

Proposal for  
Professional Services for

**2013 Indefinite-Scope Indefinite-Delivery  
General Professional Design Services  
(Architecture, Engineering, Landscape Architecture)**

**Various Locations, Michigan**

File No. Various  
Index No. Various

Proposals due  
5.16.13



presented by



**Sidock Architects**

ARCHITECTS • ENGINEERS • CONSULTANTS

*'A Sidock Group Company'*

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# Sidock Architects

ARCHITECTS • ENGINEERS • CONSULTANTS

'A Sidock Group Company'

May 13, 2013

Ms. Irene Jackson Henry, RA, NCARB  
Department of Technology, Management and Budget  
Facilities and Business Services Administration,  
Design and Construction Division  
Stevens T. Mason Building  
530 W. Allegan Street, 2<sup>nd</sup> Floor  
Lansing, MI 48909

Re: 2013 Indefinite-Scope Indefinite-Delivery  
Request for Proposal • General Professional Design Services  
Architecture, Engineering, Landscape Architecture

Ms. Henry,

We are pleased to have an opportunity to offer our qualifications for professional architectural and engineering services for the Indefinite-Scope Indefinite-Delivery (ISID) Contract. The Sidock team of architects and engineers is uniquely qualified to perform design and construction administration services that will be needed for the wide range of projects that are undertaken throughout an ISID contract term. We have the manpower and talent to bring these projects successfully through to completion whether there is a single project underway or if there are multiple projects needing attention at the same time.

Our team has worked with many regional clients both public and private, including state and federal government departments and agencies, municipalities throughout the State of Michigan, as well as both for-profit and not-for-profit entities. Our projects have included each of the various types of projects that could be expected under an ISID contract, and we are well-versed in the unique requirements of governmental projects.

Thank you for the opportunity to provide this proposal. Please contact me with any questions you may have.

Respectfully,  
**Sidock Architects**

Robert L. Jordan, AIA, NCARB  
Principal – Director of Architecture

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# PART I - TECHNICAL

- II-1 Understanding of Project and Tasks**
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## **II-1 Understanding of Project and Tasks**

The State of Michigan, Department of Technology, Management and Budget, has issued a Request for Proposal from professional architectural/engineering firms for an Indefinite-Service, Indefinite-Delivery (ISID) contract. The services to be provided under the professional service contract are architectural, engineering, and landscape architecture.

The purpose of an ISID contract is to provide a resource for Client Agency projects generally under \$500,000 in total cost. The types of projects included within the scope of an ISID contract generally include building alterations, additions, facility upgrades of various types, as well as special maintenance projects. Client Agencies may utilize an ISID contract for other types of work as well, including emergency projects, routine or specialized services.

The scope of services to be completed for a project undertaken through an ISID contract may include, but will not necessarily be limited to, those Phases and Tasks included in the Standard ISID Contract for Professional Services, Phases 100 through 700, inclusive. Sidock Architects is well versed in the tasks associated with each of the Phases of the ISID Standard Contract.

**Our Management Summary, Work Plan and Schedule** details the typical services we provide in each of these Phases and Tasks, as well as our understanding of the deliverables that are typical to a generic project. Each individual project will be explored with the DTMB/Client Agency to determine which phases and tasks will best serve the Client Agency, their needs and wants, and the project goals for each particular project.

Sidock Architects understands that the projects to be undertaken during an ISID Contract will be for various Client Agencies, and that our services will include working with the DTMB and the Client Agency at various locations throughout the State. Each of our offices is poised to provide full architectural/engineering services, supported with Sidock personnel from our five offices throughout Michigan.

Our Gaylord office includes personnel from the Northern Lower Peninsula, as well as personnel in the Upper Peninsula. Our Wyandotte office is ideally located to serve Southeastern Michigan and the Downriver communities. Our Muskegon Office is ready to serve the Western Michigan communities. Our Lansing office will serve the Central State communities, and our Novi office will serve the Metropolitan and Bay Area communities. Each Sidock office is staffed with licensed professionals, and all of our offices are linked together to form a cohesive professional service company uniquely poised to provide the highest level of architectural/engineering services available.

We are ready to serve the State of Michigan and its Client Agencies in whatever manner is needed.

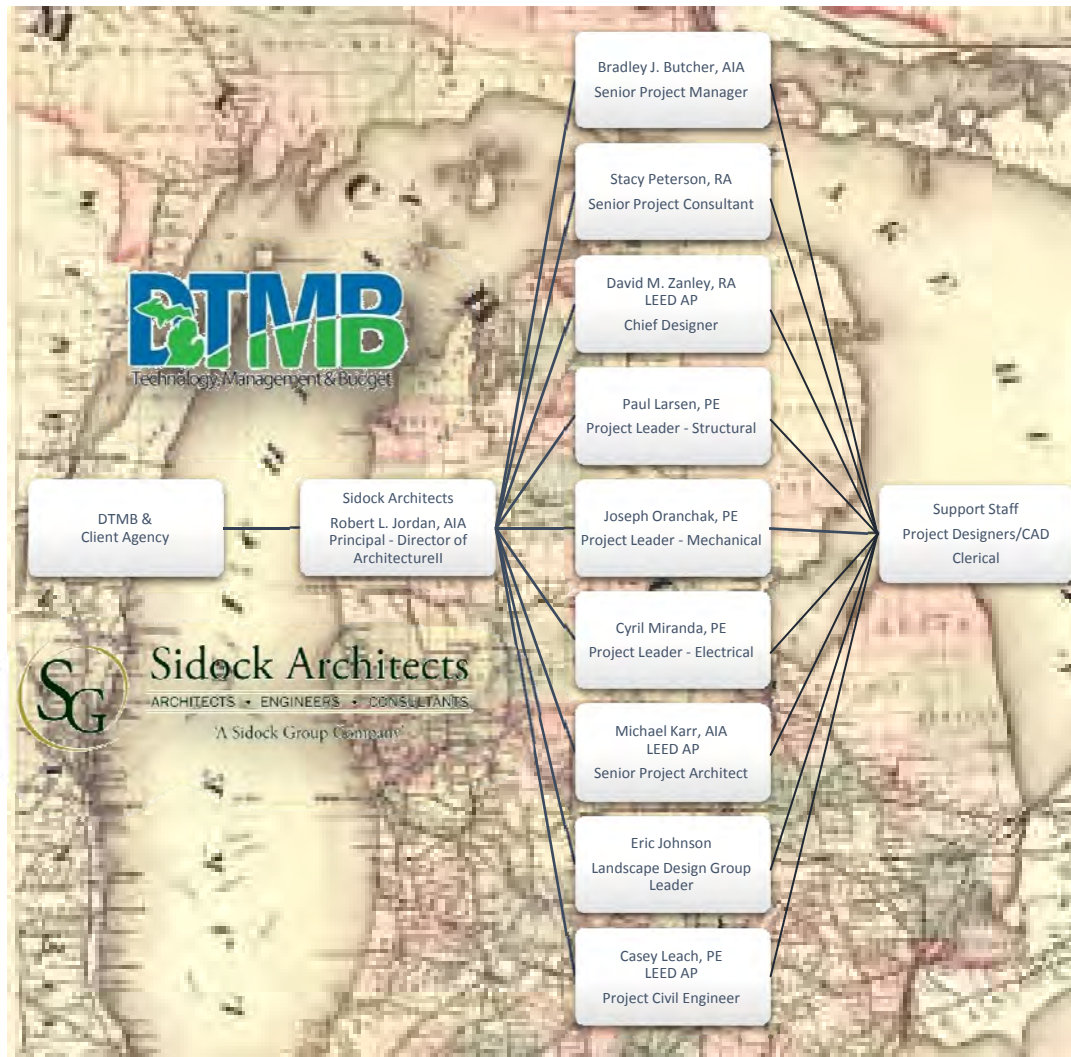
## II-2 Personnel

Sidock Architects is pleased to present the following Key Personnel:

Robert L. Jordan, AIA, NCARB  
Bradley J. Butcher, AIA, NCARB  
Stacy Peterson, RA  
David M. Zanley, RA, LEED® AP  
Paul Larsen, PE  
Joseph Oranchak, PE  
Cyril Miranda, PE  
Michael Karr, AIA, LEED® AP  
Eric Johnson  
Casey Leach, PE, LEED® AP

Principal – Director of Architecture  
Senior Project Manager  
Senior Project Consultant  
Chief Designer  
Project Leader – Structural  
Project Leader – Mechanical  
Project Leader – Electrical  
Senior Project Architect  
Landscape Design Group Leader  
Project Civil Engineer

Our proposed Organizational Chart follows:



Resumes are included in Attachment 1.

## **II-3 Management Summary, Work Plan, and Schedule**

### **Management Summary**

Sidock Architects will provide architectural and engineering services completely with Sidock personnel. Sidock's point of contact will be Robert L. Jordan, AIA, NCARB and services for the ISID will be coordinated through the Novi office, with architectural and engineering support from the Muskegon, Wyandotte, Gaylord and Lansing offices.

### **Work Plan**

Each project will begin with a Design Charrette to review the Client Agency needs, existing conditions, project scope, budget and timeline, as well as available documents. From this initial project meeting, the project team will be defined, team member roles established, deliverables established, and a determination of the best method for delivering the project will be made.

The tasks described in this proposal may not apply to each project encountered. Adjustments to each phase and task will be made to render the best, most expedient service to the project at hand.

The Deliverables described are included as Basic Services. Additional Deliverables requested by the DTMB/Client Agency will be provided upon request through a Contract Change Order.

### **Phase 100 – Study Phase**

Upon authorization to proceed, Sidock will commence with Phase 100 and work toward the development of an engineering study and cost estimate in accordance with our understanding of the Scope of Work identified in each project's Program Statement.

#### **Task 101 – Coordination**

Meet and preside over the designated Project Team meetings which will include representatives from the DTMB/Client Agency and the design team. Review the parameters of the project scope and establish Team member roles and deliverables. Provide minutes of all meetings in electronic form within five days.

#### **Task 102 – Research**

Collect all available information related to the project site and conduct on-site field investigations as required for the development of the Study Report. Identify Client Agency needs and goals, end user requirements, operational and maintenance requirements, licensing/permitting and code compliance issues. Confirm additional tests that will be needed during the course of the project to produce the required design documents.

### **Task 103 – Analysis**

Review the materials assembled during Task 102 and make recommendations for addressing the issues revealed during research. Prepare a draft study report for the Project Team's review at 50 percent and 90 percent completion. Include construction cost estimate where requested.

### **Task 104 – Study Report**

Prepare the final Study Report based on the findings of Phase 100 and incorporating the Project Team's review comments. Follow the format defined in the PSC and as requested by the Client Agency.

*Deliverable: One reproducible original and a reproducible electronic copy.*

## **Phase 200 – Program**

Following review and approval of Phase 100 items, the Project Team will develop the Program for the project. The scope of work in this Phase will complete the project design sufficient for the Project Team to begin the Schematic Design Phase.

### **Task 101 – Coordination**

Meet with the Project Team to review Phase 100 of the project and to review the elements of Phase 200. Further define the scope of the project. Meet with the Project Team near the middle of this phase to review project progress, make evaluations, decisions, and refine project requirements. Prepare and distribute meeting minutes and related project correspondence.

