire Department
Deerfield, Michigan

Detroit Fire Department Training
Center Renovation
Detroit, Michigan

Livonia Fire Station No. 5
Livonia Fire Station No. 6
Livonia, Michigan

Fire Station No. 1
Fire Station No. 2
Highland Twp., Michigan

Fire Station No. 33
Fire Station No. 34
Brighton, Michigan

Eastpointe Fire Station
Eastpointe, Michigan

Franklin/Bingham Farms
Fire Station
Franklin, Michigan

Charter Township of Orion
Fire Station No. 1 Renovation
Lake Orion, Michigan

Gibraltar Fire Station
Gibraltar, Michigan

Wyandotte Fire Station
Wyandotte, Michigan

MAENGINEERING
MECHANICAL ELECTRICAL
400 S. Old Woodward, Suite 100
Birmingham, MI 48009
P 248-258-1610 F 248-258-9538

JDH Structural Engineering

Benjamin J. Mulder, PE

Structural Engineer

EDUCATION

University of Michigan – BSCE 2013

PROFESSIONAL EXPERIENCE

Ben started with JDH following his graduation from the University of Michigan in 2013 and remained at JDH until the fall of 2016. In October 2016, Ben moved from West Michigan to Central Florida, where he has since settled in Tampa. Ben worked for two other firms in Tampa before returning to JDH in November of 2020 as a remote employee. Ben is licensed in the state of Florida and is currently obtaining licensure in the state of Michigan.

The following are some of Ben's notable projects:

1. Flamingo Crossings Hotels, Orlando, FL: Design of two 7-story concrete masonry and precast plank hotels near Disney World.
2. Avalon Beach Club, Clearwater, FL: Design of an 11-story cast-in-place concrete coastal structure.
3. Fulton & Seward Development, Grand Rapids, MI: Design of multiple multi-story wood framed apartment buildings.
4. The Brix at Midtown, Grand Rapids, MI: 325,000 square foot multi-building development utilizing wood framed structures with steel-framed podiums.

RESPONSIBILITIES

As a Structural Engineer, Ben has been involved in or responsible for the design of steel, concrete, wood, and masonry buildings. Most of Ben's projects have been residential (apartments, condominiums, hotels), but also include educational, religious and medical facilities. His duties have included structural design, plan preparation, shop drawing review, and site visits. Ben's responsibilities are to ensure quality and efficient design in a timely manner.

JDH
Structural
Engineering

David A. Bendert, PE

Project Engineer

EDUCATION

Michigan State University, BSCE & MSCE

REGISTRATION

Michigan

PROFESSIONAL EXPERIENCE

After graduating from Michigan State University with BS and MS degrees in civil engineering David worked for LS Engineering/Scott Civil Engineering in Grand Rapids, MI doing bridge designing and bridge inspection as a certified bridge inspector. He then worked for AECOM (URS) for 3 years as a structural engineer. In June of 2015 he joined the JDH team, doing structural engineering.

PROFESSIONAL AFFILIATIONS

American Concrete Institute – West MI Chapter ACIWMC
American Institute of Steel Construction AISC
American Society of Civil Engineers ASCE
Masonry Institute of Michigan MIM

RESPONSIBILITIES

As a Structural Engineer, David has been involved in or responsible for the design of steel, concrete (including post tensioned concrete), wood, and masonry buildings and steel, concrete, and wood bridges. These projects include medical office buildings, data centers, parking garages, and transit centers. His duties have included structural design, plan preparation, shop drawing review, and site visits.

JDH ENGINEERING INC
3000 Ivanrest Avenue SW . Suite B . Grandville, Michigan 49418
P 616.531.6020 . F 616.531.8637 . www.jdheng.com

JDH Structural Engineering

Tim DenHartigh, PE, SE

Senior Project Manager/Principal

EDUCATION

Calvin College - BSCE
Michigan Technological University - MSCE

REGISTRATIONS

Michigan, Alabama, Arizona, Arkansas, Colorado, Connecticut, Delaware, Florida, Georgia, Idaho, Illinois, Kansas, Massachusetts, Nebraska, New Jersey, New York, North Carolina, Oklahoma, Oregon, South Carolina, Utah, Vermont, Virginia, Washington, Wyoming

