REQUEST FOR QUALIFICATIONS FOR

ARCHITECTURE/ENGINEERING SERVICES SUPERIOR FIRE STATIONS 2 AND 3

CITY OF SUPERIOR, WISCONSIN

OCTOBER 22, 2024

Chris Hutton
Project Manager
chris.hutton@tkda.com
651.726.7914

11 East Superior Street, Suite 420
Duluth, MN 55802

TKDA

11 East Superior Street, Suite 420
Duluth, MN 55802
218.724.8578

October 22, 2024

Jane Darwin, Contract Analyst
City of Superior
1316 North 14th Street, Suite 245
Superior, WI 54880

RE: Request for Qualifications for Architecture/Engineering Services
Superior Fire Stations 2 and 3

Dear Ms. Darwin and Members of the Selection Committee,

The TKDA team is pleased to present our qualifications for Architecture/Engineering Services for Fire Stations 2 and 3 in Superior, Wisconsin. TKDA takes great pride in collaborating with community leaders, Fire Department staff, and first responders to improve critical public safety infrastructure. Investment in these two fire station projects will improve services and response times for Superior residents and visitors and help to recruit and retain Fire Department personnel through enhanced health and safety measures that come with modern fire station design. Leveraging and optimizing the concept plans for functionality and operational efficiency will be critical to ensure the available funding for these projects is spent wisely, and the budget is well-managed at each step of the design process.

A Wealth of Local Experience. The team we have assembled for this project has extensive fire station design experience and are well-versed and trained in the latest best practices in station layout, systems, and operations. TKDA has a history of working with the City of Superior and Douglas County entities, including plan review and building inspection processes with the State of Wisconsin. Our proximity as a local firm and our in-house engineering expertise allows us to be available and responsive throughout the design process, and be present for construction meetings and inspection.

Successful Project Delivery. Process and project management are cornerstones of TKDA's project delivery success. As project manager, my goal is to ensure the needs and priorities of the city and fire department are translated into functional fire stations the city can be proud of. I will collaboratively lead the group to reach consensus, and will challenge my team to tailor solutions that will bring the most value for the city. The City and Fire Department can expect clear and consistent communication from our team, and can rely on honest, reliable, substantiated answers.

We look forward to collaborating with the City of Superior on this important endeavor and we thank you for considering our qualifications. Please contact me, Chris Hutton, at chris.hutton@tkda.com or 651.726.7914 if you have any questions regarding this proposal.

We acknowledge receipt of one addenda. Our services will be provided in the manner described in this Proposal pursuant to the terms and conditions of a mutually agreeable City of Superior Service Agreement. This Proposal will be open for acceptance for 60 days or until execution of contract.

Sincerely,

Chris Hutton
Project Manager

DJ Heinle, AIA
Vice President, Architecture

TKDA: Our Legacy

Established in 1910 in Saint Paul, Minnesota, TKDA helps build and grow communities, institutions, and businesses across the country. We are a 100-percent employee-owned company of engineers, architects, planners, and specialized experts solving client challenges across four primary markets: Buildings and Sites, Transportation, Industrial and Manufacturing, and Water.

TKDA's professionals help clients every day to realize their objectives while meeting critical schedules and budget constraints by leveraging our integrated multi-discipline teams and our unwavering commitment to project management excellence.

At TKDA, we continuously prove ourselves by sharing ownership in our clients' challenges and investing in our employees' abilities to rise to them. As an ESOP (Employee Stock Ownership Plan) company, our 400+ employee owners have a direct interest in your success and our partnership with you. With a genuine care for people at our core and an ownership structure that is inherently collaborative, TKDA fosters trust, stability, and innovation in the pursuit to see our clients, employees, and communities thrive.

During the last 114 years, we have worked with a wide range of clients across business and government, but TKDA's hallmark is the duration of our client relationships, some of which date back to the very earliest days of our existence in the 1910s and 1920s. The longevity of our partnerships and our business are testaments to our pursuit to deliver an exceptional client experience. Building on this legacy, TKDA has grown with our clients to offer nationwide services from offices in Duluth and Saint Paul, Minnesota; Chicago, Illinois; San Bernardino, California; and Seattle, Washington.

Your Team

Your project will be led by **Project Manager, Chris Hutton**, who is available to be intimately engaged in the project to meet the City's project goals and timelines.

Our interdisciplinary team of experts coordinate to deliver high-quality projects that meet the needs of our clients. We are committed to providing detailed communication, responsive service, and accountability for the quality and cost of our services.

OUR FOCUS ON PUBLIC FACILITIES

TKDA designs and constructs public facilities and infrastructure, including city halls, government centers, parks, utilities, and transportation facilities. We balance stakeholder input and architectural and engineering principles. We have diverse experience in policy-making, local government ordinances, infrastructure funding and assessment practices, emergency services, permitting, and also the regulatory environment.

TKDA designs efficient government facilities and civic buildings that improve operations and enhance communities. We offer high-quality processes and deliverables for all of our projects, whether it is a small renovation or a full-scale new construction. Our multidisciplinary team works closely with government organizations to manage projects seamlessly, delivering results on time and within budget.

Organizational Chart

SUPERIOR WISCONSIN

Camron Vollbrecht
Fire Chief

Chris Hutton
Project Manager

Benjamin Olson, AIA, CDT, NCARB
Project Advisor

Chase Fjelstad, AIA, NCARB
Project Architect

Dana Schumacher, PLA, ASLA
Landscape Architect

"My goal is to continue building on this legacy of success and keep fostering a positive culture based on accountability and respect for our employees, the environment, and our stakeholders" - **Jeff Lipovetz, CEO**

Craig Bursch, PE
Lead Structural Engineer

Luke Zupan, PE
Lead Mechanical Engineer

Cody Neubarth, PE
Lead Electrical Engineer

Will DeRocher, PE
Lead Civil Engineer

Michelle Gallagher
Interior Design Lead

SUMMARY OF PROJECT TEAM

Led by Project Manager Chris Hutton, our team, handpicked for this project, have accumulated 136 years of combined experience working on architectural and engineering projects for local government agencies, such as the Town of Superior and Douglas County.

Our team has experience designing fire station additions and remodels that meet budgetary needs while prioritizing usability and fire station staff safety. Our foundation of past fire station addition and remodel projects, coupled with our expansive experience working with local governments, positions TKDA to meet the goals and expectations established for this project.

Our team has the ability to meet project workload within the timeline established in the RFQ.

Chris Hutton

Project Manager

Chris is a dual-licensed Registered Architect and Mechanical Professional Engineer in Minnesota with comprehensive experience orchestrating successful projects from conception to completion. Chris fuses function and creativity to integrate building systems with architectural design, and has a track record of leading teams with enthusiasm and excellent communication skills, to deliver high-quality projects on time and on budget.

