NOTICE OF PUBLIC MEETING
Governmental Body: Van Meter City Council
Type of Meeting: Workshop
Date of Meeting: Monday, October 28, 2024
Time/Location: 6:00pm – Van Meter United Methodist Church, 100 Hazel Street, Van Meter, IA 50261

Workshop Agenda:

1. Call to Order
2. Approval of Agenda
3. Presentation: Invision Architecture
4. Presentation: OPN Architects
5. Discussion and Possible Action: Award of Contract: Architectural & Engineering Services
6. Discussion and Possible Action: Comprehensive Plan Action Item Review
7. Adjournment

Please note that effective October 28, 2024, City Council Workshops will be held in the Sanctuary (not the Fellowship Hall). City Council Regular Business Meetings will still be held in the Fellowship Hall.

Posted: Friday, October 25, 2024

Agenda Item #1

Call to Order

Mayor: The time is 6:00pm on Monday, October 28, 2024.

I hereby call this meeting of the Van Meter City Council to order.

Agenda Item #2

Approval of the Agenda

Submitted for: **ACTION**

Recommendation: **APPROVAL**

Sample Language:

Mayor: Do I hear a motion to approve the agenda?

City Councilmember: _____ ***So moved.***

City Councilmember: _____ ***Second.***

Mayor: Roll Call Please.

City Clerk: Akers _____ Brott _____ Grolmus _____ Pelz_____ Westfall_____

Mayor: The agenda is adopted.

Agenda Item #3

Presentation:

Invision Architecture

6:15pm

Van Meter

tradition with a vision

PUBLIC LIBRARY, POLICE STATION,
AND FIRE STATION DESIGN SERVICES

INVISION

INVISION

CONTENTS

September 17, 2024

City of Van Meter
Elizabeth Faust, City Administrator (lfaust@vanmeteria.gov)
310 Mill Street
Van Meter, IA 50261

Liz and members of the selection committee:

The Van Meter Public Library and Public Safety teams prioritize providing citizens with quick response times, learning opportunities and community engagement options. Over the last six years, you recognized the need to build a new library and public safety center to improve functionality, efficiencies, and provide a welcoming and safe space for your citizens. This opportunity offers you a facility that goes beyond a traditional administrative space. Your new facility can serve as an educational, cultural, and social center, contributing significantly to the overall well-being and development of the community. Throughout this project, we will focus on bringing an effective balance of all these ideas allowing us to plan and design great things...together.

A proven process of listening and engaging

This requires a team of experts in successful bond referendums and facilities like yours. Having recently assisted with the bond referendum for Van Meter School District, our team meets this requirement. This process will have a profound impact on your community through the future life of the building. Our approach is not to give you what someone else has. INVISION excels at working closely with leaders, staff and the community to discover innovative solutions for your unique conditions in a value-driven way. This move will create transparency for citizens, establish a workplace of pride, and offer cohesive public services raising the level of customer service. We are excited to show how our firms can meet your needs.

Approach for tying it all together

Our involvement in public safety facilities, workplace design and with library clients provides deep insights into how we can bring all of your needs together into one holistic solution. INVISION offers you a creative team with similar project experience to combine all of these entities for your unique program.

Good design doesn't have to cost more.

As Iowans, we tend to be a practical group. We couldn't agree more with that approach. Spaces that feel good don't have to be expensive. In fact, if they are, they probably aren't worth doing. We strongly believe that good design does not have to cost more. It just needs to be thoughtful, taking into account sustainability, durability, usability and many other factors that encompass good design, in a cost-effective manner.

We are excited for the opportunity to discover, strategize and implement innovative solutions for your unique conditions in a practical way. Further, we would be honored to be selected as your collaborative partner on this journey.

Sincerely,

Jason DeVries, AIA
Principal, Managing Architect
515.681.6039
jasond@invisionarch.com

Evan Shaw, AIA, LEED AP BD+C
Associate, Project Architect
515.554.3686
evans@invisionarch.com


A | BUSINESS ORGANIZATION
CEDAR FALLS
FIRE RESCUE

INVISION

INVISION is a planning, architecture and interiors firm based in Iowa, and our work takes us to communities throughout the Midwest. To keep pace with a rapidly changing world, we continue to approach every project with passion and purpose — as we have **for over 100 years**.

Rooted in Iowa with 100+ years you can trust.

Since its humble beginnings in 1914 as Thorwald Thorson Architects, INVISION has been shaped by the ever-changing world around us. Business, technology and architecture have evolved, and so have we.

But one thing has remained the same—the client relationship. INVISION's commitment to building collaborative partnerships is how we've endured the test of time, and it will continue to drive our success in our second century.

Working in tandem so your ideas can go further.

As a team of nearly 90 professionals who are artists, thinkers, innovators and creators — listening to you is at the core of how we bring your vision to life. Above all, we are expert collaborators and we look forward to working with you!

Engaged in our communities to make a difference.

We're people who believe in giving our all to help our communities through volunteering and supporting great causes. Our team is dedicated to finding ways to lift up others. We do this by providing pro bono services, mentoring students, and serving in leadership roles in our communities.

What sets us apart is our client care.

When you work with INVISION, you'll find that the first step in our process is listening to you. We take time to learn what you want and need, so we can design beautiful spaces that function for you now and into the future. Then, as your vision begins to take shape, we'll work together to make sure you're confident in every step of our design and problem-solving process, while keeping within your budget. When it's finished, we think you'll look back and appreciate the innovations we brought to life.

50+ | **years in the civic market**

150+ | **civic projects (15 years)**

90% | **return clients**

Your project will be managed from the Des Moines office and Jason DeVries is the Principal-in-Charge.

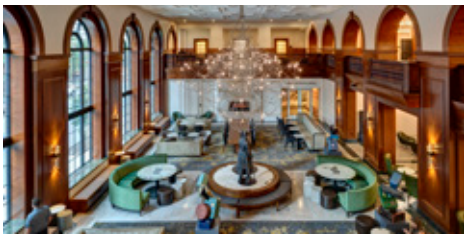
DES MOINES
900 Mulberry St
Des Moines, Iowa 50309
515.633.2941

WATERLOO
360 Westfield Ave, Ste 401
Waterloo, Iowa 50701
319.233.8419

FIND US ONLINE
invisionarch.com





Enhancing the ways people live, work, learn and heal.

Our expertise includes new construction, historic preservation, additions and renovations in education, health and wellness, corporate industrial, sports and recreation, hospitality, housing, workplace, and municipal and cultural.

Driving design with respect for the environment.

Environmental stewardship is an important component of our work. Our goal is to provide energy-smart, sustainable solutions for every project to reduce negative impacts on the environment while improving the health and comfort of the people who work, live and play in these spaces.

Our process is proven.

Below is our three-step method for achieving great results for our clients.

DISCOVERY

First we seek to deeply understand the issues driving your project. We might ask some tough questions but we truly listen and use your honest answers to formulate a solution uniquely tailored to your mission at hand.

STRATEGY

Next, we analyze our findings from the Discovery phase and begin envisioning possibilities. This is where the magic happens – your challenges and goals meet our talent and expertise, and an innovative solution comes to light.

IMPLEMENTATION

Turning our shared vision into reality completes the process. Whether it's a report, master plan or project under construction, we meticulously monitor schedules and budgets to deliver the results you turned to us to deliver.

IMEG
The FUTURE. Built Smarter.

AT-A-GLANCE

- Top 5 Engineering Firm in U.S. (BD+C)
- Top 13 Government Sector Engineering Firms (BD+C)
- 175 clients (city and county)
- 90+ Locations
- 2,600 Team Members
- 650+ Licensed Engineers
- $427M in Annual Revenue
- #52 / Top 500 Design Firm List (ENR)

IMEG is a leading municipal government engineering design firm that delivers a rare combination — the broad expertise of a national leader with the personal relationships and deep collaboration of a local firm. But what really sets IMEG apart?

- Our market-sector team structure allows our engineers to specialize and become municipal experts – providing data-driven solutions and innovation.
- We value a culture of learning and development – sharing our knowledge to help impact industry trends and solve complex design problems.
- Through organic and strategic acquired growth we have an extensive breadth of expertise and deep bench of client knowledge – helping transform environments and communities.
- We have been driving design innovation for decades delivering many “firsts” in sustainable design – helping clients become energy stewards and reduce impact.
- We bring extensive national, regional, and local knowledge to every client relationship – with a commitment to deliver high quality, cost-effective outcomes through a collaborative and flexible project approach.

RE RAKER RHODES Engineering

AT-A-GLANCE

- 30 Engineers
- Registered in 42 States
- 4 Office Locations

Raker Rhodes Engineering was formed in late 2006 with the goal of providing the best structural engineering services for construction projects across the Midwest. As the clientele of Raker Rhodes Engineering grew, the goal stayed the same. Years later, no matter the size of the project, Raker Rhodes Engineering strives to deliver quality services in all their work and to all their clients.

Raker Rhodes Engineering prides itself on accomplishing every design on time and with the highest quality. There is a continuous effort within the company to make sure we ask questions to solve big picture design issues in the early stages of the design process. Raker Rhodes Engineering takes a proactive design approach on all their projects, discussing the impact of design decisions up front with the goal of efficiency every time.

Raker Rhodes Engineering has a vast resume of experience in structural design. Project types include education, renovations, retail/office, multifamily residential, parking, hospitality, medical, industrial, and corrections structures. As the experience of Raker Rhodes has broadened, so has its presence, with four office locations to date around the country. Raker Rhodes Engineering views experience as a key element to success and continually aims to gain experience both with clients and with challenging structural designs.

BOLTON & MENK

AT-A-GLANCE

- 1,000 Multi-Regional Employees
- 300 Engineers, Planners, Landscape Architects, and Surveyors
- 37 Locations with Six in Iowa

Our commitment to communities began in 1949, serving the needs of municipal clients in small towns. As we continue to grow in both numbers and experience, our dedication to building trust and ensuring a true partnership with our clients remains the same. Our goal is to help communities make progress by listening to what people want, finding the best solutions or their needs, and treating them right. Simply put, we’re people helping people. We provide the technical ability of a large firm with the higher level of service and cost of a small one, it’s the best of both worlds.

We specialize in providing public infrastructure solutions. From advocating for our clients to designing their dreams to finding funding, we take pride in our work throughout the Upper Midwest because we live here, too. We believe in the power of face-to-face meetings, friendly conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

We promise every client two things: we’ll work hard for you and we’ll do a good job. We take a personal interest in the work being done around us. And at the end of the day, we’re Real People offering Real Solutions.

B | TECHNICAL APPROACH & SCOPE OF WORK

The Van Meter Way.

Our **design philosophy** centers around you, the Van Meter community. Sure, we employ best practices in architecture, but more importantly, we strive to learn about you, your community and your vision for an innovative facility to serve the citizens of Van Meter and the team who serves them. In creating your space, our team will bring together stakeholders to dream, brainstorm and collaborate on how your new public administration building can not only house your local government offices but be an information hub and offer community support. At INVISION, we don't believe in pulling our last plan off the shelf and starting there. With us as a partner, you will get a custom process and solution, informed by YOU.

Proven steps to ensure success

UNDERSTANDING, TECHNICAL APPROACH AND SCOPE OF WORK

UNDERSTANDING

After reading the RFQ and visiting the project site, we understand the project scope of work to be as follows:

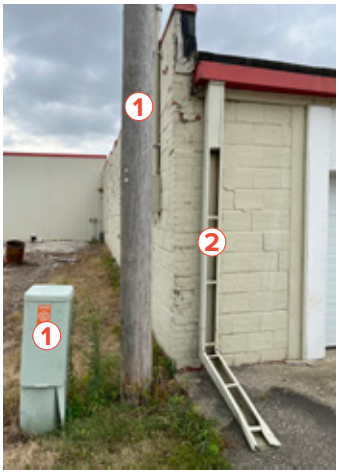
- Remove the metal siding and restore the building exterior of the historic Ford dealership building.
- Renovate the interior of the historic building to house the new Van Meter Public Library and community meeting spaces in a way that respects the past, but looks towards the future. The library currently has approximately 7000 items in its collection, but would need the space to grow 2-3 times this amount in order to properly serve the Van Meter community. Additional library needs would include separate staff areas, private study rooms, and a flexible program room. A separate community meeting room that could be used off library hours s also desirable.
- Construct an addition that will house the volunteer fire station and police station. This addition will need to accommodate pull through apparatus bays for all the existing equipment, separate spaces for the full-time police staff, and be built of a robust construction method so as to qualify as a level 4 critical infrastructure building.
- Provide new HVAC, electrical, telecom, and utilities for the entire building.
- The project is not a listed historic structure, will not pursue Historic Tax Credits, and will not be subject to SHPO review.

Strategies to consider

1 Original masonry facade to be restored
2 Original window openings to be restored with new windows

1 Remove metal classing and restore original facade underneath

1 Existing masonry is showing signs of deterioration. Removal of the paint and repair of the masonry will be needed

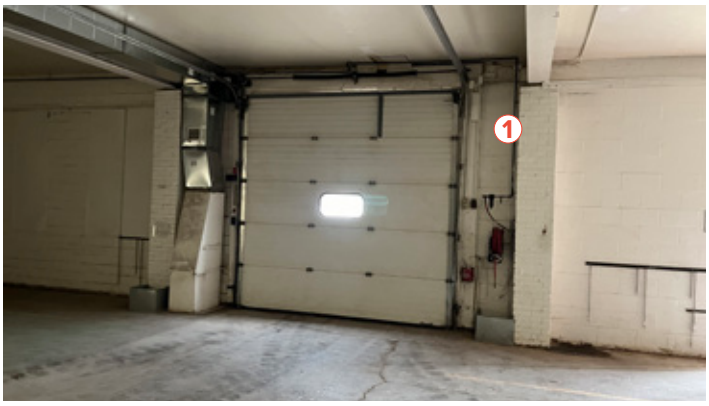


1 Existing power and phone connections from the alley
2 New gutters and down spouts that connect to the storm sewer are needed

1 Roofing is approximately 10 years old and may be able to be reused
2 Re-use existing openings for new doors or windows

1 Remove metal cladding and restore facade underneath
2 Re-use existing openings for new doors or windows

Strategies to consider



1 Keep the old, industrial aesthetic for the open library spaces

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1 Floor in historic building will require leveling to meet ADA requirements

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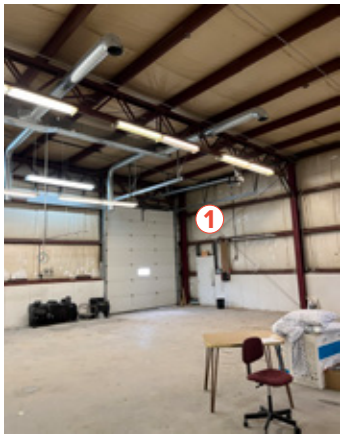


1 Reuse existing high bay space, if possible

Proven steps to ensure success

OUR PROJECT APPROACH

Our team sincerely believes that most successful design solutions are derived by focusing on problem seeking before problem solving and good design is rooted in spatial and fiscal efficiency. Our collective team will focus on our specific responsibilities early in the process and collaborate with information sharing sessions on a weekly basis.

