CITY OF CALEDONIA

Ambulance Station | July 14, 2021

TSP

Architecture
Engineering
Planning

CALEDONIA
MINNESOTA
A CITY FOR ALL SEASONS

Qualifications to Provide Professional Architecture & Engineering Services for a New Ambulance Station

1500 Highway 52 N.
Rochester, MN 55901
(507) 288-8155
TeamTSP.com

Architecture
Engineering
Planning

July 14, 2021

Mr. Adam Swann, City Clerk/Administrator
City of Caledonia
231 E. Main Street
Caledonia, MN 55921

RE: Ambulance Station

Dear Mr. Swann and Selection Committee Members,

TSP is pleased to respond to your request for proposals to provide professional architecture and engineering services for the City of Caledonia's new ambulance station! TSP is a multidisciplinary, fully integrated design firm with 91-year history of serving communities like yours. We've guided local, county, and state leaders to plan and design public-safety, law enforcement, EMS, and joint-use facilities throughout Minnesota, South Dakota, and Nebraska.

This serves as our formal Letter of Interest for your consideration. It is double-signed by Rochester Office Leader Von Petersen and Principal Tim Jensen, who is authorized to make legally binding commitments on behalf of our firm.

We understand the City has been planning for an ambulance station for some time. Embarking on a significant project such as this brings with it excitement but also the desire to make sure it is done right. We'll help you use taxpayer dollars wisely so both the process and the finished project meet your needs. Our team brings experience in public-safety facilities as well as a proven approach. Our TSP Project Road Map will ensure we stay on schedule, and our project-management strategies will align our work with your budget. Along the way, we'll provide the right information at the most optimal time to support your USDA loan application.

TSP believes in developing strong relationships. Our entire design and management approach is built on the principle that trust and transparency drive high-quality projects. This approach allows for open dialogue of all aspects of the project. Our design-process structure enables informed decision-making, and we document crucial design decisions to provide context for the "why." It's impossible to overstate the role that accountability and whole-team communication play in delivering a successful project—and we will do just that!

Thank you again for your consideration. We look forward to this opportunity to work with you and the City of Caledonia.

Sincerely,
TSP, Inc.

Von Petersen, AIA, LEED AP
Rochester Office Leader

Tim Jensen, PE, LEED AP
Principal

OVERVIEW
SINCE 1930

TSP, Inc.
1500 Highway 52 N.
Rochester, MN 55901
(507) 288-8155

Main Contact
Von Petersen, AIA, LEED AP
Office Leader & Project Manager
PetersenVJ@TeamTSP.com

In Rochester: Since 1969
Office Locations: Rochester, MN; Sioux Falls, Rapid City & Watertown, SD; Omaha, NE

QUALIFICATIONS

TSP is a multidisciplinary service leader with architecture, engineering, planning, and interior-design expertise all within a single company. What began as a one-man shop in 1930 has grown into a regional employee-owned practice. We feel a deep personal accountability to one another and to providing value for our clients. It's part of why each project is so much more than a building to us: We're forging lasting relationships alongside the projects we co-create.

TSP's people are passionate about beautifully functional designs that meet needs today and are flexible enough to have a meaningful purpose well into the future. We possess specialized knowledge in community, healthcare/wellness, and education projects. We pair our diverse project background with strategic, fresh design-thinking to shape legacy buildings across the Midwest.

TSP's client-centered approach ensures project success from the start. Our collaborative culture puts "we" before "me"—and it's the engine that drives everything we do. From a project's early stages, we apply teamwork, service, and passion to develop a comprehensive understanding of each client's needs. We ask the right questions at the right times to learn how people use their spaces. We learn what makes them feel safe and supported, what motivates them, and where they'd like each project to take their organization. Then we move around the issues to tackle challenges from the client's perspective.

We design for the possible. Our in-house team enables us to offer clients a single partner for cost-effective, high-value designs that are practical to own and maintain. We align floor plans with the right building systems and interior functionality as each project takes shape.

TSP designs healthier, safer, and more dynamic places where our neighbors live, work, learn, play, worship, and seek care. We believe the best designs are built around—and with—the people they'll serve. Our understanding of exactly what clients need enables us to place those features precisely where they're needed. When everything just works, we give end-users the best possible experience.

Excelsior Fire District/South Lake Minnetonka Police Department Joint Public Safety Center in Shorewood, MN