Experience:

14 Years

Education:

Master of Architecture

University of Minnesota

Bachelor of Science in Mechanical Engineering

University of Minnesota Duluth

Senior Project Architect, Edina Fire Station No. 2 | City of Edina, Edina, MN*

New fire station located in the Southdale area of Edina. The station features the latest safety features to ensure the health and safety of the City's fire department staff, and also features cutting-edge training areas that all stations will utilize for general and confined space training. Chris coordinated the delivery of the construction documents. Chris was also tasked with detailing a custom high-performing envelope and integrating a rooftop solar panel array.

Project Manager, Lansing Fire Station No. 2 | City of Lansing, Lansing, MI*

New fire station located adjacent to the new Lansing Public Safety Building (LPSB). The new station was designed concurrently with the LPSB, and provides optimized layout and technology for health, safety, and readiness of department personnel. Chris co-managed the project to ensure standards were upheld throughout the concurrent projects, and budgets and schedules were coordinated and maintained.

Project Manager, Lansing Public Safety Building | City of Lansing, Lansing, MI*

The Lansing Public Safety Building is a state-of-the-art facility for the City of Lansing's public servants. The building features six municipal courtrooms, court administration, police headquarters, and a fire administration suite. Chris provided courtroom and office/workplace planning expertise, led communications between the owner, design team, and contractor, and coordinated integration of the geothermal system and site/building solar arrays. He also managed budget alignment efforts with the construction manager.

Sustainability Lead, Penn Daw Fire Station and Emergency and Supportive Housing Project | City of Alexandria, Alexandria, VA*

Chris collaborated with the county and design team to design on this LEED Gold Project to deliver a high performing, sustainable, multi-use project.

Architect, Thermal Energy Storage Plant | Saint Paul District Energy, Saint Paul, MN

This 20,000-SF thermal energy plant building houses chillers, pumps, cooling towers, and electrical equipment for Saint Paul District Energy. Chris' responsibilities included balancing functional requirements, neighborhood zoning requirements, vehicle access, and proximity to interstate highway 35E.

Architect, Service Center and Fleet Maintenance Facility | Confidential Client, Saint Paul, MN

Chris is supporting the project team to complete construction documents, comply with LEED requirements and the 2024 MN Energy Code, document, resolve clash and coordination issues, and provide documentation to comply with the City's zoning requirements for a 340,000-SF service center building. The service center building houses offices, conference spaces, warehouse, storage, repair shops, and a covered parking garage. A 31,000-SF fleet maintenance building is located adjacent to the main service center. The buildings on site are slated to be LEED Gold certified and will be covered with solar photovoltaic panels that will provide 100% of the building's energy use.

**Work completed with previous employer.*

Benjamin Olson, AIA, CDT, NCARB

Registered Architect - WI #11996-5

Project Advisor

Benjamin Olson is an architect with over 25 years of experience in planning, design, project development, and construction administration of educational, municipal, government, and commercial projects. As the Architecture Group Manager for the Duluth office, Benjamin supervises the preparation of construction documents and specifications, and prepares construction cost estimates, project budgets, and schedules to ensure resources are available to meet a client's goals. Benjamin's NCARB certification means he meets the highest professional standards set by all member registration boards.

Experience:

25 Years

Education:

Bachelor of Architecture and Science

North Dakota State University

Project Manager, Fire Hall | Town of Superior, Douglas County, WI

A 10,000-SF fire hall with four apparatus bays, offices, training room, locker room, and support spaces. Special attention was given to air movement and source capture throughout the apparatus bays to removal harmful fume exposure to operators.

Project Advisor, Fire Department Apparatus Building Study | City of Ely, Ely, MN

The City of Ely intends to build a new 3,600-SF stand-alone, heated apparatus building. The facility includes an apparatus bay, office, unisex restroom, workout area, and general storage room. TKDA provided design services to study building design layouts and building construction methods. In conjunction with the design, TKDA also worked with the City of Ely to secure funding with the United States Department of Agriculture.

Architect, County Courthouse Jail Remodel | Douglas County Sheriff's Department, Douglas County, WI

TKDA provided design services that increased the offender capacity within the existing facility of the Douglas County Jail in Superior, WI. The design provided new space to accommodate the temporary holding of offenders, and accommodated the long-term holding of up to six offenders. The design included jail housing space, a shared shower area, and a common space.

Architect, County Wide Improvements | Saint Louis County, Saint Louis County, MN

The TKDA team designed three new campuses for Saint Louis County Public Works. TKDA designed the campus buildings identically for project efficiencies and designed the site layouts to fit each unique campus location. These buildings include a 22,800-SF precast maintenance building, a 12,000-SF pre-engineered cold storage building, a brine storage building, well pump building, sand/salt building, and a fueling depot.

Architect, Ambulance Storage Building | Ely Area Ambulance Service Joint Powers Board, Ely, MN

The City of Ely intends to renovate the existing 3,400-SF ambulance service location. This work includes a remodel and reconfiguration of the existing space to include a training room, along with a toilet and shower space for proper decontamination. The project also includes heating and electrical system upgrades plus an upgraded ambulance traffic indicator to the existing intersection and adjoining street.

Project Manager, Ely City Hall Historic Renovation and Addition | City of Ely, Ely, MN

The $2.7M project included the interior remodeling and renovation of the historic Ely City Hall as well as an elevator and stair addition. The remodel and renovation design focused on historic detailing and re-use of existing materials where possible, while the addition design used contrasting yet complementary materials. Oversaw design meetings, client relationships, specifications, construction documents, bidding process and coordinated design disciplines.

Chase Fjelstad, AIA, NCARB

Registered Architect - WI #13167-5

Project Architect

Experience:

8 Years

Education:

Master of Architecture

North Dakota State University

Bachelor of Architecture

North Dakota State University (2016)

Chase utilizes his eight years of experience to provide design insights on projects for government, office, institutional, corporate, and industrial clients. Chase is familiar with the requirements and goals that cities and government agencies wish to achieve. He provides design development, construction documents, detail drawings, and computer modeling. Chase's NCARB certification means he meets the highest professional standards set by all member registration boards. He values clear communication and believes that good listening and questioning provide the greatest opportunity for understanding the design problem and solving it.

Graduate Architect, Duluth Fire Hall No. 11 Predesign Study | City of Duluth, Duluth, MN

TKDA completed an intensive study of different sites for the design of the new fire hall. Fire apparatus needs, infrastructure requirements, traffic counts and patterns, and response call times were examined for each site. The facility was designed around hot, transition, and cold zones. Chase was responsible for design production and visualization.

