

January 10, 2020

# RAMSEY PUBLIC WORKS FACILITY

PROPOSAL FOR ARCHITECTURAL & ENGINEERING SERVICES



Submitted by: Andrew Cooper, AIA  
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St. Paul, MN  
(651) 696-5186 x 313  
[acooper@oertelarchitects.com](mailto:acooper@oertelarchitects.com)



January 10, 2020

City of Ramsey  
Mr. Grant Riemer, Public Works Superintendent  
7550 Sunwood Drive NW  
Ramsey, MN 55303

## RE: ARCHITECTURAL/ENGINEERING SERVICES FOR THE CITY OF RAMSEY PUBLIC WORKS FACILITY

Dear Mr. Riemer and Evaluation Committee,

Oertel Architects and our team of consultants are very happy to present our proposal for the design and construction of Ramsey's new full-service Public Works Facility. We feel that our experience and passion for this project type will become very evident to you as you review this proposal.

We would also like to thank you for your time in meeting with us to review your current operations and discussing the anticipated project scope. In this proposal, we will address some of our initial preconceptions and observations on your project, address opportunities and challenges, and present previous projects that will demonstrate the possibilities and lessons learned for your project. In addition, we have provided a list of references that we encourage you to contact and discuss our previous work experience.

Renovation and relocation projects can be a challenging venture. Your study executed in 2015 provided some insight into these aspects. Now, with the implementation of the actual construction project with a faster than typical design timeline, it will be extremely critical that this previous work effort is thoroughly reviewed, confirmed, and/or augmented to meet budgetary constraints and constructability efforts. During this process we will rely on our critical eye for public works operations, our cooperative experience working with Construction Managers during the preconstruction process, and our up-front and honest nature with our clients.

We appreciate the opportunity to present our qualifications and want to congratulate you on moving forward with a much-needed building project that will provide the public works department a new home long into the future.

Sincerely,

Andrew Cooper, AIA, Principal

### CONTACT INFORMATION:

Andrew Cooper, AIA  
1795 St. Clair Avenue  
St. Paul, MN 55105  
p: (651) 696-5186 ext. 313  
acooper@oertelarchitects.com

## B. SCOPE OF PERFORMANCE/ SCHEDULE

### REVIEW OF SCOPE & CONFIRMATION/ CONCEPTUAL PLAN DEVELOPMENT PHASE

Week of February 3 – March 2, 2020 (4 weeks)

We recognize that a tremendous effort went into the 2015 space needs and existing facility study to scope this project. However, regardless of the consultant selected to execute this design and construction project, we feel that a thorough review and revision to the space needs will be critical for several reasons. First, the space needs assessment is several years old. Newer standards for space, recent developments, trends in vehicle sizes and maintenance practices, and updated community growth projections need to be accounted for to make sure the developed design is viable for a long-range solution for Ramsey. Second, some critical components and spaces were absent from the space needs. For example, locker rooms are not present within the identified building program. Third, developments within the last three years in equipment sizes and service needs have changed the size of interior parking solutions and the design of vehicle service bays. This is not an all-inclusive list of influencing factors that need to be reviewed and confirmed, however, it is a list that is meant to begin the conversation and discussion for this first and critical step in your project process.

This critical step must be engaged and fully executed early in the total project timeline to meet your overall project schedule goals. As such, you need a consultant extremely familiar with the building typology to be able to facilitate discussions quickly and accurately while making experienced judgments and recommendations for anticipated project needs and operating procedures. This phase can take several weeks to fully execute. We feel that based on your timeline and project schedule, this stage should take no longer than four

to five weeks and would include the kick-off meeting, touring of additional facilities, staff reviews and creation of revised and updated concept plans. It is also critical to involve the Construction Manager early in these project scope discussions to relay critical construction cost impacts, construction timeline and phasing issues and any other factors that can impact budget and schedule.

Oertel Architects' concept plans that will be developed in this phase, will not be simple colored blocks on an aerial. We will develop plans with a high level of vehicle parking and circulation detail, equipment service bay design and workshop layouts, and detailed office, locker room, and training room layouts to adequately illustrate the real project. Despite remaining at a conceptual design task in the overall process, building and site plans require early detail development essential to make sure the appropriate project is scoped. This detail allows building system engineers to begin design quickly with a building concept that has been vetted and verified by city staff and the Construction Manager.

It will be crucial to have a full site survey from Ramsey at this point because civil site designers need to be part of this concept design process and engaged early to make sure regulatory reviews can be executed within the total project schedule.

Also crucial will be a full geotechnical evaluation, complete with soil draining capabilities and structural capacities identified. Our current work plan and associated fee is based on an understanding of working with site and geographic locations similar to your identified site, that more advanced stormwater treatment and retention designs won't be necessary, and more involved structural foundation designs beyond typical spread footings would not be necessary. If they are

## B. SCOPE OF PERFORMANCE/ SCHEDULE

identified as necessary at this stage, we would have to evaluate the design impacts, additional fee considerations and impact on the total project budget with Ramsey and RJM.

### SCHEMATIC AND DESIGN DEVELOPMENT PHASE

*Week of February 17 - March 23, 2020 (6 weeks)*

Because of our depth of experience in the design and construction of Public Works facilities, our initial concept plans will already be developed to a higher level of detail than typically expected for this phase of the project. As such, we are proposing that the traditional schematic design and design development phases be executed as one stage. This will allow the design team to get into the details early and often with staff and RJM.

During this phase, building system engineers for structural, mechanical and electrical will begin to describe building systems for scoping initial cost estimates, and designing specific components to help influence detailed space layouts, accounting for structural components, mechanical and electrical equipment layouts, and space needs including necessary clearances.

As the deliverable for this phase, Ramsey and RJM will receive a design drawing set that would be approximately 35% or more complete. This set will have the majority of the civil, site and landscape design elements determined, building floor plans, exterior elevations and 3-dimensional imagery, general building sections, initial wall sections and construction details and building system narratives from structural, mechanical and electrical engineers to begin a more detailed construction cost estimate.

Towards the end of this phase is where we foresee having to update city council on the progress of the design. Thus, we have included the development of 3-dimensional graphics and presentations in the deliverables. These are very powerful tools to

explain the design and impact on the area. Given the site location and surrounding areas, we don't foresee a significant need for neighborhood meetings or updates.