MINNESOTA LICENSURE

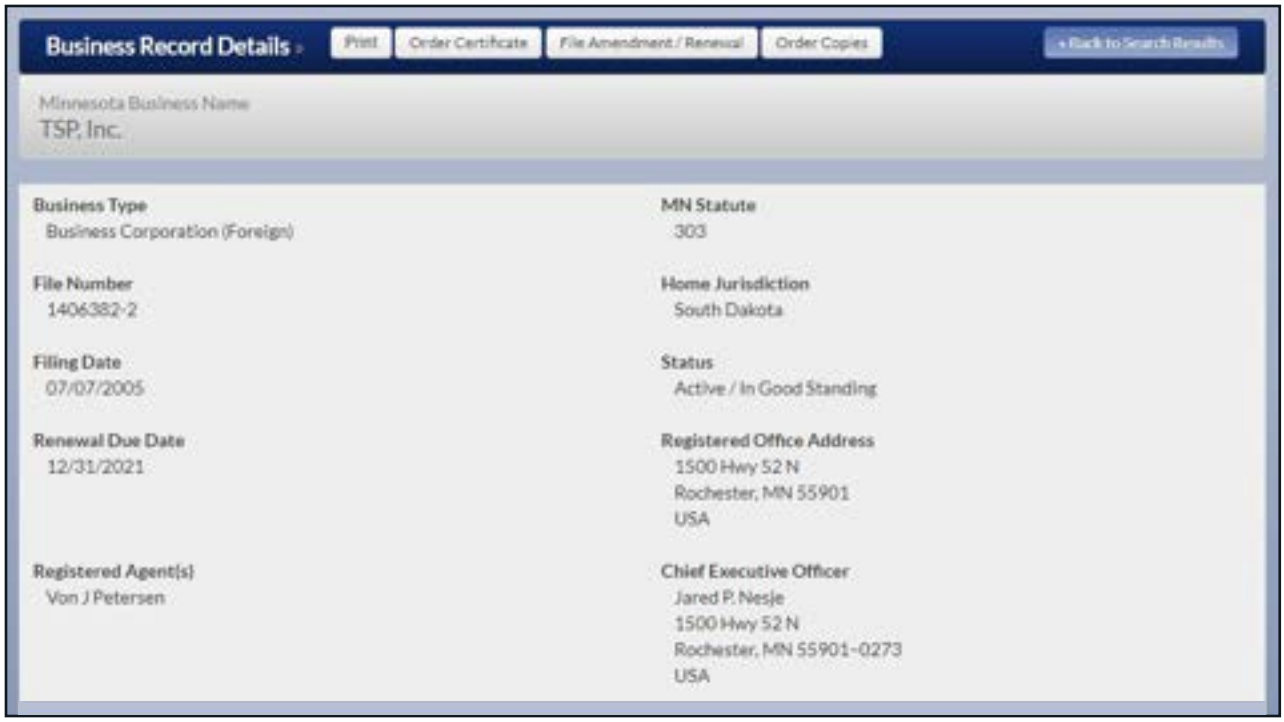
COMPANY IN GOOD STANDING

CONTEXT

TSP is registered as a Business Corporation with the Minnesota Secretary of State and has maintained a consistent Active/In Good Standing status since establishing our Rochester office in 1969.

All TSP technical professionals identified within this proposal as key team members are licensed by the Minnesota Board of AELSLAGID: Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design.

The following is taken from the official web page for the Office of the Minnesota Secretary of State.



Business Record Details › Print | Order Certificate | File Amendment / Renewal | Order Copies | « Back to Search Results

Minnesota Business Name
TSP, Inc.

Business Type
Business Corporation (Foreign)

MN Statute
303

File Number
1406382-2

Home Jurisdiction
South Dakota

Filing Date
07/07/2005

Status
Active / In Good Standing

Renewal Due Date
12/31/2021

Registered Office Address
1500 Hwy 52 N
Rochester, MN 55901
USA

Registered Agent(s)
Von J Petersen

Chief Executive Officer
Jared P. Nesje
1500 Hwy 52 N
Rochester, MN 55901-0273
USA

KEY TEAM PERSONNEL

TRUSTED ADVISERS

VON PETERSEN, AIA, LEED AP
Project Manager

Von's love for the region bordering the Mississippi River gives him a passion for creating buildings that will enhance the lives of those who also have chosen to live here. Technically skilled and detail-oriented, Von has experience in a wide variety of projects with TSP team members. From messy renovations to brand-new builds, Von understands that accuracy and attention to the smallest elements are critical to producing quality construction documents and assuring a project's success. His expertise with a range of municipal and government buildings and his regional knowledge make him well qualified to serve as Project Manager for Caledonia's new Ambulance Station.

Registered: MN, WI

Certification: LEED Accredited Professional

Education: Bachelor of Architecture, Iowa State University

Selected Experience:

- City of Rochester, MN
  - » City Hall Space Needs Study & Master Plan
  - » Public Works & Transit Operations Center (PWTOC) Phase 6: Bus-Garage Addition
  - » PWTOC Bus Wash & Dispatch Remodel
  - » PWTOC Rapid Transit Expansion
  - » City Hall Security & Access Control Upgrades
  - » Recreation Center Addition/Renovation & New 125 LIVE Center for Active Adults
- Whitewood Rural Fire Protection District Fire & Rescue Station, Whitewood, SD
- City of Dundas New City Hall, Dundas, MN
- Park Plaza Cooperative Storm Shelter & Community Gathering Space, Fridley, MN
- Northcountry Foundation Storm Shelter Prototype Concepts, Multiple Communities, MN

JUSTIN SORENSEN, AIA
Project Architect

Justin is involved in project development from initial concept through design, production, and contract administration. He places strong emphasis on production and brings his keen eye for detail to the careful review and revision of concept drawings. Whether he's working on a complex, multi-system program or a small renovation, Justin approaches each project with the same dedication and responsive service. He has been with TSP since 2005 and transferred to our Rochester office in 2019.

Registered: MN, IA

Education: Bachelor of Architecture, Iowa State University

Selected Experience:

- Mayo Clinic Fixed-Wing Hangar, Rochester, MN
- Department of Veterans Affairs State Veterans Home Dack Care Facility, Marshalltown, IA
- Marion Township Fire Department Station Addition, Green Mountain, IA
- Madison Regional Health System Replacement Hospital & Clinic, Madison, SD
- Pocahontas Area Community Schools Bus Barn, Pocahontas, IA
- BCLUW Community Schools Bus Barn, Conrad, IA
- Mayo Civic Center Expansion, Rochester, MN
- City of Rapid City Administration Center Space Study & Multiphase Remodel, Rapid City, SD
- Goodhue County Government Center Study, Red Wing, MN

LORETTA HAUGEN, CID, NCIDQ
Interior Designer

As part of our architecture discipline, Loretta is involved from a project's early stages. Her experience in space planning ranges from complex healthcare facilities and civic buildings to educational environments and administrative offices. Her insight and attention to detail enable her to resolve issues quickly, applying her creative sense to select and utilize furniture and finishes.

Certified Interior Designer: MN, National Council on Interior Design Qualifications

Education: Bachelor of Fine Arts in Interior Design, University of Wisconsin-Stout

Selected Experience:
- City of Rochester, MN
  - » City Hall Space Needs Study & Master Plan
  - » Public Works & Transit Operations Center (PWTOC) Phases 1-5: Master Plan through Complex Opening
  - » City Hall Security & Access Control Upgrades
  - » Recreation Center Addition/Renovation & New 125 LIVE Center for Active Adults
- City of Cannon Falls Fire Station Addition/Remodel, Cannon Falls, MN
- Kandiyohi County Rescue Squad Facility, Willmar, MN
- Mayo Clinic, Rochester, MN—More than 100 projects
- South Dakota Department of Transportation Prairie Hills Transit Facility, Spearfish, SD
- Rapid City Regional Airport Air Rescue & Firefighting + Vehicle Maintenance Facility, Rapid City, SD
- Columbus Community Hospital Emergency Department Addition/Renovation, Columbus, NE
- Madison Regional Health System Replacement Hospital & Clinic, Madison, SD
- Murray County Medical Center Addition/Renovation, Slayton, MN
- Valley County Health System Replacement Hospital & Clinic, Ord, NE

ALEX WEIERS, PE
Structural Engineer

Alex enjoys the challenges that come with finding the right mix of structural systems that both shape and support client facilities. His responsibilities include load analysis, design of foundation and framing elements, plan production, project specifications, submittal review, and construction observation/inspection. Alex brings a strong background in site design and quantity estimating. He's well-versed in Revit and AutoCAD, which allows him to collaborate fully as part of our cross-disciplinary engineering team.