Discovery

During the Discovery Phase, we will efficiently gather information on what is and is not working within your existing buildings and evaluate the site/building conditions at 601 Main Street. During this time, we will meet with key stakeholders to refine the building program and develop the needs assessment. This is done through an interactive process that will engage the future users of the space.

The items listed below will be refined after our initial kick-off meeting with the City where we will organize the team, establish expectations, confirm scope, deliverables, schedule and reporting relationships. We believe that great design is informed design – during the kick-off meeting, we will discuss your goals for the project, challenges you foresee and potential spatial needs for the renovation.

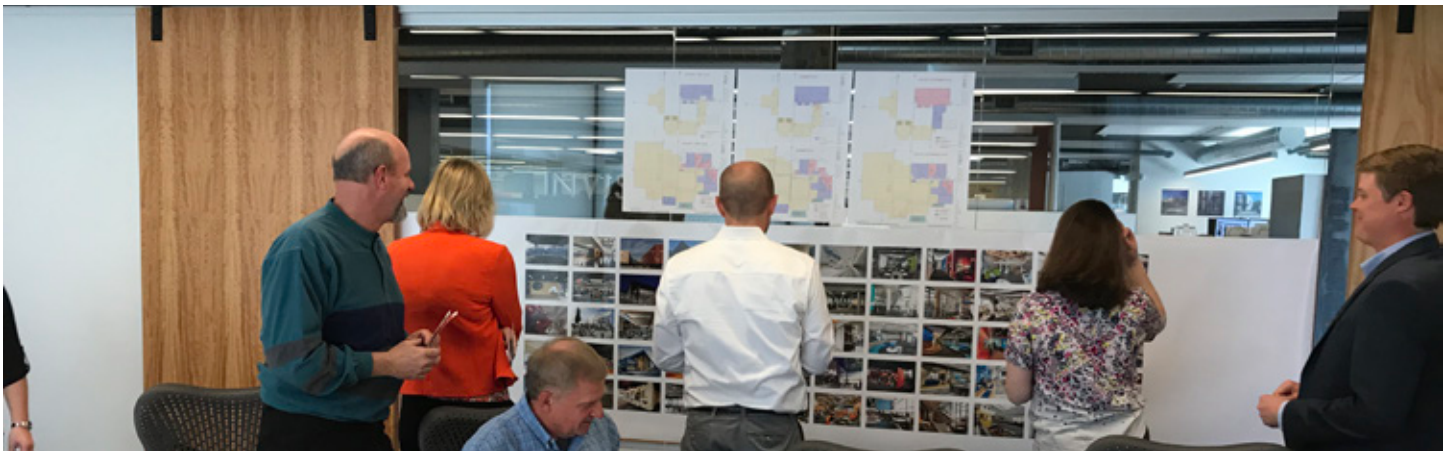
Specific to Your Project

- We have staffed your project to allow for simultaneous information gathering of:
  - Early peer institution site visits and review any past project 'lessons learned'
  - Quick goal setting exercises with key stakeholders to align efforts with the City of Van Meter's strategic direction/community relations
- Data visualization of survey results/needs assessment
- Programming Workshops will be scheduled with the City and Library staff. These sessions will further develop the area needs, adjacencies, and costs.
- Our early concentrated effort aligns the concept plan with the collected information so that both the quantitative and qualitative desires are reflected within the available budgetary funding.

COMMUNITY OUTREACH

We feel that engaging the community in the design process is an outreach opportunity that should occur on public projects whenever possible, especially when a bond referendum will be taking place. The sessions listed below are a recommendation that can be discussed during the initial kick-off meeting as we finalize scope of services. If desired, we will work with your team to plan these workshops in a way that maximizes your ability to build local partnerships and community engagement.

- **Insight Week** During this period, we immerse ourselves in your community. This allows us and the community to understand you and your services in new ways and allows you the opportunity to engage authentically and listen fully to your constituents.
- **Group Interviews** We will conduct interactive group sessions with community stakeholders to fully understand needs and aspirations.



- **Presentations** Conducted with City officials, police, fire and library staff, these presentations help inform the local community on project development and allows for feedback.

Strategy

The Strategy Phase incorporates the Discovery Phase information into detailed design documents. During the schematic design, the program document will be transformed into three dimensions to better understand spatial requirements, infrastructure routing, volume impact, program relationships, and costs. Exterior and interior schematic design options will be prepared and refined for review. After approvals, those options will be refined for a final design where the necessary illustrations, narratives, and cost opinions are created for use in the production of the design development package. Our engagement with you will continue to further refine the design, building circulation, and costs all in parallel.

Specific to Your Project:

- In addition to the normal 3-D imagery, the City, leadership and staff will be able to use our virtual reality (VR) equipment to 'virtually' walk through and around your future renovation. We have found that this process greatly increases understanding, consensus building, and expectation alignment.
- Together we will select long-lasting, durable finishes that offer low maintenance costs without impeding future flexibility. This durable-flexibility mindset will continue into the interior design and can assist in furniture selections.
- Energy conscious sustainable initiatives will be identified and coordinated with MEPT systems to meet your established goals and required codes. The necessary energy modeling and financial impacts will be evaluated early to inform the design decisions.
- Perform cost estimating at the end of schematic design and design development phases.
- In addition to the identified design development deliverables, Planning and Zoning Board, and City Council meetings, we recommend a face-to-face page-turn to review critical information with the complete team.

Communication

Having recently assisted Van Meter Community School District in passing their bond referendum, INVISION has experience to assist with your bond referendum communication needs. We'd like to meet with you to understand the services we can assist you with and the services you intend to handle. INVISION will support you with all presentation content, community meeting content and facilitation, and high level strategy for the communications phase. Some of the services we offer include the following:

- Community open house
- Project-focused website for community questions and information including FAQs
- One-page fact sheets
- Creation of district mailers, including postcards or three/four panel booklets
- Social media posts/graphics
- Creation of news releases, distributed to the media
- Email messages to parents/guardians and staff
- Planning/execution of community engagement sessions
- Production of short video testimonials and/or a more comprehensive project-based video
- Creation of monthly guest articles or letters to the editor about the project
- Get out the vote with absentee ballots, PR push, respond to questions, yard signs, recruit canvass callers, letters of support, develop block lists, speakers bureau, etc.

Implementation

The Implementation Phase is the culmination of the process. The approved design development package is further developed into the construction documents. Our collaboration continues with you during this phase to review specific design solutions and detailing pertinent to your project success. Final material selections will be reviewed for approval. Additional team members will join the team to conduct quality control reviews and more detailed costing efforts to maintain scope and budget alignment. Again, we recommend face-to-face page-turn reviews at each of the periodic progress review sessions. The Implementation Phase also includes bidding and construction, where the goals and aspirations defined in the initial Discovery Phase come to life!

Specific to Your Project:

- Perform cost estimating at 50% construction document phase.
- Formal quality control reviews will be conducted prior to the 50% cost opinions. The same drawing documents used to conduct the cost checkpoint exercises will be utilized in the progress review sessions that involve the full design team and key City Administration personnel.
- Our services continue after construction document completion with advising the City on bidder qualifications and leading the pre-bid meeting while responding to questions through addenda.
- During the Construction Phase, INVISION will lead and document the preconstruction conference. After which we will attend bi-weekly construction meetings and site visits appropriate to the stage of construction.
- We will conduct the final inspection and punch list efforts with the successful contractor to determine substantial completion recommendation to the City.

C | RELATED TECHNICAL EXPERIENCE

City of Colfax City Hall/Police Department Renovation

COLFAX, IOWA

In 2019, INVISION began work with the City of Colfax on the rehabilitation of an existing turn-of-the-century armory building into the new Colfax City Hall. The big question for the design team was to determine how to make something special from the existing property? In addition to workshops with the City, boards were displayed in a booth at a City event to gain community input. Several design options were considered for the new city hall, and ultimately landed in the union of celebrating the building's historic features while introducing modern aesthetics and amenities to serve the community's needs.

The renovation included:

- City offices
- Police Dept. offices
- Interview room
- Kitchenette
- Record storage
- Public reception area
- Accessible restrooms
- Training/fitness space
- Council chambers

The project exposed and celebrated historic architectural features such as the Belfast bow-string wood roof trusses, making modern insertions for rooms and office spaces below. With the team's planning efforts to organize and maximize space within the existing shell, the resulting project was a warm and welcoming public amenity that will grow with City needs over time. On the exterior, the design sought to embrace the public street with an entry plaza and to revitalize an alley-way into a public pocket garden park as INVISION understood that small moves like this can have a dramatic impact on project results.

SIGNIFICANCE TO YOUR PROJECT

- Community engagement
- Adaptive reuse
- Renovation for small Iowa community

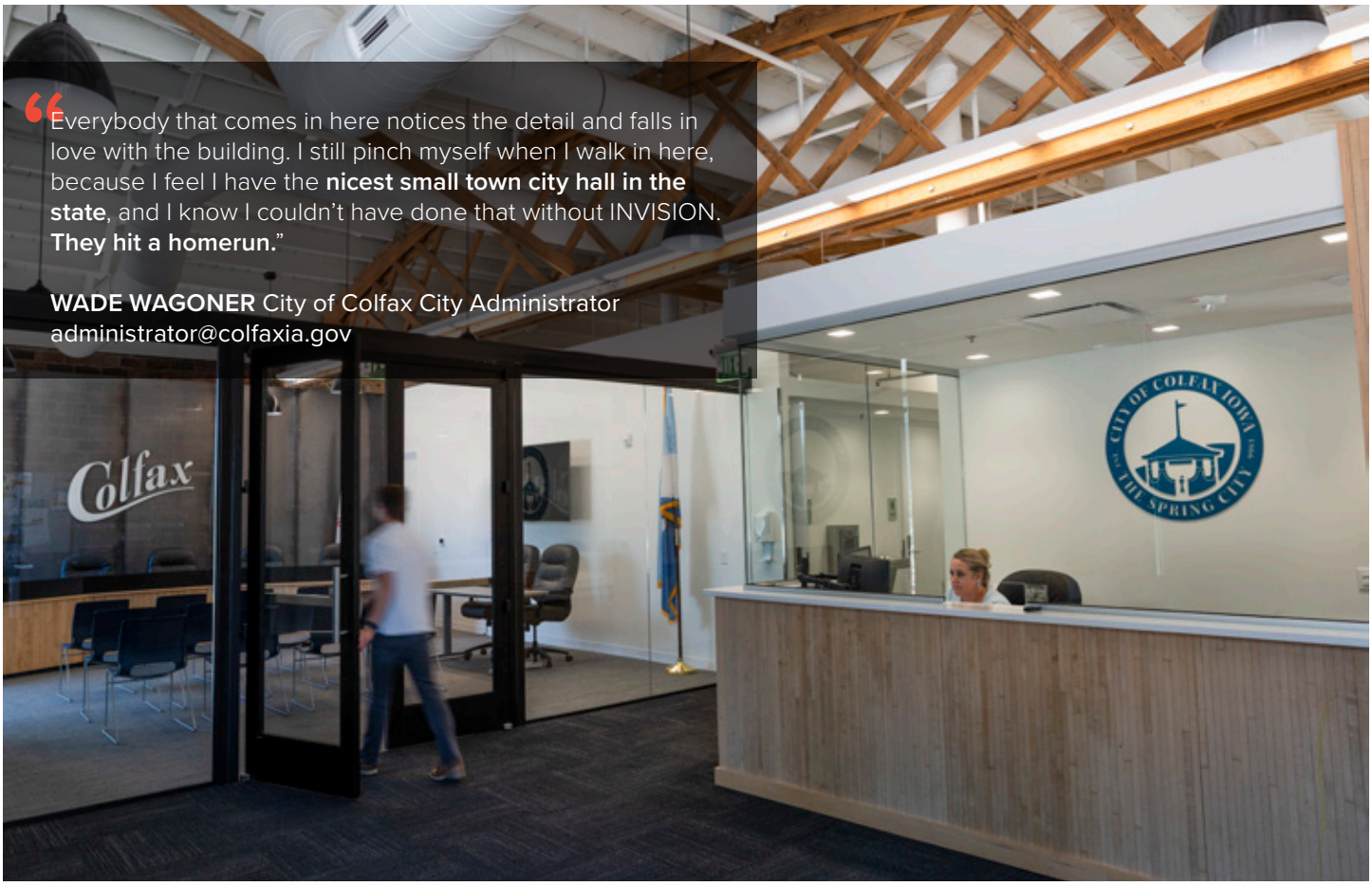
METRICS

Completed 2021

Square Footage 7,300

Cost $1.6M

Client Reference
Wade Wagoner, City Administrator
515.674.4096
citycolfax50054@gmail.com



"Everybody that comes in here notices the detail and falls in love with the building. I still pinch myself when I walk in here, because I feel I have the **nicest small town city hall in the state**, and I know I couldn't have done that without INVISION. **They hit a homerun.**"

WADE WAGONER City of Colfax City Administrator
administrator@colfaxia.gov

Grimes Public Library

GRIMES, IOWA

Following a needs analysis, the City of Grimes determined a new library facility would be necessary to accommodate the continuing growth of the community. It was anticipated that the desired facility would be need to be approximately 25,000 square feet to ensure space for the projected population growth.

INVISION worked closely with the City and Library Director to establish fundraising materials for this new two-story library. As a team, we developed the following concept statement that helped to guide the design, “We envision a community hub that fosters collaboration, innovation and engagement and uses tactile, warm and welcoming materials. We will create a space that will elevate ALL members of the community and invite them to enjoy the City of Grimes’ new Community Living Room.” The design includes spaces for collections, youth services, public service design, staff and building support.