PROFESSIONAL EXPERIENCE

Tim graduated from Calvin College in 1999. He spent 1 year working for a large AE firm before going to Michigan Tech to earn his Master's degree in 2001. Prior to joining JDH Engineering in 2012, Tim worked as a structural and bridge engineer for URS Corporation in Grand Rapids. Some notable projects include:

a. Benson & Grand, Grand Rapids, MI: 4 and 5 story apartment building (approximately 379,000 sq ft) with 5 story precast parking structure (approximately 88,000 sq ft). This is the largest wood framed project in Grand Rapids.
b. *240 Ionia*, Grand Rapids, Mi: 3 story post-tensioned concrete parking garage with 4 stories of apartments above. The apartment portion of the structure consisted of load bearing metal studs, with hollow core precast plank.
c. *150 Ottawa*, Grand Rapids, Mi: 14 story, with 7 stories post tensioned concrete parking levels and 7 stories of steel framed office building. The foundations were a combination of spread footings, mat foundations at core walls, and helical piers at the existing to avoid underpinning foundations directly south of the building.
d. *601 Bond,* Grand Rapids, MI: 17 story, cast in place concrete structure. The lower 6 levels are parking with apartments above. Full concrete with post-tensioned concrete slabs.

PROFESSIONAL AFFILIATIONS

American Concrete Institute ACI
ACI West Michigan Chapter ACIWMC, Past President
American Institute of Steel Construction AISC
National Council of Examiners for Engineering & Surveying NCEES
Structural Engineers Association of Michigan SEAMi

CASCADE CHARTER TOWNSHIP

5920 Tahoe SE Grand Rapids, Michigan 49546-7140

Date: July 9, 2021
To: Cascade Charter Township Board
From: Supervisor Grace Lesperance
Subject: Proposed Resolution to Modify Strategic Planning Process

This resolution is intended to ensure that the strategic planning process include input from as many community members as possible, and will thereby include active participation early on from various township boards and commissions.

RESOLVED, that the Strategic Plan Process modifications, as discussed at this meeting, are hereby approved, including within such approval the authorization of a Strategic Planning Development Committee, chaired by the Supervisor, and composed of the Supervisor, and six individuals to be appointed by the Supervisor and approved by this Board;

FURTHER RESOLVED, that this Board of Trustees approves the following appointments as members of this Strategic Planning Development Committee:

Chair:	Supervisor Lesperance
Members:	
Planning Commission Member:	_____
Planning Commission Member:	_____
Downtown Development Authority Member:	_____
Parks Committee Member:	_____

FURTHER RESOLVED, that with this revision to the strategic planning process, the Board of Trustees requests that the above-mentioned Committee meet with McKenna and determine if a new pricing formula or a new pre-determined price is necessary.

Strategic Plan Letter to the BOT and proposed resolution:

To: Supervisor Lesperance and Board of Trustees

From: Planning Commission

CC: Town Manager Swayze

Date: July 7, 2021

Re: **Strategic Planning Process 2022-2026**

The Planning Commission believes that it is appropriate that we provide assistance to the Board of Trustees in managing and overseeing the creation of the four-year Strategic Plan for Cascade Charter Township (CCT). We have reviewed our statutory directive and the language in CCT's Zoning Ordinance, each of which places primary initial responsibility for the major comprehensive planning efforts of the township squarely on the Planning Commission (PC) and are excited to take on a more significant role in the creation of the Strategic Plan, subject to the approval of the Board of Trustees as is appropriate and necessary.

We therefore have appointed a committee to consider how that best can be accomplished. Finally, we have reviewed the RFP describing what is needed and the initial work plan of McKenna, the CCT consultant chosen for this project, and think that both could be much more focused in achieving a successful strategic plan for CCT. We must have a strategic plan that arises from a transparent process involving significant current input from the citizens of the entire community, that achieves buy-in from the staff, the elected and appointed officials and most importantly, from our citizens, and crucially sets out goals and action items with specific dates for completion and accountability. We think that the current work plan needs significant changes to achieve those goals. With a strategic plan priority goals, as we envision the process telling us, CCT can then make the necessary changes to its other major planning documents to ensure alignment and integration and can demand 2022 budgets and the 2022-2027 Capital Improvement Plan be completed in ways that further the Strategic Plan's goals and actionable items.