Licensed: MN, SD, ND, WY, CO, WI

Education: Bachelor of Science in Civil Engineering, South Dakota School of Mines & Technology

Selected Experience:
- Three Affiliated Tribes: Mandan, Hidatsa and Arikara Nation
  - » Dive Search & Rescue Facility Headquarters & Garage, New Town, ND
  - » Truck Maintenance Facility, Parshall, ND
- Lead Fire Protection Tax District Fire Station, Lead, SD
- City of Rochester Public Works & Transit Operations Center Phases 1-5: Master Plan through Complex Opening, Rochester, MN
- Whitewood Rural Fire Protection District Fire Station, Whitewood, SD
- Mayo Civic Center Expansion, Rochester, SD
- Rapid City Regional Airport Air Rescue & Firefighting + Vehicle Maintenance Facility, Rapid City, SD
- Monument Health Urgent Care West, Rapid City, SD
- Murray County Medical Center Major Addition/Renovation, Slayton, MN
- Rice Memorial Hospital Facility, Redwood Falls, MN
- South Dakota Department of Transportation Prairie Hills Transit Facility, Spearfish, SD
- Wyoming Department of Transportation District 2 Complex, Douglas, WY

KIRBY QUAMEN, PE
Mechanical Engineer

Kirby brings to your project more than two decades of experience in civic, education, healthcare, commercial, and military clients. His broad background exposes him to a variety of building styles and systems. This enables him to apply best practices from multiple resources and deliver consistently efficient, high-performance designs.

Licensed: MN, SD, IA

Education: Bachelor of Science in Mechanical Engineering, South Dakota State University

Selected Experience:
- City of Sioux Falls Fire Rescue Station 12, Sioux Falls, SD
- Park Plaza Cooperative Storm Shelter & Community Gathering Space, Fridley, MN
- City of Dundas New City Hall, Dundas, MN
- South Dakota Department of Transportation
  - » I-90 Welcome Center & Port of Entry, Valley Springs, SD
  - » I-29 Welcome Center, Wilmot, SD
- City of Rochester, MN
  - » Public Works & Transit Operations Center Phase 6: Bus-Garage Expansion
  - » Recreation Center Addition/Renovation & New 125 LIVE Center for Active Adults
  - » Public Library Cooling System Replacement
- City of Marshall, MN
  - » Street Department Ventilation Improvements
  - » Tall Grass Liquor Store
- City of Worthington Liquor Store, Worthington, MN

JAKE BUCKMILLER, PE
Electrical Engineer

Since Jake started at TSP in 2015, he has focused on projects that require his expertise to design power systems that support sophisticated building and equipment requirements. Jake's insight also ensures that quality of light and lighting levels in interior spaces fit the intensity and function of end-users' primary tasks.

Licensed: MN, SD

Education: Bachelor of Science in Electrical Engineering, South Dakota State University

Selected Experience:
- City of Sioux Falls Fire Rescue Station 12, Sioux Falls, SD
- City of Dundas New City Hall, Dundas, MN
- City of Bryant City Hall & Community Center, Bryant, SD
- City of Rochester City Hall Security & Access-Control Improvements, Rochester, MN
- Lyon County Courtroom Renovations, Marshall, MN
- South Dakota Department of Transportation I-29 Welcome Center, Wilmot, SD
- Marshall Public Schools Temporary Classroom Facilities, Marshall, MN
- Brooklyn Center Community Schools Middle School/High School Facility Phased Additions & Remodels, Brooklyn Center, MN
- Beverage Wholesalers Warehouse & Office, Alexandria, MN
- North Star Mutual Insurance Company Corporate Offices Addition, Cottonwood, MN

THE RIGHT APPROACH

A MINDSET THAT CONSIDERS YOUR MOST PRESSING NEEDS

PROJECT UNDERSTANDING

Framework

The City of Caledonia plans to construct an approximately 5,000 sf Ambulance Station at 615 W. Washington Street—a site that provides great access to major roadways in the event of an emergency response. The City's stated construction budget ($700,000 to $850,000) will require not only careful planning but also a thorough understanding of the necessary operational and functional efficiencies.

Space planning and design

We understand that City representatives have visited the ambulance station in Arcadia, WI, to help inform the space program and exterior design for this upcoming project. The Arcadia station features a neighborhood-residential aesthetic, with brick accents that enable the building to fit into the surrounding context without being overbearing. We believe this is an appropriate approach for your selected site, and we'll view your project's development through this lens.

USDA funding

The City's USDA Rural Development Loan application will require a Preliminary Architectural Feasibility Report. This loan is expected to be awarded by the end of 2021. This feasibility report is not out of line with what is required for most state or federally funded projects, and TSP has provided the relevant deliverables for several clients. In fact, at the time our team designed the Madison Regional Health System's replacement hospital and clinic in Madison, SD, it was the largest-ever facility constructed in the state through the USDA funding mechanism.

Stewardship

Ultimately, the City of Caledonia and its residents need a functional facility whose quality and performance demonstrate smart use of taxpayer dollars. TSP brings the planning experience, real-community design lessons, and project-management strategies to put your mind at ease that your new Ambulance Station will be done right—right from the start.

RISK MANAGEMENT

The challenge

The Ambulance Station's biggest risks center on schedule and budget. The first question to ask, then, is: "What would cause the project to *not* be completed on time or *not* delivered within the budget?"

In the TSP team's experience, the answer typically is one (or a combination of) the following factors:

- Not understanding the Owner's design requirements.
- Lack of coordination and communication among design team stakeholders regarding timeline and realistic costs for needs as well as wants.
- Lack of accountability.
- Not identifying issues early enough to address them within the time frame provided.

The points listed above not only threaten the project's on-time/on-budget finish but also can relate in a project that is overall less than its original potential. As stewards of taxpayer dollars, City of Caledonia decision-makers must ensure the design team selected is capable of mitigating any known risks as soon as possible.

A TSP-designed, USDA-funded project: Madison Regional Health System Replacement Hospital & Clinic, Madison, SD

The mitigation strategy

It is for this very reason that we developed the TSP Project Road Map. Our firm's team members drew on their firsthand experience as well as best practiced learned and reinforced across our firm's nine decades of planning, design, and construction knowledge. We customize the Road Map for each project, identifying what needs to be done, when those tasks must be completed, and which team member is accountable to "own" each item.