Design Professional, Fire Hall | Town of Superior, Douglas County, WI

A 10,000-SF fire hall with four apparatus bays, offices, training room, locker room, and support spaces. Special attention was given to air movement and source capture throughout the apparatus bays to remove harmful fume exposure to operators.

Design Professional, South Metro Fire Rescue No. 20 | City of Highlands Ranch, Highlands Ranch, CO*

The team designed a new 10,000-SF structure. This station, once completed, received recognition in the 2021 Fire Station Design Awards. Chase was responsible for design production, detailing, and interdisciplinary coordination.

Architect, Fire Department Apparatus Building Study | City of Ely, Ely, MN

The City of Ely intends to build a new 3,600-SF stand-alone, heated apparatus building. The facility includes an apparatus bay, office, unisex restroom, workout area, and general storage room. TKDA provided design services to study building design layouts and building construction methods. In conjunction with the design, TKDA also worked with the City of Ely to secure funding with the United States Department of Agriculture.

Architect, Ambulance Storage Building | Ely Area Ambulance Service Joint Powers Board, Ely, MN

The City of Ely intends to renovate the existing 3,400-SF ambulance service location. This work includes a remodel and reconfiguration of the existing space to include a training room, along with a toilet and shower space for proper decontamination. The project also includes heating and electrical system upgrades plus an upgraded ambulance traffic indicator to the existing intersection and adjoining street.

Architect, County-Wide Improvements | Saint Louis County, Duluth, MN

Design of three identical new campuses for Saint Louis County Public Works for project efficiencies and designed the site layout to fit each unique campus location. These buildings include a 22,800-SF precast maintenance building, a 12,000-SF pre-engineered cold storage building, a brine storage building, a well pump building, a fabric salt/sand storage structure, and fueling depot. Additionally, designed the maintenance building roof and electrical load to accept future Photovoltaic Array to lighten the campus power load.

**Work completed with previous employer.*

Michelle Gallagher

Interior Design Lead

Michelle provides programming, space planning, schematic design, material selection, construction documents, architectural details, wayfinding signage packages, and furniture specifications. She designs easily-maintained, timeless, quality interiors that are both inviting and functional for corporate, government, and education clients. Accomplished in Revit, AutoCAD, SketchUp, Adobe Photoshop, and Adobe Illustrator, Michelle clearly conveys interior space concepts in 3D renderings and presentations.

Experience:

12 Years

Education:

Bachelor of Fine Arts Interior Design

University of Wisconsin-Stout

Interior Designer, Government Center Renovation | Chisago County, Center City, MN

Design remediation projects for the Chisago County Government Center consisting of a board room and county office spaces. Spaces were renovated per department programming feedback, including transaction counters. Projects included a new chiller, roof replacement, envelope evaluation and upgrades, central boilers, exterior stairs and ramps, signage package, and additional systems furniture to match existing. The signage package included directional wayfinding and complete renumbering of the entire building, and signage.

Interior Designer, Water's Edge District Office Furniture Design | MnDOT, Roseville, MN

Provided preliminary design for furniture associated with 150,000 SF district office facility in coordination with our HVAC upgrades project.

Interior Designer, Sheriff's Office Renovation Space Study | Chisago County, Center City, MN

Performed programming and space planning for the Probation, Environmental, and Health and Human Services Departments to develop improvements and to determine the best department fit and use of the vacated Sheriff's offices.

Dana Schumacher, PLA, ASLA

Landscape Architect - WI #746-14

Landscape Architect

Dana Schumacher is an accomplished licensed landscape architect, with over 20 years of experience in Minnesota and Wisconsin. She is a highly skilled designer and planner of a broad range of public and private outdoor spaces, and is particularly passionate about sustainable, equitable, and universal design. Dana is experienced in all aspects of landscape architectural services, including site analyses, schematic and conceptual design, design development, public meetings, construction documentation, cost estimate and specification preparation, construction observation, and post occupancy evaluations.

Experience:

20 Years

Education:

Master of Landscape Architecture

University of Minnesota

Bachelor of Environmental Design

University of Minnesota

Landscape Architect, Woodland Pollinator Park Project | University of Minnesota Duluth, Office of Sustainability, Duluth, MN

Dana designed three unique Schematic site layout options for a new campus park project. Design work included listening sessions with the client, designing site CAD plan layouts, then rendering with Adobe Illustrator and InDesign, and developing perspective images with SketchUp. Also included in the design were image boards with existing and proposed site amenity images for discussion. The chosen design was refined and developed into construction documents.

Landscape Architect, Interceptor Sustainable Landscape Restoration - L74 and L75 | Metropolitan Council Environmental Services (MCES), Rosemount, MN

Dana is helping MCES transform their traditional landscapes into low-maintenance native landscapes that are pollinator friendly and help inform the public of their sustainable land stewardship practices. Design work included creating three concepts per site and hosting a workshop with staff to further refine the design into a complete construction document set that includes native prairie, a demonstration garden, custom seating, and interpretive signage.

Craig Bursch, PE

Professional Engineer WI #37037-6

Lead Structural Engineer

Experience:

27 Years

Education:

Master of Business Administration

University of Phoenix

Bachelor of Civil Engineering

University of Minnesota

Graduate Studies

Arizona State University

Craig designs structural systems and materials, including reinforced concrete, structural steel, masonry, timber, and composite construction. He is familiar with alternative delivery methods. Craig's responsibilities include design, structural team leadership, field observation, and client communications. His background is strong in the heavy industrial sector and with projects that involve difficult site conditions, such as the Greens Creek Gold Mine reconditioning project on Admiralty Island in Alaska. With an MBA degree, Craig brings an understanding of business dynamics to the structural design and management of his projects, adding value to the owner's bottom line.

Structural Engineer, Fire Hall | Town of Superior, Douglas County, WI

A 10,000-SF fire hall with four apparatus bays, offices, training room, locker room, and support spaces. Special attention was given to air movement and source capture throughout the apparatus bays to removal harmful fume exposure to operators.

Structural Engineer, County-Wide Improvements | Saint Louis County, Saint Louis County, MN

The TKDA team designed three new campuses for Saint Louis County Public Works. TKDA designed the campus buildings identically for project efficiencies and designed the site layouts to fit each unique campus location. These buildings include a 22,800-SF precast maintenance building, a 12,000-SF pre-engineered cold storage building, a brine storage building, well pump building, sand/salt building, and a fueling depot.

Luke Zupan, PE

Professional Engineer - WI #46729-6

Lead Mechanical Engineer

Experience:

13 Years

Education:

Bachelor of Science Mechanical Engineering

University of Minnesota

Luke designs building mechanical and utility systems and provides building system design including HVAC, plumbing design, code review, energy/load calculations, control system design, onsite field verification and coordination, and equipment selection and scheduling. He also researches building systems and operations, conducts energy modeling, and studies occupational exposure in industrial facilities and mineral processing plants. Luke is experienced in team communications, and coordinating with architects and engineering disciplines, and system modeling software programs that allow detailed and customized analysis.