### **Task 202 – Programming**

Work with the Project Team to develop a program for the project that will provide a usable end product for the Client Agency satisfying their spatial requirements and adhering with the State's current Project Design Manual as identified in the PSC. Conduct additional studies as required to identify the parameters of the program.

### **Task 203 – Development**

Incorporate comments from all members of the Project Team to provide a program analysis developed from the studies conducted under Task 202. Receive approval from the Project Director for space allocations and then present same to the Client Agency.

### **Task 209 – Project Cost Estimate**

Prepare a project cost estimate based on the program developed from studies conducted under this Phase. Provide recommendations for cost savings measures if required to bring the project within established budget parameters.

### **Task 210 – Program Analysis Report**

Prepare the Program Analysis Report incorporating the Project Team's review comments. Follow the format defined in the PSC and as requested by the Client Agency.

*Deliverable: One reproducible original and a reproducible electronic copy.*



## **Phase 300 – Schematic Design**

Following review of the Phase 200 items, the Project Team will begin preparation of Schematic Plans, a list of technical specifications to be used for project materials and equipment, and further development of the preliminary cost estimates.

### **Task 301 – Coordination**

Meet with the Project Team at the beginning of the Phase to review project progress, make evaluations, decisions and refine project requirements. Prepare and distribute meeting minutes and related project correspondence. Review requirements to maintain Client Agency operations during construction, if required.

### **Task 302 – Construction Code and Design Reviews**

Review all construction codes applicable to the specific design elements and how they will impact the project.

### **Task 303 – Civil/Site Staging Investigation**

Complete the schematic site design appropriate for the Project scope of work requirements. This shall include geotechnical services if required, and research as required to identify and define Soil Erosion and Sedimentation Control measures. Prepare a list of technical specifications required.

### **Task 304 – Structural**

Define structural elements of the project and prepare schematic drawings showing proposed structural systems necessary, including loadings, elevations and calculations. Prepare a list of technical specifications required.

### **Task 305 – Mechanical/HVAC/Plumbing/Utilities**

Define mechanical elements of the project and prepare schematic drawings showing proposed mechanical systems necessary, including HVAC, plumbing, mechanical and utilities. Confirm available utilities and investigate sources if utilities are required to be brought in. Prepare a list of technical specifications required.

### **Task 306 – Electrical**

Verify electrical power requirements and define necessary electrical elements. Prepare schematic drawings showing proposed electrical systems necessary for the project. Confirm available utilities, loads and systems, and investigate sources if electrical services are required to be brought in. Prepare a list of technical specifications required.

### **Task 307 – Architectural/Engineering**

Further develop the schematic plans and prepare a list of technical specifications required. Provide building layouts, space requirements, finish treatments, building sections, elevations and dimensions. Identify sustainable design features.

### **Task 308 – Drafting**

Prepare the schematic design documents appropriate to the Project scope of work elements. Coordinate completeness, accuracy and consistency with all disciplines. Field-check and verify existing conditions and information provided to ensure compatibility with proposed systems.

### **Task 309 – Project Cost/Construction Schedule**

Prepare a preliminary construction cost estimate and revise the schematic design as required to produce a design within the Department's budget. Determine implementation/phasing of construction activities if appropriate. Prepare a project construction schedule for review and approval.

### **Task 310 – Schematic Design Review**

Forward schematic design documents to the Project Team for review and comment. Meet with the Project Team to evaluate the Schematic Design package, including plans, a list of technical specifications required, and the project cost/construction schedule. Revise Phase 300 documents to reflect the Project Team's comments.

*Deliverable: One reproducible original and a reproducible electronic copy. If the project is subject to legislative review, provide an additional 12 copies (identify this requirement at initial Design Charrette). If Phase 300 Services conclude the PSC scope for the project, provide final approved schematic design mylar architectural/engineering drawings for Owner's reproduction.*

## **Phase 400 – Preliminary Design**

Phase 400 will build upon the design begun during Phase 300 and incorporate additional information as necessary. This phase will include preliminary plans and outline specifications, updated cost estimates and responses to review comments.

### **Task 401 – Coordination**

Meet with the Project Team at the beginning of the phase to review project progress, make evaluations, decisions and refine project requirements. Prepare and distribute meeting minutes and related project correspondence. Review requirements to maintain Client Agency operations during construction, if required.

### **Task 402 – Specifications**

Prepare a preliminary design outline draft specification in the Construction Specifications Institute (CSI) format, Divisions 00 – 49. Identify sustainable design measures.

### **Task 403 – Civil/Site Staging Design/Investigation**

Prepare a list of the required civil/site drawings. Coordinate site-specific testing program, including requirements for access, Soil Erosion and Sedimentation Control, engineered fill and related site work where required.

**Task 404 – Structural**

Develop structural designs developed from the design concepts approved under Phase 300 services. Prepare structural calculations and develop preliminary plans, sections, elevations and detail drawings as required. Prepare a list of preliminary structural drawings and the related structural specification sections that will be required.

**Task 405 – Mechanical/HVAC/Plumbing/Utilities**

Provide preliminary design of the mechanical systems needed, as determined under the requirements established during Phase 300 services. Prepare a list of preliminary mechanical drawings and the related mechanical specification sections that will be required.

**Task 406 – Electrical**

Prepare preliminary electrical system design based on the requirements established during Phase 300 services. Prepare a list of preliminary electrical drawings and the related electrical specification sections that will be required.

**Task 407 – Architectural/Engineering**

Field-check and verify the accuracy of all drawings. Determine and prepare a list of all required drawings including plans, elevations, sections and critical construction details in order that an accurate and detailed construction estimate can be made. Revise as required prior to submitting.

**Task 408 – Drafting**

Prepare and render the preliminary design documents on 24-inch by 36-inch sheets. Field-check and verify the accuracy of all drawings and any data furnished by the DTMB/Client Agency or any other Project scope of work related source.

**Task 409 – Cost Estimate and Construction Schedule**

Update the preliminary cost estimates and preliminary construction schedules for the work in accordance with refinements made during design development in Phase 400.

**Task 410 – Preliminary Design Review**

Forward the preliminary design documents to the Project Team for review and comment. Meet with the Project Team to evaluate the Preliminary Design package, including plans, preliminary design outline specifications, updated cost opinion and responses to review comments. Revise the Phase 400 documents to reflect Project Team comments. Submit pre-final documents for DTMB/Client Agency review.

*Deliverable: One reproducible original and a reproducible electronic copy. If the project is subject to legislative review, provide an additional 12 copies (identify this requirement at initial Design Charrette). If Phase 400 Services conclude the PSC scope for the project, provide final approved preliminary design mylar architectural/engineering drawings for Owner's reproduction.*

## **Phase 500 – Final Design**

During this phase, the details of the Phase 400 concepts will be finalized and developed into the bidding documents, incorporating all necessary revisions and comments received from the DTMB/Client Agency reviews.

Bidding Documents shall consist of the final drawings and specifications, special, general and supplemental conditions of the Construction Contract, and modifications to standard forms provided by the DTMB/Client Agency. The Contract Documents shall include the Bidding Documents and Addenda and attachments required for the Construction Contract. Bidding Documents shall be provided to the State for advertisement for bids.

### **Task 501 – Coordination**

Review approved preliminary design drawings with the Project Team for revisions. Incorporate any design refinements within the Project Scope of Work requirements. Present final design documents to the DTMB/Client Agency for their review. Preside at Project related meetings which shall be either in person or by phone/videoconference as deemed most appropriate for the forward progress of the project. Prepare and distribute to the Project Team minutes of all meetings, site visit reports, and other communications as applicable.

### **Task 502 – Specifications**

Prepare the project manual including front-end documents in MICHSPEC format and technical specifications in CSI format. Incorporate Sustainable Design principles as applicable.

### **Task 503 – Civil/Site Staging Design**

Prepare final civil/site and site staging design documents, including Soil Erosion and Sedimentation Control measures. Submit final documents showing Soil Erosion and Sedimentation Control measures to DTMB/FA SESC Program for review.

### **Task 504 – Structural**

Prepare final structural design documents for the project including specifications and cost estimates.

### **Task 505 – Mechanical/HVAC/Plumbing/Utilities**

Prepare final mechanical design documents for the project including specifications and cost estimates.

### **Task 506 – Electrical**

Prepare final electrical design documents for the project including specifications and cost estimates.

### **Task 507 – Architectural/Engineering**

Prepare complete final design documents for the project as defined in the Project Scope of Work requirements. Complete final design compliant with required codes.

### **Task 508 – Drafting**

Prepare complete final architectural and engineering drawings for Bidding Documents on 24-inch by 36-inch sheets utilizing applicable State of Michigan standards, codes and regulations utilizing applicable State of Michigan standards, codes and regulations. The sealed hard copy of the final design Contract Drawings furnished by Sidock Architects shall be the controlling Contract Documents for this Project.

### **Task 509 – Checking Contract Documents**

Checking of all documents is very much a high priority of Sidock Architects. The final design Contract Documents will be subjected to a color coded process for completeness and accuracy. Drawings will be verified against support documents which may include calculations, coordination drawings, vendor cut sheets or shop drawings. The drawings will be marked with the name of the checker and signed off by the appropriate Professional Key Personnel.

### **Task 510 – Construction Codes/Permits**

Check all final design plans and specifications for Agency and other permit requirements and revise Bidding Documents as required for compliance. Submit for Soil Erosion and Sedimentation Control approval, and Department of Licensing and Regulatory Affairs reviews as required for the project.

### **Task 511 – Construction Testing Program**

Establish a construction phase quality control and materials testing program for required project components then incorporate into the final plans and specifications. Program will specifically address density and concrete testing. An independent testing firm will be hired by the Contractor and included as an allowance item in the project manual.

### **Task 512 – Hazardous Materials**

Assist the Department in determining the scope of hazardous material testing required for the project and coordinate design documents to reflect restoration measures required following remediation where remediation impacts the project design intent.

### **Task 513 – Design and Construction Budget**

Sidock Architects will work closely with the DTMB/Client Agency to develop and monitor the construction budget for each project, and will notify the DTMB in writing if it becomes evident during the Final Design Phase that the Project cannot be constructed within the estimated Budget, and will assist the DTMB with rebidding per Task 516.

### **Task 514 – Construction Schedule**

Sidock Architects will prepare a final Project Construction Schedule for each project, based on past experience with projects of similar scope, time of year, availability of construction materials and other factors that will affect the project schedule for the scope of work anticipated during each project.

### **Task 515 – Final Design Bidding Documents Review**

Review the design documents with the Project Team at the 50 percent completion level and submit final design Bidding Documents to the DTMB/MSP at the 90 percent completion level for

review and comment. Confirm in writing that Tasks 509 and 510 have been performed. Revise final plans and specifications as required to incorporate DTMB/Client Agency review comments.

#### **Task 516 – Construction Bidding and Contracting**

Sidock Architects will assist the Department in the construction bidding/contracting process. Advertisement and award of this Construction Contract will be by the State of Michigan. Sidock will maintain a construction Bidders' list, conduct pre-bid meetings and issue meeting minutes and bidders' lists, prepare and issue addenda as necessary, review and evaluate contractors' bids and conduct post-bid interviews as required, prepare recommendations for Contract award to the low responsible bidder, and conduct post-bid award meeting with DTMB and apparent low bidder to review Project needs and requirements.