So, we are both enthusiastic, and feel responsible, to help play a much bigger role in the leadership of the effort this year to develop a new four-year plan. We think that the key factors that need to be hallmarks of the new plan are:

1. **That the Plan must reflect the current priorities of a consensus of all the citizens of the Township**. That will require that we aggressively reach out to as many citizens as we can contact – through a variety of venues and formats – to determine what their current priorities are. This is in part a test of what they feel the community is and should be, and what they are concerned with today. This will also involve their assessment (considering benefits and expected costs) of those projects currently on the CCT's drawing board (as well as those of the DDA), as well as new ones the citizens would like to see; it would also ask for points of emphasis to guide the Board of Trustees and all the appointed officials of the Township as well as its Staff. Developing this new plan cannot be a staff-led process or it will achieve no buy-in.

2. **The Plan development must reach all community residents for their input.** This will be difficult to achieve and won't be achieved by simply making opportunities available for citizens to attend. We must aggressively reach out to the citizens where they are and use a variety of venues and media channels to do so. We will also hold sessions throughout the township (e.g., visiting the senior living facilities and using churches, coffee shops; and schools for meetings in the various neighborhoods where we will discuss the plans we currently have and asking them to fill out the survey and explaining what each part is for. We will certainly need to follow up with certain groups of citizens who may be underrepresented in the initial surveys returned. Finally, it will require that we provide to the citizens descriptions of any projects or activities included (whether on the drawing board at the Township or a new idea of a citizen) and our best estimate of the all-in costs of each project or activity. Only then can the citizens make informed choices. There are many projects we would all like to see, but not if they cost over a certain amount.

3. **That the Plan process, both initially in obtaining the citizen's prioritization of certain things over others, and then throughout the process, be characterized by tremendous openness and transparency**. CCT has been criticized for a lack of transparency in recent years on several large projects. At the Board meeting of June 23, 2021, several trustees criticized what they perceived as a lack of transparency in the survey process undertaken by supporters of the purchase of the Church on a Hill property. We were pleased that more of the trustees now desire to have the whole community fully informed and involved in determining CCT actions. We are hopeful that a clear majority of the Board will support this new process with its heavy focus on transparency and disclosure and listening to our citizens, even if it means the elimination of some of the projects tied to goals established years ago by the Board and Staff for the Township.

   Putting the focus of the new Strategic Plan on current citizen input and prioritizing our projects (and budgets) to those projects and areas of interest will mean that much of the citizen input section of the McKenna work plan will need to be changed and much more time put in up front to create the processes needed to achieve the goal of hearing from the whole community. Working with the staff and other stakeholder groups will still need to be done. Finally, the drafting effort will come after the various stakeholder groups (e.g., the appointed and elected officials; the business community; and the staff) also have their opportunity to voice their opinions on what they think and for those working for or appointed by the Township, what their view of the community opinion will be. One piece of truly interesting data will be how the elected and appointed officials, and the staff opinions of community priorities match up with the direct input from the citizens.

4. **That a Plan is only as good as the buy-in achieved for it, both externally with our citizens and internally with our Staff**. Therefore, it is essential that we earn the trust of both groups that we have only the best interests of CCT in mind as we actively listen to the citizen feedback throughout the process as well as provide ample opportunity for the staff to make its own comments known during the process. Buy-in is achieved if the citizens and staff think that the process was open and transparent and that their voices were heard during the preparation of the Strategic Plan.

5. **That this Plan will only be as good as the Actionable Items identified in it reflect the desires of our citizens and that those items are actually completed within the time frames and at the costs we have led the citizens to expect.** Many of our strategic plans in the past have become dust covered closet dwellers, with little accomplished. By rolling up our earlier planning efforts into this Strategic Plan, as McKenna has so admirably suggested, we can, with the requisite buy-in, have actual projects to complete within deadlines established in the Strategic Plan at the costs estimated in the Plan. Finally, the person with primary responsibility for each Actionable Item will also be identified in the Plan and so accountability will be assured.

Leadership of the Process: To achieve these results, recognizing the PC's excitement is newly developing and our inexperience (as a group, though members of the PC have a lot of planning expertise) with this type of project, we think that it would be best led by a relatively small cross functional committee appointed by the Supervisor and approved by the Board of Trustees. We were contemplating a seven member Committee composed of 3 PC members, a DDA Board member, a representative of our officials who were appointed having shown the desire to preserve our natural green setting (be that person from the Parks Committee, the Pathways Committee or the Open Space Committee) and one person from any of the appointed committees (including appointed Citizens' Committees). We recommend that the Committee be chaired by someone from the Board of Trustees; we suggest that the Supervisor be chairperson of the Committee and lead the Strategic Plan process. This is a signature initiative for Supervisor Lesperance, as it focuses on listening to the whole community, prioritizing their currently favored projects and priorities, and continuing to build trust between the citizens and the government of Cascade. Her leadership will demonstrate how important this initiative to the Cascade government – but she will rely on other strong people on the Committee to manage the different aspects of the Strategic Plan process. She will be the face of the program to the Township and help ensure that in the end, there will be alignment throughout the government around key goals and priorities and the ability to have Actionable Projects in alignment with the vision of Cascade set by a Board of Trustees fully informed by listening to all of its citizens today. It will be important to have people on the Committee without ties to the projects of years ago. We want no bias toward that which has been the desires of input sessions of years ago. Current desires must be focused on and included in them will be, we are sure, many of the older projects.