SIGNIFICANCE TO YOUR PROJECT

- Library
- Community engagement

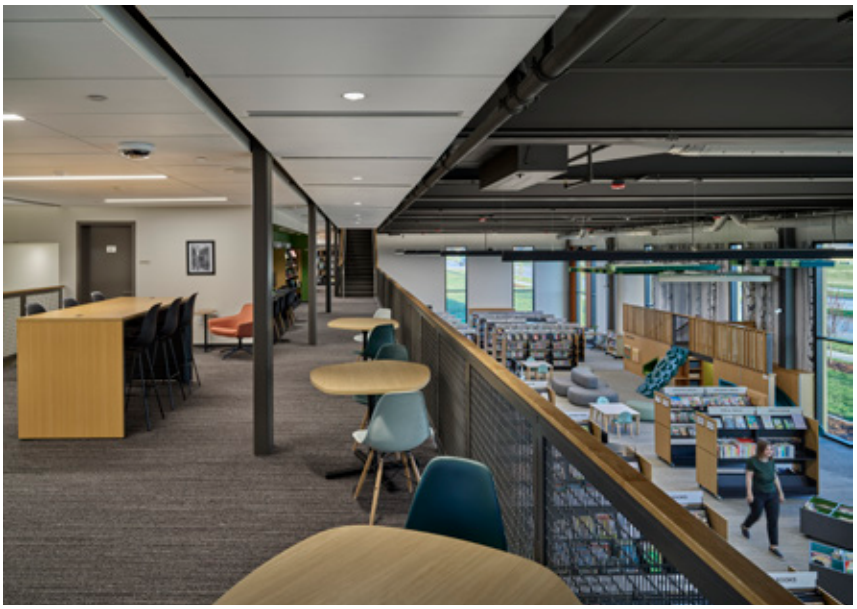
METRICS

Completed 2024

Square Footage 22,000

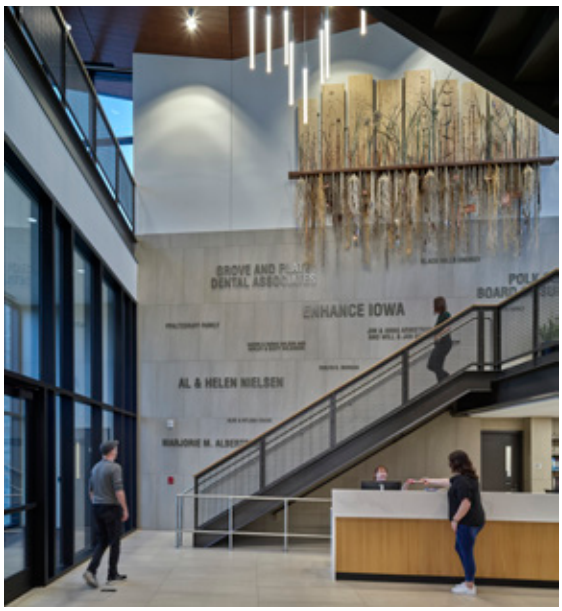
Cost $10M

Client Reference
Cheryl Heid, Director
515.986.3551
heid@grimeslibrary.org



> "INVSION **listened to us AND to the Grimes community.** Their dedication to creativity, attention to detail, and seamless collaboration have **transformed our vision into a stunning reality**. I am absolutely in love with our new building; it not only reflects the excellence of INVSION's work but also serves as a beacon for our community, providing a space that is both functional and aesthetically remarkable."

CHERYL HEID
City of Grimes Library Director
heid@grimeslibrary.org



Cedar Falls Public Safety Needs Study & New Facility Design

CEDAR FALLS, IOWA

INVISION was selected by the City of Cedar Falls to perform a space needs assessment, site analysis of multiple sites, and master planning of their public safety departments. The City's main goal was to consolidate police and fire operations into one facility to enhance public safety operations. Our team met with City representatives to evaluate their existing facilities and determine what their current and future needs. After the spatial needs were identified, our team performed a thorough analysis of city owned properties which would be appropriate for a new combined facility. Numerous sites were analyzed in response to property size, soil conditions, traffic flow, response times, ISO rating, and neighborhood adjacencies. A preferred site was selected and master planned around tight site limitations.

The multi-story building combines all public safety departments into a cohesive facility with a shared public lobby. This state of the art facility includes the following law enforcement spaces: administrative offices, conference and training rooms, ample detective space, interview rooms, records, crime lab, property and evidence storage, booking and intake, physical agility space, defensive tactics storage, IT support services, and a sally port.

The facility houses the City's Fire Department administration and four bay Fire Station. The station includes offices, crew living quarters, SCBA room, bunker gear storage, kitchen and dining room, fire training classroom, and a spacious garage for apparatus and emergency vehicles.

SIGNIFICANCE TO YOUR PROJECT

- Public Facility
- Community involvement

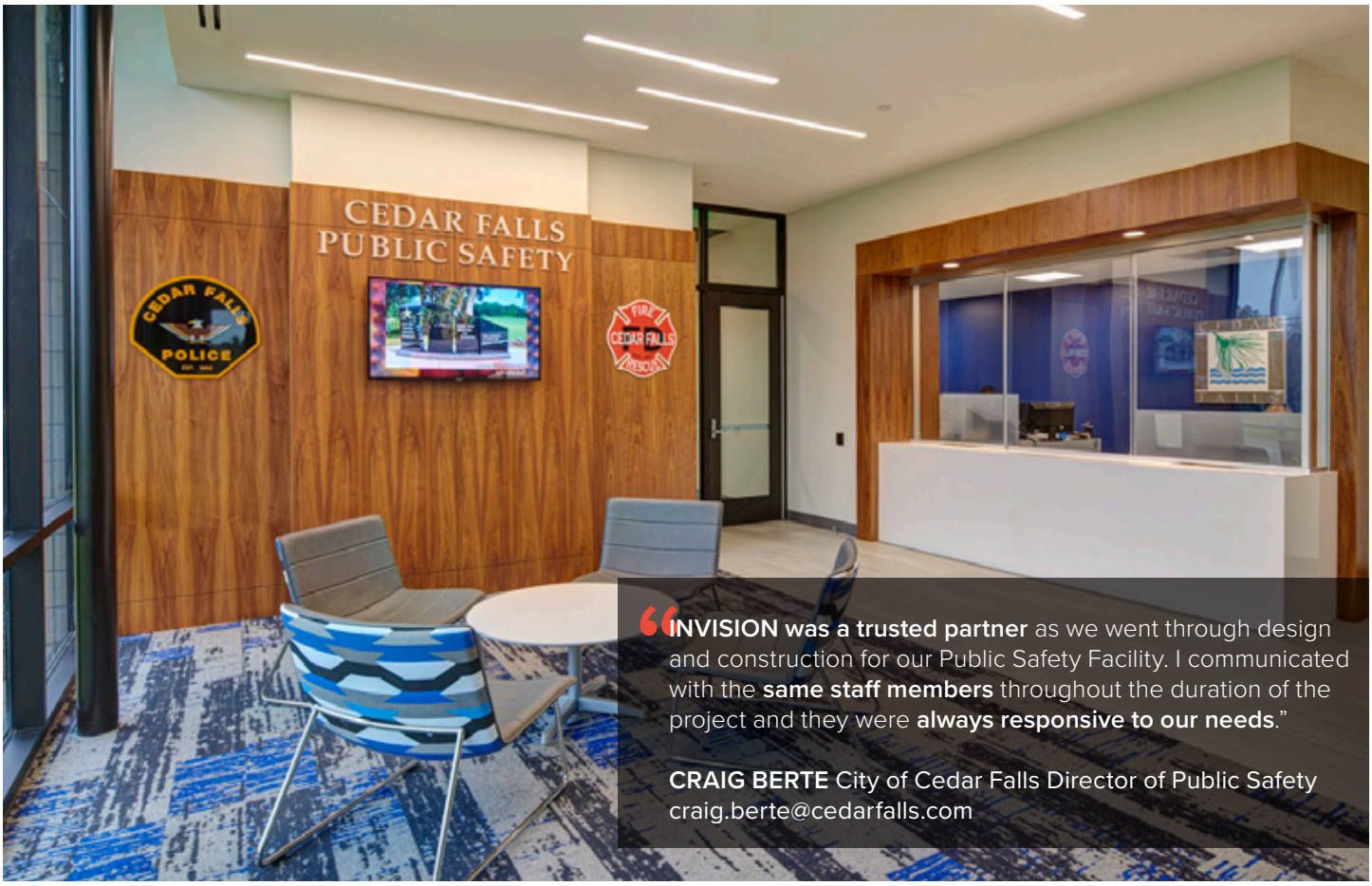
METRICS

Completed 2019

Square Footage 31,400

Cost $7.4M

Client Reference
Craig Berte
Cedar Falls Police
319.269.0945



"**INVISION was a trusted partner** as we went through design and construction for our Public Safety Facility. I communicated with the **same staff members** throughout the duration of the project and they were **always responsive to our needs**."

CRAIG BERTE City of Cedar Falls Director of Public Safety
craig.berte@cedarfalls.com

Warren Cultural Center

GREENFIELD, IOWA

The Warren Opera House and Hetherington Blocks, which together form a discrete unit on the east side of Greenfield's courthouse square, stand as well-preserved examples of Iowa's commercial architecture from the late 19th century. The interior arrangement of the opera house block, featuring entertainment, commercial and residential space, was a characteristic typical of the state's small-town opera houses.

To meet the requirements of available grant funding, INVISION was asked to complete construction documents for this historic rehabilitation project under a very aggressive timeline. The project restored three buildings at a budgeted construction cost of $4.5 million following the Secretary of Interior's Standards for Historic Preservation. The rehabilitated facility provides an adaptable, multi-use home for arts and cultural activities, accessible to all.

SIGNIFICANCE TO YOUR PROJECT

- Historic renovation

METRICS

Completed 2012

Square Footage 31,000

Cost $4.5M

Client Reference
E.E Warren Opera House Association

Lincoln Savings Bank Study and Renovation

WATERLOO, IOWA

INVISION completed a feasibility study of the top three floors of the historic John Deere Tractor Company R Building at TechWorks to meet the needs of combining multiple buildings into one location. In addition to reviewing the structure of the facility, INVISION walked through the current corporate office to learn about LSB and the needs for the new facility. This included an interactive discovery session workshop with the steering committee.

The study provided comprehensive solutions to transform the manufacturing building into a vibrant, safe and modern office environment to accommodate LSB's current and future needs. The full interior renovation will include a combination of private offices and open work stations designed to embrace the historic elements of the building. By embracing these character-defining features through design, INVISION was able to assist LSB with obtaining historic tax credits. A variety of shared support spaces throughout the areas will provide the needed areas to support a modern business environment. This new facility will offer LSB the opportunity to grow and continue to support the history of Waterloo.

SIGNIFICANCE TO YOUR PROJECT

- Adaptive reuse
- Office spaces

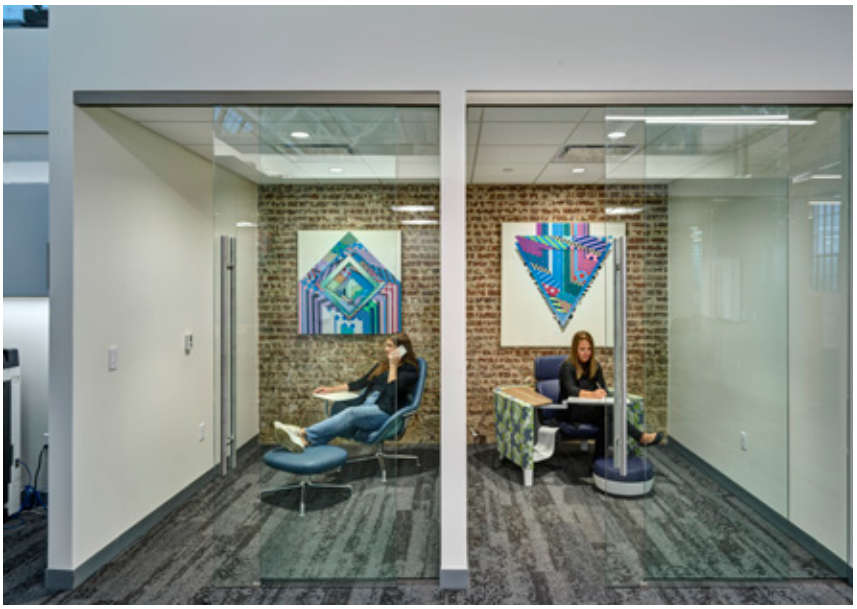
METRICS

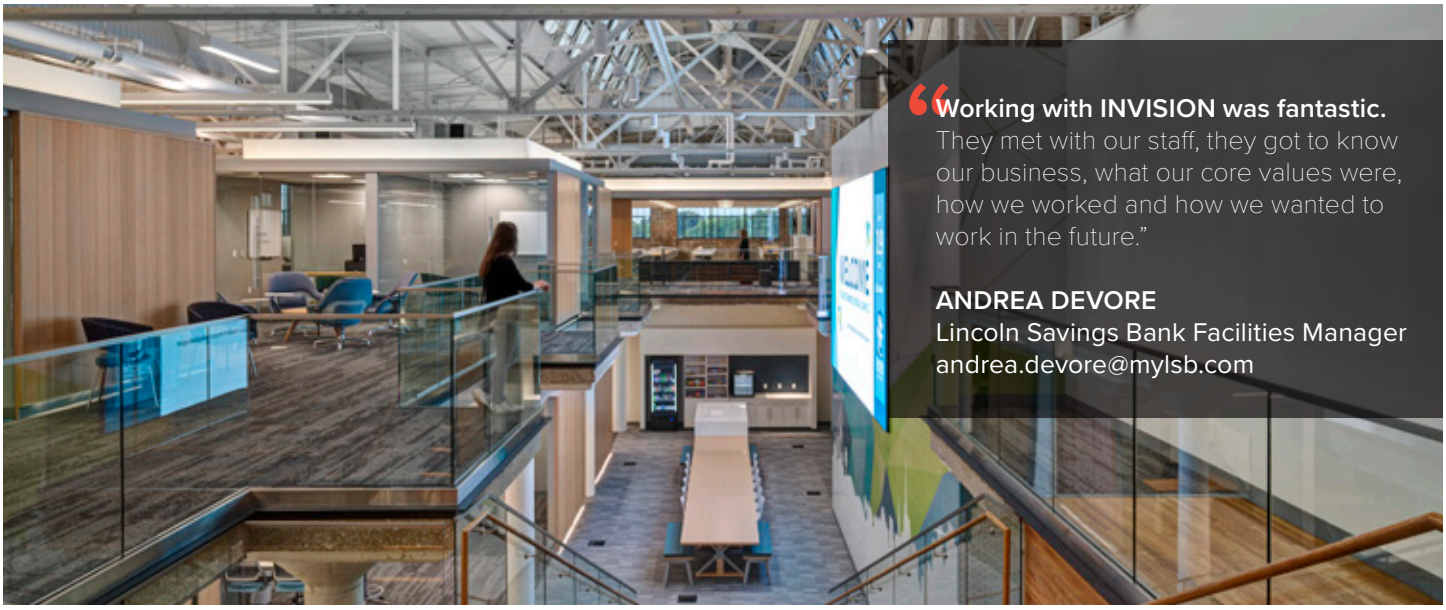
Completed
2020

Square Footage
82,500

Cost
$17,200,000

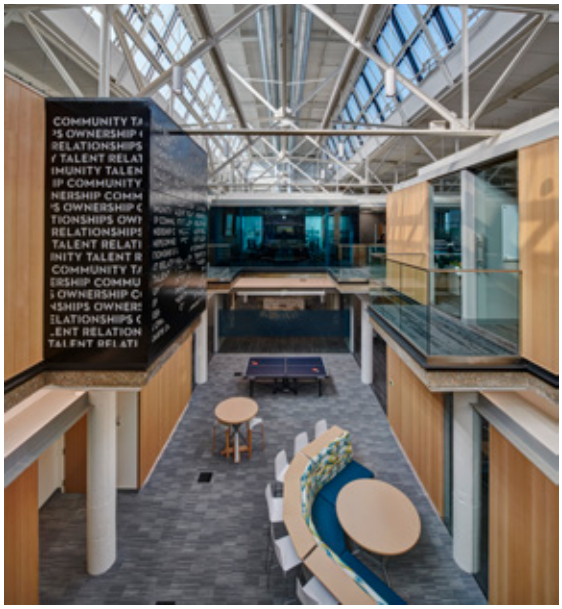
Client Reference
Andrea Devore
Facilities Manager
andrea.devore@mylsb.com
319.233.1900





> **"Working with INVISION was fantastic.** They met with our staff, they got to know our business, what our core values were, how we worked and how we wanted to work in the future."