Because the schedule for your project requires an early bid pack for site work and structural construction, the design development portion of this phase is very heavily loaded with time and effort from our team members to execute the design quickly. Though these buildings are industrial in nature, there is a significant amount of coordination and detail that have to be evaluated and considered at this phase to make sure the set of bid documents obtains the most representative price for the project and ensures as smooth a construction process as possible.

To meet the demands of the schedule and the scope of this project, Oertel Architects is including two design architects to coordinate the work. As we have evaluated your anticipated schedule, we are anticipating overlap of phase durations to ensure that critical timelines are met. To accomplish this, our two project architects will focus on specific tasks and portions of the project to make sure that progress is maintained. Andrew Cooper and Thomas Stromsodt have been working closely on projects at Oertel Architects for nearly 18 years. They have dozens of executed building projects between them, have extensive experience in programming and planning large public works facility projects, and have experience working with construction managers, specifically RJM on various projects as well.

Andrew Cooper will manage the project in general and be the primary contact for RJM and the City of Ramsey. He will manage the overall design process and focus at the beginning on the programming, planning, and overall design of the facility. As the project progresses, he will focus on keeping the project moving forward, meeting schedule goals and monitoring project costs and development with RJM and the City of Ramsey. Andrew will be the

## B. SCOPE OF PERFORMANCE/ SCHEDULE

primary contact during bidding and construction administration phases as well.

Thomas Stromsodt will manage the design document process, coordinating with the engineering consultants and the development of the deliverable drawing packages. He will be involved in the early programming and planning stages as well, focusing on details at the early design stages to be considered and how those decisions will impact the final product. Thomas will be the primary contact for the consulting engineers during the course of the design process but will also be an available contact for the City of Ramsey and RJM at any point, when needing to discuss specific needs in regard to the engineering of the building or specific design and equipment needs.

### CONSTRUCTION DOCUMENTS PHASE

*Bid Pack 1 – Week of February 24 – June 29  
(19 weeks)*

*Bid Pack 2 – Week of May 25 – September 21  
(18 weeks)*

As required by the RFP, we are anticipating multiple issues of drawings for two bid packs. Based on our experience with issuing bid packs and the design and engineering of these types of facilities, in order for bid pack number 1 for site work, structural and precast to be accurate, we anticipate having to advance the entire building design to a significant level to be ready at the first bid package. For example, structural steel and roof structure cannot be economically and accurately designed without a full mechanical evaluation and design of the HVAC system and equipment. If the structural system needs to be overdesigned for unknown loads, the project cost could be inflated to accommodate those unknowns, and still would require additional design coordination during the construction administration phase, leading to possible cost overruns and schedule delays.

This is where we feel our approach with two, very experienced project architects will benefit the process. As noted previously, the phases we are proposing, require some schedule overlap to meet the demands of the ultimate schedule goal. By having two Project Architects, we essentially have two Project Managers as well, one making progress in design while the other directs details and constructability.

We are anticipating that the work for bid pack no. 1 would begin at a stage nearly in the middle of the schematic-design development phase. This early start would include the heavy involvement of civil site design elements and working with structural engineers to get early designs started.

We are anticipating that the work for bid pack no. 2 would begin in final detail no later than halfway in the anticipated duration for bid pack no. 1. This would include final HVAC and Electrical design details, including schedules and final diagrams. Much of the engineering calculation we anticipate will have been completed in the early stages of the development of bid pack no. 1, as detailed previously to influence structural designs. Additional tasks also included in bid pack no. 2 include furniture planning and selection which will utilize various cooperative purchasing agreements and state contract pricing (specific to municipalities and other government agencies).

### BIDDING AND AWARD PHASE

*Week of September 28 – October 26 (5 weeks)*

Oertel Architects and our team will be involved in the bidding and award phase of this project as well. We will participate in the pre-bid conference, answer questions and RFI's during the bidding period, issue addenda, attend the bid opening and review bids as necessary with RJM and the City of Ramsey. This time period and duration, is flexible, depending on the actual bid-pack release.

## B. SCOPE OF PERFORMANCE/ SCHEDULE

### WORKING IN PARTNERSHIP WITH CM

Because of our schedule overlap, finding critical review time and milestone dates will be difficult. Close coordination and constant conversation with RJM will be critical to ensure design decisions are made with consideration to the overall schedule and construction budget. Our team anticipates having to deliver several milestone design packages to RJM for budgeting.

The first and most critical opportunity for this will be at the early onset of the process in the Review of Programming and Concept Development phase. This will be the first real test of Ramsey's anticipated design and budget, to help scope what is possible with the funds available. Oertel Architects highly advocates for designing a municipal facility for a minimum of 30 years of service, with a common goal of 50 years being programmed. As the design needs to plan for long-term project success, this stage is where any possible early value engineering, including a possible long-term phasing plan, may be needed to provide a viable solution for the current funding and needs.

The second critical juncture will be the deliverable package at the "conclusion" of the schematic and design development phase. This package will include detail on building volume, material selections and building system design so that a more accurate project price can be evaluated. It might be that this phase identifies project bid alternatives, additional value engineering options, or phasing portions of the project.

During the construction document phase, milestone sets will be more difficult, as designs will be progressing quickly to meet the bid pack schedule. However, by utilizing real-time document review and integrating RJM's preconstruction and project management team in the design process, we can continually update progress and discuss cost impacts during regular project design meetings.

Ideally, by involving RJM early and often as a design partner, many of these actions have already taken place and do not cause project delays.

Oertel Architects and our team believe the bid pack schedule is aggressive but attainable. Part of our confidence in being able to meet this schedule is the level of comfort we have working with RJM on current and past projects. Our project durations and schedules as identified in the work plan to this point has been coordinated to meet the deadlines as listed in the RFP.

### CONSTRUCTION ADMINISTRATION

November 2020 – November 2021

Oertel Architects believes that in order to deliver a successful, completed project, the people involved with the design of the project must be involved in the construction process as well. Our team will review all shop drawings, answer Requests For Information (RFI), prepare documents for proposal requests and review pricing when necessary, attend bi-weekly construction meetings and conduct pre-construction meetings for critical construction activities.

We believe that monitoring construction progress on-site is critical to ensuring the delivery of a quality project. As you will see in our project experience, we have completed many projects of similar scope and scale all over the area. Every project has challenges and lessons learned from the construction process. Oertel Architects believes in being proactive wherever possible and providing quick responses to submittals and requests to keep the project moving forward. We work throughout the construction process to ensure the best possible product for our client. We also enjoy working with contractors wherever possible and value their expertise and recommendations for constructability where it has a positive impact. Though we have years of experience and expertise, there are also

## B. SCOPE OF PERFORMANCE/ SCHEDULE

years of experience and expertise on-site within the specific trades that are also valuable and useful.