Throughout the project, we check our progress against the Road Map at least weekly. This allows us to see very early indicators of emerging issues that might increase our risk of getting off track. We make adjustments in the moment. We don't wait until the end of a phase to determine if a project component slipped. We leverage this ongoing, consistent tool to deliver exceptional projects and outstanding client service.

Rendering from Fire Station 2 Planning & Design Concepts, Rochester, MN

TSP 'PROJECT ROAD MAP'

Our comprehensive Project Road Map serves two purposes. First, it lays out all the design-related tasks necessary to coordinate the multidisciplinary effort, from visioning and programming through construction. Second, it establishes the correct sequence for this work, assigning dates for milestones we must reach before taking the project forward. This not keeps team members on track and informs the Owner of progress and crucial dates that may require input or approval.

QUESTIONING ASSUMPTIONS

It can be difficult to keep so many pieces in their proper order once a project gains momentum. Initiating key conversations at critical points uncovers layers of information about you, your operations, and your project needs. Our goal is to discover each detail at the exact moment it can be incorporated most effectively into your design. It costs time and money to make changes after certain elements are in place.

MOVING FORWARD

The Road Map also helps us maintain a sense of urgency in the communication process. The early stages of Conceptual Design can feel a bit like a roundabout at an intersection. Every choice seems to depend on everything else. But at several points in each project, we must decide which direction we'll take. If we put off those decisions, we push back other deadlines and jeopardize the schedule.

KEEPING YOU INFORMED

The Road Map holds team members accountable within TSP and across our consultant firms. The tool also sets clear expectations for Owner involvement. It outlines a schedule for regular check-ins to share updates and gather input from all stakeholders. You'll know in advance when you'll need to direct the team to explore one option over another.

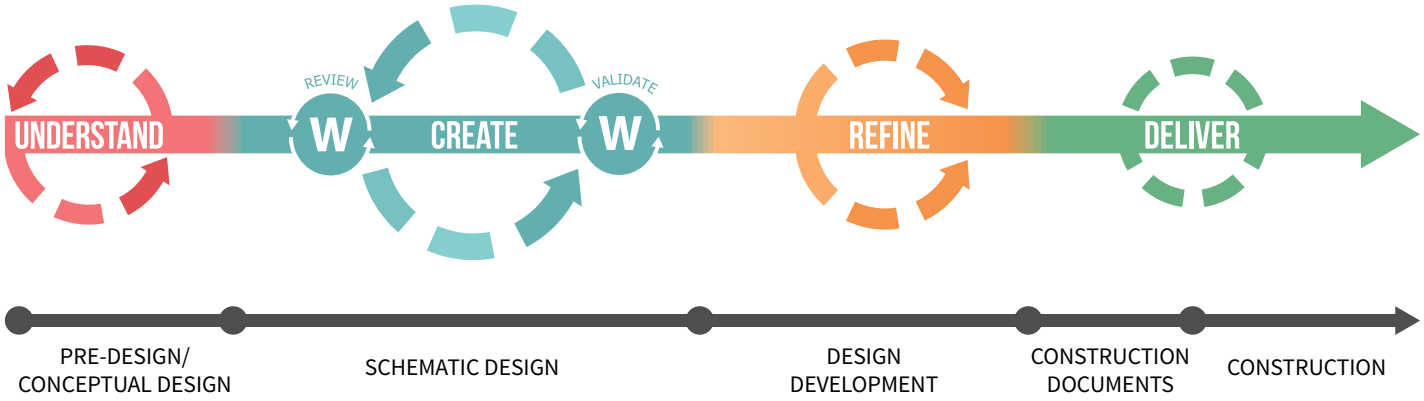
A PROVEN PROCESS

FORWARD-THINKING METHODS

OVERVIEW

The TSP team believes the best designs are built around—and with—the people they'll serve. That's why our highly collaborative process engages all key stakeholders to build trust and transparency among project-team members. This helps drive decision-making and leads to a clear understanding of the problems to be solved. Our process aligns with the traditional design phases. However, we describe each in a way that's customized for your project. We group these phases into several major objectives: **Understand, Create, Refine, Deliver**. We then create a detailed work plan that breaks each design phase into stages and tasks that tactically address specific items.

Throughout every stage, we apply comprehensive project-management techniques to customize, document, communicate, and continuously update our tools and tactics. This enables us to provide high-quality professional services and deliver your project within budget and schedule.



OBJECTIVES BY PHASE

1 | Pre-design/conceptual design

OBJECTIVE: UNDERSTAND

Together, we'll gain a clear understanding of the complex set of diverse items to be solved so we can judge our work within the appropriate context and eliminate any flawed solutions quickly and early.

This phase allows us to focus more time on making the good stuff even better. It's a rigorous, methodical gathering of all the project's appropriate design criteria, including building program review, site programming review, performance criteria and any other aspects that could affect the design outcome. We dive deep into the functional needs of the users and the facility. This phase will move quickly but is necessary to ensure a successful project.

Dispatch operations within South Dakota Department of Transportation's Prairie Hills Transit Facility, Spearfish, SD

Whitewood Rural Fire Protection District Fire & Rescue Station, Whitewood, SD

2 | Schematic design

OBJECTIVE: CREATE

We'll illuminate the issues and refine the work in collaboration with you and your stakeholders to establish a unified expectation of what the design will be. Research is imperative to articulate the design, and the creative iteration process is every bit as crucial to find an optimized solution. Iteration is the act of solving, evaluating, and refining. It helps us define multiple design alternatives to address all functional requirements of the project's needs and then establish expectations for the building and site. Design is in part about making choices, and iteration is a key tactic to present and select the correct course of action.

At the end of Schematic Design, we will have shared, clear expectations of what the new Ambulance Station will be. It is at this point that you will have the complete set of design information needed for a successful USDA Rural Development Loan application.

3 | Design development

OBJECTIVE: REFINE

We'll collaborate to optimize the design solution and ensure a balanced approach that allows us to meet the project's collective goals, objectives, and key results.

It's time to confirm any assumptions, define specific details of the design, select materials, resolve any open design issues at hand, and move forward in a singular, preferred direction. We'll also be certain that the proposed scheme can be adapted to regulatory requirements. As we near the end of this phase, we fully define design details, select materials, and confirm all building systems.

4 | Construction documents, bidding, and construction administration

OBJECTIVE: DELIVER

Now we mentally "build" each detail and start producing clear drawings and specifications that convey to your construction partners the design's intent—in actionable form that supports your vision—and carry the project through completion.