#### **Task 517 – Final Design Correction Procedures**

Correct design errors or omissions identified during the construction period. Provide clarifications/interpretations of Contract Documents in response to Contractors' questions. Prepare Bulletin Authorization Requests and Bulletins for design document additions, revisions or corrections. Review Contractor responses with the DTMB and Client Agency.

*Deliverable: One CD and one print copy of the Bidding Documents will be provided to the DTMB in addition to review and approval sets.*

#### **Phase 600 – Construction Administration – Office Services**

Sidock Architects will obtain, administer and distribute all Project Procedures documents including on-site visitation reports, processing of shop drawing submittals, responding to Contractor Requests for Information, processing Contractor payment requests, preparing Punch List forms, developing Record Documents and implementing Close-Out procedures.

#### **Task 601 – Coordination**

Coordinate all Project related resources and personnel. Schedule and conduct preconstruction meeting. Conduct construction progress meetings. Prepare and distribute meeting minutes and project related correspondence. Provide monthly, written progress reports to the DTMB and Client Agency.

#### **Task 602 – Shop Drawings, Submittals and Approvals**

Monitor, evaluate and take such action as necessary to process submittals in a timely manner. Maintain Submittal Log to document submittals received and actions taken.

#### **Task 603 – Payment Procedures**

Review Contractor's requests for payment and process certificates for payment in accordance with DTMB requirements.

#### **Task 604 – Construction Schedule Progress**

Monitor the Contractor's progress to determine adherence to Project Schedule. Take administrative action as required. Evaluate the Contractor's Bulletin quotations and requested schedule modifications and recommend appropriate action to the DTMB.

**Task 605 – Construction Testing Program**

Monitor, evaluate and provide timely administrative action as may be required in response to the construction quality control and material testing program.

**Task 606 – Construction Contractor Performance**

Monitor and evaluate the Contractor's performance and workmanship for compliance with contract requirements.

**Task 607 – Punch List Procedures**

Prepare and distribute the Punch List and prescribe a reasonable time schedule for completion of all punch list items.

**Task 608 – Claims**

Evaluate and respond to any Contractor claims and provide recommendations to the DTMB regarding same.

**Task 609 – As-Built Documents**

Provide Record (as-built) Drawings based upon Contractor red line mark-ups for project close out, per Project Director's requirements.

**Task 610 – Close-out Procedures**

Maintain a record set of Contractor submittals for Project Close-out. Prepare close-out documents consisting of permits, certificates of compliance and other related documents. Certify to the DTMB that all required close-out documents have been submitted by the Contractor.

**Phase 700 – Construction Administration – Field Services**

Sidock understands that the Department may provide full or part-time on-site Resident Field Inspectors to monitor the coordination and progress of the Work. Sidock will coordinate and cooperate with any appointed representative to ensure the forward progress of the project.

Phase 700 Field Services will include part time field observation to monitor Contractor progress and conformance with the Contract Documents. Construction progress meetings shall be held at intervals appropriate to construction with on-site observation performed on the same days as the construction progress meetings.

**Task 701 – Coordination**

Coordinate construction observation personnel and other project related resources.

**Task 702 – Preconstruction Meeting**

Preside at and record minutes of preconstruction meeting. Distribute minutes to all attendees.

### **Task 703 – Construction Inspections**

Sidock Architects will conduct on-site inspections and submit written reports to the DTMB and the Contractor within five business days of such inspections to document construction progress, quality and quantity of installed materials, product review/selection, and compliance with design documents.

### **Task 704 – Problem Solving Meetings**

Sidock Architects will conduct and record problem solving meetings between the Construction Contractor(s), their subcontractor(s), the DTMB/Client Agency and other affected parties to assess the work progress.

### **Task 705 – Progress Meetings**

Sidock Architects will conduct and record minutes of on-site progress meetings, assess project construction work progress and provide timely administrative actions as necessary.

### **Task 706 – Final Project Inspection**

Sidock Architects will conduct final inspection of Project to witness and record any equipment start-up and testing procedures, prepare Punch List as required, verify Substantial Completion, and determine to the extent possible that the Project has been completed in accordance with the design intent of the Contract Documents.

## **Constructability Review and Quality Control Plan**

### **Constructability Review**

Sidock Architects utilizes both in-house and outside construction consultants to review plans and projects for constructability. These reviews, also known as peer reviews, enable Sidock and its clients to have the confidence that the proposed design solutions are appropriate, efficient, and constructible by today's methods.

### **Quality Control Plan**

Sidock Architects adheres to a strict set of standards in the development of project documents. We feel strongly that the quality of our project documents is vital not only to the success of our clients' projects, but to the very success of our firm. To that end, Sidock has developed a Quality Control Manual that encompasses the total project, from inception through construction.

Sidock's Quality Control Plan is a three part system covering Quality/Checking Procedures, Document Controls, and Project Planning.

#### **Quality/Checking Procedures**

1. The Project Manager (or designate) performs an overall project document review.
2. Color-coded document checking process is performed in four steps:
  - a. by a checker
  - b. by an engineer or designer
  - c. by a fixer
  - d. and by a final checker



3. Written Checking Guidelines have been developed for each discipline involved in the project.

**All** Sidock employees are expected to familiarize themselves with the information contained in the Quality Control Manual, whether directly or indirectly involved with production of project documents.

### **Project Schedule**

Project Schedules will be developed for each project based on the needs of the Client Agency and the specifics of the project goals.

Sidock has several professional project schedulers/planners on staff. Utilizing both Primavera and Microsoft Project scheduling software, we can provide any level of project schedule from very basic to highly advanced.

An example of a preliminary overall project planning schedule is presented in an undated Gantt-type chart in Attachment 2.

### **II-4 Questionnaire**

The following pages contain the DTMB “Questionnaire for Professional Services” as issued for this Request for Proposal.



**Questionnaire for Professional Services**  
**Department of Technology, Management and Budget**  
**2013 Indefinite-Scope Indefinite-Delivery – Request for Qualifications**  
**Architecture, Engineering, and Landscape Architecture Services**  
**Various Locations, Michigan**

**INSTRUCTIONS:** Firms shall complete the following information in the form provided. A separate sheet may be used if additional space is needed; please key the continuation paragraphs to the questionnaire. Answer questions completely and concisely to streamline the review process.

**ARTICLE 1: BUSINESS ORGANIZATION**

1. Full Name: Sidock Group

Address: 45650 Grand River Avenue, Novi, Michigan 48374

Telephone and Fax: P: (248)349-4500, F: (248)349-1429

Website: [www.sidockgroup.com](http://www.sidockgroup.com)

E-Mail: [rjordan@sidockgroup.com](mailto:rjordan@sidockgroup.com)

Professional(s) federal I.D. number(s): FEIN 38-3521484

If applicable, state the branch office(s), partnering organization or other subordinate element(s) that will perform, or assist in performing, the work: Sidock has offices in Novi (headquarters), Muskegon, Wyandotte, Lansing, and Gaylord, Michigan. All Offices will be utilized as necessary and appropriate.

2. Check the appropriate status:

Individual firm  Association  Partnership  Corporation, or  Combination – Explain:

If you operate as a corporation, include the state in which you are incorporated and the date of incorporation: Michigan, 1974

Include a brief history of the Professional's firm: We were founded in 1974 in Muskegon, Michigan as a Chemical Engineering Firm. Since then, we have grown to over 100 employees in 5 offices, and we are now a full service Architectural and Engineering Firm.

Provide an organization chart depicting all personnel and their roles/responsibilities.

Provide an organization chart depicting key personnel and their roles for a typical assigned project. Include generic supporting staff positions.

See Page 2.

**ARTICLE 2: PROJECT TYPES AND SERVICES OFFERED**

Identify the project types and professional services for which your firm is exceptionally qualified and experienced. Provide attachments illustrating a minimum of three examples, with references, of successful projects performed in the last five years for each item checked. Identification of specialties will not exclude selected firms from project types, but will assist the DCD Project Directors in matching firms with projects.

- ADA facility assessment and remodeling
- Boilers and steam systems
- Bridges – pedestrian and vehicular
- Building and structure additions

- Building envelope investigation, repair, upgrade
- Correctional facilities
- Door and window replacement
- Fire and security alarm systems
- Fish passage structures
- General architectural and/or engineering design
- HVAC equipment replacement, upgrade, selection
- HVAC controls replacement, upgrade, selection
- Interior remodeling and renovation
- Laboratory facilities
- Landscape architecture
- Land Planning
- Locks and dams
- Maintenance and facility preservation
- Marine work - boat launch facilities, docks, harbors
- Parking and paving
- Roof repair, restoration and/or replacement design
- Site surveying
- Stormwater management and drainage plans
- Structural investigation and assessment
- Toilet and/or shower room remodeling or design
- Trail design and development
- Wastewater systems
- Water supply systems
- Water diking systems, water control structures

**ARTICLE 3: PROJECT LOCATION**

Identify the regions where your firm can most efficiently provide services. Assignments may vary from the regions checked, depending on the specialties and services required.

- Western Upper Peninsula (west of Marquette)
- Eastern Upper Peninsula (east of Marquette)
- Northern Lower Peninsula (north of Grayling)
- Saginaw Bay area (east of 127, north of I-69 and M 57, south of Grayling)
- Western Lower Peninsula (west of 127, north of Muskegon, south of Grayling)
- Central Lower Peninsula (east of Battle Creek, west of Chelsea, south of M 46 and M 57)
- Southwestern Lower Peninsula (west of Battle Creek, south of Muskegon)
- Southeastern Lower Peninsula (east of Chelsea, south of I-69)

**ARTICLE 4: CONTRACT UNDERSTANDING:** The following items should be addressed on the assumption that your firm is awarded an Indefinite-Scope, Indefinite-Delivery contract. (See attached sample contract).

4.1 Is it understood that your firm is required to respond to small projects (less than \$25,000) as well as large projects?

Yes  No

4.2 Is it understood that there is no guarantee of any work under this contract?

Yes  No

4.3 Is it understood that your firm will be required to execute the attached standard State of Michigan contract language for professional services?

Yes  No

4.4 Is it clearly understood that professional liability insurance is required at the time of execution of the ISID contract? (See Article 5 of the attached Sample Contract.)

Yes  No

4.5 Is it understood that your firm must comply with State of Michigan law as it applies to your services?

Yes  No

4.6 It is understood that your firm must obtain a State of Michigan, Department of Civil Rights Certificate of Awardability (see RFP for information regarding the Certificate of Awardability)? If your firm currently has a Certificate of Awardability, provide its expiration date. n/a

Yes  No

**ARTICLE 5: CAPACITY AND QUALITY**

5.1 Briefly describe your firm's methods and procedures for quality control for your deliverables and services.

Sidock has a published quality control manual, which is distributed to all Team Members. Our procedure emphasizes personal responsibility for each piece of the project, it employs checklists for each project level (project principal, project manager, project leader, and CAD), and it employs a multi-level quality checking procedure that is administered by the Principal-in-charge. The procedure includes checks against the original Client project requirements, as well as subsequent meeting minutes and change directives, in addition to inter-discipline coordination checks.