Adjustment to the Work Plan and Approval Process:

This Committee would work with McKenna; it is important to get their expert assistance in creating survey questions that are neutral in approach (rather than being written in such a way as to nudge the survey taker in one direction); in analyzing the responses; and in drafting the Plan itself. But this will not be a McKenna plan; it will be the Strategic Plan led by the requests of a consensus of all our citizens and as approved ultimately by the Board. Nor will it be a Staff plan; staff will have numerous opportunities for input and comment and members of the staff will fully cooperate with McKenna and this Leadership Committee. A citizens committee comprised of communication professionals would also be a key player in the marketing of this effort and its importance to Cascade in future years, in the collection and

analysis of information and the creation and dissemination of our progress – to keep the public and our other audiences informed.

In thinking of how we can build an approval process that achieves buy-in, we think that a good process would include actual review of the initial draft of the Strategic Plan by all of the various Citizen Stakeholder Groups (e.g., based on age; living location within the Township; gender; those whose mobility is limited in some manner; the business owners in CCT) affording them the opportunity to comment. This opportunity will also be given to the Board of Trustees and to all the government appointed bodies, who ultimately must build their future work plans in alignment with this plan, and to the Staff at CCT for obvious reasons. Ultimately, the Strategic Plan will go to the full Planning Commission, and when approved by them, the final plan will go to the Board of Trustees for consideration; if they don't like elements, they can return it to the Planning Commission if the changes are major, or can make specific changes themselves (but if they do that, they must consider if their changes will drive further changes in the more tactical elements in the Plan). Those changes can be made by the Planning Commission, working with McKenna and the departments and appointed bodies impacted by the Board changes.

Incremental Costs:

These changes will certainly mean that McKenna's costs will increase. But if CCT can achieve a Strategic Plan that has the buy-in of its elected and appointed officials, and by its staff and citizens – knowing that we have actively sought them out and listened to their feedback – and has actionable items that will demonstrate in our actions that we mean to implement what is in the plan based upon expectations set forth in the plan and that the critical thought was put in to assure people that we do view every dollar we spend as important and requiring accountability and benefit flowing to CCT, the extra costs will be small besides the huge benefits for CCT.

Proposed Resolution for Board of Trustees' Meeting of July 14, 2021

Attached to this memorandum is a set of several resolutions for Board of Trustee consideration to implement the recommendations set forth in this memorandum.

Conclusion:

We sincerely hope that the Board will give active consideration and support to our recommendations. We think that this process is a unique opportunity for Cascade to reconnect as a community (including the government of CCT) around a common vision, key goals needed to move toward that Vision, with those goals being created from the current informed input of the citizens and actionable projects to implement those priorities in 2022-2026.

PROPOSED RESOLUTIONS FOR BOARD OF TRUSTEES

RESOLVED, that the Strategic Plan Process modifications, as proposed in the memorandum from the Planning Commission dated July 7, 2021 is hereby approved, including within such approval the authorization of a Strategic Planning Development Committee, chaired by the Supervisor, and composed of Supervisor Lesperance and six other individuals to be appointed by the Supervisor and approved by this Board to lead the Strategic Planning Process;

FURTHER RESOLVED, that this Board of Trustees hereby approves the following appointments of the Supervisor to become members for the new Strategic Planning Development Committee:

Chair:	Supervisor Lesperance
Members:	
From the PC:	_____
	_____
	_____
From the DDA Board:	_____
From the ___ Comm.:	_____
From the ____ Comm:	_____

FURTHER RESOLVED, that with this significant change in the work to be done by McKenna and the time of the process being longer, the Board of Trustees requests that McKenna meet with the Committee and determine a new pricing formula or a pre-determined price for the revised work plan.