Mechanical Engineer, Fire Hall | Town of Superior, Douglas County, WI

A 10,000-SF fire hall with four apparatus bays, offices, training room, locker room, and support spaces. Special attention was given to air movement and source capture throughout the apparatus bays to remove harmful fume exposure to operators.

Mechanical Engineer, Emergency Operations Center Radiant Heating System Design Review | City of Duluth, Duluth, MN

TKDA reviewed a radiant heating system design concept for the West Police Station presented to the City by a UMD College of Engineering student group. TKDA then provided the final design for the station's radiant hot water ceiling panel design. TKDA was hired to evaluate the building from a pathogen mitigation perspective. Demand ventilation, variable air volume, and high efficiency filtration were incorporated in final design to address building health and energy savings.

Cody Neubarth, PE

Professional Engineer - WI #101106-6

Lead Electrical Engineer

Experience:

7 Years

Education:

Bachelor of Science, Electrical Engineering

University of Minnesota Duluth

Cody provides electrical engineering design with seven years of experience. He has worked closely in the development of construction plan sets, schematics and wiring diagrams. Recently, Cody assisted with the full electrical design of the County-Wide Improvements project for Saint Louis County, MN, which involved design and construction of three snowplow storage and maintenance buildings including office areas. Cody uses Revit, AutoCAD, AutoCAD Electrical, SKM Systems Analysis, Visual Lighting Photometrics, and NavisWorks.

Graduate Electrical Engineer, Fire Hall | Town of Superior, Douglas County, WI

Architectural and engineering services for a new 10,000-SF fire hall with four apparatus bays, offices, training room, locker room, and support spaces. Provided electrical power and systems design of new building, including coordination with power and communication utilities for installation of new services. Design included sizing utility power service, branch circuit loads, lighting photometrics, and coordination with owner for equipment placement space allocation.

Graduate Electrical Engineer, County-Wide Improvements | Saint Louis County, Duluth, MN

Design of three identical new campuses for Saint Louis County Public Works for project efficiencies and designed the site layout to fit each unique campus location. These buildings include a 22,800-SF precast maintenance building, a 12,000-SF pre-engineered cold storage building, a brine storage building, a well pump building, a fabric salt/sand storage structure and fueling depot. Additionally, designed the maintenance building roof and electrical load to accept future Photovoltaic Array to lighten the campus power load.

Will DeRocher, PE

Professional Engineer - WI #48274-6

Lead Civil Engineer

Experience:

10 Years

Education:

Master of Science, Civil Engineering

University of Minnesota Duluth

Bachelor of Civil Engineering

University of Minnesota Duluth

Will has ten years of civil site and utility improvement design for a multitude of clients. Will is a registered Civil Engineer within the state of Minnesota and a longtime Duluth resident. Will supports the design team in site layout, grading, accessible routes, and utility routing elements of the plan. Over the past decade, Will has supported the design team on projects for the City of Duluth, St. Louis County, and the University of Minnesota Duluth. Will started out his career conducting field survey and construction inspection services and has now filled the role as project manager and engineer of record for these clients. Will's prior work includes site work and grading, stormwater management, utility coordination, road and parking lot design, habitat restoration, and ADA improvements.

Civil Engineer of Record, Fire Hall | Town of Superior, Douglas County, WI

A 10,000-SF fire hall with four apparatus bays, offices, training room, locker room, and support spaces. Special attention was given to air movement and source capture throughout the apparatus bays to removal harmful fume exposure to operators. Will oversaw the site layout, grading plan, and utility plan development. Will coordinated with other disciplines for the building placement, utility routing, and vehicle movement on site.

Project Manager, Duluth Police Department Impound Lot | City of Duluth, Duluth MN

Site redevelopment plan and construction administration for the Duluth Police Department's impounded vehicle lot. The project involved redevelopment of a vacant lot for use as a secured parking facility. The project involved coordination between police, property management, engineering, streets and zoning departments of the City. Will served as project manager and oversaw the coordination between design disciplines including civil and electrical, project plan document development, billing, bidding and construction administration.

Fire Hall Addition

City of Wrenshall, MN

The City of Wrenshall retained TKDA to provide architectural services for a 2,500 SF Fire Hall addition to the existing City Hall in Wrenshall, Minnesota. TKDA provided the following:

- The schematic design services included project management and administration of the TKDA team, preparation of schematic design level drawings including a site plan, a floor plan, building elevations, and a rendered perspective, building code summary, and an architect's opinion of probable cost.
- The design approach consisted of developing a building addition that was efficiently organized, economical, and would match the aesthetic of the existing building.
- The program included three apparatus bays, an office for the fire chief, and a dedicated vestibule.

TKDA navigated unique challenges that included site constraints and the location of existing underground utilities, separating emergency vehicle traffic from pedestrian traffic, designing a "hot zone" addition to a building that is visited by the public every day, and remodeling the existing building's circulation, support areas, and mechanical and electrical systems to accept the addition.

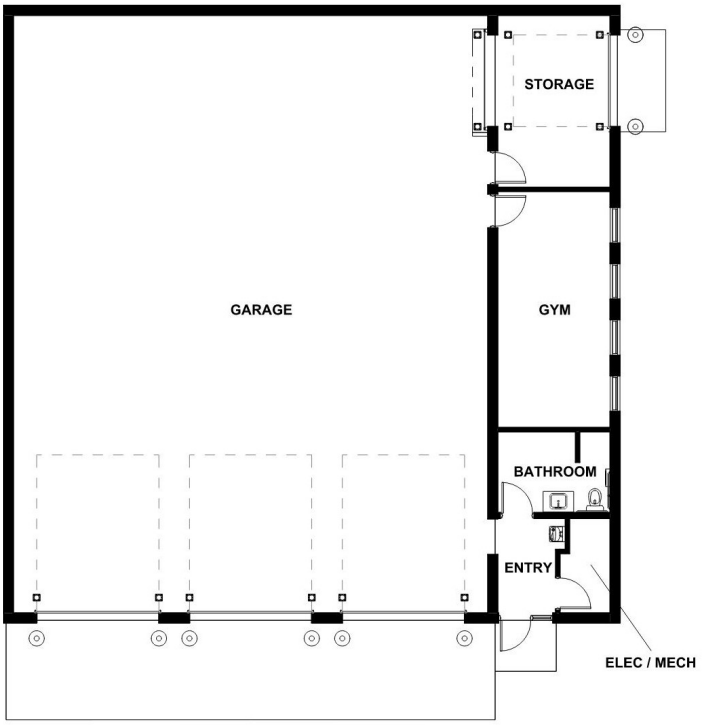
Fire Department Apparatus Building Study

City of Ely, MN

The City of Ely intends to build a new 3,600-SF stand-alone, heated apparatus building. The facility includes an apparatus bay, office, unisex restroom, workout area, and general storage room. The facility will be a wood-framed structure on a frost depth foundation with sidewalls, high sectional doors, and a gable roof.