Construction Documents. CDs reflect all decisions made in earlier phases. They provide the literal blueprint to coordinate among disciplines and project partners. We'll ensure that regulatory requirements are met and that contract documents appropriately address requirements for operations, architecture, engineering, site work, furniture and equipment. TSP will make certain the document sets are appropriately organized for bidding and construction. We'll also secure formal regulatory approvals as necessary to acquire construction permits and secure final approval.

Bidding & Negotiations. TSP will manage the bidding process, coordinating communication with contractors to mobilize the low-bid general contractor. Finally, we'll secure sign-offs as needed to acquire construction permits and secure final review approval.

Construction Administration. We'll continue looking out for your interests for the duration of the build. We'll act as your advocate to ensure the site is prepared properly and that the facility and its installed systems are built as designed, specified, and contracted.

QUALITY ASSURANCE PLAN

CONTINUOUSLY IMPROVING

DESIGN CONTROL

Project road map

TSP's comprehensive Project Road Map is a combination schedule and task-management tool. It lays out all the design-related tasks necessary to coordinate the multidisciplinary effort. *Please refer to Page 7 of this proposal for greater detail on the Road Map.*

Deliverable reviews

Project Manager Von Petersen is responsible for establishing the level of review required for the project, selecting appropriately qualified personnel to perform the required reviews. Any design, technical drawing, or document will be reviewed by a team member not directly involved in the production of the particular product.

Schedule

Schedule is agreed upon early in the process and documented in the Project Road Map. At monthly intervals, the project manager will submit a report that summarizes work completed, updates the status of both schedule and budget, and indicates any emerging risks that would adversely affect either metric.

Cost analysis

Value engineering must occur throughout the project's life span. Making cuts later in the design process is a symptom of poor communication. And it often demands that an Owner sacrifice build quality or use alternative materials to fit within the budget. Formal costs estimates will be completed at the completion of each phase and, if necessary, at other agreed-upon times.

Visualization

As described previously in our specific Project Approach (Pages 6-9), the process must be highly visual to fully communicate the design that is being developed and received by the City of Caledonia. At all times when the design or technical development is described, it shall be accompanied by a drawing or visual communication to ensure all parties are on the same page.

DOCUMENT CONTROL

Discipline coordination review + clash detection

These reviews assure that each discipline is considered as work progresses. We routinely route the work of one discipline to others for review and comment. Through our computer software, we also will run a clash-detection analysis to identify if any elements conflict in the documents—for example, a pipe and a beam occupying the same space. We then will create a formal report and take corrective actions prior to bidding the project.

Independent technical reviews

Within each discipline, a peer who has not been involved in developing the design or documents will complete an internal technical review. These technical reviews are completed at intervals depending on which design components have been completed. Peer reviews typically start as early as 50% Design Development.

Room-by-room

At approximately 75% Construction Documents, we'll complete a formal room-by-room review with the Owner, TSP, and any key consultants. This methodical process ensures all items are coordinated and design expectations are met. Other items involving the building at-large, such as HVAC and electrical systems, are reviewed in detail, as are any site-related elements under the guidance of your chosen civil engineering partner.

Owner review

At the end of each phase, we will complete a formal Owner review to assure that the drawing sets include all aspects discussed and documented to this point. We also will confirm that the scope, budget, and schedule are on track and alert the full team if any modifications will be necessary. Upon the review of the phase deliverables, and if all information is deemed accurate, we will request a formal Owner authorization to proceed into the next phase of design or development.

SCHEDULE

PROPOSED MILESTONES

Confirmation

The schedule as outlined in the RFP is appropriate for the size and type of project. On this page, we offer an expanded schedule with additional milestones.

Lead Fire Tax District Station, Lead, SD

Expanded details

PRE-DESIGN THROUGH SCHEMATIC DESIGN

- Pre-Design start: August 9, 2021.
- Pre-Design finish: September 13, 2021.
- Schematic Design start: September 14, 2021.
- Schematic Design finish: October 18, 2021.

USDA FUNDING REQUIREMENTS

- Preliminary Architectural Feasibility Report complete.
- Environmental Report complete.
- Owner Review of USDA Rural Development Loan application materials
- USDA Application submittal: End of October 2021.
- USDA review: October 2021 through December 2021.

DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS

- Final Design start: January 3, 2022.
- *Note: We propose combining Design Development and Construction Documents in a single phase to maintain a faster-paced schedule.*
- Final Design complete: March 17, 2022.

FUNDRAISING

- *Note: Design-team work will go on hold until January 2023 to allow for fundraising campaign.*

REVIEWS, BIDDING, & CONSTRUCTION

- Re-engage design team: January 2, 2023.
- Quality Control Review complete: January 19, 2023.
- Issue for permit review and contractor bidding: January 20, 2023.
- Bid opening: February 16, 2023.
- Construction start: Spring 2023.
- Construction complete: Fall 2023.

SERVICE COSTS

FAIR PRICE, GOOD VALUE

Guiding principles

The TSP team strongly believes in negotiating with clients on a fair fee that appropriately compensates the effort and expertise required to successfully complete a job. Our company has worked on numerous fire halls and other municipal projects of a similar nature across our Upper Midwest footprint. We've proudly delivered on our promise of high-quality design, project management, and client service.

We also recognize that professional architecture and engineering fees are highly dependent on their unique nature of each specific project. Each team that submits a proposal may have a different approach to completing your project. Therefore, the associated fees are always nuanced. We offer here our good-faith attempt to offer you the best value for a collaborative, thorough process to deliver desired results.

Compensation

The TSP team proposes a ***lump-sum fee*** structure (defined at right) to deliver a new Ambulance Station at 615 W. Washington Street in Caledonia, MN.

Should the compensation not meet expectations but you believe our team to be a good fit, TSP is always willing to discuss scope and fee further to come to a fair and reasonable agreement for all parties.

PHOTOCOPYING	8.5X11	11X17
Black & White	$0.10 / side	$0.30 / side
Color	$0.40 / side	$0.80 / side

PRINTING /PLOTTING	BOND	COLOR
8.5X11	$0.10	$0.40
11X17	$0.30	$0.80
12X18	$0.40	
15X21	$0.60	
18X24	$0.75	
24X36	$1.50	$4.00

OVERNIGHT DELIVERY	Cost plus markup
POSTAGE / UPS	Cost plus markup
MILEAGE	IRS rate
MEALS AND LODGING	Cost plus markup

TSP FEE-PROPOSAL BREAKDOWN

Project Phase	Compensation
Pre-design*	$8,500
Schematic design*	$12,750
Design development & Construction docs^	$17,200
Bidding+	$3,000
Construction+	$13,800
TOTAL	**$55,250**

**Occurs in 2021. ^Occurs in 2022. +Occurs in 2023.*

Optional Additional Services	Compensation
Furniture, Fixtures, & Equipment»	$8,900

»Documents ready for bidding. Does not include procurement.