5.2 Has your firm been involved in claims or suits associated with professional services errors and/or omissions?

Yes  No

If yes, explain: n/a

5.3 Will there be a key person who is assigned to a project for its duration?

Yes  No

5.4 Please present your understanding of the relationship between your firm, the DTMB Design and Construction Division, and the State Agency for whom a project will be completed.

Essentially, the DTMB is the purchasing/procurement and project management arm of the State, and both the DTMB and Sidock work for the end Client State Agency or entity.

5.5 Describe your approach if a bidder proposes a substitution of a specified material during bidding.

As with any proposed alternate, we first verify that the proposed substitution meets both the quality and aesthetic levels required by the project documents. If so, we then review cost difference (both for material and labor factors), long term maintenance, etc. Finally, we consult with our Client to determine if the proposed alternate is acceptable to them.

5.6 Describe your approach if a contractor proposes a substitution of a specified material or detail with shop drawing submittals or in construction.

Proposed substitutions after the fact (ie during construction, as opposed to during bidding) can be problematic and can be an indication that the project was either not bid properly up front, or that the Contractor is trying to make up costs at this stage. Proposed substitutions at this stage can also lead to schedule delays. Therefore, we take a very critical look at these. Aside from determining if the substitution meets the required quality and aesthetic standards, we must look at cost difference (ie no cost increase) and we must look at availability (ie no schedule delay). Finally, we look at any impact that the late change may have on other materials and/or systems, thus causing cost increases and/or schedule delays.

5.7 How will your firm provide consistent and continuous communication pertaining to project activities and project status to the State of Michigan during the progress of projects?

We accomplish this in several ways:

1. We maintain a single point of contact, in the form of our Project Manager, with all information flowing through this person. This ensures a single point of responsibility, consistent terminology and communication format, and a single hub that is aware of all correspondence and issues and is responsible for coordinating the Team.

2. While communication is fairly constant, in the form of e-mail, we hold regularly scheduled progress meetings, at agreed upon intervals, to discuss and document progress and issues.

3. If desired, we can provide weekly progress reports of work completed in that time period.

5.8 Does your company have an FTP or similar site for quick posting and distribution of information, drawings, field inspection reports, and other communications?

Yes  No

- 5.9 Describe your method of estimating construction costs and demonstrate the validity of that method.

Traditionally, A/E firms utilize square foot cost manuals, and project history to estimate costs, and our in-house Estimators are no different. However, in the competitive and non-standard bidding environment that exists today, we find that the traditional sources are not always accurate. Therefore, we often turn to one of our partners in the construction industry, of which we count many as we perform quite a bit of design-build work, to validate cost estimates, based on the current market conditions.

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- 5.10 Describe your approach to minimizing construction cost over-runs.

Our first step is to validate the project budget against the requested project scope and program, and to raise any concerns up front. Our second step is to work closely with the User Groups to ensure that the design is accurate and correct up front, in order to avoid costly changes later. Our third step is to produce quality construction documents, employing our quality control policy, in order to ensure that the bidding process is as accurate as possible. Finally, we work with the Client to carefully reiew and qualify the bids to ensure that the Contractors have included all items and processes in their scope.

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- 5.11 What percentage of construction cost should be devoted to construction administration (office and field)?

1.5% total with approximately 60% of that in field time and 40% office time.

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- 5.12 What portion of the assigned work will be performed with your staff and what portion will be provided by sub-consultants?

100% will be completed utilizing in house staff.

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- 5.13 On a typical project, what would be your response time, from the time receive a project assignment to starting investigation and design work? A typical project might be one involving several disciplines and in the neighborhood of a \$25,000 fee.)

5 Days or less

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- 5.14 How do you assess whether a construction bidder is responsive and responsible?

“Responsive” is relatively simple. Did they provide information for each item question asked for in the bidding documents? If not, was there a specific acceptable reason that they did not?

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“Responsible” is a much more difficult item to evaluate, particularly in this day and age of ultra competitive cutthroat bidding. First, we need to view the bid against other bids. If the number is substantially lower, that would be a red flag for detailed review. Second, we review the bid against the construction documents, looking for holes. Finally, we interview and ask targeted questions, not just “did you cover/include everything”. How about checking references and discussing with DTMB PM’s their previous experience with contractor?

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- 5.15 Describe your firm's understanding of Sustainable Design and LEED Certification.

Sidock Group has completed approximately 8 (includes both completed and in-design projects) LEED certified projects, including our own new LEED Silver Certified office building in Muskegon, Michigan.

We currently employ 6 LEED Accredited Professionals. As such, we feel that we have a very good understanding of LEED and sustainable design. One additional item of note is that Sidock has become known for design and engineering of bio-digester project (i.e. waste to energy projects). A current project, in New Mexico, is slated to become the largest bio-digester in the Country, when complete.

- 5.16 Describe your experience with similar open-ended contracts.

Sidock currently holds blanket contract of this type with Consumers Energy and the City of Dearborn. Additionally, our Gaylord Office has regularly held a number of IDIQ contracts with the Federal Government, and is in the process of renewing same.

- 5.17 Describe your methodology for obtaining information about the existence and condition of an existing, facility's components and systems.

Sidock is well known for our heavy industrial work, including steel mills, power plants, and chemical plants. Renovation and forensic work go with the territory in these types of facilities. We pride ourselves on the level of detailed field work that we perform. We first collect all available documentation for the facility in question and try to talk to the facility people, including maintenance. We then send a Team (minimum of 2, but generally one from each discipline) to the facility to walk it down and markup the existing documents. If there are no existing documents, we take detailed notes and measurements in order to create them.

- 5.18 Describe your approach to securing permits/approvals for the following: campgrounds, critical dunes, coastal zone management, projects adjacent to Michigan lakes and rivers.

Each of these type projects requires the involvement of the respective MDEQ agency and possibly the Corp of Engineers depending on location. Sidock believes that it is best to work with the appropriate agency and stakeholders up front to determine their concerns, goals, and evaluate options related to each specific location. Determining the environmental conditions and restrictions allows for a design that will be acceptable to the end users while ensuring the environmental stewardship goals of Sidock and the State are continued. Sidock would consider the use of specialists (sub consultants) for critical dunes and coastal zone management projects of significant size or complexity.

- 5.19 Describe your approach to a construction contractor's request for additional compensation for a change in the project scope.

In today's market, it is very common for Contractors to deliberately underbid a project with the intent of generating extras later through change orders. Our first line of defense is to properly vet the bid up front, in order to avoid "We didn't know", "We didn't understand the intent", etc. This should first ensure that the expected result is actually what was bid, in its entirety.

Our internal constructability review minimizes these events. We review the Contractors claim against the Contract Documents to see if the issue was properly described or addressed. Second step would be to discuss with the Project Team to validate the findings. In the event it was described/addressed in the CD's then a denial letter would be sent to the Contractor identifying section/verse where described. If warranted then a Bulletin would be issued for the Contractor to price the changes we find warranted. These costs are then reviewed with our Construction Manager to verify they are fair and appropriate for the work to be done. Recommendation is made to the Owner. Upon consent of the Owner a Work Directive is issued and a Change Order prepared to add it to the Contract.

When a change order request is received, we review to ensure that it is for an actual change in scope, as opposed to scope that was missed in the original bid. If step one is properly completed, all change orders will be easily identifiable as actual scope change. Also, with proper communication in progress meetings, no change request would be received that is not expected, and already stipulated as an actual change in scope.





## Additional Information – Representative Projects and Client References

Sidock Architects is pleased to present the following example projects and client references:

### I. **Birmingham City Hall** **City of Birmingham**

Complete interior renovation and remodeling of a suburban City Hall that was on the National Historic Register. The project involved the upgrading and replacement of interior finishes, re-arrangement of work spaces, upgrading of HVAC systems and making the structure handicapped accessible. Particular attention was made of wood trim and millwork as it related to the historical and period design characteristics. Refinishing and repair and re-use of existing elements to include entry doors and hardware were targeted during the Project. The remarkable aspect was the construction took place on all four levels of the facility while maintaining city operations. Phasing of work areas, scheduling and communicating impending construction were critical. Only one department - Finance - relocated to temporary quarters during construction.



**Project Size: 10,770 sq.ft.**

**Project Cost: \$2,700,000**

### II. **Otsego County Building Rehabilitation/Renovation** **City of Gaylord – Otsego County, Michigan**

Spanning over two years, this series of rehabilitation and renovation projects for the existing Otsego County Building included roof replacement and structural repairs, exterior building envelope repairs and aesthetic improvements, repairs to the Main Entry concrete ramp and sidewalk, a handicap accessible ramp, clock tower repairs, and interior office renovations for the Register of Deeds and County Clerk. The exterior work involved extensive forensic research of rot at large wood timbers and remediation of the decay.



#### **Construction Cost Breakdowns:**

**Roof Structural Repairs: \$ 42,633.**

**Register of Deeds: \$69,198.**

**Exterior Repairs: \$110,810.**

### **III. Relocate Morgue and Bulk Oxygen Storage from B7 to B136 Veterans Administration Medical Center, Battle Creek, Michigan**

Architectural Design services for this project relocated the Morgue and Bulk Oxygen Storage System from Building B7 to Building B136, while also relocating the Biomedical Engineering Department from Building B27. Minor layout changes were completed to create the necessary space for the new functions. The buildings' restrooms were renovated to comply with handicap accessibility standards. A new dedicated HVAC and exhaust system was installed for the Morgue, with the Biomedical Area utilizing the existing building's HVAC system.



**Project Size: minor work in 3 buildings**  
**Project Cost: \$321,000**

### **IV. Low Vision Clinic, Phase II Veterans Administration Medical Center, Battle Creek, Michigan**

Architectural Design services for this project renovated 6,745 square feet of Building 3 for the VISN 11 Low Vision Rehabilitation Center. Work included minor layout changes, along with the installation of private bathrooms, bedrooms, removal and renovation of existing restroom/shower facilities, new interior finishes in Training Rooms, new central air conditioning, new doors and hardware throughout.



**Project Size: 6,745 SF**  
**Project Cost: \$466,000**

### **V. Ongoing Upgrades/Maintenance/Repair Projects for DTE Energy Various Locations within Michigan**

Sidock has completed numerous projects for DTE Energy at their numerous facilities. Projects and services have included new facility design, maintenance engineering, environmental projects, on-site project management, on-site construction management, on-site Primavera project scheduling, utility engineering, process piping engineering, and heavy crane engineering, to name a few.

**Project Size: Varies**  
**Project Cost: \$50,000 to \$20,000,000**

**VI. WCCC Multiple Improvement Projects  
Wayne County Community College Campus**

Various improvement and addition projects in 6 areas of the campus, including the Business Incubator and Ray Mix Laboratory Addition. Other projects included a new atrium, technical classrooms, laboratories, multi-use addition, and new office spaces.

**Project Size: Varies**

**Project Cost: \$500,000 - \$750,000 each**



**VII. ID/IQ (Indefinite Delivery/Indefinite Quantity) Contract  
United States Property and Fiscal Office – Department of the Army and the Air Force, National Guard Bureau**

Sidock Architects' Gaylord Office, formerly the firm of Bradley J. Butcher & Associates, PC, maintained a local IDIQ Contract with USFFO for Alpena Combat Readiness Training Center from 1998 through 2008, and a National IDIQ Contract with USPFO from 2008 through April 2012.