TKDA provided design services to study building design layouts and building construction methods. With the project location being in northern Minnesota, it provides a challenge on availability of building trades. Therefore, building constructors were called to discuss the interest and methodologies for construction available for this building type and systems in relation to the available budget.

In conjunction with the design, TKDA also worked with the City of Ely to secure funding for the project with the United States Department of Agriculture (UDSA). To secure the proper information needed between TKDA and the City of Ely, close management of the requirements was needed to finalize forms and generate reports.



Fire Station No. 11 Schematic Design Study

City of Duluth, MN

The design of Duluth's new Fire Station No. 11 began with an intensive study of different sites. Fire apparatus needs, infrastructure requirements, traffic counts and patterns, and response call times were examined for each site. A final site was selected for testing a preliminary schematic design for the facility and developing a project budget.

The facility was designed around hot, transition, and cold zones to address the hazardous materials that firefighters and emergency response teams encounter on a daily basis. The goal was to isolate the contaminated apparatus in the hot zone, create a transition zone where individuals and gear can be decontaminated, and provide a cold or clean zone of contamination-free office and living space. In addition to careful space planning, the design required sophisticated mechanical system controls and zoning to maintain the integrity of each area.

TKDA embraced the City's net zero energy design goal. Rainwater runoff from the roof will be collected in a cistern and recycled for washing trucks and equipment, substantially reducing the city water usage. Other strategies are active and passive solar design, ground-source heat pumps, rigorous facility commissioning, energy performance metering, locally manufactured building products, and optimizing the indoor air quality for health and safety.

Town of Superior Fire Hall

Town of Superior, WI

The Town of Superior's Fire Hall was failing, undersized, and did not offer a safe decontamination environment for fire and rescue personnel. TKDA designed a new 7,310-SF stand-alone precast concrete building on a rural lot adjacent to the Town Hall. The facility's five apparatus bays have 14'-0" overhead doors, point-of-origin vehicle exhaust system, and electrical and compressed air connections; a gross decontamination shower with oversized trap strainer; a decontamination room for removing gear; two private, fully-accessible shower rooms; a gear locker storage room with under-locker ventilation to dry gear; and an office, laundry room, and SCBA clean fill room. Sustainability features included a heat recovery system, LED lighting, low-VOC emitting building materials, and continuous building envelope insulation.

The project faced many challenges. The rural site depended on a private well and septic system. The apparatus water storage and fill system, along with a holding tank for wastewater were design to minimize sudden demands on the systems. The small township also had a very tight budget and limited means for funding. TKDA sought efficient, cost-effective design solutions and worked with the general contractor on value-engineering solutions which satisfied all stakeholders. Finally, the very involved Superior Township community did not always support the wants and needs of the Volunteer Fire and Rescue Department. TKDA attended public meetings and supported our client and the user group. We listened to and implemented suggestions as far as the code would allow without compromising life safety or overall design intent.

Courthouse Rooftop HVAC Replacement

Douglas County, WI

TKDA provided architecture and engineering design, bidding, and construction contract administration services to Douglas County for the replacement of their historic courthouse roof equipment. Douglas County's courthouse rooftop equipment needed upgrading, as they were beyond their useful life and were problematic in function, requiring increased maintenance attention.

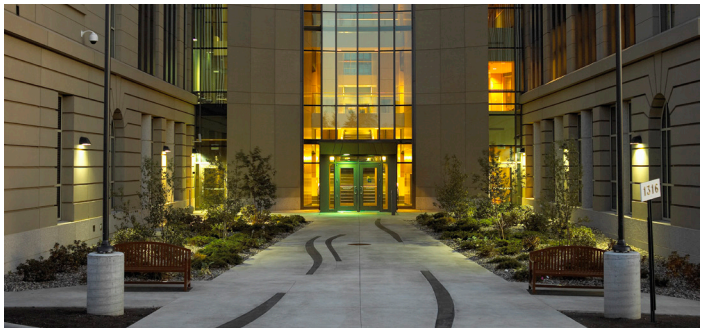
The roof equipment included the rooftop cooling tower, DOAS unit, and Rooftop Units (RTUs) serving multiple courtrooms and the central atrium within the building. TKDA proposed verifying existing systems, and subsequently designed and selected new equipment and infrastructure to serve the courtroom air conditioning and heat pump cooling tower.

The project included building heat pump design as well as a steam-to-hot-water heat exchanger to serve rooftop heating coils. Air distribution was fitted with filtration and bipolar ionization to address pathogen concerns.

Electrical, structural, building controls, and mechanical design services were provided to perform the renovation. The installment of variable speed motors, controls integration, and reduction of excess outside air all helped to improve the building health, performance, and efficiency.

PROJECT CHALLENGES

- Project was completed while maintaining the historic nature of the building. Much of the project conditions needed to be field verified due to outdated or missing information.
- The County was required to work within their capital budget constraints of a single year. Therefore, multiple phases of construction we awarded in order to maintain each phase within the budget limits.
- Delivery coordination was carefully managed in order to get equipment directly to the site at the time of installment. Because both heating and cooling building systems were renovated, several building outages were coordinated at acceptable times.



Various Douglas County Projects

Douglas County, WI

TKDA has an extensive history of providing architectural and engineering services for Douglas County.

DOUGLAS COUNTY SHERIFF'S OFFICE JAIL REMODEL

TKDA provided design services that increased the offender capacity within the existing facility of the Douglas County Jail in Superior, WI. The design provided new space to accommodate the temporary holding of offenders, and accommodated the long-term holding of up to six offenders. The design included jail housing space, a shared shower area, and a common space.

UNINTERRUPTIBLE POWER SUPPLY REPLACEMENT

Project included the replacement of three uninterruptible power supplies (UPS) that fed critical systems for the jail, 911 call center, and courthouse. The UPS systems were all aged and in need of replacement. The newly designed systems included an external bypass switch and distribution panelboards separate from the UPS main assembly. TKDA provided an estimate of probable cost, field verifications, review of existing plans, electrical technical specifications, electrical details and schedules, electrical demo and construction plans, bidding assistance, and construction contract administration.

DOUGLAS COUNTY SERVICES BUILDINGS: ELECTRICAL INFRASTRUCTURE STUDY

TKDA provided electrical engineering services to reach the County's goal of making a collaborative electrical one line and provided a report with recommendations and supporting cost estimate as a guide for future electrical improvements. The Douglas County Services Buildings consisted of three separate buildings including the Courthouse Building, Jail Building, and Government Center Building. All three were built at separate times and had separate associated electrical infrastructure and drawing sets. TKDA identified, documented, and compared the existing electrical system to existing drawings.