Oertel Architects and our team will be present from the pre-construction meeting through post-occupancy evaluation. As our references will illustrate, we are always available and present for any issues that arise during construction and after construction, and we value our continued relationships after the project is complete.

### RENOVATION AND REMODEL APPROACH

Based on the RFP, evaluation of the 2015 study and verification during our tour with Grant Riemer, we realize that repurposing the existing permanent building assets is a part of this project scope. We feel the best value to the City of Ramsey is to approach the renovation and remodel projects as a third bid pack, once the primary facility has been designed and bid. This approach will make sure that funds available are going towards a long-term immediate needs solution. We feel this is a viable approach for several reasons:

One, the existing uses of the primary block maintenance and storage building and the metal framed storage building, are higher in intensity and daily activity now, than they will be in the future at the completion of the new facility. Thus, any improvements necessary to meet a variety of codes will be less intense as they will be needed to meet a lower occupancy and use demand.

Second, we feel that there are portions of the existing buildings that could require some significant utilization of the project budget if occupancy and use were to remain as-is. For example, if operable vehicles are to still be stored in the metal building, the renovation would need to include a fire suppression system and floor drains with a flammable waste interceptor. Thus, some significant funds would be needed for the

renovation that would detract from the new construction budget and program.

Third, remodels need to have a higher level of contingency funds associated for unknown encounters. The era of the block building, for instance, is such that it could have hazardous materials integrated into the existing construction or mold growth on the backside of the gypsum board interior sheathing. The metal building, with the punctured membrane and fiber insulation, could have had water intrusion and developed mold growth. These are items that need to be addressed for long term viability of the structures in any use, but some items may only need to be immediately addressed if remodeling and renovation activities disturb those areas.

Fourth, work on the remodel is best operationally to happen after the new building is constructed and the bulk of the equipment and personnel have been relocated. Thus, this bid pack can be completed while bid pack one and two construction is beginning.

Finally, forecasting design work and fees without a fully identified programmatic scope is difficult. We would want to provide you a more accurate design fee for only necessary activities in these facilities. We have included time within the design phases to review and discuss and an allowance of fee to perform up to a Design Development package to acquire pricing for a to-be-determined renovation scope. This would allow RJM to budget price this work so that we all know what the potential impact is on this project's budget or necessary funds for future work.

## C. FIRM PROFILE

**Oertel Architects, Ltd.** was established and incorporated, in the state of Minnesota in January of 1996 by Jeff Oertel, with a commitment to solve design and building challenges so that each and every project achieves its maximum potential at the least overall cost, to serve all clients, large and small, using our attention to detail, understandable design process and problem-solving method of tackling the big issues, regardless of project size and complexity. We have instituted a hands-on approach in working out details, understanding building conditions and working with user groups.

Our firm provides a full range of consulting services including planning, architectural design, interior design, and construction-related services. Our firm has worked with over sixty cities, thirteen counties and several state agencies to date.

Oertel Architects is a small firm by choice as we prefer a direct approach to all of the projects we work on. Our ten employees include five registered architects, four designers, and one interior designer.

### Address

1795 St. Clair Avenue  
St. Paul, MN 55105  
[www.oertelarchitects.com](http://www.oertelarchitects.com)

### Legal Status

S Corporation

### Ownership

Jeff Oertel, Founder/ President  
Diane Trout Oertel, Vice President  
Deb Brandwick, Principal  
Thomas Stromsodt, Principal  
Andrew Cooper, Principal  
Brenda Dever, Partner

### Contact Name

Andrew Cooper, AIA, Principal,  
Project Manager  
(651) 696-5186 x 313  
[acooper@oertelarchitects.com](mailto:acooper@oertelarchitects.com)



### OERTEL'S DESIGN PHILOSOPHY

#### COMMUNICATION

Oertel Architects prides itself on listening to our clients and providing them with as much feedback and ongoing communication as is necessary. This is most important in the initial phases of a project, which encompasses the entirety of a facility study project. Clients have complimented us on our practical, constructive, and humanistic approach and have realized the benefits and advantages of using a smaller, specialized firm. As the owner, you will work with the same people from project inception to completion. A smaller firm means lower overhead, which translates to more services per consultant dollar. We have had the pleasure of working in many counties and cities on multiple occasions and look forward to developing that relationship in every project.

#### QUALITY OF WORK | QUALITY CONTROL | QUALITY ASSURANCE

At Oertel Architects, the quality of our work begins with QA/QC. Quality Assurance and Quality Control checks are critical to ensuring a smooth bidding and construction process. These checks and meetings will take place periodically during design coordination among the design consultants and the County. This process culminates in the Final Review Set at 95%, which all project team members will review and provide final comments prior to issuing the bid documents.

We also encourage you to contact the references listed in the prior section to get an unbiased opinion of the quality of our work. While any work may not be perfect, we stand by our quality and our efforts to make quality a priority.

### WORKING WITHIN BUDGET CONSTRAINTS & COST CONTROL

Cost control is a major factor when dealing with any project, but especially when public funds are involved. The entire team has a responsibility to focus on what is needed in the project and to make sure the project scope and design does not spiral out of control between wants and needs. It is the project manager's responsibility to coordinate this effort and ensure the budget accurately reflects the team's decisions and requirements. We have found that the best resource we have for this pricing information is our past projects. This data gives us accurate "real-life" examples of similar projects, provided by the same contractors who will likely be bidding this project. Throughout the process, we will be mindful of project costs, and prepare cost estimates at each phase. If problems are noted, we will advise the owner's representatives as to the areas that have increased, and provide recommended solutions. This will allow the team to make informed decisions on some of the more difficult scope items.

Based on our extensive previous experience, we feel that is critical that the project budget includes a sufficient contingency fund as unforeseen conditions may occur during construction, such as unknown below-grade contaminants, undesirable fill, brownfields, etc. Although we will take every precaution we can in order to minimize the unknowns, it is better to have planned for the unknown by having an appropriate contingency fund in lieu of having no funds available (or requesting additional funds from the community) once the project has progressed.

We approach every project with the assumption that each project has a life cycle of its own that needs to be cultivated and refined, while keeping it on task, on time and on budget. We start with a very wide lens that tries to capture as much as possible before focusing on more detailed design activities.