The services provided were widely varied and encompassed every phase of a typical project, plus special requirements related to military and Department of Defense work. Project values ranged from \$10,000 upwards of \$13,000,000, with over 80 projects at Alpena CRTC alone over the course of the contract. Other agencies utilizing the National IDIQ included the Ohio National Guard and the USDA Forest Service. A few examples of projects at Alpena CRTC under the IDIQ follow.

**Alpena Combat Readiness Training Center  
Michigan National Guard Armory Building**

**2000**

This 13,000 SF (5,561 SF assembly/7,439 SF other) Armory and Training facility for the Michigan National Guard is a pre-engineered structure with a large assembly space, locker rooms, classrooms, office space, and a vault for weapons storage. The project had a budget of \$1 million and a tight schedule, and was completed early and under budget.



**Alpena Combat Readiness Training Center  
Replace CRTC Security Forces**

**2005**

This 3,256 SF Security Forces facility replaces the existing 40+ year old facility and provides administrative office space for Base police, a central computer room, weapons vault and a classroom sized to accommodate thirty-four persons. Construction Cost was approximately \$750,000.



**Alpena Combat Readiness Training Center  
Add/Alter Vehicle Maintenance Facility**

**2010**

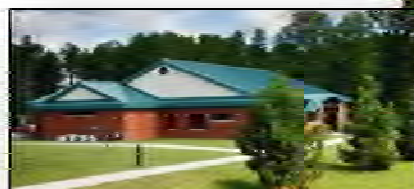
The project consisted of an addition to, and repair/renovation of the interior and exterior of the existing CRTC Vehicle Maintenance Facility (Building 7), and demolition of Building 8 at Alpena CRTC. The area of the existing building was 7,877 SF and building additions totaled 3,119 SF. Exterior is EIFS on upper portion of new and existing masonry walls and a painted waterproofing system on the lower walls. Construction cost: \$1.8 Million.



**Alpena Combat Readiness Training Center - Billeting Services Building**

**2006**

This 5,662 SF facility was designed to provide Billeting Services and MWR accommodations for visiting units at Alpena CRTC. The building was part of a phased project which included the construction of a new Dining Facility and the Roads and Grounds Facility for the Base.



**Alpena Combat Readiness Training Center  
Dining Facility**

2006

The Dining Hall Replacement was the first facility of a multi-facility phased construction project.

This replacement dining facility accommodates 350 personnel in the Dining Room, and includes support spaces for food storage/preparation, Billeting office, accommodations for Morale Welfare Recreation (MWR) services, and support services.

The other components of this multi-facility project were the Billeting Services Building, and the Roads and Grounds Building. Cost of the Dining Hall Replacement project: \$5.4 Million.



**Alpena Combat Readiness Training Center  
Collins Center**

2006

This 17,000 SF facility was designed to accommodate operations and training groups in both classroom and banquet style seating for groups of 35 - 350. A dividable multi-purpose space is flanked by administrative support areas and restrooms at each end of the building. The glass covered porte-cochere has been especially functional during the annual military ball which is traditionally held in the winter months.



**Alpena Combat Readiness Training Center  
Fire/Crash/Rescue Facility**

1999

This 22,000 SF state-of-the-art facility was designed to provide fire protection to the structures on the base, and crash/rescue response to the airfield. The building has 12 bays, accommodations for 20 full time personnel, along with a full time alarm room, day room, living quarters, training and conference spaces, and administrative offices. Construction cost: \$3.2 Million.



**Alpena Combat Readiness Training Center  
Replace Squadron Operations**

**2007**

This project includes two separate Squadron Operations Training Buildings, a Command Post, and a Storage Facility. The Command Post is constructed of concrete masonry units, with standing seam metal roof, no windows, and painted hollow metal doors and frames. The ORE/ORI Storage Facility is a pre-engineered structure, with standing seam metal roof and ribbed metal siding and concrete masonry wainscot. The Squadron Operations Facilities are constructed of concrete masonry units, standing seam metal roofing, aluminum window frames with tinted, blast-resistant glazing. Special construction within the facilities includes a Secured Compartmentalized Information Facility (SCIF) and a vault. Construction cost: \$7.0 Million.



**Alpena Combat Readiness Training Center  
Add/Alter POL Operations Facility**

**2010**

The project consisted of an addition to, and repair/renovation of the existing interior and exterior of the Petroleum Operations (POL) Facility (Building 700) at Alpena CRTC. Building components include CRTC Staff Office, Visiting Unit Office, Resource Control Center, Ready Room, Break Room/Kitchen, Laboratory, Restroom/Shower/Lockers, Communications Room, Storage and ancillary building support space. Total size of the completed project is 2,800 SF. Construction cost was \$620,000.



**Alpena Combat Readiness Training Center  
Air Traffic Control Tower**

**2007**

Exterior Renovations/Repair - Investigation, repair and redesign of a six-story steel and masonry air traffic control tower to prolong its life and improve the exterior appearance to complement the other new buildings designed by this firm at the CRTC.



**Alpena Combat Readiness Training Center  
Gunnery Range 40 Support Complex**

**2000**

This 12,200 SF facility offers administrative offices, an observation tower with a threat emitter platform, training classrooms, and vehicle service bays adjacent to an artillery range near Grayling MI. Phase 2 of the project included a Flank Tower equipped with laser sighting systems for scoring the artillery exercises. Construction cost \$2.3 M.



**Alpena Combat Readiness Training Center  
Base Headquarters Building**

**1999**

This new 5,000 SF headquarters building sits prominently adjacent to the entry road at Alpena CRTC, and provides a strong presence as one of the first buildings to greet visitors to the Base. It includes space for the Base Commander, the administrative staff, and conference space with appropriate technological equipment. The interior of the building is efficiently designed to a tight budget for space and cost, and it maintains a versatile arrangement of space assembled with demountable partitions to accommodate future modifications.



Here's a list of the projects performed under these IDIQ contracts. The years noted are the dates of contract commencement for the various projects.

- 1998. Fire/Crash/Rescue
- 1999. Visiting Operations Building
- 1999. Command Headquarters Building
- 1999. Camp Grayling Gunnery Range Support Complex
- 1999. Buildings 1, 2 and 4 Improvements
- 1999. Buildings 501, 502, 504, 506, 7, 13 and 14 Improvements
- 1999. Rapcon Building Construction Services (Type C)
- 1999. Fire Crash Rescue Construction Services (Type C)
- 2000. Armory Building
- 2000. Gunnery Type C Services
- 2000. Gunnery Range File Conversion
- 2000. WWTP
- 2000. Armory Type C Services
- 2001. Headquarters & OTC Type C Services
- 2002. Dining Hall
- 2002. Flank Tower
- 2002. Storage Platform
- 2002. Ramp Lighting
- USPFO continued...





...continued USPFO

- 2002. Tower Cab
  - 2002. Flank Tower Type C
  - 2003. Gatehouse
  - 2003. RACTS Building Parking and Building 26 Renovation
  - 2003. Buildings 7, 13, 14 and 500 Series Contract Modification
  - 2003. Wash Rack Building
  - 2003. Dining Hall Modifications
  - 2003. Building #1 Roof Support
  - 2003. Main Dining Hall
  - 2003. Exterior Architectural Standards
  - 2003. Security Operations
  - 2004. Squadron Operations Facility
  - 2004. Parking Pad
  - 2004. Dining Hall Type C Services
  - 2004. Wash Rack Type C Services
  - 2004. Security Forces Type C Services
  - 2004. Entry Road Electrical
  - 2004. Security Pack
  - 2004. Relocate Dumpster
  - 2004. RACTS Stairway
  - 2005. Repair Runway Obstruction
  - 2005. Buildings 1, 2 and 4
  - 2006. Repair Air Traffic Control Tower
  - 2007. Visiting Unit Medical Clinic
  - 2008. MRTS Training Classroom
  - 2008. MOUT Facility Upgrade
  - 2008. Joint Threat Emitter Project
  - 2008. Repair Multi-Purpose Building 416
  - 2008. Maintain Exterior of Hangars
  - 2008. Upgrade Building 2022
  - 2008. Repair Interior Building 118
  - 2008. Vehicle Maintenance Building Addition, Building 7
  - 2008. Grayling Range Target Village Site Plan
  - 2008. Add/Alter POL Operations Facility, Building 700
  - 2009. Repair Building 900
  - 2009. MRTS Training Classroom, Type C
  - 2009. Visiting Unit Medical Clinic, Type C
  - 2009. Repair/Maintain Runway 1/19
  - 2010. Dining Hall Roof Guardrail System
  - 2010. Repair/Maintain Parking Apron
  - 2010. MRE Storage Facility
  - 2010. Barracks Cost Estimate
  - 2011. River Club Renovations
  - 2011. Building 402 DV Renovations
- USPFO continued...





...continued USPFO

- 2011. Add/Alter Building 28 – Type A
- 2011. Upgrade Mail Room – Type A
- 2011. MRTS Classroom Building Drive and Partition
- 2011. Demolish Water Plant
- 2011. Barracks Roof
- 2011. River Club Renovations – Type C
- 2011. Building 490 EOC Modifications
- 2012. Replace Classrooms Facility 116 and 120



### VIII. State of Michigan Projects

**Michigan Department of Transportation  
Aeronautics and Freight Services Bureau  
Airports Division**

Linden Prices Airport Terminal Building  
Linden, Michigan



**Michigan Department of Transportation**

Barrier Free Upgrades - 16 Different Locations/Maintenance Facilities  
Michigan

**State of Michigan Bureau of Prisons**

State Prison Study  
Lansing, Michigan



**The State of Michigan**

Robert Warren Building - 3 Story Office Building  
Muskegon Heights, Michigan

**The State of Michigan**

Michigan Works Center and Downriver Community Conference  
Employment and Training Building  
Southgate, Michigan



**Michigan Department of Human Services**

**Wayne County Department of Human Services**

**Taylor District**

Office Addition and Renovation  
Taylor, Michigan

**Michigan Department of Military and Veterans Affairs**

**Camp Grayling Annual Training Site**

Live Fire Shoot House  
Urban Assault Course  
New Dining Hall  
Grayling, Michigan



## **IX. Client References – Civic & Cultural**

### **Bay Mills Indian Community**

Jeff Parker, former Tribal Chairman

906.440.0306

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

### **Brownstown Township**

Joe DiSanto, Community Development Director

734.676.7104

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **Brownstown Township**

Greg Mahar, Deputy Supervisor

734.675.0071

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **City of Allen Park**

Dave Boomer, Community Development Director

313.928.4442

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **City of Flat Rock**

Richard Jones, Former Mayor

734.284.9779

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **City of Gaylord**

Joe Duff, City Manager

989.732.4060

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

### **City of Gibraltar**

Cynthia Ward, City Clerk

734.676.3900

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **City of Newaygo**

John Schneider, City Manager

231.652.1657

### **City of Romulus**

Tim Keyes, Community Development Director

734.942.7545

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **City of Taylor**

Joe Nardone, Former director of Economic Development Services

734.785.7767 (at The Guidance Center)