Project Approach

Site, Building, and Systems Design Approach

Leveraging the existing conceptual plans will be important to build momentum into the project design phases. TKDA will comprehensively review the existing conceptual site and building plans with City and Fire Department staff. The plans show drive-through apparatus bays, which will be critical for improving response times and ensuring trucks and equipment can deploy out of either end without having to move vehicles after or between calls.

We will confirm the landscaping and site design promote wellness by incorporating outdoor space for staff to decompress in various individual and group settings, as space allows.

HOT, COLD, AND TRANSITION ZONES

It appears care has been taken to lay out of the stations with "hot" and "cold" zones, with transitional space for decontamination and turn-out gear storage and cleaning. The isolation of living quarters is ideal to allow for undisturbed rest between calls. Although Station No. 3 has a very small footprint, this concept will be reviewed to see if further isolation can be accomplished.

Emergency Preparedness. Each station should be equipped with a designated storm shelter area in the event of severe or extreme weather.

Interior Materials and Color Palettes. Thoughtfully designed for functionality, durability, and with research-based biophilic and trauma-informed design principles.

Building Envelope Systems. Selected for cost-effective functionality, durability, and energy efficiency.

Community Awareness. It is important for civic public safety projects to be thoughtfully designed to provide a point of public pride while ensuring the public feels the projects are well-built and cost-conscious.

TKDA will ensure building systems correspond with the layout of the stations to optimize health and safety measures.

- HVAC systems must be balanced to pressurize cold zones, and ensure contaminants from trucks, equipment, and gear do not find their way into living quarters.
- Lighting systems will be designed to be user-friendly and energy efficient, ensuring proper light levels in critical work areas.
- Plumbing fixtures will be selected for durability, functionality, and limit unnecessary water usage.

Lowering the operational costs of the building has an outsized impact on the overall lifetime cost of the building, therefore TKDA takes great care to select systems and products to lower the City's cost of operating and maintaining the facilities.

PHASE 1

Schematic Design (SD) — 10 WEEKS

Kickoff of the schematic design phase will engage all stakeholders and ensure all parties are aware of and can provide feedback on the proposed schedule and work plan. Review and discussion of existing conceptual plans will help refine and verify program requirements and layouts. Our team will conduct a visioning exercise to ensure the City and Fire Department's expectations for the station designs and aesthetic are understood and are a priority.

Other tasks to will occur in the schematic design phase:

- Initial estimation of conceptual plan costs
- Prepare and distribute meeting minutes
- If required, coordinate and conduct a public meeting to update City residents and showcase the fire hall design progress

Prior to completing the schematic design phase, TKDA will schedule a review meeting to ensure the direction of the design aligns with overall project goals and make modifications as necessary. The schematic design package including site and architectural drawings. Building systems narratives will be presented and shared with the City and Fire Department.

Project Approach

PHASE 2

Design Development (DD) — 13 WEEKS

The Design Development phase builds upon the previous phase and will be the time to finalize site and building layouts, make decisions on basis of design products and systems, create outline specifications, and a develop a preliminary cost estimate.

Our goal is to ensure City and staff are aware and have approved of everything going into their stations, so there are no surprises when they walk in the door to the completed project.

Other tasks that will occur in the design development phase include:

- Preliminary plan review with State of Wisconsin to discuss code compliance and accessibility
- Develop life safety plans that depict occupant loads, exits, travel distances, and fire separations
- Internal QA/QC review

Staff and stakeholders will be able to see the building taking shape in our 3D BIM model and get a better feel for how the project looks and sits on the site. Similar to the SD phase, TKDA will review the design development package, pick up comments, and distribute all content to the City and Fire Department.

PHASE 3

Construction Documents (CD) — 16 WEEKS

The Construction Documents phase will be focused on finalizing drawings and specifications in order to produce a final cost estimate. It will be important to keep a feedback loop between the cost estimate and the construction documents.

TKDA will schedule a final review of the deliverables and carefully review every detail of the project with the stakeholders to minimize errors and reduce the chance for change orders.

Other tasks that will occur in the construction documents phase include:

- Finalization of Division 0 & 1 specifications
- Preparation and coordination of advertisement for bids
- Internal QA/QC review

PHASE 4

Bidding/Procurement — 18 WEEKS

During the Bidding/Procurement phase TKDA will assist the City and construction manager in competitively bidding the project, conduct the pre-bid meeting, respond to contractor and subcontractor questions, issue any necessary addendums, and receive and evaluate bids.

Other tasks during the Bidding/Procurement phase:

- Evaluating request for substitutions
- Final plan review with the State of Wisconsin

PHASE 5

Construction Administration (CA) — TBD

TKDA will assist the City and construction manager in issuing and administering contracts. Our team will coordinate the pre-construction kickoff meeting, establish weekly construction meetings, and perform construction inspection services.

TKDA responsibilities during construction include:

- Assist the construction manager with the local building permit application
- Site observation to review contractor's work
- Issue Architect's Supplemental Information (ASI)
- Respond to the contractor's Request For Information (RFI)
- Respond to proposal request and issue change orders and/or construction change directives
- Review shop drawings and product submittals
- Review and certify contractor's monthly application for payment
- Reject non-conforming work
- Conduct a punch-list walkthrough at substantial completion and compile a list of items required for final completion
- Issue the Certificate of Substantial Completion

Quality Assurance

TKDA's reputation is built on providing quality designs and documents. Our well-established Quality Assurance Plan and Quality Control Plan are requirements in TKDA's established Project Management program, and will be supervised by **Benjamin Olson, Group Manager of Northland Architecture.**

Quality Control Plan	The Quality Control Plan addresses review policies and procedures, and the verification of calculations, specifications, reports, and drawings.
Quality Assurance Plan	The Quality Assurance Plan addresses scope of services, deliverables, project schedule, staff meetings, project documentation, and technical accuracy.

Additionally, a vital part our QA/QC process includes in-depth review of design documents with key stakeholders, going page-by-page if needed to ensure each detail is accurate and understood. Quality design and documentation leads to better bid results, and an efficient transition into the construction phase.

Experience with Federal and State Requirements

TKDA is very experienced working in Wisconsin, having designed the recent Town of Superior Fire Hall, and various projects with Douglas County. Our team is comfortable navigating projects with federal funding. We have ongoing projects with federal funding from the EDA and USDA, and are managing the process to minimize delays stemming from federal review.

During the project design, and particularly during the bidding and procurement phase, **TKDA will work collaboratively with the City and construction manager to establish and communicate ARPA funding requirements and stipulations, and guide the City through each step**.