## C. FIRM PROFILE, *consultants*

For your project we have partnered with the following consultants:



**ROLE ON YOUR PROJECT:**

Mechanical, Electrical, Plumbing

**LOCATION:**

7705 Bush Lake Road, Edina, MN 55439

**PRIME CONTACT:**

Scott Vander Heiden, P.E., LEED AP BD+C  
e: svanderheiden@epinc.com | p: (952) 940-4012

At Emanuelson-Podas, everything about how we work begins and ends with three simple words- family, service, and trust. These are our company values, and they are at the core of everything we do.

Since our founding, we have chosen to work across multiple industries, including the industrial, corporate, civic, education, fitness, financial, healthcare, hospitality, housing, municipal, restaurant, retail and worship sectors. Our experience in a broad range of markets provides us with a healthy, valuable perspective when considering building design solutions.

In all we do, we strive to deliver inspired, expert building system solutions to those with whom we work. The core of our work resides in providing exceptional mechanical, electrical and plumbing design services.



**ROLE ON YOUR PROJECT:**

Civil Engineering & Landscape Architecture

**LOCATION:**

1 Carlson Parkway North, Suite 150, Minneapolis, MN 55447

**PRIME CONTACT:**

Michael Aaron, P.E., LEED AP  
e: maaron@srfconsulting.com | p: (763) 249-6756

Since 1961, SRF has offered comprehensive, integrated planning and engineering consulting services. Our core values - innovation, service, quality, and collaboration - are the cornerstone of our corporate philosophy that we apply to every project.

Finding creative yet implementable and sustainable solutions to difficult engineering challenges requires a multidisciplinary, collaborative approach. The team structure at SRF fosters this, encouraging staff to seek out experts within and outside the company for ideas to bring cost effective, innovative solutions to our clients. Each project benefits from overall SRF staff experience - from planning to construction and everything in-between.

SRF team members meet and exceed the experiential and credential requirements necessary to effectively complete site projects. We have a committed staff with an in-depth knowledge of site development, landscape architecture, wetlands, stormwater management, surveying, and environmental and natural resources. Brownfield or greenfield we have the expertise to deliver the best possible solutions, timely product delivery, and high-quality plans and documents.



## C. FIRM PROFILE, *consultants*

MEYER | BORGMAN | JOHNSON

STRUCTURAL DESIGN + ENGINEERING

**ROLE ON YOUR PROJECT:**

Structural Engineering

**LOCATION:**

510 Marquette Avenue South, Suite 900, Minneapolis, MN 55402

**PRIME CONTACT:**

Murphy Curran, P.E.

e: mcurran@mbjeng.com | p: (612) 604-3623

Meyer Borgman Johnson is a full service, sole discipline, structural engineering firm with four office locations and more than 70 staff. MBJ was founded in 1955 by John Meyer, whose integrity and pursuit of partnership and technical expertise are still strongly held values of our firm today.

Whether your project involves special foundations, seismic design, extreme wind resistance, or other structural challenges, we work with you to find fitting solutions, using a project approach that emphasizes early design integration, full architectural expression, constructability, and best-value for the owner. A repeat-client rate of 75% and low employee turnover demonstrates our firm's ability to form long lasting relationships and fulfill client expectations.

Our 64 years of experience covers all types of structural systems and delivery methods, including complex, phased projects requiring multiple bid packages. We offer a full range of structural engineering services for new construction, building rehabilitation, or adaptive reuse. We work with all types of structural materials and methods, as well as all delivery methods, from traditional, design build, negotiated including complex, phased projects requiring multiple bid packages.

As your project partner, we would rather help you figure out how to achieve your project goals than tell you why it cannot be done. Curiosity and imagination inform our approach as much as knowledge and experience. We listen carefully, and when appropriate, work with you as early as the programming phase to help integrate structure into the overall design, which often helps avoid costly design changes later on.

## D. RESUMES & QUALIFICATIONS



### EDUCATION

Bachelor of Architecture, North Dakota State University  
Registered Architect in Minnesota: #46485

### AVAILABILITY

Immediately available to work on your project

### PERCENT OF TIME

50% available

### PROJECT MANAGER

**ANDREW COOPER, AIA**

Principal- **OERTEL ARCHITECTS**

**RESPONSIBILITIES** Andrew will lead the project team and serve as the primary contact for both the consultants and the client. He will manage the project coordination and ensure we are staying on budget.

Since joining our firm in 2002 Andrew has been integral in providing common-sense design solutions to a variety of municipal projects. He has provided project management services on numerous projects, all within the municipal sector. His experience spans new construction, building renovations, and phased expansions.

### CURRENT PROJECTS

Andover Public Works  
National Guard Vehicle Maintenance Shop, New Ulm, MN  
Woodhaven Park, Eagan, MN  
South Valley Park, Inver Grove Heights

### PROJECT ARCHITECT

**THOMAS STROMSODT,**

AIA

Principal- **OERTEL ARCHITECTS**

**RESPONSIBILITIES** Thomas will lead the project design and will serve as a secondary contact for both the consultants and you, the client. Thomas will manage the document coordination between disciplines.

Thomas joined our firm in 2000 and has extensive experience in parks and recreational facilities. He has a proven track record with past and present clients of providing a clear and accessible

**THOMAS** *continued*

### AVAILABILITY

Immediately available to work on your project

### PERCENT OF TIME

60% available

explanation of the design process, exploring and explaining different building systems, and making sure everyone has realistic expectations to ensure a successful outcome.

### CURRENT PROJECTS

Anoka Greenhaven Maintenance Building  
MnDOT Arden Hills Training Room  
MnDOT Oakdale Sign Shop  
RDO Equipment Company  
Robbinsdale Water Systems Improvements



### EDUCATION

FIDER accredited Interior Design degree, Dakota County Technical College

### AVAILABILITY

Immediately available to work on your project

### PERCENT OF TIME

30% available

### INTERIOR DESIGNER

**BRENDA DEVER**

Partner- **OERTEL ARCHITECTS**

**RESPONSIBILITIES** Brenda will work closely with the project architect on the space planning, furniture planning/selection, and finishes for this project.

Brenda joined the firm in 2003 and is an active member of the APWA. She has an engaging personality which allows her to connect with the client to create visually exciting spaces.