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

**City of Taylor**

Cameron Priebe, Former Mayor  
313.224.7600 (at Wayne County Dept. of Public Services [Manager])  
Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

**Crawford County**

Paul Compo, County Controller  
989.348.2841  
Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

**Newaygo Area District Library**

Dennis J. Caplis, Library Director  
231.652.6723

**Otsego County Library**

Maureen Derenzy, Library Director  
989.732.5841  
Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

**X. Client References – Public Works**

**Superior Township Utility Department**

Rick Church  
734.480.5500  
Project Manager - Stacy Peterson (formerly of CDPA Architects)

**City of Battle Creek**

Ken Kohs, Utilities Director  
269.966.3480  
Project Manager - Stacy Peterson (formerly of CDPA Architects)

**City of Birmingham**

Lauren Wood, Director of Public Services  
248.530.1702  
Project Manager - Stacy Peterson (formerly of CDPA Architects)

**City of Boyne City**

Dan Meads, WWTF Supervisor  
231.582.6656  
Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

**City of Hamtramck**

Skip Bainbridge, City Engineer  
313.876.7700  
Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

**City of Muskegon**

Mohammed S. Al-Shatel, PE, City Engineer  
231.724-6944

### **City of Wyandotte**

Mark Kowalewski, City Engineer

734.324.4554

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **Gaylord Regional Airport**

Matt Barresi, Airport Manager

989.732.4218

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

### **Livingston County Airport**

Mark Johnson, Airport Manager

517.546.6675

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

## **XI. Client References – Recreation**

### **Brownstown Township**

Mark Maxe, Parks and Recreation Director

734.675.0920

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **Huron Clinton Metropark Authority**

Mike Arens, Chief Engineer

800.477.2757

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

## **XII. Client References – Public Safety**

### **Albert Township**

John Righi, Township Treasurer

989.786.2854

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

- Expansions of two fire stations

### **Alpena Combat Readiness Training Center – Security Forces**

Msg. Rob Mills, Chief of Security

989.354.6251

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

- Fire/Crash/Rescue
- Replace CRTC Security Forces Facility
- Visiting Unit Security Forces Facility, Building 28

### **Brownstown Township Fire Department**

Jeffrey Drouillard, Fire Chief

734.955.2600

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

### **Brownstown Police Department**

James S. Sclater, Public Safety Director  
734.695.1300

- Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)  
Project Manager – Stacy Peterson (formerly of CDPA Architects)
- New Police Building

### **City of East Jordan**

Jay Peck, EMS Director  
231.536.7881

- Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)
- EMS Facility Feasibility Study

### **Frenchtown Township**

Mark Nicholai, Fire Chief (former Fire Chief of Van Buren Township)  
734.241.8853

- Project Manager – Stacy Peterson (formerly of CDPA Architects)  
Project Manager – Emmanuel Kollias, Sidock Architects

### **Littlefield Township**

Damien Henning, Township Supervisor  
231.548.2220

- Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)
- New Fire Station

### **Macomb Township Fire Department**

Ray Ahonen, Former Fire Chief  
c/o Balfour Property Restoration, 1282 Kirts Boulevard, Suite 100, Troy, MI 48084  
Project Manager – Stacy Peterson (formerly of CDPA Architects)

### **Milford Township Fire Department**

Larry Waligora, Fire Chief  
248.684.2335

- Project Manager – Stacy Peterson (formerly of CDPA Architects)

### **Northville Township Fire Department**

Richard Maranuci, Fire Chief (former Fire Chief of Farmington Hills Fire Department)  
248.348.5807

- Project Manager – Stacy Peterson (formerly of CDPA Architects)

### **Novi Fire Department**

Jeff Johnson, Fire Chief  
248.349.2162

- Project Manager – Stacy Peterson (formerly of CDPA Architects)

### **Novi Police Department**

David Malloy, Public Safety Director  
248.348.7100

- Project Manager – Stacy Peterson (formerly of CDPA Architects)
- New Police Headquarters

### **Otsego County**

Jon Deming, EMS Manager  
989.731.5055

Project Manager – Bradley J. Butcher (formerly of Bradley J. Butcher & Associates)

- New EMS Facility

### **Pittsfield Township Police Department**

Matthew E. Harshberger, Public Safety Director  
734.944.4911

Project Manager – Stacy Peterson (formerly of CDPA Architects)

### **Superior Township Fire Department**

Jim Roberts, Fire Chief  
734.484.1996

Project Manager – Stacy Peterson (formerly of CDPA Architects)

### **U.S. Department of Homeland Security/U.S. Customs and Border Protection**

Project Manager – John Wilkie/David Zanley (formerly Wilkie & Zanley Architects)

- New Border Patrol Station Design, Gibraltar MI
  - Joe Lambert, US Dept. of HS, C&BP, Office of Air & Marine Engineering  
[joseph.c.lambert@cbp.dhs.gov](mailto:joseph.c.lambert@cbp.dhs.gov)
- Delta Airlines Holding Area, Romulus MI
  - Janette Matravers, US Dept of HS, C&BP  
[janette.matravers@dhs.gov](mailto:janette.matravers@dhs.gov)

### **Wayne State University Department of Public Safety**

Anthony D. Holt, Public Safety Director  
313.577.2060

Project Manager – Stacy Peterson (formerly of CDPA Architects)

- New Public Safety Building

### **Wyandotte Police Department**

Daniel Grant, Police Chief  
734.324.4420

Project Manager – David Zanley (formerly of Wilkie & Zanley Architects)

Project Manager – Stacy Peterson (formerly of CDPA Architects)

- Police Station Addition and Renovation

## **XIII. Client References – State and Federal**

### **State of Michigan – Department of Technology, Management & Budget – Facilities Administration**

Lt. Col. Edward Hallenbeck, MILCON Project Manager  
517.481.7557

### **State of Michigan – Department of Technology, Management & Budget – Facilities Administration**

Lt. Col. Kenneth “Alan” Reed, MILCON Project Manager  
517.481.7556

**State of Michigan – Department of Transportation Airports Division**

Carol Aldrich, PE, Project Management Supervisor  
517.335.9804

**Michigan Air National Guard / USPFO**

Lt. Col. Josiah Meyers, Former Base Civil Engineer at Alpena CRTC  
Josiah.Meyers@ang.af.mil

**Michigan Air National Guard / USPFO**

Maj. Corey Enderby, Base Civil Engineer at Alpena CRTC  
989.354.6496

**Ohio National Guard / Joint Force HQ**

Lt. Col. Greg Rogers, MILCON Branch Chief  
614.336.7194

**U.S. Department of Homeland Security – U.S. Customs and Border Protection**

David J. Hicks, Project Manager  
317.614.4640

**Department of Veterans Affairs**

Scott D. Brennan, Contracting Officer  
269.223.6075





# **ATTACHMENT 1**

## **Key Personnel Resumes**



## Experience

Mr. Jordan has nearly 20 years of experience with both large and small firms, as well as many years with design/build Contractors. With a great deal of experience in the automotive and industrial sectors, Robert has also completed many commercial, municipal, and healthcare projects, with both Developers and Property Managers. Because of this vast and varied experience, Robert brings both a great deal of technical knowledge and a “worldly” eye to every project. As a Principal, Mr. Jordan is responsible for day to day business operations, business development, and direct management of projects.

## Related Projects

Ashley Capital Tenant Projects  
Various Locations

General Motors Volt Battery Plant  
Brownstown, Michigan

NMMB Medical Office Building  
Macomb, Michigan

Faurecia Automotive Manufacturing Facility  
Fraser, Michigan

St. Colette Catholic Church Gathering Space  
Livonia, Michigan

Brownstown Township – Civic Center Master Plan  
Brownstown Township, Michigan

Consumers Energy LEED Silver Service Center  
Howell, Michigan

Cleary University Multi Use Classroom Building  
Plymouth, Michigan

EES – Shenango Office Building  
Pittsburgh, Pennsylvania

H.R.C.C. Health and Recreation Center  
Bad Axe, Michigan

## Education

Bachelor of Architecture  
Lawrence Technological University

Bachelor of Science – Architecture  
Lawrence Technological University

Mechanical/Robotic Engineering Study  
University of Michigan

## Credentials

Licensed Architect – States of Michigan, Ohio, Pennsylvania, Kentucky and Texas

LEED 3.0 GA Candidate

Board Member – H & H Enterprises

Board Member – J.R. Recreation

Team Leader – City of Wixom  
Community Emergency Response Team

Member – American Institute of Architects

National Council of Architectural Registration Boards Certified

## Past Positions

Robert Jordan Consulting  
President

Wolf Wineman  
Associate Principal  
Director of Project Management

Campbell/Manix Associates  
Senior Project Architect/Manager

Albert Kahn Associates  
Staff Architect  
Research & Development  
Technology Focus Group

## Experience

Mr. Butcher has nearly 30 years of experience in the design of military, municipal, commercial, resort, and residential projects. His expertise in design and planning has been refined by continued research into developing trends and expanding technologies in architectural design. Brad takes great pride in assisting Clients in developing ideas that accommodate their lifestyles and work environments, along with enabling them to learn more about why quality architectural solutions enhance the quality of life.

## Related Projects

DTMB/DMVA Camp Grayling Annual Training Site, Grayling MI  
Dining Hall  
Live Fire Shoot House  
Urban Assault Course

USPFO-MI Alpena Combat Readiness Training Center, Alpena MI  
Add/Alter Petroleum Operations Facility, Building 700  
Add/Alter Vehicle Maintenance Facility, Building 7  
Air Traffic Control Tower Exterior Renovations  
Base Headquarters Building  
Billeting Services Building  
Camp Grayling Gunnery Range 40 Support Complex  
Entry Gate and Guard House  
Fire/Crash/Rescue Station  
Military Operations on Urban Terrain (MOUT) Facility  
National Guard Armory Building  
Range 40 Target Village Complex  
Repair Munitions Storage Facility  
Replace CRTS Security Forces Facility  
Replace Dining Hall Facility  
Replace Medical Readiness Training Site Facility  
Replace Squadron Operations Complex  
Replace Visiting Unit Medical Training Facility  
Replace Visiting Unit Security Forces  
Roads and Grounds Building  
Visiting Unit Training Facility (Collins Center)

Veterans Administration Medical Centers  
Battle Creek Medical Center – Battle Creek MI  
Low Vision Clinic, Phase II  
Relocate Morgue and Bulk Oxygen Storage  
SPD – Supply, Processing & Distribution Facility

Gaylord DDA Façade Improvement Program, Gaylord MI

Gaylord Regional Airport General Aviation Terminal, Gaylord MI

Grayling City Hall and Police Department, Grayling MI

Littlefield-Alanson Community Library, Alanson MI

Pavilion on Court, Gaylord MI

## Education

Bachelor of Architecture  
Lawrence Technological University

Bachelor of Science – Architecture  
Lawrence Technological University

## Credentials

Licensed Architect – States of Michigan, Ohio, Indiana, and New York

President – Upper Great Lakes Chapter – AIA Michigan

Past President – Gaylord Area Council for the Arts

Board Member – Otsego Memorial Hospital Foundation

Member – Otsego County Communities for a Lifetime Team

Member – American Institute of Architects

National Council of Architectural Registration Boards Certified

Member – United States Green Building Council

Member – National Fire Protection Agency

Member – International Code Council

Member – Michigan Architectural Foundation

## Past Positions

President – Butcher & Associates – Gaylord MI (16 years)

Project Architect – Bowers & Rein, PC – Ann Arbor MI

Project Architect – Bogaerts + Assoc, PC – Bloomfield Hills MI

## Experience

Mr. Peterson has 40 years of experience in design and construction. As a Principal of a mid-sized architectural firm, CDPA Architects, for more than 30 years, he has been personally involved in the planning, design, and construction of countless governmental, educational, and industrial projects. Having also been a Principal of a construction management firm for nearly 10 years, he brings an organized and detailed approach to the planning and execution of any building project.