ANDREA DEVORE
Lincoln Savings Bank Facilities Manager
andrea.devore@mylsb.com



D | PROJECT STAFFING & ORGANIZATION

Established, committed team offers well-rounded solutions.

ORGANIZATIONAL CHART

Strategically selected, our project team possesses the unique skills and passions to create a plan that truly impacts your renovation and your future planning. With a history of collaborating on civic projects, we understand the best planning and design solutions come from trust and communication, which is at the center of everything we do.

Jason DeVries will be your designated lead throughout the project. He, along with Evan and Abbey, will guide the team throughout your planning process with assistance from Laura Peterson for community input/bond referendum support.

Having worked on many similar projects, our team offers you a wealth of expertise when it comes to designing civic spaces for efficiency and enhanced workflow.

Our team chose Raker Rhodes, IMEG and Bolton Menk to complete the engineering services for this project. Our teams collaborate often, provide a similar design process and, most importantly, share a similar desire to provide creative solutions to our clients.

Jason DeVries AIA

PRINCIPAL/MANAGING ARCHITECT – INVISION

Education
Bachelor of Architecture
Iowa State University

Registration
Licensed Architect IA

Jason believes it is the architect's responsibility to design client-responsive spaces that serve the end user while providing unique aesthetic value. His passion for the built environment was honed while spending a decade in the construction field prior to his architectural education. This, coupled with an acute design ability, allows him to lead clients to the realization of possibilities found in every project.

Experience Highlights

City of Colfax Colfax, IA
- City Hall/Police Department Renovation

City of Altoona Altoona, IA
- Venbury Fire Station and Addition

City of Prairie City Prairie City, IA
- Fire Station Study

City of Urbandale Urbandale, IA
- Fire Station Addition and Renovation

Lincoln Savings Bank Waterloo, IA
- Corporate Office Renovation

Amy Wienands Real Estate Waterloo, IA
- New Office

Warren Cultural Center Greenfield, IA
- Historic Renovation

Des Moines University Des Moines, IA
- Administrative Offices Renovation

Midwest Utility Company
- Training Center (DMTC), Adel, IA

Evan Shaw AIA, LEED AP BD+C

PROJECT ARCHITECT – INVISION

Education
Bachelor of Architecture
Kansas State University

Registration
Licensed Architect IA
LEED AP BD+C

Evan's creativity, teamed with his consensus-building abilities, offers clients fresh ideas and unmatched visioning through the design process. The foundation to his method is the firm believe all projects must be beautiful, functional, and cost-effective. Evan's background is laden with many historical renovation projects, and he currently sits on the Des Moines Historic Preservation Commission.

Experience Highlights

City of Grimes Grimes, IA
- Public Library

City of Des Moines Des Moines, IA
- Prospect Park Development
- Central Public Library*

City of Fayetteville Fayetteville, AR
- Spring St. Parking & Walton Art Center Admin Building*

City of Stuart Stuart, IA
- Rock Island Depot*

MidAmerican Energy Various Locations, IA
- Corporate Office

JB Holland Decorah, IA
- New Administrative Office and Shop

The Tallcorn Towers Marshalltown, IA
- Historic Renovation*

Crane Artist Lofts Des Moines, IA
- Historic Renovation*

Hyatt Regency St. Louis, MO
- Historic Renovation

*Previous Firm Experience

Abbey Huppenbauer IIDA
INTERIOR DESIGNER – INVISION

Education
Bachelor of Fine Arts
Iowa State University

Registration
Registered Interior Designer IA

Abbey's passion for design and constant interaction with others makes interior design the perfect career for her. She enjoys working directly with clients to turn visions into reality, and she feels fortunate to have the opportunity to create and improve spaces that directly affect individuals' health and welfare. Abbey is responsible for developing and coordinating the interior design and conforming it to client brand standards.

Experience Highlights

City of West Des Moines West Des Moines, IA
- City-Wide Facility Space Planning
- City Hall Utilization and Reorganization Study
- City Hall Renovation

City of Colfax Colfax, IA
- City Hall/Police Department Renovation

Van Meter Community School District Van Meter, IA
- Master Plan and Pre-Bond Referendum Planning
- Addition and Renovation

South Tama County Community School District Tama, IA
- Master Plan and Pre-Bond Referendum Planning

Courtyard by Marriott Waterloo, IA
- Adaptive Reuse of John Deer Factory to Hotel

Hotel Fort Des Moines Des Moines, IA
- Historic Renovation

Jester Insurance Des Moines, IA
- Office Renovation

Homemakers Furniture Urbandale, IA
- Office Renovation

Maddy Schmidt ASSOCIATE AIA
PROJECT COORDINATOR – INVISION

Education
Bachelor of Architecture
Iowa State University

Maddy believes the physical environment contributes greatly to a user's physical and mental health. Every project is unique and its surrounding environment must consider the needs of the design space and unique users that inhabit the space. Her people-oriented vision makes her a great addition to any project team. Collaborating with and listening to clients is her top priority in any project.

Experience Highlights

City of Grimes Grimes, IA
- Public Library

City of Colfax Colfax, IA
- City Hall/Police Department Renovation

Collins Aerospace West Des Moines, IA
- Office Renovation

UnityPoint Health Des Moines
Des Moines, IA
- Eyerly Ball Office Relocation

MidAmerican Energy Various Locations, IA
- Des Moines Service Center

Spectrum Lighting Urbandale, IA
- Exterior Renovation Study

Des Moines University Des Moines, IA
- Administrative Offices Renovation

Laura Peterson AIA, ALEP
COMM. ENGAGEMENT SPECIALIST
INVISION

Education
Bachelor of Architecture
Iowa State University

Registration
Licensed Architect, IA

Laura brings passion and strength for building relationships by listening and advocating not only for her clients but the communities where they reside. Her passion to fully listen and develop stories based on community needs allows her to have success with bond referendums. By listening to their needs, understanding goals, and analyzing potentials, she finds creative solutions rooted in each community she serves.

Experience Highlights

City of West Des Moines West Des Moines, IA
- City-Wide Facility Space Planning
- City Hall Utilization and Reorganization Study
- City Hall Renovation
- Fire Station No. 22 Study

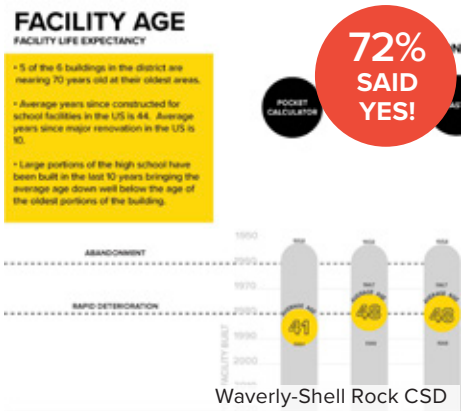
City of Colfax Colfax, IA
- City Hall/Police Department Renovation

City of State Center State Center, IA
- City Hall Renovation

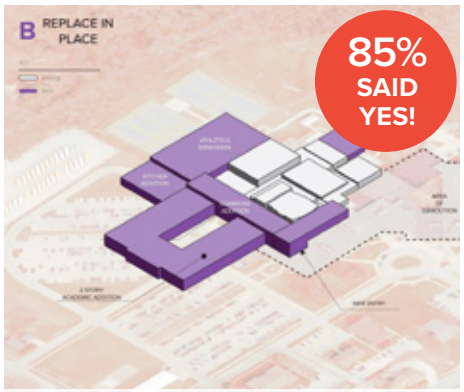
City of Altoona Altoona, IA
- Venbury Fire Station and Addition

Led Bond Referendum Passages listed to the right

Van Meter CSD
Pre-Bond Referendum Planning



Waverly-Shell Rock CSD
Pre-Bond Referendum Planning



Indianola CSD
Pre-Bond Referendum Planning

South Tama Co. CSD
Pre-Bond Referendum Planning

Erik Raker PE
STRUCTURAL ENGINEER
RAKER RHODES ENGINEERING

Education
Master of Science
Civil Engineering
Iowa State University

Registration
Professional Engineer IA + 14 states

Erik has been the president of Raker Rhodes Engineering since its beginning in 2006 and practicing structural engineering since 2000. He is located in the Des Moines office and will serve as principal-in-charge on the project. As principal-in-charge, Erik will be responsible for the design and integrity of the entire system. He will evaluate and ensure that the project is code-complaint, while adhering to each of the client's needs. Erik's experience on a wide variety of projects and project delivery types helps to ensure projects are coordinated, on budget, and on time.

Experience Highlights

City of Waukee Waukee, IA
- Public Safety Facility

City of Clive Clive, IA
- Public Safety Facility

City of Brooklyn Brooklyn, IA
- Public Safety Facility

City of Waterloo Waterloo, IA
- Fire Station

City of Muscatine Muscatine, IA
- Fire Station

City of Urbandale Urbandale, IA
- Municipal Services Building

Sam Kessel PLA, LEED AP
PRINCIPAL-IN-CHARGE
BOLTON MENK

Education
Bachelor of Landscape Architecture
Iowa State University
Registration
Professional Landscape Architect IA

Sam uses his broad knowledge and extensive design understanding to find solutions for complex projects that blend function and aesthetics. His experience includes sustainable urban design, multimodal design, public art incorporation, site development, and construction observation/administration. His passion for landscape architecture is exemplified by building strong relationships with his clients and actively engaging city staff and the public in the design process. He strives to foster public support that produces a project that stands the test of time.

Experience Highlights

City of Van Meter Van Meter, IA
- Downtown Pocket Park

City of Hopkins Hopkins, MN
- Streetscape Master Plan
- Mainstreet Improvements Street Reconstruction

City of Hastings Hastings, MN
- Regional Destination Park

City of Des Moines Des Moines, IA
- Street Reconstruction

City of Windsor Heights
Windsor Heights, IA
- University Avenue Reconstruction

Nate Weitl PLA
SR. LANDSCAPE ARCHITECT
BOLTON MENK

Education
Bachelor of Landscape Architecture
Iowa State University
Registration
Professional Landscape Architect IA

Nate brings outdoor amenities, parking, pedestrian areas and below-grade infrastructure together to complement the building architecture and connect it to the surrounding neighborhood context. **As a devoted member of the Van Meter community**, Nate has been sharing his talents and resources as a youth sports coach and a community visioning steering committee member, which will soon lead to a second built project in the Richland Road Multi-use Trail. The downtown area of Van Meter has been on his mind since he moved here, and he is excited for the opportunity to keep that momentum going.

Experience Highlights

City of Van Meter Van Meter, IA
- Downtown Pocket Park
- Richland Road Trail Exhibit

City of Windsor Heights
Windsor Heights, IA
- University Avenue Reconstruction

City of Coralville Coralville, IA
- Operations Facility, Parks, Transit & Water Facility

City of Oshkosh Oshkosh, WI
- Mackson Corners Mixed-Use Development

City of Des Moines Des Moines, IA
- Airport Landslide Improvement

Justin Nickel PE
CIVIL ENGINEER
BOLTON MENK

Education
Master of Science Civil Engineering
University of Kansas
Registration
Professional Engineer IA

Justin's expertise lies in municipal engineering as most of his career has been spent in the public sector. Through his years in public service, he has managed diverse projects ranging from roadway projects to a joint police and fire facility. Justin's passion for the field stems from implementing innovative yet sustainable solutions to help communities grow and thrive. Justin's work has consistently contributed to developing efficient, resilient infrastructure that supports the growth and well-being of the communities he serves.

Experience Highlights

While employed as the Public Works Director in Marshalltown, Justin was **instrumental in passing a bond referendum for the construction of a $17.5 million joint police and fire facility**. He partnered with the design team leaders to listen to both departments' needs and wants. His valuable experience as the **project manager of the Marshalltown Police and Fire facility** will help you deliver a quality law enforcement and firefighting facility at a cost-effective price and help create a sense of community trust and consensus on the use of city funds for local first responders.

Dave Inghram PE, LEED AP
PROJECT MANAGER
IMEG

Education
Bachelor of Science Mech. Engineering
University of Iowa

Registration
Professional Engineer IA

Dave has developed a broad background of engineering experience, including heating, ventilating, air conditioning (HVAC), chilled and hot water distribution, system controls, piping, and fire protection systems. He has specialized system experience with geothermal systems, under floor air distribution, large chilled water systems, and systems commissioning. Dave has worked on more than 30 municipal projects including new construction, renovations, and expansions. His experience includes fire stations, libraries, and city halls.

Experience Highlights

City of Altoona Altoona, IA
- New City Hall and Police Facility

City of Clive Clive, IA
- New Public Safety Facility

City of Colfax Colfax, IA
- City Hall/Police Department Reno

City of Des Moines Des Moines, IA
- New Fire Station #11

City of Marshalltown Marshalltown, IA
- New Public Library
- Historical Library Adaptive Re-use for City Administration Offices

City of Ankeny Ankeny, IA
- New Fire Station #4

Keith Padgett
LEAD MECHANICAL DESIGNER
IMEG

Education
Bachelor of Science Mech. Engineering
Iowa State University

Keith has a broad background of engineering experience including heating, ventilating, air conditioning (HVAC), geothermal, variable refrigerant systems (VRF), hot water distribution piping, fire protection systems and plumbing design. Keith also has experience in commercial service centers, fire stations, and office buildings, as well as experience and special interest in virtual design and BIM modeling.