### CURRENT PROJECTS

The Ledge Amphitheater- Waite Park  
New Ulm National Guard Facility  
Robbinsdale Water Systems Improvements

**NOTE: We anticipate additional Architectural CAD support staff (not pictured) to work on this project.**

## D. RESUMES & QUALIFICATIONS



**MECHANICAL  
ENGINEERING LEAD**  
**SCOTT VANDER HEIDEN,**  
PE, LEED AP BD+C  
Managing Partner- **EMANUELSON PODAS**

**EDUCATION**  
Bachelor of Science  
Mechanical  
Engineering, South  
Dakota State  
University.  
Professional Engineer  
in MN: #40918

**AVAILABILITY**  
Immediately available  
to work on your  
project

**PERCENT OF TIME**  
35% available

**RESPONSIBILITIES** Scott is a managing partner and registered mechanical engineer with more than 24 years of experience. He has been heavily involved in all aspects of HVAC and plumbing design and has a special focus on leading and designing sustainable projects. He thrives on helping building owners make informed decisions about building systems by engaging early in the design process and leveraging his experience and energy modeling technologies.

**CURRENT PROJECTS**  
Montevideo, MN Public Works Facility  
Buhler Industries Corporate Office  
Remodel, Minneapolis, MN  
University of Minnesota Lab School and  
Child Development Center, Minneapolis,  
MN



**MECHANICAL  
ENGINEERING DESIGNER**  
**BRIAN RINGSVEN,**  
**EMANUELSON PODAS**

**EDUCATION**  
Associate Degree in  
Architectural Drafting,  
Dakota County  
Technical College  
Coursework, College  
of Architecture, North  
Dakota State Univ.

**RESPONSIBILITIES** Brian has been involved in the engineering field for more than 29 years. He has a diverse background which includes HVAC and plumbing design in the public and civic sectors, as well as with the corporate and financial sector, K-12 school facilities, churches, restaurants, tenant build-out projects, and sports/recreational facilities. Brian works tirelessly to provide the most appropriate solution to the need, balancing cost, efficiency, complexity and the owner's goals. His

**BRIAN** *continued*

**AVAILABILITY**  
Immediately available  
to work on your  
project

**PERCENT OF TIME**  
50% available

attention to detail has proven to be a key attribute in delivering high-quality designs – that work the first time.

**CURRENT PROJECTS**  
Montevideo, MN Public Works  
Bloomington Treatment Plant  
St. Paul Conway Park Dome &  
Community Building



**ELECTRICAL  
ENGINEERING**  
**CORY MEIER**  
**EMANUELSON PODAS**

**EDUCATION**  
University of  
Minnesota, Electrical  
Engineering  
Coursework  
University of Nevada,  
Electrical Engineering  
Coursework

**AVAILABILITY**  
Immediately available  
to work on your  
project

**PERCENT OF TIME**  
50% available

**RESPONSIBILITIES** Cory has more than 35 years in the electrical engineering field. He leads clients through the design process, educating them on the good / better / best solutions available in each aspect of the electrical field, including lighting selection, security systems, access control, communications systems, power distribution, and emergency systems. Cory's passion is centered around power distribution, and he works hard to "right-size" systems to match the building load, avoiding waste that is common in many designs.

**CURRENT PROJECTS**  
Montevideo, MN Public Works  
Bloomington Treatment Plant  
St. Paul Conway Park Dome &  
Community Building

## D. RESUMES & QUALIFICATIONS



**LANDSCAPE  
ARCHITECTURE**  
**KEN GRIESHABER, PLA, ASLA**  
**SRF CONSULTING GROUP**

**RESPONSIBILITIES** Ken has 30 years of landscape architecture and urban design experience, with an emphasis on park and trail improvements. He has been involved in the planning and design of more than 60 neighborhood, community, and regional parks. Ken’s skills include project management, conceptual and detailed design, and preparation of construction drawings and cost estimates. His work is mindful of operations and maintenance considerations and emphasizes sustainability. In addition, Ken is known for his skill in fostering an open, collaborative design process that includes residents, city officials, and design professionals.

Ken’s areas of expertise include: urban design, site planning and design, park and trail improvements, public involvement, master planning, and project management.

**CURRENT PROJECTS**

- Carpenter St. Croix Nature Center Site Development
- Pillsbury Drive and Church Street Streetscape – University of Minnesota
- Town Center Park, St. Michael
- National Guard Vehicle Maintenance Shop, New Ulm, MN *(with Oertel)*

**EDUCATION**

B.L.A, Iowa State University, 1987.  
Professional Engineer in MN: #24860

**AVAILABILITY**

Immediately available to work on your project

**PERCENT OF TIME**

45% available



**CIVIL ENGINEERING**  
**MIKE AARON, P.E., LEED**  
**SRF CONSULTING GROUP**

**RESPONSIBILITIES** Mike has more than 25 years of experience in site planning, municipal engineering, highway and trail design, hydraulic analysis and stormwater management. His municipal and site development expertise includes project management, feasibility, predesign, demolition, layout, drainage, utilities, grading, detailing, and supporting specifications as well as permitting and contract administration. He has demonstrated his outstanding civil/site skills on many of SRF’s well-known municipal facilities, commercial, and retail site development projects.

Mike’s areas of expertise include: Project management, transit facilities, site planning, construction document preparation, drainage design, utility design, highway and street design, trail design, hydraulic analysis, stormwater management, construction administration

**CURRENT PROJECTS**

- National Guard Vehicle Maintenance Shop, New Ulm, MN *(with Oertel)*
- Pillsbury Drive Reconstruction Project, Minneapolis, Minnesota
- I-94 and Manning Avenue Park and Ride Facility, Lake Elmo, Minnesota
- Parking Lot Improvements, Blaine, Minnesota

**EDUCATION**

Bachelor of Science in Civil Engineering, Bradley University, 1991. A.A.S. Technology in Highway Engineering, Morrison Institute of Technology, 1987.  
Professional Engineer in MN: #25721

**AVAILABILITY**

Immediately available to work on your project

**PERCENT OF TIME**

35% available



### STRUCTURAL ENGINEERING MURPHY CURRAN, PLA, ASLA SRF CONSULTING GROUP

#### EDUCATION

Bachelor of Civil  
Engineering,  
University of  
Minnesota, 2004

#### AVAILABILITY

Immediately available  
to work on your  
project

#### PERCENT OF TIME

45% available

**RESPONSIBILITIES** As project manager and lead structural engineer at MBJ, Murphy is responsible for a wide variety of activities, which include proposal/contract preparation, collaborative decision-making about design direction, structural coordination with other project disciplines, preparation of specifications, shop drawing reviews, field observation, and project budget management. He is competent in the use of all types of structural systems and materials. His strong communication skills help preserve the integrity of both schedule and budget, while his creative and organizational approaches help each project to achieve efficiency, constructability, and full expression of architectural vision. As an Associate of MBJ, Murphy provides leadership within the firm and works to strengthen relationships with clients and colleagues. His knowledge of engineering is shared both internally and with clients through teaching and mentoring, especially at the initial phases of a project when communication is critical for collaborative coordination and problem-solving.