REIMBURSABLE EXPENSES

Reimbursable expenses will be billed as incurred and are estimated at $4,000. Applicable rates appear at left. TSP establishes these rates and updates them annually Markup items will be billed at a rate factor of 1.15 (cost plus 15%)..

ADDITIONAL SERVICES

Occasionally, over the course of a project, changes in program, scope or budget may make it necessary to revise previously approved documents or to provide other services not indicated in this proposal. In any such instances, TSP will provide the Owner with a proposal and obtain written authorization to proceed prior to commencing with changes in the work.

PUBLIC SAFETY KNOW-HOW

PLANNING, FUNCTIONAL DESIGN, & OPERATIONAL EFFICIENCIES

City of Brandon Fire Station, Brandon, SD

The TSP team offers the City of Caledonia a group of firms with experience in fire, law enforcement, EMS, and municipal facilities. We've codeveloped these solutions for cities, counties, specialty tax districts, and tribal nations—entities dedicated to protecting lives and property alike. We bring innovative ideas and lessons learned from relevant projects. Our planning and design specialists understand the diverse, complex functions and the highly interrelated facility systems required of modern public-safety buildings, from training and staff-living spaces to office areas and vehicle storage/maintenance garages and bays.

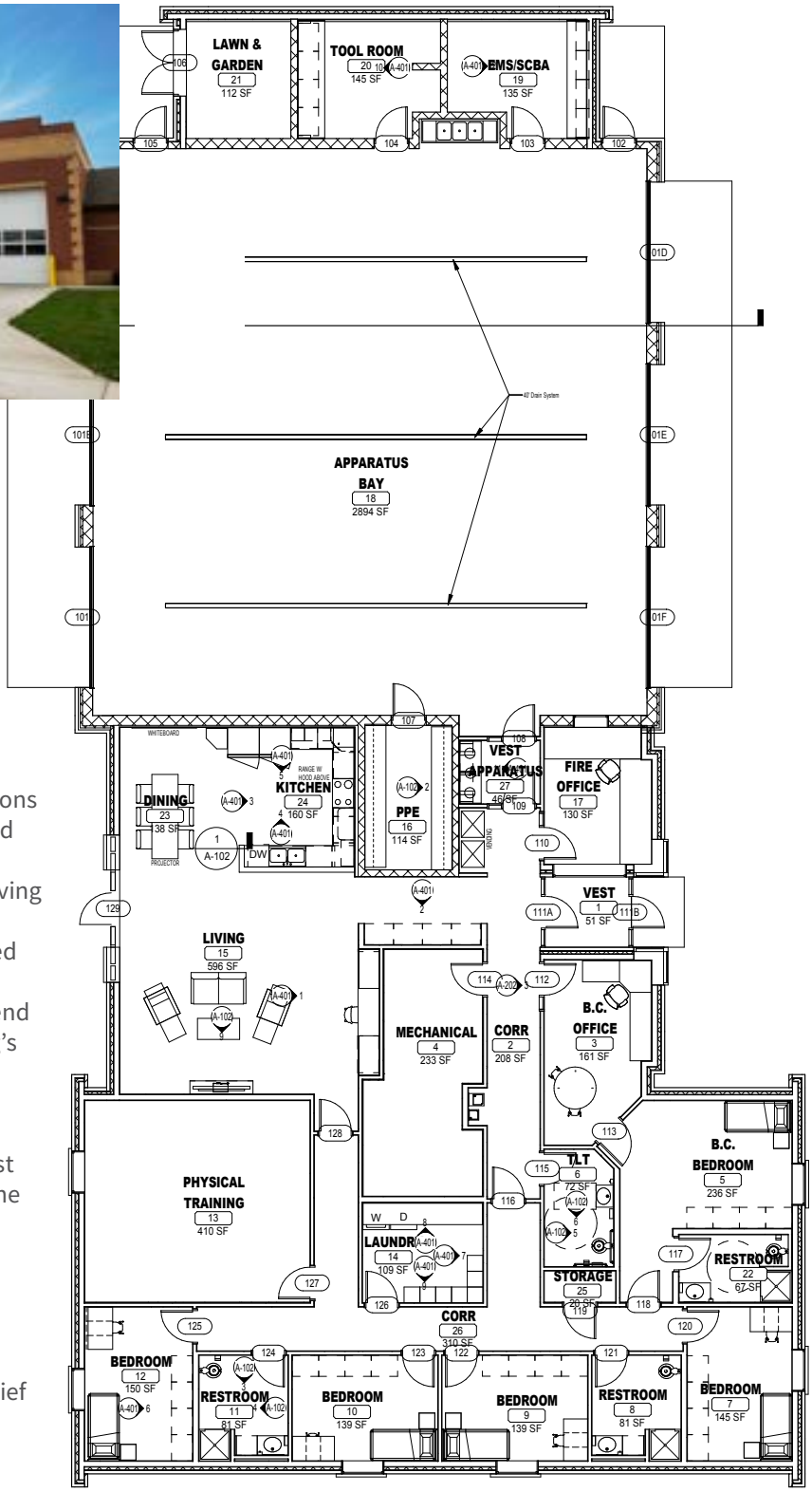
The following pages highlight several projects from our portfolio with elements that are relevant to your upcoming new Ambulance Station.

Excelsior Fire District Station, Deephaven, MN

Rapid City Regional Airport Air Rescue Firefighting & Vehicle-Maintenance Facility, Rapid City, SD

City of Rochester Public Works & Transit Operations Center, Rochester, MN

FIRE RESCUE STATION 11
CITY OF SIOUX FALLS



A housing boom in the northwest portion of Sioux Falls fast-tracked this project to provide vital life-safety services to families moving into the emerging development. Our team's architects and engineers listened to City officials and Fire & Rescue leaders to create a highly functional emergency hub and set the stage for future growth in the West Maple Street neighborhood.