You can rely on TKDA's expertise complying with federal and state requirements to execute a successful project.

Budget Management/Cost Control

TKDA takes pride in providing elegant, timeless buildings to our clients without the use of exotic building materials or construction methods. Instead, we rely on our trained experienced staff to utilize new technologies and materials that are proven to be more efficient, cost-effective, and durable. It is important for our drawings and specifications to be well-coordinated and involve materials and construction methods that contractors are familiar with and certified for.

This process, combined with periodic cost estimating, will ultimately result in the best possible results on bid day for the City.

Cost estimating will begin at the outset of the project: evaluating the proposed conceptual plans, and to be reevaluated and refined at each phase of the project. Any changes beyond the design development stage must be cost-neutral, provide a savings, or be offset

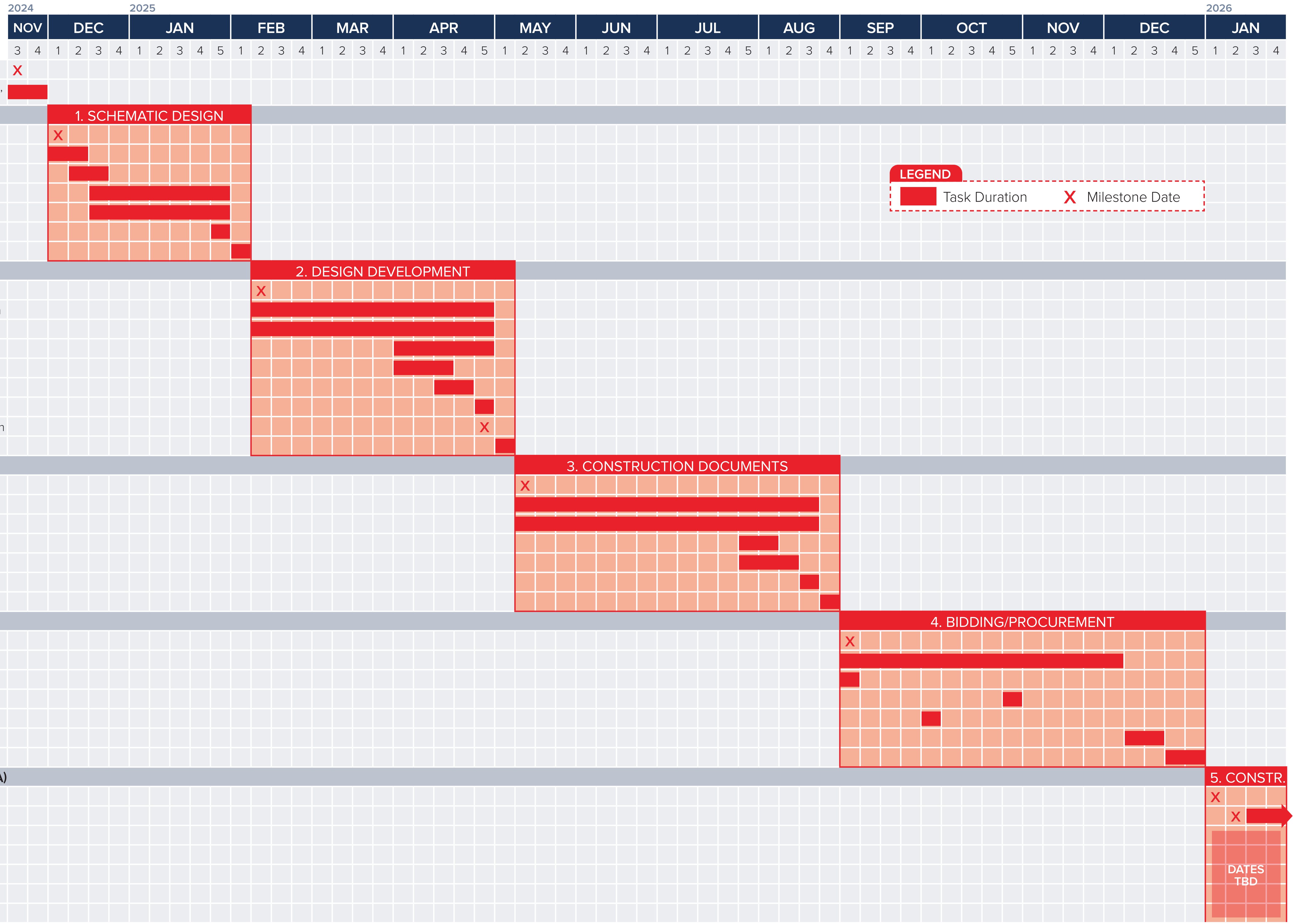
Additional Services

- LEED design services and tracking
- Specialty mechanical LEED HVAC/Power, such as geothermal, DOAS, and solar
- Energy modeling
- Commissioning

Public Participation and Communication Strategy

At the request of the City of Superior or Fire Chief, TKDA will make presentations to the City council, fire hall personnel, and the public, if desired. TKDA will produce presentation materials that can be used as a public display within City Hall, or brochures outlining the design progress to be handed out to local residents. TKDA has the staff and resources to aid in press releases, ad campaigns, and website updates. If needed, TKDA can provide a team with expertise in large-scale public engagement efforts.

Proposed Project Schedule



*Construction duration based on selected contractor's schedule

6. SubConsultants Listing (Must be submitted with Qualifications.)

Fire Stations 2 and 3

The undersigned agrees to employ the following listed **subConsultants** for the following enumerated classes of work and not to alter or add to such list without the written consent of the City of Superior, WI. Use separate sheet as necessary.

	SUBCONSULTANT	CLASS OF WORK
1)	N/A	
2)		
3)		
4)		
5)		

Submitted by:

COMPANY Toltz, King, Duvall, Anderson and Associates, Inc.

ADDRESS 11 East Superior Street, Suite 420, Duluth, MN 55802

COMPANY REPRESENTATIVE Chris Hutton

9. Reference Form

Applicant Firm Name: Toltz, King, Duvall, Anderson and Associates, Inc.