#### CURRENT PROJECTS

National Guard Vehicle Maintenance  
Shop, New Ulm, MN (*with Oertel*)  
Cleary Lake Maintenance Building (*with  
Oertel*)  
Waite Park Amphitheater (*with Oertel*)  
Andover Community Center Addition  
Bakken Museum Addition and  
Renovation

## E. REFERENCES

### FRIDLEY PUBLIC WORKS FACILITY

Jim Kosluchar, Public Works Director  
p: (763) 572-3550  
e: jim.kosluchar@fridleymn.gov

### MONTICELLO PUBLIC WORKS STUDY

Matt Leonard, Public Works Director  
p: (763) 271-3271  
e: matt.leonard@ci.monticello.mn.us

### ANDOVER PUBLIC WORKS FACILITY

Dave Berkowitz, Director of Public Works  
p: (763) 767-5133  
e: d.berkowitz@andovermn.gov

### APPLE VALLEY PUBLIC WORKS STUDY

Matt Saam, Public Works Director  
p: (952) 953-2400  
e: msaam@ci.apple-valley.mn.us

### MOUNDS VIEW PUBLIC WORKS FACILITY

Don Peterson, Public Works Director  
p: (763) 717-4053  
e: don.peterson@ci.mounds-view.mn.us

### LAKEVILLE PUBLIC WORKS STUDY

Paul Oehme, Public Works Director  
p: (952) 985-2700  
e: poehme@lakevillemn.gov  
*\*Mr. Oehme was also the public works director at Chanhassen where we worked with him on their new facility completed in 2010.*

## F. EXPERIENCE WITH CONSTRUCTION MANAGER

Over the years Oertel Architects has worked with Construction Managers on several projects, most of which are public works facilities. We view the Construction Manager as a vital part of our team. RJM, the design team, the City of Ramsey, and other stakeholders will work as a unified team to ensure the success of your project. We will assist RJM in the development of accurate and up-to-date cost estimates throughout the project and develop bid packages that will provide the most benefit to the interest of the City, the budget, and the schedule.

### PROJECTS THAT UTILIZED A CONSTRUCTION MANAGER:

- Fridley Public Works (*McGough Construction*)
- Andover Public Works (*RJM Construction*)
- Chanhassen Public Works (*RJM Construction*)
- Little Canada Public Works (*James Steele Construction*)
- Edina Public Works (*JE Dunn Construction*)
- Waconia Public Works (*Kraus Anderson Construction*)
- Steele County Highway Department/ Public Works (*AMCON*)
- The Legacy (*RJM Construction*)
- Portland Tower (*RJM Construction*)

## G. PUBLIC WORKS EXPERIENCE *(in the last 7 years)*



### FRIDLEY PUBLIC WORKS FACILITY

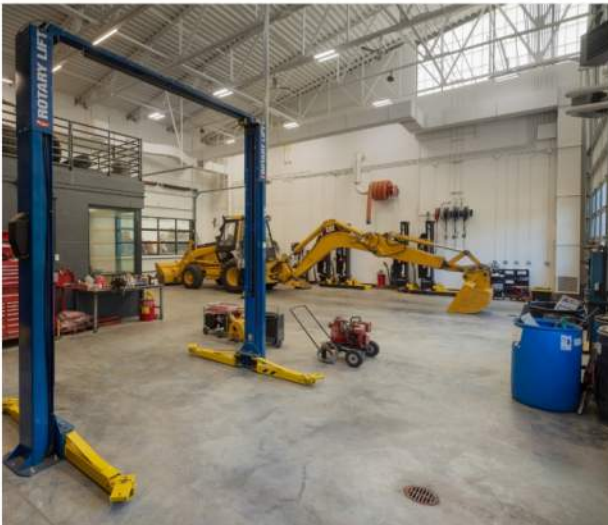
The new City of Fridley Public Works facility is one building component of a larger realization of a city facility campus including their new city hall and public safety center, outdoor gathering space, and large stormwater treatment area. Oertel Architects was responsible for the public works portion of the project. Some of the key features of the public works facility include: conditioned vehicle storage for the entire fleet, on-site cold storage for equipment, on-site salt storage and fueling facilities, separation of clean and dirty daily operations (office administration vs. maintenance areas).





### MOUNDS VIEW PUBLIC WORKS FACILITY

Oertel Architects has been working with the City of Mounds View on the analysis and evaluation of their existing public works operations since 2015. We met with city staff to kick-off the in-depth study and gain background information on the Public Works Department's current operations and any future aspirations and expectations. The existing facility, site, and building were due for a number of improvements and expansions to allow the public works department to better serve the City of Mounds View. In 2016 our firm was selected to proceed with a design for a new facility and the construction wrapped up in the spring of 2018.

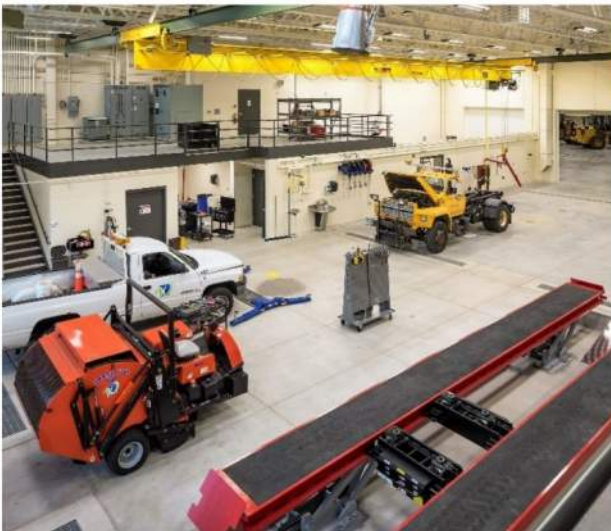


## G. PUBLIC WORKS EXPERIENCE *(in the last 7 years)*



### WAITE PARK PUBLIC WORKS

The Waite Park public works facility project began with multiple masterplans to explore the current and future needs of the entire site. The site design was planned for the current public works facility along with the future requirements of a community center, a fire station, and the associated infrastructure needs. The master plan of the entire site occurred in conjunction with the development and construction of an adjacent roadway which will also serve the future amphitheater that we are working on. All of the utility and infrastructure requirements had to be planned during the masterplan/study phase of the project in order to avoid costly changes in the future.