## Related Projects

Trapper's Alley – Greektown  
Detroit, Michigan

86<sup>th</sup> District Court Building  
Traverse City, Michigan

Gulf & Western Ring Rolling Plant  
Memphis, Tennessee

Fire Station No. 1  
Milford Township, Michigan

Park Street Station – Public Safety  
Kalamazoo, Michigan

Township Hall and Fire Station Headquarters  
Marquette Township, Michigan

Fire Stations No. 1 and No. 2  
Van Buren Township, Michigan

Fire Station No. 3  
Farmington Hills, Michigan

## Education

Bachelor of Science – Architecture  
Lawrence Technological University

Bachelor of Science  
Western Michigan University

## Credentials

Licensed Architect – State of Michigan

Member – Michigan Association of  
Chiefs of Police (MACP)

Member – Southeast Michigan Association of  
Fire Chiefs (SMAFC)

Captain United States Army (ret.)

## Past Positions

CDPA Architects, Inc.  
President

ArCon Services  
President

**Experience**

Mr. Zanley has over 25 years of experience, with over 20 of those spent with the firm of Wilkie & Zanley Architects. With experience in all areas of architectural practice, Dave's specialty is project design and development. He has been the chief designer on projects of many types, including commercial, municipal, recreation, religious, education, healthcare and light industrial. As a Principal, Dave is responsible for the day to day business operations of the Wyandotte office, business development, and direct management of all design activities.

**Related Projects**

New Recreation Center  
Romulus, Michigan

New Community Center  
Flat Rock, Michigan

New City Hall, Police & Fire Complex  
Gibraltar, Michigan

City Hall Renovation/Addition  
Taylor, Michigan

New City Hall, Police & Fire Complex  
Rockwood, Michigan

St. Joseph Catholic Church and School Additions  
Trenton, Michigan

St. Alfred Parish Gymnasium/Multi-Use Facility  
Taylor, Michigan

Henry Ford Health Systems  
Josephine Ford Cancer Center  
Brownstown, Michigan

Lakes of Taylor Golf Course Clubhouse  
Taylor, Michigan

Rivers Edge Credit Union  
Brownstown, Michigan

**Education**

Master of Architecture  
University of Minnesota

Bachelor of Science – Architecture  
Lawrence Technological University

**Credentials**

Licensed Architect – State of Michigan

LEED® AP Certified

**Past Positions**

Wilkie & Zanley Architects  
Partner

Finnicum Brownlie Architects  
Designer

Mulfinger/Susanka Architects  
Designer

Meyer, Scherer and Rockcastle Architects  
Designer

## Experience

Mr. Larsen has nearly 20 years of structural engineering experience including as the President of his own consulting firm in Colorado. His experience includes designing buildings, managing projects, serving existing clients and developing new clients. His project experience includes commercial, municipal, educational, health care, industrial, mining, power, and residential.

## Representative Projects

City of Newaygo  
Newaygo Area District Library  
Newaygo, Michigan

North Macomb Medical Associates  
Medical Office Building  
Macomb, Michigan

Washtenaw County Parks and Recreation  
Rolling Hills Water Park  
Ypsilanti, Michigan

City of Highland Park  
New Main Fire Station  
Highland Park, Michigan

AGS Automotive LTD  
Stamping and Molding Plant Addition  
Sterling Heights, Michigan

Western Wayne Physicians  
Allen Park Medical Building  
Allen Park, Michigan

Metro Machine Works, Inc.  
Manufacturing Addition  
Romulus, Michigan

Grosse Ile Schools  
Meridian Elementary School  
Grosse Ile, Michigan

General Motors Corporation  
Sterling Heights Paint Shop Stacks  
Sterling Heights, Michigan

## Education

Bachelor of Science – Civil Engineering  
Michigan Technological University

Bachelor of Science – Business Administration  
Valparaiso University

## Credentials

Licensed Engineer  
State of Michigan

Graduated Magna cum Laude from  
Michigan Technological University

American Institute of Steel Construction (AISC)

American Society of Civil Engineers (ASCE)

Structural Engineers Association of Michigan (SEAMi)

Assistant Scoutmaster for Dexter Boy Scout Troop 456

## Past Positions

Giffels/IBI Group  
Structural Engineer

Keystone Engineering, Sheridan, Colorado  
President

## Experience

Mr. Oranchak has over 30 years of experience in power distribution, lighting, controls, and instrumentation in the power generation, industrial, commercial, institutional and governmental sectors. Joe has successfully handled project design, marketing, and management roles and electrical department/group leadership responsibilities.

## Representative Projects

City of Los Angeles  
Regional Crime Laboratory  
Los Angeles, California

William Beaumont Hospital  
Central Tower Renovation  
Royal Oak, Michigan

Domino Farms  
Phase 6  
Ann Arbor, Michigan

Carhartt, Inc.  
Corporate Headquarters  
Dearborn, Michigan

Ford Motor Company  
Visitor's Center  
Dearborn, Michigan

Andrews University  
Performing Arts Center  
Berrien Springs, Michigan

Merillat Industries  
Plant Electrical Studies  
Michigan, Virginia, and Ohio

DTE Energy  
Miscellaneous Projects  
Multiple Plants

DTE/EES – Miscellaneous Projects  
at the Zug Island (Michigan) and  
Shenango (Pittsburgh) Coke Works

Severstal North America  
Conveyor Upgrades to Support the  
"C" Blast Furnace Rebuild and Coke Handling  
Dearborn, Michigan

City of Eaton Rapids Municipal Utility  
Overhead Power Line Distribution Modifications  
Eaton Rapids, Michigan

## Education

Master of Science in Electrical Engineering  
Northwestern University

Bachelor of Science in Electrical Engineering  
Newark College of Engineering

## Credentials

Licensed Engineer:

State of Michigan

State of Minnesota

State of Illinois

State of Indiana

State of New Jersey

State of Pennsylvania

Illuminating Engineering Society of North America :  
Michigan Chapter Treasurer and past President

## Experience

Mr. Miranda has over 30 years of experience in mechanical engineering, with some of the largest engineering firms in the country. He has a broad range of experience, from nuclear power plants to small commercial projects, in piping, HVAC, controls, fire protection, and process systems. Many of his projects have included LEED design and engineering, and he is well versed in emerging technologies.

## Representative Projects

Bechtel Power Corporation  
Midland Nuclear Power Plant  
Midland, Michigan

Detroit Metropolitan Airport  
New North Terminal  
Romulus, Michigan

United States VA  
New Orleans Medical Center  
New Orleans, Louisiana

Wayne State University  
Damon Keith Law School Addition  
Detroit, Michigan

New Prospect Baptist Church  
Detroit, Michigan

Ford Motor Company  
Norfolk Assembly Plant  
Norfolk, Virginia

Washtenaw County Parks and Recreation  
Rolling Hills Water Park  
Ypsilanti, Michigan

Fire Station No. 25  
City of Toledo, Ohio

Reve Apartment Building  
Toledo, Ohio

Toledo Public Schools – Multiple Projects  
Toledo, Ohio

Consumers Energy Parnall Office Building  
Jackson, Michigan

## Education

Master of Mechanical Engineering  
Indian Institute of Technology (IIT Kanpur), India

Bachelor of Mechanical Engineering  
University of Mysore, India

Bachelor of Science – Chemistry  
University of Mysore, India

## Credentials

Licensed Engineer  
State of Michigan

## Past Positions

Scales & Associates  
Senior Mechanical Engineer

Albert Kahn Associates  
Senior Mechanical Engineer

DiClemente Siegel Engineering  
Senior Mechanical Engineer

Bechtel Power Corporation  
Lead Systems Engineer

Sargent & Lundy Engineers  
Chicago, Illinois  
HVAC Project Engineer

## Experience

Mr. Karr has more than 15 years experience in architectural design for a variety of clients. His role has included the full range of services from conceptual design and building parti formulation through construction administration and oversight of the design execution. Mike has been responsible for day-to-day management of projects including internal team direction and design discussions, consultant coordination, production of contract documents, construction observation, and management of client/contractor relationships. Building types included in Mr. Karr's portfolio include renovations and rehabilitations as well as new construction for universities and elementary education, health care clients, commercial and multi-family housing.

## Representative Projects

**Bridgewater State University Conant Science and Mathematics Building** | \$80,000,000. 170,000SF addition and 40,000SF renovation to create a central complex housing the university's varied science departments in a single location.

**University of Rhode Island Center for Biotechnology and Life Science** | \$45,000,000. 135,000SF First phase of sustainable North District Science and Technology Hub. Honors include:

- LEED® Gold Certified
- AIA Rhode Island and Boston Society of Architects Merit Award

**University of Rhode Island College of Pharmacy** | \$50,000,000. 140,000SF Second phase of sustainable North District Science and Technology Hub. Designed to LEED® Silver certification standards.

**The New Yorker Loft Apartments** | 2,000 SF

**The Young Church Borden Bader Building Rehabilitation and Reuse Study** | 38,000 SF

**The Young Church Ward Theatre Building Rehabilitation and Reuse Study** | 40,000 SF

**Ideation Commercial Office Fit Out** | \$1,000,000. 15,000 SF

**Ann Arbor News Renovation** | \$3,500,000. 40,000 SF

**Massachusetts College of Pharmacy & Health Sciences** | \$35,000,000. 150,000 SF

**Paragon Properties Multifamily/Multistory Apartments** | 120,000 SF

**Milton Hospital Medical Office Building Addition** | \$1,500,000. 10,000 SF

**Central Montcalm Upper Elementary** | \$9,000,000. 60,000 SF

**Shepherd Elementary School** | \$10,000,000. 65,000 SF

## Education

Master of Architecture  
University of Michigan

Bachelor of Science – Architecture (Cum Laude)  
Lawrence Technological University

## Credentials

American Institute of Architects

USGBC LEED® Accredited Professional

Boston Society of Architects

Young Designers Professional Development Institute

Architecture Merit Award Scholarship from the University of Michigan

Oscar and Lynn Freimann Drafting Competition Third Place Winner

Robert T. Hobson Memorial Drafting Competition Honorable Mention

## Past Positions

Project Architect, Payette

Owner, MichaelKarr Architecture

MESH|ARCHstudio

A3C – Ann Arbor Architects Collaborative

Steffian Bradley Architects

Wakely Associates



## Experience

With over 30 years of experience as a Design Group Leader on various architectural, structural and land planning projects, Eric's responsibilities consist of coordination of design disciplines and incorporating Owner input in each project design. His Architectural experience includes layout and design of small to large scale industrial, manufacturing, and warehousing facilities, office and laboratory facilities, and commercial structures. Involvement with these projects includes: building architectural and structural design and detailing, concrete, steel, masonry, and wood construction, site work, grading and drainage, parking lot layout, storm and sanitary sewer systems, gathering field data, survey crew, and AutoCAD drafting. Additionally, Eric has experience in process piping design and drafting, industrial tank farms, retrofit of new process equipment into existing structures, steel platforms and catwalks. In addition to his already impressive list of capabilities, Mr. Johnson is also our Chief Landscape Architect.