Close collaboration with Fire & Rescue staff, in particular, resulted in several enhancements to the City's standard firehouse design. Our experts solved several recurring problems at recently built fire stations and gave fire crews dependable building systems and equipment. Rigid, outboard insulation meets more stringent energy codes while keeping the station's living quarters comfortable for crew members during long shifts. Inadequate insulation in earlier designs caused interior condensation and even frost—an inefficient and potentially dangerous situation when lives depend on the integrity of the equipment inside the building's three garage bays. TSP's team also worked with the garage's overhead door vendor to calibrate custom sensor settings for opening and closing sequences. That attention to detail matters when crews have just seconds to pull together their gear and get clear of the station.

Location
Sioux Falls, SD

Size
7,371 sf

Construction Cost
$1,745,265

Completed
March 2015

Contact
Travis Thom, Battalion Chief
tthom@siouxfalls.org
(605) 367-8601

FIRE RESCUE STATION 12
CITY OF SIOUX FALLS

Collaborating for the second new fire station in five years, TSP and the City of Sioux Falls kept the best of what worked in the our initial overhaul of Fire Rescue's old prototype. Our team reoriented the plan to fit the site and adapted certain features to fit the vision for Fire Station 12, which now serves the southeast portion of town.

There are some other important design differences, too. The newer station's apparatus bays feature glass doors that provide a stronger connection to the surrounding residential area. Station 12 also is upsized to include a storm shelter. The recent code requirement for facilities of this type gives occupants a protected space designed to withstand winds of up to 250 miles per hour.

Location
Sioux Falls, SD

Size
10,200 sf

Construction Cost
$2.62 million

Completed
April 2021

Contact
Jeff Helm, Division Chief
jhelm@siouxfalls.org
(605) 367-8078

PLANNING STUDIES & RENOVATIONS
MEMORIAL HOSPITAL OF CONVERSE COUNTY


Infusion Center

TSP's strong relationship with Memorial Hospital of Converse County is rooted in our work with administrators and staff to improve multiple departments and units. We've collaborated to condut many studies and facilities plans over the years, including aid for MRI licensure.

The Infusion Center renovation fitted out the existing 1,800+ sf of shelled space at MHCC. The renovation included three infusion bays, one private infusion room, one nurse station, waiting area, and patient/staff support facilities.

The Emergency Department project renovated the existing ED and reconfigured pre-existing interior space that was added into the suite.


Emergency Department

Location
Douglas, WY

Emergency Department Renovation
Size: 2,100 sf total
- 1,950 sf remodel
- 150 sf addition

Construction Cost: $550,000
Completed: 2017

Infusion Center Addition
Size: 1,930 sf addition
Construction Cost: $595,000
Completed: 2018

Ambulance Garage
Size: 1,540 sf addition/renovation
Construction Cost: $250,000
Completed: 2019

DIVE SEARCH & RESCUE HEADQUARTERS + VEHICLE GARAGE

THREE AFFILIATED TRIBES: MANDAN, HIDATSA, & ARIKARA NATION

Facility rendering, lake-facing side of new building

Concept option for road-facing side of new facility

This facility for the Three Affiliated Tribes—also known as the Mandan, HIdatsa, & Arikara Nation—will sit on Lake Sakakawea, overlooking the shore. The TSP team designed this facility for amphibious vehicles, water-support vehicles, and equipment. Spaces are programmed so staff can access the three large garage bays directly from both the road and the shoreline.

The pre-engineered structure will comprise two main functional areas: a shop/garage and an office/team support building. Current plans for this project in progress include a fire pump and tank along with a backup generator.

Rescue personnel spending overnights on call will benefit from restrooms, locker rooms, and dorm facilities. Staff also will gain office spaces for daytime work, with a large meeting room for staff or community-education activities. Other employee amenities will include a lounge/living space, kitchen, laundry, and an exercise room. A large deck on the second level will provide an outdoor lookout post as well as a place for personnel to enjoy their down time and unwind between training exercises or high-pressure rescue missions.

Currently sited on an existing campground, the new building also would serve as a severe-weather shelter and beacon looking toward the lake. A row of translucent panels above the garage bays will offer a reassuring reminder to boaters that help is nearby. This lantern effect also will provide a direction-finding guidepost for those needing to return to shore.

Location
New Town, ND

Size
9,400 sf*

Construction Cost
$3,155,000*

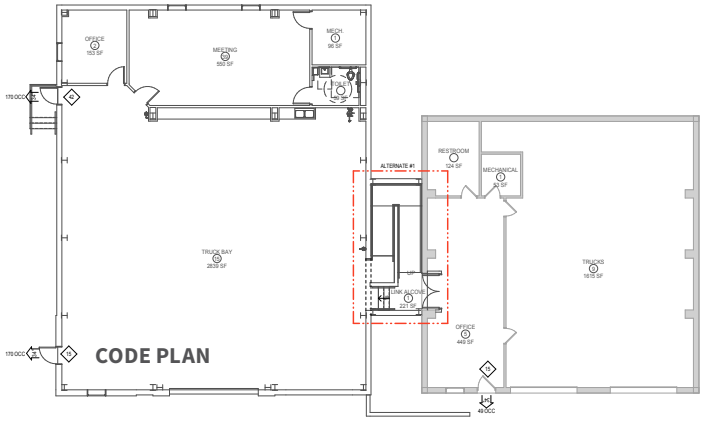
Status
Bids received

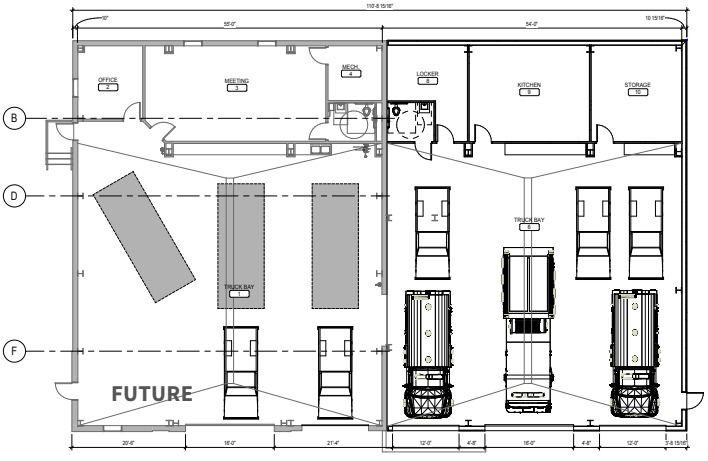
Contact
Bandy Poitra
MHA East Segment Staff
bpoitra@mhanation.com
(701) 421-8165

*Estimates for project in progress

FIRE & RESCUE STATION EXPANSION/RENOVATION

MARION TOWNSHIP & CITY OF GREEN MOUNTAIN, IA





JOINT POLICE/EMS FACILITY PLANNING & DESIGN CONCEPTS

CITY OF LAKE CITY

TSP initially helped the City of Lake City study options for a new public safety facility that would house the police department, emergency medical services, and emergency operations.