### MANKATO TRANSIT FACILITY

The building is an addition to the existing, 1960's City of Mankato Public Works Facility, which was recently purchased and inhabited by the City of Mankato from MnDOT. The bus parking area is approximately 40,000 square feet of parking for up to 35 full size buses. This was a requirement of the Federal Transit Authority funding to accommodate a future, larger, regional bus fleet. The maintenance bays include a full drive-thru bay that allows for full height lifting of the bus for undercarriage maintenance and also features a pull-in / pull-out in-ground oil changing pit, which is the preferred method for changing oil on this type of vehicle. Some of the features of this project that were implemented include bird-safe glass, increase stormwater management practices, increased mechanical and electrical equipment control and sensitivity and renewable energy generation (solar panels).



## G. PUBLIC WORKS EXPERIENCE *(in the last 7 years)*



### ANDOVER PUBLIC WORKS FACILITY

The City of Andover Public Works Facility project was programmed and designed as a two phase implementation to achieve the space needs of the department while meeting available funding resources. The first phase, which is scheduled for completion of construction and occupancy in early 2020, was the vehicle and equipment maintenance facility, an unconditioned equipment storage building, fleet fueling facility and site development and improvements. The second phase, which is scheduled for funding and planning in 15 years, will include a complete heated storage building for the entire department's vehicle and equipment fleet and complete administrative and staff support spaces. Phase 1 of the public works facility improvements is a \$12 Million project.



## G. PUBLIC WORKS EXPERIENCE *(in the last 7 years)*

### MnDOT PLYMOUTH TRUCK STATION EXPANSION

As metro communities mature and approach 100% build-out, more and more agencies are looking to renovate and expand facilities on existing sites. The project scope consisted of site upgrades to drainage, paving, and fencing and the construction of a 38,600 square foot addition that would house additional fleet parking, multiple wash bays, and consolidated maintenance and office functions. The existing building would be retrofitted for code compliance (fire, ADA, etc.) and dedicated to bridge crew staff and operations. During the initial site preparation phase, a high level of soil contamination was discovered throughout the site. This discovery threatened to shut down the project. The design team, owner, and contractor worked together to design and implement a comprehensive and thoughtful approach that combined material removal and contaminate encapsulation to mitigate potential costs and to keep the project moving forward. Various sustainable design strategies were implemented for this project. These include but are not limited to; clerestory windows with stepped daylighting controls, energy-efficient overhead doors, CO/NO2 sensors for building exhaust, dual-level lighting fixtures, occupancy sensors, high-efficiency gas boilers, and unit heaters, and heat-recovery units. These strategies represent a 28% reduction in Energy Use Intensity and will result in an estimated energy cost savings of \$18,700 annually when compared to a code baseline building.



## G. PUBLIC WORKS EXPERIENCE *(in the last 7 years)*



*Above:* A photo of the new facility

### STEELE COUNTY PUBLIC WORKS FACILITY

The Steele County Highway Department project began as a study after the existing facility was condemned by FEMA due to damage from a flood. The study phase included analyzing the options of reconstructing on the existing site, purchasing an existing building to remodel, or purchasing undeveloped land for new construction. Due to limitations of existing options, a new site was deemed most cost-effective. The final project consists of the main building, fuel island, and salt/sand storage facility with provisions for a future cold storage building. The size of the site also allowed a layout to accommodate a future County department building or sale of a portion of the site to a commercial entity. The project went through the B3 Benchmarking process which required life-cycle cost and payback analysis of several items including a photovoltaic system, energy recovery systems, lighting control systems, increased insulation and opening

*Below:* A view of the existing flooded facility



## G. PUBLIC WORKS EXPERIENCE *(in the last 7 years)*



### LITTLE CANADA PUBLIC WORKS FACILITY

The Little Canada Public Works Facility project involved consolidating and relocating the existing public works department to an industrial site in the center of the city. We worked with a Construction Manager early in the process to come up with a design that met the needs of the city while respecting their original budget constraints. The building was designed for flexibility, growth, and adaptation for use by the department for the next 30 years.



### SRF Projects for the City of Ramsey:

- Ramsey Quiet Zone Update Letter
- Preliminary Investigation of 2<sup>nd</sup> Parking Ramp at the COR
- Ramsey Municipal Parking Ramp Renovations
- Mississippi Skyway Preliminary Engineering
- City of Ramsey Biking & Walking Trails
- Rum River Estates Traffic Study
- Shade Tree Cottages Traffic Study
- Town Center Gardens Traffic Study
- Ramsey Town Center AUAR Review
- Rivenwick Traffic Study
- Lord of Life – Senior Housing
- Alpine Meadows
- Wildlife Sanctuary 2<sup>nd</sup> and 3<sup>rd</sup> Additions
- Birch Hill Lodges Noise Analysis
- Sunwood Estates Noise Analysis
- Evergreen Point Noise Analysis
- River Pines Noise Analysis
- County Road 116 Access and Corridor Study
- Centex Addition Residential Development
- Royal Oaks Residential Development
- Trunk Highway 47 (149th Avenue NW Storm Sewer)

### SRF Projects in the City Ramsey for Other Clients:

- Nowthen Boulevard and 170th Avenue Intersection Improvements
- Ramsey Northstar Station Construction Observation
- U.S. Highway 10 and Armstrong Boulevard Grade Separation

### Emaulson Podas Relevant Experience:

- Woodbury Public Works, Woodbury, Minn.
- Rogers Police Station – Rogers, MN
- Minnetrista Public Safety Building – Minnetrista, MN
- Mound Fire Station – Mound, MN
- Shakopee Mdewekanton Sioux Community Fire Station – Prior Lake, MN
- Shoreview Maintenance Facility, Shoreview, Minn. (LEED Gold Certified)
- Washington County Public Works Facility, Stillwater, Minn.
- Wright County Highway Department Facility, Buffalo, Minn.
- City of Minneapolis East Side Offices & Fleet Service Center, Minneapolis, Minn. (pursuing LEED Gold)
- Woodbury Public Works, Woodbury, Minn.
- St. Louis Park City Hall, St. Louis Park, Minn.
- Apple Valley City Hall, Apple Valley, Minn.