## Education

Bachelor of Science – Architecture  
Michigan State University

## Related Projects

Newaygo Area District Library  
Newaygo, Michigan

Washtenaw County Parks and Recreation  
Rolling Hills Water Park Expansion  
Ypsilanti, Michigan

Monsanto – Multiple Testing Laboratory and  
Processing Operations Facilities  
Michigan and Massachusetts

Howmet Corporation – Autoclave Facility Expansion  
Whitehall, Michigan

Avon Technical Products  
30,000 SF Manufacturing Addition  
Cadillac, Michigan

Sun Chemical – 4 story Process Building Addition  
Muskegon, Michigan

City of Muskegon Heights  
Muskegon Heights, Michigan  
Parks and Recreation Projects including

- Park
- Pavilion
- Beach
- Fishing Pier
- Boat Launch
- Streetscape
- Farmers' Market

## Experience

With nearly a decade of experience, Mr. Leach has a wide scope of talents in the field of Civil Engineering. Casey's early roots of site design and land surveying in the residential and retail section have greatly enhanced the work that he does for the heavy industrial clientele that he also serves today. In addition to his civil engineering duties, Mr. Leach also acts as a Project Structural Engineer for projects that require a large amount of field work, such as field safety inspections and facility structural inspection programs.

## Representative Projects

Washtenaw County Parks and Recreation  
Rolling Hills Water Park  
Ypsilanti, Michigan

City of Highland Park  
New Main Fire Station  
Highland Park, Michigan

AGS Automotive LTD  
Stamping and Molding Plant Addition  
Sterling Heights, Michigan

Honda Manufacturing of Indiana  
New Production Facility  
Greensburg, Indiana

Kellogg Company  
W.K. Kellogg Institute for Food and Nutrition Research  
Battle Creek, Michigan

Notre Dame Preparatory School  
New Tennis Courts  
Pontiac, Michigan

Neace Lukens Insurance Agency  
FEMA Flood Insurance Rate Mapping (FIRM)  
Over 150 Communities Throughout The United States

Gerdau Steel  
Monroe Mill  
New Truck Scale Complex and Entrance Road  
Monroe, Michigan

Marathon Pipe Line, LLC  
Woodhaven Cavern Facility Traffic Control, Containment &  
Stormwater Management  
Woodhaven, Michigan

Severstal North America  
Facility Wide Structural Assessment Program  
Coil Truck Haul Road  
Dearborn, Michigan

## Education

Bachelor of Science in Civil Engineering  
Michigan Technological University

## Credentials

Licensed Engineer  
State of Michigan

STI AST Certified (Steel Tank Institute, Aboveground Steel Tank)

LEED® AP

OSHA 10 Training

Manlift, Confined Space & Respirator Training

MOWTEC (Michigan On-site Wastewater Training and Education Center) at Michigan State University Tollgate Center

## Past Positions

Giffels/IBI Group  
Civil Engineer

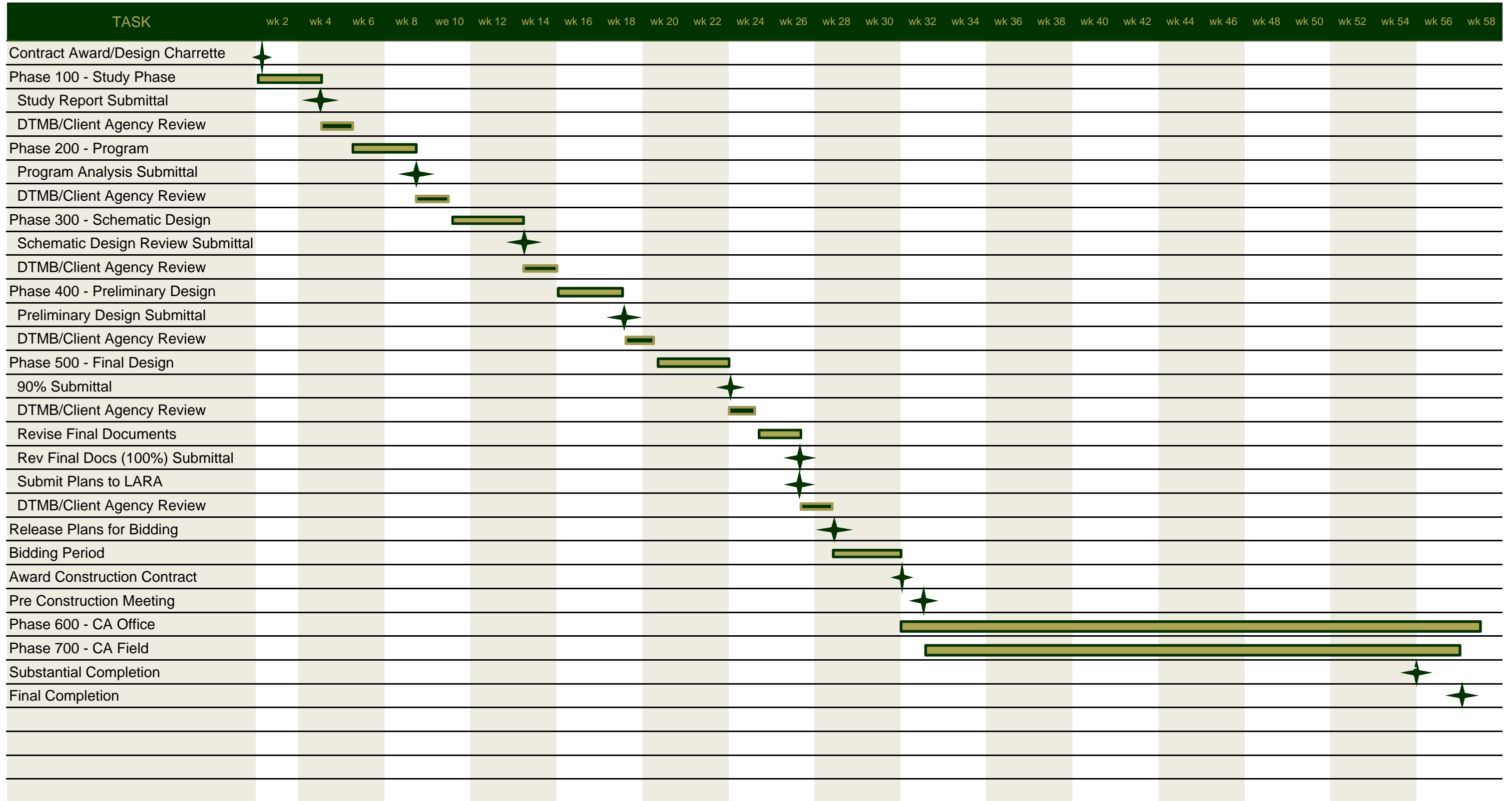
Kieft Engineering  
Engineer

# **ATTACHMENT 2**

## **Example**

### **Preliminary Overall Project Planning Schedule**

# EXAMPLE PRELIMINARY OVERALL PROJECT PLANNING SCHEDULE





# PART II - COST

- **III-2A Position, Classification and Employee Billing Rate Information**

2013 Indefinite-Scope Indefinite-Delivery  
General Professional Design Services

**III - 2A Position, Classification and Employee Billing Rate Information**

**Firm Name:** Sidock Architects  
**Yearly Hourly Billing Rate Increase:** 3.00%

Employee Name	Position/Classification	Year 2013	Year 2014	Year 2015	Year 2016
Robert L. Jordan, AIA, NCARB**	Director of Architecture	\$ 147.00	\$ 151.41	\$ 155.95	\$ 160.63
Bradley J. Butcher, AIA, NCARB**	Senior Project Manager	\$ 127.00	\$ 130.81	\$ 134.73	\$ 138.78
Stacy Peterson, RA**	Senior Project Consultant	\$ 125.00	\$ 128.75	\$ 132.61	\$ 136.59
David M. Zanley, RA, LEED AP**	Chief Designer	\$ 121.00	\$ 124.63	\$ 128.37	\$ 132.22
Paul Larsen, PE**	Project Leader - Structural	\$ 112.00	\$ 115.36	\$ 118.82	\$ 122.39
Joseph Oranchak, PE**	Project Leader - Mechanical	\$ 112.00	\$ 115.36	\$ 118.82	\$ 122.39
Cyril Miranda, PE**	Project Leader - Electrical	\$ 112.00	\$ 115.36	\$ 118.82	\$ 122.39
Michael Karr, AIA, LEED AP**	Senior Project Architect	\$ 102.00	\$ 105.06	\$ 108.21	\$ 111.46
Eric Johnson**	Landscape Design Group Leader	\$ 96.00	\$ 98.88	\$ 101.85	\$ 104.90
Casey Leach, PE, LEED AP**	Project Civil Engineer	\$ 87.00	\$ 89.61	\$ 92.30	\$ 95.07
Project Architect/Engineer	Project Architect/Engineer	\$ 87.00	\$ 89.61	\$ 92.30	\$ 95.07
Project Designer/CAD	Project Designer/CAD	\$ 78.00	\$ 80.34	\$ 82.75	\$ 85.23
Clerical	Clerical	\$ 41.00	\$ 42.23	\$ 43.50	\$ 44.80
		\$ -	\$ -	\$ -	\$ -
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\* Billing Rates are in accordance with the Guideline Page for instructions regarding the "Overhead Items used for Professional Billing Rate Calculation" and the "Sample Standard Contract for Professional Services" Article 5, Compensation Text.

\*\* Key Project Personnel

Mr. Robert Jordan  
Sidock Architects  
Page 2  
January 17, 2014

If your company is interested in participating in the MiDEAL program, please sign below and return to this letter to the letterhead address, Attention: Melissa Sambiagio

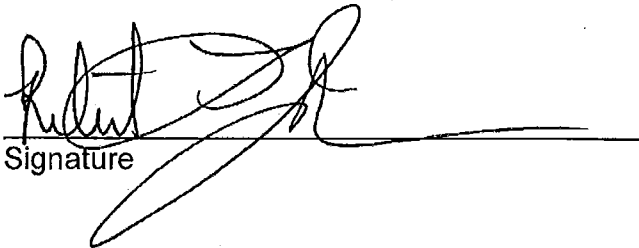
**FOR THE STATE OF MICHIGAN**



Robert C. Hall, RA, NCARB, Director  
Design and Construction Division  
Facilities Administration

**FOR THE PROFESSIONAL**

Sidock Architects agrees to extend the terms, conditions, and pricing of our 2013 General ISID Architectural/Engineering Services contract, No. 00445, to MiDEAL members and will remit the one percent (.01) administrative payment fee along with the quarterly report as outlined.

  
Signature

1.23.14  
Date

Robert Jordan - Director of Architecture  
Print Name/Title

*RJ*  
1.23.14