Experience Highlights

City of Clive Clive, IA
- New Public Safety Facility

City of Grimes Grimes, IA
- New Public Library

City of Colfax Colfax, IA
- City Hall/Police Department Reno

City of Des Moines Des Moines, IA
- New Fire Station #11

City of Ankeny Ankeny, IA
- New Fire Station #14

City of Mason City Mason City, IA
- Fire Station Expansion and Renovation

Isaac Stoll
LEAD ELECTRICAL DESIGNER
IMEG

Education
AA Computer Aided Drafting
Clinton Community College

Isaac, an Associate with IMEG, has experience in design of power distribution, nurse call, fire alarm and lighting systems for municipal, healthcare, commercial, educational, and industrial facilities. He serves as Project Manager and Lead Electrical Engineer for many of IMEG's projects. Isaac enjoys building relationships and working closely with the entire project team to specifically design each project that meets and exceeds the owners expectations and needs.

Experience Highlights

City of Grimes Grimes, IA
- New Public Library

City of Ankeny Ankeny, IA
- New Fire Station #4
- New Police Station

City of Altoona Altoona, IA
- New City Hall and Police Facility

City of Marshalltown Marshalltown, IA
- New Public Library

City of Moline Moline, IL
- New Public Library

City of Colfax Colfax, IA
- City Hall/Police Department Reno

E | TIMELY COMPLETION OF THE PROJECT

Today's progress was yesterday's plan

COMMUNITY AND STAFF ENGAGEMENT

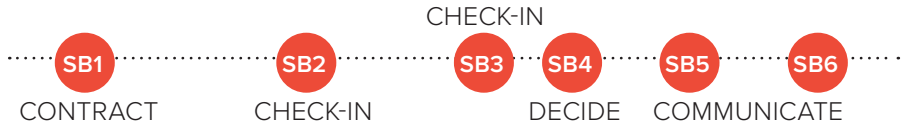
The schedule summary below indicates a typical process for engagement of a variety of groups in the process. It shows a general framework and offers a starting point for discussion. This always gets modified as we understand your specific goals and priorities. We want a process which will work for you and your community, and we understand this varies everywhere we go.

City Leadership

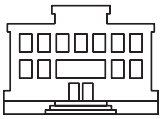
Core owners who meet regularly with the team to keep the effort moving forward.

City Council

Provides broad vision and final adoption of the master plan.



Users & City Staff

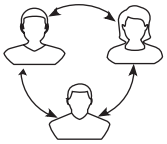


Core group of users providing critical feedback on what the needs and future should look like.

Community Forums

Community wide meetings or touch points (farmers markets, basketball games, etc) to share the process and ask for input on the vision.

Community Task Force



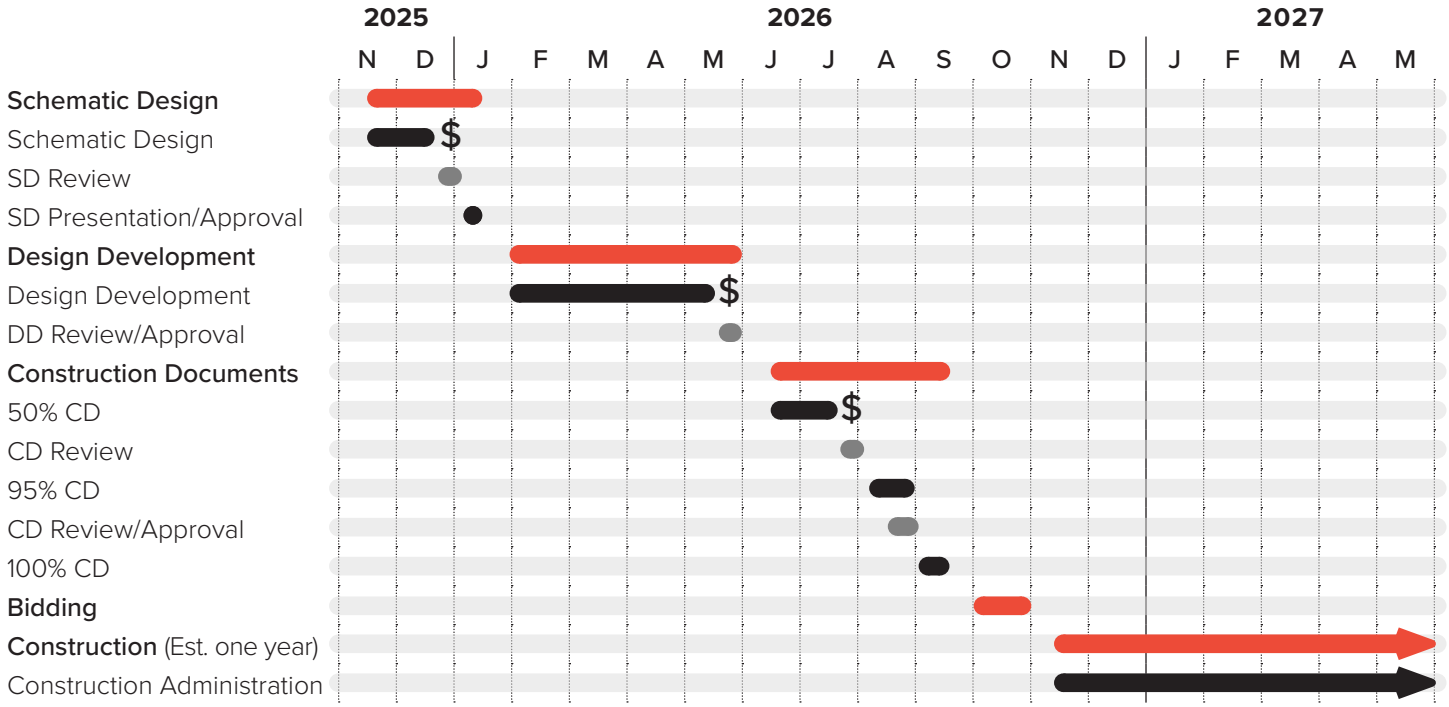
A group of 12-14 diverse community members through the process to define the values and needs and evaluate with a community lens.

Moving forward following funding/bond passing

PROVEN STEPS TO ENSURE SUCCESS

Project Phase
Design Team
Owner
$ Costing

Our proven approach lays out a complete roadmap, from kickoff to completion. Our team will engage with stakeholders at the appropriate points, ensuring we get the information needed for project success, while respecting the time of your busy team. We will lead communication among the design and construction teams to facilitate a smooth execution and delivery of the final project. Collaboration amongst our firm, client and consultants, from project beginning to end, will allow for a creative, unique and functional solution for your current and future needs. We will work with you finalize the schedule as we determine final scope.



Available, ready and excited to help Van Meter!

TEAM'S WORKLOAD

Your project fits nicely in the current workload of the individuals mentioned above as your core team. The core team dedicated to Van Meter will be available from start to finish. We will bring in additional team members as needed to complete design development, construction documents and construction administration.


2
2124
SQUAD 355

Strategic partnerships are driven by value

HOURS PROPOSAL

FEE STRUCTURE APPROACH

Our team's past success with projects in the region provides a strong foundation to ensure a successful collaboration with you. Our carefully curated team is uniquely qualified to guide the City of Van Meter team through this important process. The final fee will be established with you once our specific scope of services has been agreed upon with the City via The City of Van Meter's standard form of agreement.

PROPOSED FEE

Because this is a bond referendum project, we believe there is a higher level of certainty needed to define scope when taking this out to the community. We want to be certain we can implement what we are saying and that we have the scope defined enough to get accurate pricing.

With the information you provided, we might typically see this process take five-eight months. Ultimately this is controlled by the City and how efficiently we can get organized and make decisions. We propose a fee structure that is flexible as a result.

- If our agreement is structured to include the future project outlined for the bond, we propose services of hourly not to exceed $7,500 per month for bond referendum services and architectural planning. Standard AIA Contract would be utilized as the form of agreement. If you need additional communication services that would include website design or social media assistance, the monthly rate would be $9,500.
- The base proposal assumes electronic base floor plans are unavailable due to the age of the existing building and we need to plan to verify conditions on site and produce building plans for use in the community engagement and eventual construction documentation purposes, we will work hourly to perform this work.
- Consultants – Normal planning services in this first phase would have minimal participation for MEPT, civil/LA and structural engineering.
- Following the completion of the community engagement phase, we would propose to negotiate an appropriate fee commensurate with the established project scope. For budgeting purposes, we would estimate this remaining value to be approximately 6.95% of the estimated construction budget between $5-7M.
- Additional Services
  - Extended Construction Administration – $4,000/mo
  - FF&E selection and procurement assistance

	COMMUNITY ENGAGEMENT	SD	DD	CD	BIDDING/ NEGOTIATION	CONSTRUCTION ADMIN	TOTAL HOURS
Civil/LA							
Bolton Menk Team	40	60	130	80	16	80	406
Structural							
Erik Raker	2	12	54	108	6	54	236
Architectural							
Jason DeVries	40	40	60	60	12	48	260
Evan Shaw	80	120	180	150	24	96	650
Abbey Huppenbauer	20	120	150	150	12	96	548
Maddie Schmidt	20	100	200	250	24	150	744
Laura Peterson	60	0	0	0	0	0	60
Mechanical							
Keith Padgett	10	44	72	140	14	96	376
Electrical							
Isaac Stoll	6	28	48	94	8	64	248
Technology							
Derek Jansen	4	12	24	48	6	24	200
Cost Estimating							
Cost Estimating	20	40	60	80	0	0	
Total Hours/Phase	302	576	978	1160	122	708	3846

REIMBURSABLES

Reimbursables including additional travel outside of design and construction meetings, significant printing, agency fees, etc. will be billed at cost.

WHY OUR TEAM
SHOULD BE SELECTED

A proven process of listening and engaging
A solid approach for tying it all together
A philosophy that good design doesn't have to cost more

"When it was first opened to the public, people came in here and said **'Wow, this is great!'** The way the space functions is well thought out, but there's also something about the way the space makes you feel. It's hard to verbalize, but it makes **you feel more alert, more alive. It's invigorating.**"

WADE WAGONER City of Colfax City Administrator
administrator@colfaxia.gov

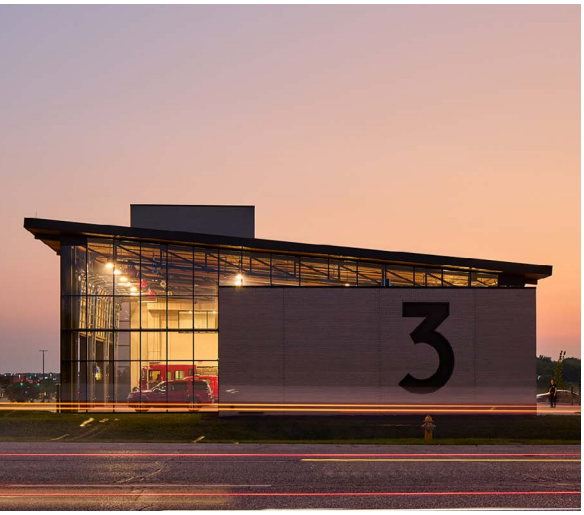
Agenda Item #4

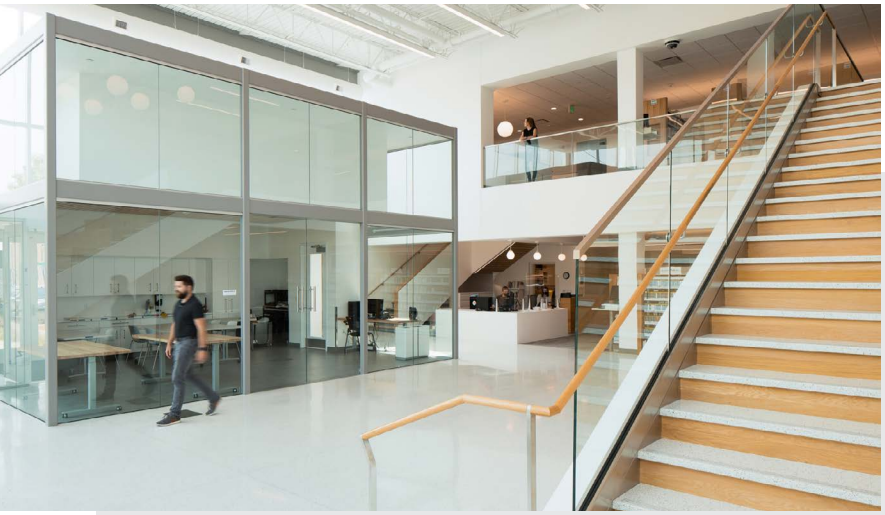
Presentation:

OPN Architects

7:00pm

OPN ARCHITECTS





City of Van Meter

Public Library, Police Station & Fire Station

September 17, 2024

September 17, 2024

Request For Proposal – Architectural Services

Van Meter Public Library, Police Station and Fire Station

Elizabeth Faust
City Administrator
310 Mill Street
Van Meter, IA 50261

Elizabeth Faust, Joe Herman and Selection Committee:

Thank you for the opportunity to submit our qualifications to provide architectural services for the adaptive re-use of the historic property at 601 Main Street to serve the City of Van Meter as a new home for your combined Police, Fire, and Library services. As award-winning civic architects, with particular expertise in public safety and library design as well as historic preservation, we are particularly well prepared to partner with the City of Van Meter on this important endeavor. We would be honored to engage with you in the design of a facility that is highly functional, not only meeting the needs of today, but considering future needs while maximizing flexibility and adaptability.

Over the past 40 years, OPN has worked with many municipalities on similar endeavors. We will leverage our deep portfolio of public safety and library experience to find opportunities, not just solutions

Public Safety

Our team has the technical understanding of the work your police and fire departments do. We know the questions to ask to ensure a final solution that marries best practices and trends in services with your unique needs and goals. Our focus will be on creating a building that is practical and durable, while prioritizing the people that work in the facility. We believe that the built environment of a public safety building plays an important role in first resonder's physical and mental well-being.

Libraries

We also know that libraries today are far more than buildings that house a collection. They are about community, creating, collaborating, learning, and growing. Libraries are about experiences. As library designers, we have witnessed firsthand how libraries continue to evolve. These dynamic spaces where people are encouraged to stay, linger, discover, and explore must also be adaptable and flexible. Libraries have always been a reflection of a community's history, culture, and values. Truly, this is an exciting time to embark on a project like this because it presents an opportunity to challenge convention and consider how your new library can serve the Van Meter community in new and perhaps previously unimaginable ways.