### Meyer Borgman Johnson Relevant Experience with Oertel Architects:

- City of Eagan- Bridle Ridge Park Building
- City of Burnsville Alimagnet Park Dugouts
- City of Crystal – Becker Park Restroom Building
- City of Crystal Community Center Operable Partition
- City of South Saint Paul Cold Storage Facility
- City of Waite Park - River's Edge Park Building
- City of Waite Park - River's Edge Wood Framed Structure Revision
- Cleary Lake Park Maintenance Building- Three Rivers Park District
- Cobblestone Park Pavilion and Restroom Building
- Eagan Public Works
- Eagan Public Works Utility Storage Building
- Hilltop City Hall Addition
- National Guard - New Ulm Vehicle Maintenance Facility
- Steele County Public Works Facility
- Trapp Farm Park Building
- Waconia Square City Park
- Waite Park Amphitheater
- Waite Park Community Park
- Waite Park Pavilion - Preliminary Design
- Waite Park Restroom Building
- Winsted Ballpark Retaining Wall Review



# I. PROOF OF INSURANCE



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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 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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> H. Robert Anderson and Associates, Inc. 8201 Norman Center Drive Suite 220 Bloomington MN 55437		<b>CONTACT NAME:</b> Jeanne Danmeier <b>PHONE (A/C. No. Ext):</b> (952) 893-1933 <b>FAX (A/C. No.):</b> (952) 893-1819 <b>E-MAIL ADDRESS:</b>															
<b>INSURED</b>  Oertel Architects, Ltd. 1795 St. Clair Avenue St. Paul MN 55105		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: The Charter Oak Fire Ins. Co.</td> <td></td> </tr> <tr> <td>INSURER B: Travelers Property Casualty Co</td> <td></td> </tr> <tr> <td>INSURER C: The Phoenix Insurance Company</td> <td></td> </tr> <tr> <td>INSURER D: XL Specialty Insurance Co.</td> <td>37885</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: The Charter Oak Fire Ins. Co.		INSURER B: Travelers Property Casualty Co		INSURER C: The Phoenix Insurance Company		INSURER D: XL Specialty Insurance Co.	37885	INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

**COVERAGES**      **CERTIFICATE NUMBER:** 2019 - 2020      **1**      **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	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		680 0J753878 19	5/8/2019	5/8/2020	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREM/SES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		680 0J753878 19	5/8/2019	5/8/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CDP 1B39896A 19	5/8/2019	5/8/2020	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	UB-4X870952-19	5/8/2019	5/8/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	<b>Professional Liability</b>		DPR 9942668	5/15/2019	5/15/2020	Each Claim/ \$2,000,000 Each Policy Year Aggregate \$4,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 If required by written, executed contract with Insured, the Owner is additional insured under above general liability coverage, per that policy's language; such coverage is primary.  
 If required by written, executed contract with Insured, the Owner is additional insured under above automobile liability, per that policy's language; such coverage is primary.  
  
 This certificate or memorandum of insurance does not affirmatively or negatively amend, extend, or alter the coverages afforded by the insurance policies.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
	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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 INS025 (201401)

## J. PROPOSED FEE

	OERTEL ARCHITECTS	EMANUELSON PODAS <i>(Mechanical &amp; Electrical)</i>	SRF <i>(Civil Engineering &amp; Landscape Architecture)</i>	MEYER BORGMAN JOHNSON <i>(Structural Engineering)</i>	EXPENSES	PHASE TOTALS
PROGRAMMING / SCHEMATIC DESIGN	\$6,570	-	\$5,600	\$2,000	\$76.05	\$14,246.05
DESIGN DEVELOPMENT	\$23,820	\$39,000	\$14,200	\$30,800	\$152.10	\$107,972.10
CONSTRUCTION DOCUMENTS	\$153,686	\$66,000	\$16,000	\$20,400	\$608.40	\$256,694.40
CONSTRUCTION ADMINISTRATION	\$118,400	\$27,000	\$9,900	\$14,800	\$988.66	\$171,088.66
RENOVATION & REMODEL	\$14,490	\$5,000	-	\$16,000	-	\$35,490.00
<b>DISCIPLINE TOTALS:</b>	\$316,966	\$137,000	\$45,700	\$84,000	\$1,825.20	
<b>TOTAL NOT-TO-EXCEED FEE:</b>						\$585,491.20

HOURS PER PHASE <i>(blended hourly rate shown beneath each discipline)</i>	OERTEL ARCHITECTS <i>(blended hourly rate: \$100.78/hr.)</i>	EMANUELSON PODAS <i>(blended hourly rate: \$140/hr.)</i>	SRF <i>(blended hourly rate: \$125/hr.)</i>	MBJ <i>(blended hourly rate: \$128.33/hr.)</i>	PHASE TOTALS
PROGRAMMING / SCHEMATIC DESIGN	54	-	44.8	15.6	114.4
DESIGN DEVELOPMENT	240	278.6	113.6	240	643.6
CONSTRUCTION DOCUMENTS	1,703.2	471.4	128	159	2,461.6
CONSTRUCTION ADMINISTRATION	995	192.8	79.2	115.3	1,382.3
RENOVATION & REMODEL	153	35.7	-	124.7	313.4
<b>TOTAL HOURS:</b>	3,145.20	978.6	365.6	654.6	5,144



## CONCLUSION

Thank you again for the opportunity to submit our qualifications to you. The planning and design of public works facilities is our firm's primary specialty. Oertel Architects has first-hand knowledge and field-tested experience of what works and what doesn't in a maintenance facility. Our experience is hard to match. We dedicate our time to maintaining a high level of expectations and quality within this sector. More important than all of this, we are problem solvers and we aim to do our best to provide our clients with the best value possible. If there is anything further that we can provide to demonstrate our commitment to making your project a success, please let us know.

### CONTACT US

Oertel Architects  
Andrew Cooper, AIA  
1795 St. Clair Avenue  
Saint Paul, MN 55105  
p: (651) 696-5186 ext. 313  
[acooper@oertelarchitects.com](mailto:acooper@oertelarchitects.com)