Contact Person: Chris Hutton

Address: 444 Cedar Street, Suite 1500

City, State, and Zip Code: Saint Paul, MN 55101

Telephone: 651.726.7914

Reference #1

Owner or Company Name: City of Wrenshall

Contact Person: Peter Laveau, Fire Chief

Type of Service(s) Provided: Architectural Design Services

Calendar Year(s) of Service(s) Provided: 4 years

City, State, and Zip Code: Wrenshall, MN 55797

Telephone: 218.384.3680

Reference #2

Owner or Company Name: City of Ely

Contact Person: Harold Langowski, PE, Clerk/Treasurer

Type of Service(s) Provided: Architectural Design Services

Calendar Year(s) of Service(s) Provided: 10 years

City, State, and Zip Code: Ely, MN 55731

Telephone: 218.226.5474

Reference #3

Owner or Company Name: City of Duluth

Contact Person: Shawn Krizaj, Duluth Fire Chief

Type of Service(s) Provided: Architectural Design Services

Calendar Year(s) of Service(s) Provided: 10+ years

City, State, and Zip Code: Duluth, MN 55802

Telephone: 218.730.4393

8. Qualification Evaluation Checklist

Owner: TKDA

Contact Person: Chris Hutton

Address: 444 Cedar Street, Suite 1500

City: Saint Paul State: Minnesota

Zip: 55101

Telephone: 651.726.7914

Instructions:

1. When filling out the checklist check "YES" only to those services provided "in-house" by your firm (or prior experience of key personnel anticipated to perform a substantial amount of the project work) and check "SUB" for services you intend to subcontract out. List the subcontracting firm in the "Comments/Explanation" area.
2. Respondents are encouraged to add comments and to attach more detailed information where appropriate in response to checklist items. Such clarification can greatly assist the evaluation process. **Firms may include other information as they deem appropriate.**
3. Attach to this checklist any appropriate licenses, certification, degrees, or appropriate training that will assist in qualifying your firm for these services.
4. Consultant qualifications will be determined using this checklist along with the information provided as outlined in the "Requirements for Statement of Qualifications".
5. Firms are expected to answer "YES" to some of the checklist items, but not all of them.
6. False, inaccurate or misleading information shall be grounds for disqualification at any time during and after the selection process. When in doubt attach a detailed answer or call for clarification.

Yes	Sub	No	#	Question
			1.	How many years has your firm been engaged in the consulting business under the present firm name? 67 years as TKDA, but founded in 1910
☐		☒	2.	Has your firm ever failed to complete any work awarded to you? Comment/Explanation: Not to the best of our knowledge

Yes	Sub	No	#	Question
☐		☒	3.	Has your firm ever defaulted on a contract? Comment/Explanation: Not to the best of our knowledge.
☒		☐	4.	Has your firm ever had claims filed for errors and omissions or been sued for services you provided? Comment/Explanation: see explanation below
☒		☐	5.	Is your firm willing to provide (at no cost to the City) an on-site presentation to the City regarding your firm's qualifications? Comment/Explanation:
☒	☐	☐	6.	Does your firm have experience developing construction costs and ongoing maintenance costs for recommendations made? Please provide examples and actual outcomes. Comments: see explanation below
☒	☐	☐	7.	Does your firm possess all of the necessary licenses and credentials to perform the work as specified? Is your firm licensed in Wisconsin? Comment/Explanation:

Explanation for Question #4: TKDA prides itself in proactively managing project risks and consultant-client relationships to avoid the types of issues that typically give rise to litigation between a professional design firm and its clients. As a result, TKDA can proudly report we have a near-perfect professional liability claim history extending back to 1968 and works to resolve issues before they come litigation or claims.

Explanation for Question #6: TKDA staff has experience developing construction costs, and have done so as recently as last year for a construction plant expansion project in Tomahawk, Wisconsin. Even on smaller projects, we double check our estimates with local contractors and lean on our industry and manufacturing relationships for verification. For the proposed Superior fire stations, TKDA prefers to bring in an expert second opinion for cost estimating to supplement our cost estimation. In this case we propose working directly with a construction manager who would be brought on early in design. Our engineering staff has the resources to provide ongoing maintenance costs and replacement cycles for the equipment that will be considered for this project. Our product and system selections are made to weigh first costs with maintenance and replacement costs, so the city can be assured life cycle costs are being considered during design.

EXPIRES: 01/31/2026

NO. 2909 - 11

The State of Wisconsin
Department of Safety and Professional Services

EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS, AND REGISTERED INTERIOR DESIGNERS

Hereby certifies that

TKDA

has complied with the provisions of Section 443.08, Wisconsin Statutes and is hereby issued this

ARCHITECTURAL OR ENGINEERING CORP - CERTIFICATE OF AUTHORIZATION

in the State of Wisconsin in accordance with Wisconsin Law

on the 18th day of April in the year 2005.

The authority granted herein must be renewed each biennium by the granting authority.

In witness thereof, the State of Wisconsin

Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers

has caused this certificate to be issued under

the seal of the Department of Safety and Professional Services

STATE OF WISCONSIN · FORWARD · DEPT. OF SAFETY AND PROFESSIONAL SERVICES

DSPS Secretary

Roshieu Stygzinski

Chairperson

Secretary

This certificate was printed on the 24th day of January in the year 2024

State of Wisconsin

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

COMMITTED TO EQUAL OPPORTUNITY IN EMPLOYMENT AND LICENSING

ARCHITECTURAL OR ENGINEERING CORP - CERTIFICATE OF AUTHORIZATION

NO. 2909 - 11 Expires: 01/31/2026

TKDA
444 CEDAR ST STE 1500,
ST PAUL, MINNESOTA 55101
UNITED STATES

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified on the front of this card. To verify the current status of this credential, use "Lookup a License" at dsps.wi.gov.

The named person has complied with Wisconsin Statutes and holds the credential specified.
Signature: Tkda

Ch 440.11, Wis Statutes, requires you to notify the Department of a name or address change within 30 days. Please submit corrected information via the web at dsps.wi.gov or by mail to DSPS at PO Box 8935, Madison WI 53708-8935.

Respondent Statement

TKDA has made our own examination, investigation, and research regarding the method of doing the work, all conditions affecting the work to be done, the labor, equipment and materials, and the quantity of the work to be performed. TKDA agrees that we have satisfied ourselves by our own investigation and research regarding all of such conditions, and that our conclusion to enter into the Service Agreement based upon such investigation and research, and that we shall make no claim against the City because of any of the estimates, statements or interpretations made by any officer or agent of the City which may prove to be erroneous in any respect.

7. Addenda Acknowledgement (Must be submitted with Qualifications)

Fire Stations 2 and 3

I/we hereby acknowledge receipt of the following addenda(s):

Addendum No. 1 Dated October 15, 2024
Addendum No. _____ Dated
Addendum No. _____ Dated
Addendum No. _____ Dated

I/we further certify that no agreement has been entered into to prevent competition for said work and that I/we carefully examined the site where the work is to take place, and the plans, specifications, form of contract and all other contract documents.

I/we further agree to enter into the contract, as provided in the contract documents, under all the terms, conditions and requirements of those documents.

* If no addenda were issued, the consultant/firm shall so indicate and sign this document.

Toltz, King, Duvall, Anderson and Associates, Inc.
Company

Representative Signature

DJ Heinle, Vice President, Architecture


TKDA