Historic Preservation

We also have extensive experience revitalizing historic structures. Individually and collectively, we have led restorations or rehabilitations on a number of Iowa's most historic structures, including numerous projects on the National Register of Historic Places and several properties with Historic Landmark Status. Historic Practice Leader, Scott Allen has more than 30 years of experience leading multiple grant-funded, historic restoration and rehabilitation projects throughout the state.

Proven Team

OPN's experience is bolstered by our trusted subconsultants: Bolton & Menk, Morrissey Engineering, and Raker Rhodes. Bolton & Menk's Nate Weitl is a Van Meter resident and has worked with the city on multiple projects. Brian Thomas at Raker Rhodes is already familiar with the building after performing a condition assesment for the city before the purchase was finalized. Additionally, both Morrissey and Raker Rhodes are currently working with the proposed OPN team on multiple relevant projects for teh City of Des Moines, Bondurant, Waukee, and Grimes.

Community Engagement & Bond Support

Our team is also seasoned in consensus building and bond support, with a nearly 90% success rate in communities of all sizes across the state. We have helped secure more than $600,000,000 in funds. Our track record of successfully assisting nearly 20 clients in passing bonds in the last five years is proof of our customized approach to each community.

We are committed partners who cannot wait to show you what OPN and our consultant team can do. We look forward to the opportunity to discuss our qualifications with you further, please do not hesitate to reach out should you have questions.

Sincerely,

Danielle Hermann, AIA
Prinicipal

OPN Architects
100 Court Ave # 100, Des Moines, IA 50309
opnarchitects.com

OPN ARCHITECTS

Business Organization

OPN's architects and interior designers embrace our responsibility to care for each other and our planet through extraordinary design and a boundary-free practice. Our commitment to excellence and our clients results in people-driven, award-winning designs.

We Des Moines-based design firm with more than 110 designers in three states. OPN offers a holistic blend of architecture, planning, and interior design services. We have an intentionally diverse list of clients and project types including libraries, education, public safety, health care, historic, corporate, and recreation. By providing all disciplines relating to the aesthetics of the design in-house, we are able to ensure the design is unified from site selection to building envelope to interior design and furnishings.

Collaborative Design

OPN brings together a diverse group of smart, creative designers, thinkers and planners. People at OPN believe in the importance of doing what you love, doing it well, and having fun along the way. OPN is a truly open design studio and we seek diversity in both our people and our projects. We welcome variety for its capacity to inform our work and broaden our understanding of the world. We believe in a collaborative, research-driven approach to every project because we understand that physical space can foster or inhibit collaboration and innovation and that success lies in bringing people and perspectives together. We encourage open dialogue and know that our success is the result of a deliberate, sustained commitment to an open culture that nurtures excellence and new ideas.

Sustainable & High Performing

We build environments that adapt and grow from adversity. We look beyond the building to determine how each unique environment serves its patrons. High-performance, beautifully daylit, sustainable buildings not only create healthier places for city employees to work and community members to visit, they also save money. At the beginning of a project we consider broad-based site and planning analyses before identifying energy-saving systems, time-saving construction methods and healthy materials in order to respect natural resources and minimize a building's environmental impact

Principal-in-charge of Des Moines branch office: Danielle Hermann

40%
civic projects

110
talented people

70+
design awards

36
LEED Certified Projects

Cedar Rapids
200 Fifth Avenue SE
Suite 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines
100 Court Avenue
Suite 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City
24 ½ S. Clinton Street
Suite 1
Iowa City, Iowa 52240
(319) 248-5667

Madison
301 N. Broom Street
Suite 100
Madison, Wisconsin 53703
(608) 819-0260

Minneapolis
212 N 3rd Avenue
Suite 312
Minneapolis, Minnesota 55401
(612) 355-7111

Technical Approach & Scope of Work

No two communities are the same. Therefore, our approach to each project is also unique. That being said, we have decades of experience working with communities like Van Meter, who, like you, are proactively ensuring their facilities and services in are postitioned to serve their communities now and into the future.

Phase 1: Concept Development

Project Kickoff, Fit Plan Development, & Program Development
Our proposed approach is born of successful experience working on similar civic projects. For this and all projects, we suggest a project kickoff with city and stakeholder representatives during which we will work with you to clearly establish roles and responsibilities, identify project contacts and communication protocols, identify potential hurdles, determine any initial data needs, and verify our proposed schedule of work with confirmed dates for key project milestones and deliverables.

Developing a building program starts with information gathering. This starts with the fit plan development for the proposed sites and the owner program development. These processes will inform the design along with the evaluation of your values, goals, wants, and needs. We will evaluate how specific site attributes, owner, and other influences will affect the design.

The design team will engage with the core stakeholder team and various user groups to further refine project goals, identify community needs, adjacency requirements, space needs, and gain consensus around the strategies and technologies to be explored during design. Managing the diverse interests is crucial in creating consensus among user groups and communicating critical decisions/project priorities. Programming should define not only the quantitative attributes of the project, but also the qualitative ones, which require your vision. We pro-actively engage staff in exploring creative solutions to the spatial issues that arise when a list of needs and budgets are in conflict. We will complete a detailed owner program document outlining the facility's functional needs and desired features. This will list the specific parameters for the project, including the type of spaces, size requirements, and adjacency requirements.

Conceptual Plan & Graphics
The site and existing building will offer the framework and inspiration for design. The next step of the process is the highly collaborative exploration and conceptualizing phase, during which we study and evaluate a number of concepts that depict the idea for a design. We base these studies on your budget, program, and vision.

We will start with additional exploratory meetings with the city, staff ,and defined stakeholders to verify the programming goals and space needs from earlier in Phase 1. We will then further develop visual graphics, and share the results with project leadership. The creation of these compelling conceptual designs and architectural renderings will be used, along with concept narratives, for cost estimation, in a bond marketing, and to communicate the benefits and impact of the new city building.

Historic Structure Assessment

One of the most enjoyable and interesting parts of working on any historic project is unraveling the mystery. We consider it one of our ultimate responsibilities to carefully document each step in the restoration process and to unfold the history of the building as we carefully peel back layers of changes and additions that have accumulated over the years. Our work on your project will start with an assessment, survey, and evaluation of the Main Street property. We will survey the condition of the building's exterior envelope and unique historical materials, helping to establish what elements of the historic fabric remain and should be rehabilitated and or restored.

Phase 2: Design Services

Schematic Design, Design Development & Construction Documents
Following a successful bond vote, we will work with our entire consultant team to finalize schematic design, taking into account owner and community feedback from Phase 1.

The difference between a good design and a great design is great designs are able to seamlessly integrate technical, engineering, sustainable, and furnishing requirements cohesively in a way that remains true to the vision. The design team will use BIM technology to integrate all components into a 3D computer model. The Design Development phase is still very involved with the client as we begin to make detailed decisions on materials, light fixtures, power and data needs, and more. These documents consist of drawings and other technical information to describe the size, location, and character of each element of the entire project pertaining to

Technical Approach & Scope of Work

architectural, civil, landscape, structural, mechanical and electrical systems, and materials, with probable cost estimates.

The last step of the design process, prior to bidding and construction, is the creation of accurate and complete construction drawings and specifications. Our goal is always to form or reinforce a strong and trusting relationship with our client. We recognize the projects we work on represent a significant investment of time, energy, and finances. We are committed to being good stewards of our client's resources, and believe that authoring clear, detailed documents can help ensure a successful result.

Bidding Assistance

Following the approval of the construction documents and the construction estimate, the team will assist the city in preparation and assembly of the final specifications and exhibits to be posted on the city's preferred internet bid site(s). We will attend the pre-bid conference meeting and answer questions during bidding and contract negotiations and develop an addenda to give bidders sufficient time to adjust bids accordingly. Following the contractor selection, we will coordinate with the city to support contract negotiations and establish the mobilization dates. We are proud of our track record of accurate documents reflected in an average bid 3% below the estimate in the last 10 years.

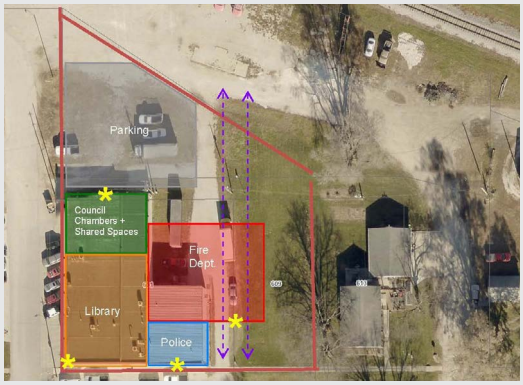
Construction Administration

During the construction process, our team will maintain communication with the contractor ensuring that both the design intent and owner's budget remain priorities on the job site. We will be responsible for managing all submittals and RFIs from the contractor and coordinating architectural, consultant reviews and responses. Our team will attend scheduled owner-architect-contractor (OAC) meetings, and prepare meeting minutes and perform field reports at the conclusion of design team site visits for distribution to the entire team and relevant stakeholders. Our team believes the role of the architect during construction is critical to the achievement of the desired design and the owner's expectations, and we will be present throughout.

Community Engagement

A public building represents a significant financial investment for a community. We want everyone to own the project not just fiscally, but emotionally, especially when there will be public vote to fund the project. Our approach always includes community engagement opportunities at multiple points throughout the process. Because understanding our client's community is critical to a successful design, we believe strongly in convening various groups that represent a spectrum of perspectives to identify their specific needs and goals.

During these sessions, we constantly challenge ourselves to ensure our design is inclusive of all perspectives and equitable for all. Because we believe in designing through a community's collective lens, we recommend a community meeting to help define the community's vision for the building. Later, once design has coalesced and then again after it has been finalized, we will support additional community engagement sessions. From interactive installations at community events to traditional town halls, we've had conversations with community members in venues of all shapes and sizes.



Much has changed in Van Meter since the police, fire, and library were all co-located on Grant Street. As your community grows, you need a building that will continue to serve all three critical community assets to provide citizens and staff of Van Meter with a safe, modernized, welcoming space that increases functionality and efficiency. You have a wonderful opportunity in the historic property at 601 Main Street. To the right is a preliminary analysis of the site and building illustrating how the library, fire, police and council uses might all fit on the site. We look forward to working with you to identify your community's unique needs related to the fire and police departments and library to design a solution for the building that will let you move forward to a bond vote in November 2025 with confidence.

Technical Approach & Scope of Work

PUBLIC SAFETY FACILITIES

Designed to serve & protect

Your public safety building must serve your departments both now and well into the future. The design of these facilities begins with a clear understanding of the users, goals, and unique operational needs. This project presents the opportunity to rethink standard functions and create a 21st century building that will serve your first responders and community for decades to come. The following are opportunities we see potential for in this project.

Efficient & Functional

Building site and floor plan design should flow out of an intuitive understanding of how the different functions of each department operate and the tasks, functions, and equipment that need to be facilitated. We make it our mission to equip departments with a building that will facilitate effective and efficient public safety operations. We do this through careful planning for the unique requirements of emergency communications, emergency response, day spaces, sleeping areas, training, suspect processing, chain of evidence, the processing of forensic evidence and property, and resilient and redundant systems.

Welcoming & Secure

Planning for safety and security of fire and police department staff along with building visitors is different today than it was years ago. It begins with development of the earliest design concepts for the site and continues through to implementation of the technology and security system devices that are integrated into daily building operation. It is mission critical to employ “best practices” and a forward-thinking approach to economically design for optimized security operations. The public accessibility of a fire station requires flexible and efficient solutions to entrances, offices, separate circulation, and increased staff safety. Our programming exercises will assess space needs and departmental adjacencies for public access, public accommodations and diverse complicated security needs.

Specialized Spaces

Public safety buildings must be flexible, able to serve the entire community in times of emergency and accessible to all. We have designed civic buildings with 100% power redundancy, so if the city loses power, it can shelter the community and operate as a home base for disaster recovery services and provides a hardened shelter for building occupants in the weather event. The day-to-day users also have unique needs for a variety of training — from simulations, to traditional training rooms, to workout facilities.

Healthy & Well

First responders experience severe health exposures in their day-to-day line of work. Although these occupational hazards may not be completely eliminated, there are many ways to minimize these health risks through equipment and facility planning. As an example, through proper care and cleaning of PPE, gear, and tools, firefighter exposure to carcinogens and contaminants diminishes. We understand these hazards, and want to implement the best solutions to maintain a safe environment for those who work in the fire station.

Bond support is a hallmark of OPN’s public work.

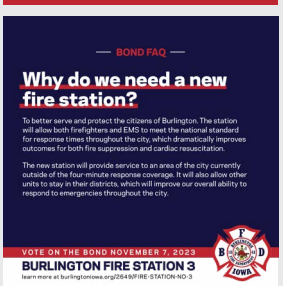
We believe strongly that the city must be clear in all communications to the community that the message and the vision is theirs, not ours. Our role is a supporting one. OPN will work with you throughout the process to gather feedback, identify the city’s needs, and discuss potential solutions. Public outreach and communication is critical to the success of a bond vote. A variety of materials and mediums, including social media and mobile solutions, as well as in-person events can help engage key stakeholders and influentials in the area to demonstrate the need for updates to facilities, while clearly laying out the costs, benefits, and planning process.

$680+ MILLION

facilities funding secured

86%

passed referenda



Technical Approach & Scope of Work

PUBLIC LIBRARY FACILITIES

Libraries lift us up.

Technology & Mobile Services

Changes in technology and mobile services are the single largest driver in the evolution of libraries. Automated book handling systems sort books for re-shelving, and can be expanded or modified as needs and collection sizes change. As patrons bring in their own mobile devices and e-readers, technology commons with space for patrons to plug in and power up are becoming popular gathering destinations.

Young Adult Zones & Content Creation Spaces

Libraries have long recognized the importance of adults and children areas, but spaces designed for young adults is an emerging trend that recognizes the important role libraries can play in serving this population. Maker spaces, hacker spaces, and digital zones offering access to video creation and graphic design programs are quickly gaining popularity across the country. These unique spaces offer a way to draw teens to the library and allow them to deepen critical digital literacy skills.

Community Spaces & Partnerships

By providing spaces designed for experimentation with and nurturing of collaborative partnerships, the library becomes an important cultural hub. Thinking beyond the standard meeting room, libraries are incorporating un-conference spaces, storm shelters, and outdoor spaces designed to host a range of workshops, seminars, events, and even business incubators. Flexible meeting spaces, shared synergies, and outdoor spaces are all hallmarks of modern libraries. These popular spots magnetize people to the library and entice them to stay. As a civic hub, libraries strengthen connections to patrons by providing a valuable space for people to gather, learn, relax, and create. Active engagement with and within a library can be increased through thoughtful use of indoor-outdoor connectivity, green spaces, and enhanced views throughout.