This programming study included three elements: (1) a listing of specific space needs and adjacencies, (2) block conceptual plans, and (3) an estimate of probable construction and project costs. TSP engaged representatives from each department in interaction work sessions and discussions to develop the space needs program. We then derived an estimate of probable construction and project costs using current pricing trends from local trade resources and national data resources.

After TSP presented the programming study, the city further engaged our team to conduct additional planning exercises. A key element: Considering the inclusion of a new fire station on the selected site, through either an attached element to the proposed new Public Safety Facility or as a free-standing separate structure.

At the City's request, TSP also included additional site elements in the study. Among them were an exterior Fire Department Training Area and a potential future County Dispatch Center.

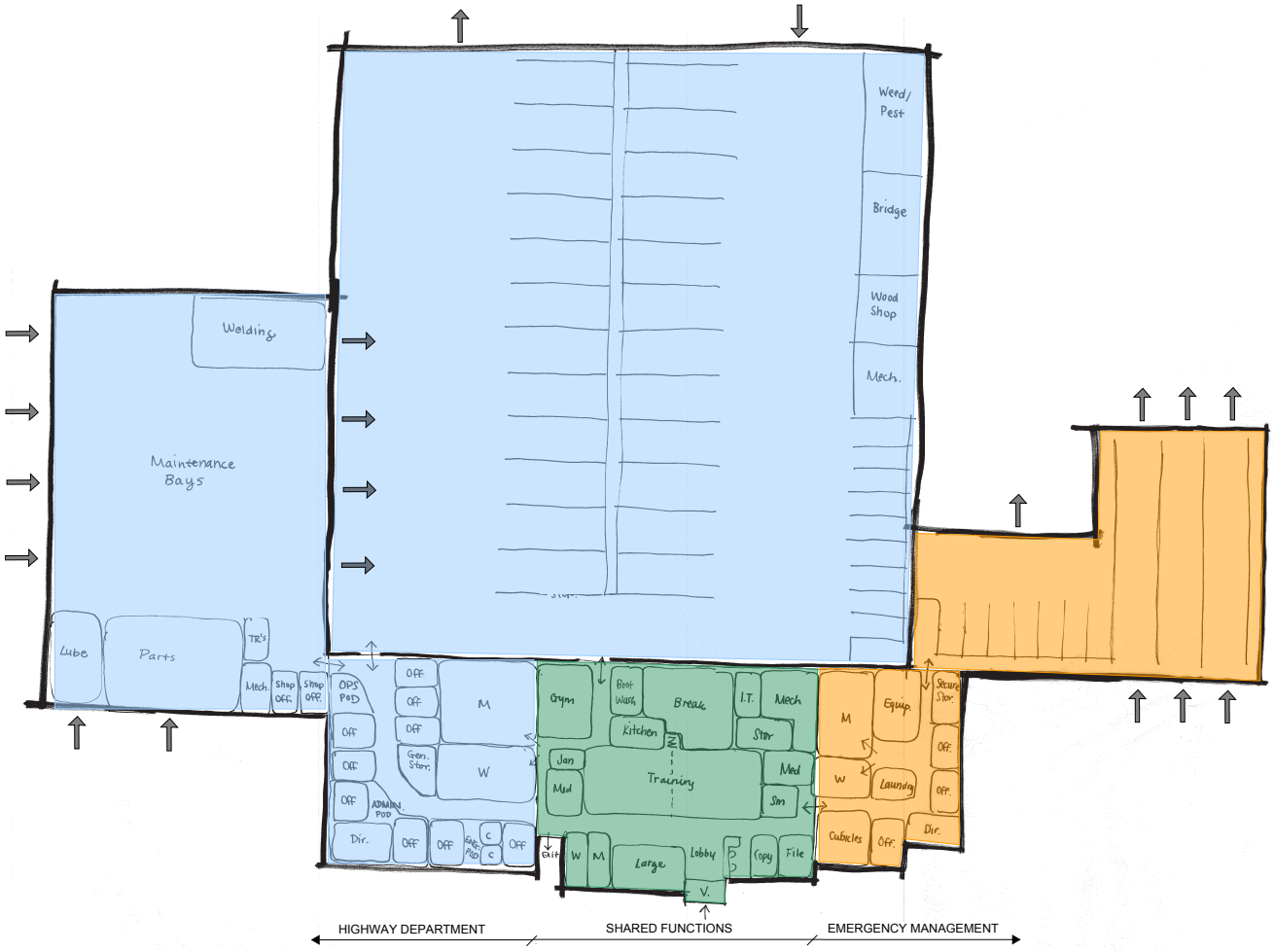
The development of the new Public Safety Facility with these additional elements was placed on the western side of the proposed site in consideration of associating each of the facility elements with one another and allowing adequate circulation. TSP's study carefully considered and planned for maximizing operational efficiencies for each element, addressing current needs, and accommodating future needs and evolution of technical systems.

Location
Lake City, MN

Study Completed
2014

JOINT HIGHWAY DEPARTMENT/EMS FACILITY MASTER PLAN

MINNEHAHA COUNTY



TSP worked with Minnehaha County to help envision a possible collaboration between its Highway and Emergency Management departments. We focused on ways to maximize efficiencies through shared spaces yet still provide specialized areas designed around each department's functional needs.

For example, Emergency Management leaders placed a premium on easy, direct routes to supply and storage rooms as well as support spaces such as a staff kitchen. A 5,400 sf garage would house pickups, boats, rescue trucks, and trailers in a pull-through layout.

Highway Department officials had even greater need for enclosed maintenance and wash bays, plus 40,000 sf of indoor parking to extend the serviceable lifespan of fleet vehicles. Highway spaces included a welding area, lube room, and sign shop.

Workers in both departments wanted room for everyone during emergency events, with dedicated locker rooms, training, meetings, and offices—allowing staff to focus on public needs instead of facility limitations.

TSP's concept created clear, logical adjacencies to the common entry, lobby, and other shared spaces. The proposed solution included exterior facilities such as a fuel island and storage for salt and sand products.

Location
Sioux Falls, SD

Size
106,333 sf new (concept)

Construction Cost
TBD

Study Completed
Spring 2013

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TSP Architecture Engineering Planning