Warm and Welcoming

Going forward, libraries are adapting a programmatic approach to make browser-friendly spaces with intuitive wayfinding. Topical organization of the collection is becoming more common for libraries whereby parts of a collection, like travel, cooking, and gardening, are highlighted using face-out shelving. This arrangement is familiar to patrons and allows users to easily discover new materials. Lower-height bookshelves provide clear sight-lines, improving wayfinding, visibility, security, and easy access to materials for patrons and staff. In addition to the low height shelving, face out display shelving provides an easily browsable, more retail experience for the patron that proves to circulate collection 30% more than standard spine out shelving. Further, equitable and inclusive design, representation, and access to services and spaces are hallmarks of welcoming and resilient design.

Flexibility

Designing for flexibility and adaptability is not a new concept. Particularly in recent years the conversation has gained momentum as one of the guiding principles of many library design strategies as well as sustainable design. We design spaces to accommodate not just current needs but future ones as well. Large rooms can be subdivided. Furniture that moves easy can be reconfigured. Spaces used for collaboration, like maker spaces and community rooms, may also serve alternate uses, such as tutoring groups or even transitional uses during times of community crisis. We can strategically locate the hard-to-move elements such as mechanical and plumbing chases, elevators, restrooms, etc., in ways that won't impede reorganization. In some facilities, we have utilized raised-access floors that allow for rerouting of mechanical, power, and data without needing to demolish walls or ceilings.

Universal Design

As a public building, accessibility is a paramount concern. Universal design is broader in scope than accessible design and barrier-free design, and includes principles such as equitable, flexible, simple, and intuitive use; perceptible information; tolerance for error; and low physical effort. Good design looks beyond adherence to code to examine how users will interact with the building and looks for ways to improve their experience.

Related Technical Experience | *Public Safety*

Over the past 45 years, our team of public safety designers have been honored to work alongside many brave men and women to envision how their public safety facilities can work as hard as they do. Below is a list of relevant public safety projects:

870,000+
square feet of recent public safety design

36
LEED certified projects

$273M
public safety construction value

City of Bondurant Emergency Services Facility
28,000 square feet
2025
$16,934,760

City of Burlington Fire Station
10,600 square feet
2025 estimated completion
$5,920,529 (estimated)

Dane County Sheriff SE Precinct
10,100 square feet
2021
$3,089,758

City of Davenport Fire Station No. 3
18,000 square feet
2023 completion
$10,830,826

City of Des Moines Police & Facility Expansion Study & Renovation
268,555 square feet
2025 estimated completion
$67,000,000 (estimated)

City of Des Moines FIre Station Logistics & Training Center
49,000 square feet
2012
$10,500,000

City of Waukee Public Safety Facility
89,626 square feet
2025
$45,740,700

City of Hudson Police Headquarters Study
39,500 square feet
2025 estimated completion
$14,000,000 (estimated)

City of Indianola Public Safety Building Feasibility Study
75,000 square feet
2024
$50,000,000

Johnson County Emergency Services Building
34,000 square feet
2017
$7,489,000

City of Madison FIre Station No. 14
21,758 square feet
2018
$6,600,000

City of Madison Fire Station No. 6 Study
20,000 square feet
2022 concept design completion
$4,000,000 (estimated)

City of Marion Fire Station No. 1
21,214 square feet
2021
$8,968,208

Marshall County Sheriff Office & Jail
53,000 square feet
2024 estimated completion
$12,800,000 (estimated)

City of Milwaukee Aircraft Rescue & Fire Fighting Facility
10,300 square feet
2018
$3,000,000

City of Moline Fire Station
40,000 square feet
2007
$784,000

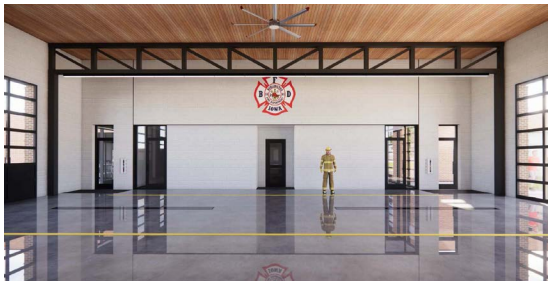
City of Superior Fire Station Renovation
5,000 square feet
2024

City of Tiffin Fire Station Concept Study
29,000 square feet
2022

City of Urbandale Police Study
74,000 square feet
2023 study completion
$29,500,000 (estimated)

Related Technical Experience | *Public Safety*

Burlington Fire Station



The existing City of Burlington Fire Station No. 3 has been temporarily located in an existing manufacturing building for several years. With a new station in a new location, the city sought to increase service coverage, reduce response times, provide up-to-date facilities and amenities for staff, and provide opportunities for training.

The new 10,600-square-foot station on a wooded site across from a residential neighborhood achieves and builds on the city's goals. The single-story station includes two drive-thru apparatus bays, five dorm rooms and a modern living quarters. Response times will be reduced by creating a direct path from dorm rooms and living spaces to the apparatus bays. The dorms and living areas incorporate biophilic design to help reduce PTSD and promote cognitive ability, reduce stress, and foster overall mental and physical well-being. The dorm rooms specifically are designed to challenge convention through proportions, materiality, natural light, ventilation, and access to views of the wooded surroundings, which inspired the exterior design's materiality.

The natural wood exterior unifies the living spaces and the apparatus bays while also reducing the building's carbon footprint by using a biogenic, regenerative material that also reinforces the biophilic design goals.

Location	Burlington, Iowa
Year	2025 (estimated)
Size	10,600 square feet
Cost	$5,920,529 (estimated)
Contact	Matt Trexel, Fire Chief
	City of Burlington Fire Department
	TrexelM@burlingtoniowa.org

Related Technical Experience | *Historic*

OPN Architects has amassed more than 30 years of experience working in and with communities to preserve their historic architectural treasures. Our portfolio includes renovation, restoration, and adaptive reuse of structures on the National Register of Historic Places. We have experience performing all facets of historic renovation and restoration work, including assessment, programming, design, historic tax credits, construction observation, and lower energy needs. Our work on historic structures for both municipalities and non-profit groups affords us an intimate familiarity with the local authorities, applicable codes, ordinances, and laws that affect restoration and renovation. Below is a select list of historic work completed by the firm.

Areas of Historic Restoration & Rehabilitation Expertise

- Interior renovation with a focus on period-appropriate techniques
- Stone restoration techniques
- Historic wood finishes repair and restoration
- Historic plaster repair and restoration
- Historic building condition surveys
- Insertion of Life Safety Requirements into historic buildings
- Stained-glass window restoration
- Wood and metal window repair and restoration
- Knowledge of the Secretary of the Interior Standards
- Material research and testing experience
- Historic masonry construction and restoration
- Historic structural systems and repair techniques
- Copper, leaded coated copper, tin, zinc, and sheet metal repair
- Slate roof restoration and repair methods
- Scagliola restoration
- Cast Iron Storefronts
- Water testing exterior roof and wall assemblies
- Methods of incorporating modern building systems

Brucemore*
Assessment & Preservation
Cedar Rapids, Iowa

Carnegie-Stout Public Library*
Restoration & Rehabilitation*
Dubuque, Iowa

City of Bloomfield, Iowa
Downtown Facade Restoration
Public Library Renovation*

City of Des Moines, Iowa
Court Avenue Bridge Restoration*

City of Winterset, Iowa
City Hall Renovation
Public Library Renovation

Des Moines Metro Opera House
Rehabilitation & Addition
Indianola, Iowa

Exira Public Library
Restoration & Renovation
Exira, Iowa

Englert Theatre
Study & Restoration

First United Methodist Church*
Restoration & Rehabilitation
Des Moines, Iowa

Grant Wood Studio
Exterior Restoration
Cedar Rapids, Iowa

Harambee House
Restoration & Rehabilitation
Cedar Rapids, Iowa

Madison County*
Needs Assessment
Phased Improvement Plan
Restoration Phase I
Masonry & Exterior Door Evaluation
Accessibility Study
Exterior Tower & Dome Investigation
Restoration Phase II
Tower & Dome Paint Analysis & Color Scheme
Restoration Phase III
Tax Credit Assistance
Restoration Phase IV
Winterset, Iowa

Manchester Public Library
Manchester, Iowa

Marshall County
Courthouse Renovation*
Marshalltown, Iowa

Paramount Theater
Restoration & Rehabilitation*
Cedar Rapids, Iowa

People's Savings Bank (Louis Sullivan Bank)
Historic Restoration*
Popoli's Ristorante Renovation
Cedar Rapids, Iowa

Polk County
Historic Courthouse Restoration*
Des Moines, Iowa

Principal Financial
711 High Street*
Des Moines, Iowa

Salisbury House
Restoration & Rehabilitation*
Des Moines, Iowa

Theatre Cedar Rapids
Restoration & Rehabilitation*
Cedar Rapids, Iowa

State of Iowa
Ola Babcock Miller Basement Waterproofing
State Capitol Dome Evaluation Study
State Capitol Dome Restoration*
Capitol Four Corner Domes Restoration
*Terrace Hill The Governor's Mansion**
Des Moines, Iowa

Webster County Courthouse
Tower & Roof Replacement
Fort Dodge, Iowa

West Des Moines
City Hall Rebhabilitation
Human Services Building Rehabilitation

**denotes a site on the National Register of Historic Places*

italics denote a National Historic Landmark

Related Technical Experience | *Historic*

Marshall County Courthouse

On Thursday, July 19, 2018 an EF-3 with a recorded 144 mph wind tornado hit the center of Marshalltown, Iowa leaving a path of destruction. The 1886-Marshall County Courthouse was one of the buildings damaged by this storm. The force of the tornado twisted the dome and bent the spire from its place at the courthouse pinnacle.

Following the storm, OPN was hired to provide a conditions report. The initial evaluation included a review of code issues, building loss, structural damage, subsequent water damage to the building interior and site elements damaged or destroyed.

A 3D building scan revealed a detailed and nuanced view of the damage, including twisting and deformations not perceivable through visual inspection. The existing wood dome structure and sheathing had been twisted and damaged beyond repair. The original wooden structure and skin of the dome was determined to be damaged beyond salvage. This provided a unique opportunity to replace the existing historic dome with one that would last for another 150 years.

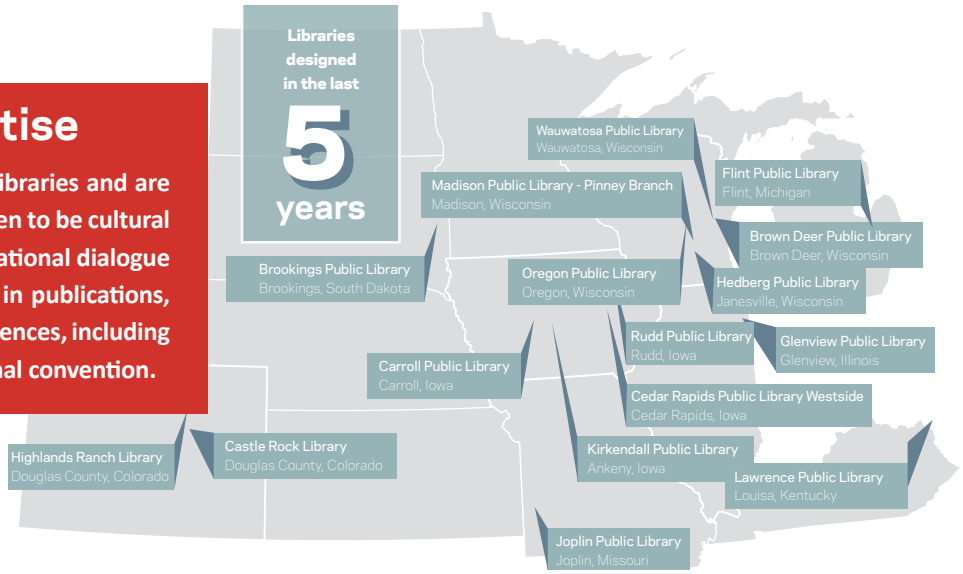
The new dome is constructed of steel with new ladders to provide the county adequate access for inspection and maintenance. The steel structure will be clad with a two-part custom rain-screen with Bermuda-style lapped copper to match the angles and profiles of the damaged historic dome. The copper panels will be removable to allow for replacement as required. The spire that was removed during the storm will be rebuilt to match the original, and topped with a new weathervane, using the original construction drawings and drawings from the 1970's for reference. The architectural detail elements will once again be made of fiberglass to replace those from 1977. In addition to the work on the dome and spire, the restoration will include the clock tower, gutters, roofs, and replacement for seven of the eight limestone chimneys. The county's office spaces were also renovated and modernized while still respecting the historic fabric of the building. Additional courtrooms and office space were added.

Year	2018-2023
Size	50,000 square feet
Cost	$27,000,000
Contact	Lucas Baedke Buildings and Grounds Director (641) 485-2584

Related Technical Experience | *Library*

Library Design Expertise

OPN has designed more than 50 public libraries and are leaders in innovative library designs proven to be cultural community centers. We are part of the national dialogue and have been recognized with awards, in publications, and through invitations to speak at conferences, including the American Library Association's national convention.



Appleton Public Library
Design Concept
Appleton, Wisconsin

Anamosa Public Library
Anamosa, Iowa

Ankeny Public Library
Ankeny, Iowa

Baraboo Public Library
Feasibility Study
Baraboo, Wisconsin

Brown Deer Library
Brown Deer, Wisconsin

Carnegie-Stout Public Library
Historic Restoration
Dubuque, Iowa

Carroll Public Library
Carroll, Iowa

Cedar Rapids Public Library
New Library & Temporary Space
Cedar Rapids, Iowa

Cedar Rapids Ladd Library
Building Remodel
Cedar Rapids, Iowa

Clive Public Library
Feasibility Study
Clive, Iowa

Douglas County Libraries
Feasibility Study (four branches)
Castle Rock New Building
Highlands Ranch Remodel

Des Moines Public Library – East Side Branch
Des Moines, Iowa

Flint Public Library
Flint, Michigan

Grimes Public Library
Feasibility Study
Grimes, Iowa

Glenview Public Library
Glenview, Illinois

Hedburg Public Library
Feasibility Study & Renovation
Janesville, Wisconsin

Joplin Public Library
Joplin, Missouri

Keokuk Public Library
Renovation
Keokuk, Iowa

Lawrence County Public Library
Louisa, Kentucky

LeClaire Public Library
LeClaire Iowa

Louviers Public Library
Feasibility Study
Louviers, Colorado

Manchester Public Library
Addition & Renovation
Manchester, Iowa

Marengo Public Library
Historic Restoration
Marengo, Iowa

Moline Public Library
Moline, Illinois

Monticello Public Library
Monticello, Iowa

Musser Public Library
Muscatine, Iowa

Normal Public Library
Feasibility Study
Normal, Illinois

Oregon Public Library
Oregon, Wisconsin

Oskaloosa Public Library
Addition & Renovation
Oskaloosa, Iowa

Pinney Public Library
Madison, Wisconsin

Pleasant Hill Public Library
Addition & Renovation
Pleasant Hill, Iowa

Roxborough Public Library
Feasibility Study
Littleton, Colorado

Roy Estle Memorial Library
Feasibility Study
Dallas Center, Iowa

Rudd Public Library
Rudd, Iowa

Walter E. Olsen Memorial Library
Eagle River, Wisconsin

Waunakee Public Library
Waunakee, Wisconsin

Warsaw Public Library
Warsaw, Illinois

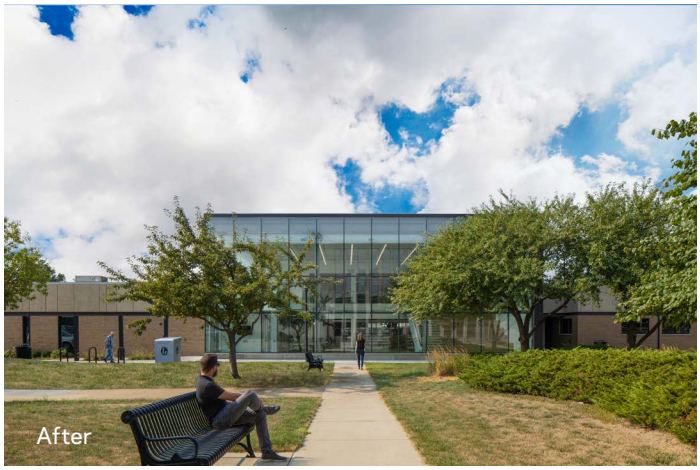
Washington Public Library
Washington, Iowa

West Liberty Public Library
West Liberty, Iowa

Williamsburg Public Library
Williamsburg, Iowa

Related Technical Experience | *Library*

Before


After

Carroll Public Library & City Hall Study and Renovation

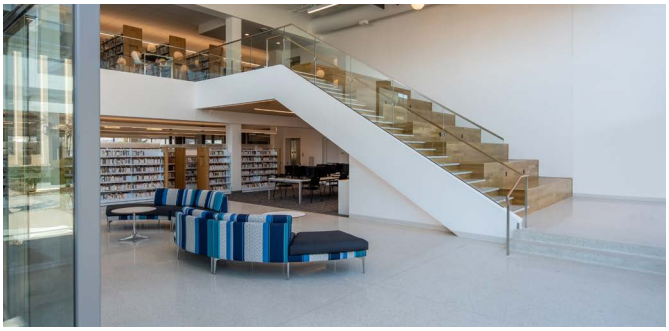
In 2016, Commercial Savings Bank gifted the community of Carroll its former building allowing the city to expand and relocate their co-located city hall and library. OPN Architects was hired to conduct a feasibility study to provide a vision for the future of the Carroll Public Library and City Hall. This study included a needs assessment, review of existing facilities, and a concept-level cost estimate, which allowed the city to call a referendum in August 2017 to fund the relocation and expansion.

The preferred concept was the result of multiple design exercises with feedback from the community, patrons, and staff. The concept, approved by the city in May 2017 involved moving the existing City Hall offices and functions to the Commercial Savings Bank building.

The existing library, built in 1975 as part of a community center project was renovated and expanded into the vacated space. A new entrance was also added to the building's north side. The library became a two-story facility with an all-glass lobby and spaces designed for the community, not just the collection. A focal point of the expanded lobby is a social stair, which can be used for casual gatherings or offers theatre seating for up to 50 people for events, concerts, expanded programming and community movies. Other expanded program and amenity spaces include a multi-functional makerspace, flexible meeting room for up to 50 people, multiple study rooms, an expanded public computer work space and a dedicated Children's Program Room.

At the new City Hall, the single-floor design brought the City Council chambers onto the same floor as the city offices, making the building more convenient for visitors.

Location	Carroll, Iowa
Year	2016/2017 (study)/2020 (construction)
Size	20,000 square feet (Library) 9,000 square feet (City Hall)
Cost	$6,800,000 (total estimated project cost)
Contact	Rachel Van Erdewyk, Library Director (712) 792-3432



Project Staffing & Organization

Danielle Hermann, AIA | Principal | Role: Principal-in-Charge

An architect with more than two decades of experience, Danielle joined the partnership at OPN in 2016. Though her background includes a broad range of project types, her work with large, integrated project teams on complex public and private projects stands out, including multiple recent public safety projects and a number of historic rehabilitations. As the Principal-in-Charge, Danielle will oversee project delivery.

Relevant Experience

City of Des Moines
T.M. Franklin Cownie City Administration Building
City Offices & Police Planning Study

City of Waukee
Public Safety Facility
Existing Public Safety Building Re-use Study
City Hall Security Assessment
City Hall Renovation

City of Indianola
Public Safety & City Hall & Library Assessment, Master Planning & Concepts

City of Bondurant
Emergency Services Facility

City of Urbandale
Police Space Needs Assessment & Planning

Story County
Facilities Assessment & Master Planning

City of Carroll
City Hall & Public Library Feasibility Study
City Hall & Public Library Renovation

City of Grimes
City Facilities Planning Study
Public Admininstration Building

City of Ankeny
City Hall & Public Library Feasibility Study
Ankeny Public Library

City of West Des Moines
Community Center Rehabilitation
Human Services Building Rehabilitation

Terrace Hill Restoration & Renovations

City of Bloomfield Downtown Square Rehabilitation

East Village Studio Block Rehabilitation*

First United Methodist Church Restoration*

Historic All Saints Church Restoration*

Hoyt Sherman Theater Restoration*

Thomas Thatcher, Assoc. AIA | Role: Project Manager

Thomas Thatcher joined OPN in 2016 after graduating with a Bachelors of Architecture and Digital Media minor from Iowa State University. He is inspired by the impact that architecture can provide to a community while promoting new ideas for the future. As the project manager, Thomas will manage the schedule, budget, and project team.

Relevant Experience

City of Waukee
Public Safety Facility
City Hall Security Assessment
City Hall Renovation

City of Indianola
Public Safety & Municipal Buildings Assessment, Master Planning & Concepts

City of Clive
City Hall Renovation

City of Johnston
Johnston City Hall

City of Bondurant
Emergency Services Facility

City of Carroll
Carroll Public Library
Carroll City Hall

City of Ankeny
Ankeny Kirkendall Public Library

Project Staffing & Organization

Scott Allen, AIA | Principal | Role: Historic Specialist

Scott joined OPN Architects in 2013. Specializing in historic restoration, he has worked on notable projects including the Iowa State Capitol, Terrace Hill, The Iowa Governor's Mansion, The World Food Prize, Spaulding Center for Transportation, and Morrill Hall at Iowa State University. Prior to joining OPN, Scott was a partner at RDG Planning & Design in Des Moines, and served as the Restoration Focus Market Leader for the Restoration Studio. Scott is active in the historic preservation community, serving as chairman and historic architect for the City of Des Moines' Urban Design Review Board, on the Landmark Review Board for Des Moines, and as a volunteer for the Historic Site Preservation Grant Program.

Relevant Experience

Des Moines Metro Opera
Addition and Renovation
Concept Design for Fundraising
Indianola, Iowa

National Trust
Brucemore Restoration
Cedar Rapids, Iowa

Principal
Campus Master Plan
711 High Street Rehabilitation
Des Moines, Iowa

Salisbury House & Gardens
Des Moines, Iowa

World Food Prize*
Hall of Laureates
Des Moines, Iowa

State of Iowa
Iowa State Capitol Building Master Plan*
Iowa State Capitol Exterior Restoration (13 phases)*
Iowa State Capitol Dome Restoration
Iowa State Capitol Dome Evaluation and Repair Gutter and Small Domes
Iowa State Capitol Interior Rehabilitation (22 phases)*
Ola Babcock Miller Building Basement Waterproofing
Ola Babcock Exterior Tuck-pointing
Terrace Hill Governor's Mansion Renovation*
Des Moines, Iowa

Polk County
Historic Courthouse Restoration
Window Replacement*
Des Moines, Iowa

Marshall County
County Dome Evaluation and Repair
Marshalltown, Iowa

Webster County
County Dome Evaluation and Repair
Marshalltown, Iowa

Madison County
Historic Structure Report
Courthouse Roof Rehabilitation
Winterset, Iowa

City of Des Moines
Court Avenue Bridge Restoration and Rehabilitation
Drake Observatory Study
Glendale Abbey Study
Des Moines, Iowa

City of West Des Moines*
City Hall Historic Rehabilitation
West Des Moines, Iowa

City of Belle Plaine*
Façade Restoration
Belle Plaine, Iowa

City of Charles City*
Façade Restoration
Charles City, Iowa

City of Colfax*
Façade Restoration
Colfax, Iowa

City of Conrad*
Façade Restoration
Conrad, Iowa

Iowa State University
Memorial Union Gold Star Hall*
Memorial Union Slate Roof
Morrill Hall*
Ames, Iowa

Drake University*
Cowles Library
Municipal Observatory
Des Moines, Iowa

St. Ambrose University*
Ambrose Hall
LeClaire Hall
Davenport, Iowa

Graceland University*
Administration Building Rehabilitation
Lamoni, Iowa

D.S. Chamberlain Building*
Des Moines, Iowa

United States Army*
Fort Monroe Fitness Facility – TRADOC Headquarters
Fort Monroe, Virginia

Hotel Winneshiek & Steyer Opera House*
Decorah, Iowa

Spaulding Center for Transportation/ Iowa Transportation Museum*
Grinnell, Iowa

August Home Publishing*
Des Moines, Iowa

**Denotes work completed prior to joining OPN*

Project Staffing & Organization

Civil Engineering & Landscape Architecture

BOLTON & MENK

Our commitment to communities began in 1949, serving the needs of municipal clients in small towns. We opened our first Iowa location in Ames in 1985 with a staff of three. Today, Bolton & Menk, Inc. has more than 1,000 multiregional employees, including a professional staff of more than 300 engineers, planners, landscape architects, and surveyors. We specialize in providing public infrastructure solutions. From advocating for our clients to designing their dreams to finding funding, we take pride in our work throughout the Upper Midwest because we live here, too.

Sam Kessel, PLA | Project Role: Principal-in-Charge

Beginning his career in 2005, Sam uses his broad knowledge and extensive design understanding to find solutions for complex projects that blend function and aesthetics. He excels on multidisciplinary teams as both a designer and manager, leading the team in complex projects. His experience includes sustainable urban design, multimodal design, public art incorporation, site development, and construction observation/ administration. His passion for landscape architecture is exemplified by building strong relationships with his clients and actively engaging city staff and the public in the design process. He strives to foster public support that produces a project that stands the test of time.

Relevant Experience: Van Meter Neighborhood Park; Hopkins Artery Streetscape, Mainstreet Improvements, and Riverfront Renaissance; Des Moines Downtown Bumpouts; Windsor Heights Street Reconstruction

Nate Weitl, PLA, ASLA | Project Role: Project Manager/Senior Project Landscape Architect

Nate will serve as Bolton & Menk's site design project manager to bring outdoor amenities, parking, pedestrian areas and below-grade infrastructure together to complement the building architecture and connect it to the surrounding neighborhood context. He is at his best collaborating with multiple consultants and disciplines to enhance the human experience in the built environment.

As a devoted member of the Van Meter community, Nate has been sharing his talents and resources as a youth sports coach and a community visioning steering committee member, which will soon lead to a second built project in the Richland Road Multi-use Trail. The downtown area of Van Meter has been on his mind since he moved here seven years ago, and he is excited for the opportunity to keep that momentum going.

Relevant Experience: Van Meter Neighborhood Park and Richland Road Trail Exhibit; Windsor Heights Street Reconstruction; Des Moines International Airport Landside Improvements

Justin Nickel, PE | Project Role: Civil Lead

Justin is a project manager at Bolton & Menk whose career began in 2004. His expertise lies in municipal engineering as most of his career has been spent in the public sector. Through his years in public service, he has managed diverse projects ranging from roadway projects to a joint police and fire facility. Justin's passion for the field stems from implementing innovative yet sustainable solutions to help communities grow and thrive. Justin's work has consistently contributed to developing efficient, resilient infrastructure that supports the growth and well-being of the communities he serves.

While employed as the Public Works Director for the City of Marshalltown, Justin was instrumental in passing a bond referendum for the construction of a $17.5 million joint police and fire facility. He partnered with the design team leaders to listen to both departments' needs and wants. Justin also oversaw the construction management firm tasked with directing the construction of the building and site.

Justin gained valuable experience as the project manager of the Marshalltown Police and Fire facility, which will help the City of Van Meter to deliver a quality law enforcement and firefighting facility at a cost-effective price. His knowledge will be beneficial in creating a sense of community trust and consensus on the use of city funds on an important basis for local first responders.

Relevant Experience: Marshalltown Police and Fire Facility Development and Construction

Project Staffing & Organization

Mechanical, Electrical, Plumbing Engineering & Technology Design

Morrissey Engineering is a consulting engineering firm providing mechanical, electrical, lighting, and technology design as well as sustainability consulting for commercial construction projects. When designing public facilites, we understand the importance of reliability and redundancy. Morrissey Engineering's vast experience with mission critical facilities will be a valuable resource to this project. This includes public sector work like the new public safety buildings for Waukee and Bondurant and administration buildings for City of Des Moines and Grimes that we are currently working on with OPN Architects.

George Morrissey, PE, LEED AP | Role: Principal-in-Charge

George Morrissey is the founding Principal and an Electrical Engineer who enjoys collaborating with clients and owners to achieve individualized design solutions focused on their needs and priorities. As a leader he strives to make a genuine difference in the community and is recognized for his vision and expertise. George is an active member and President of the Nebraska State Electrical Board, and an Uptime Institute Accredited Tier Designer.

Relevant Experience: City of Waukee Public Safety Building, Bondurant Emergency Services Building, Grimes Public Administration Building, City of Des Moines Public Administration Building, Omaha Police Department, Council Bluffs Operations Center, Sarpy County Law Enforcement Center.

Toby Samuelson, PE, IALD, LC, LEED AP | Role: Electrical Project Manager

Toby utilizes state-of-the-art technology to accelerate the design process by performing calculations and comparisons of alternative systems. He strives to create integrated lighting designs that not only result in functional environments but can be used in innovative ways to enhance the architectural experience. Toby develops lighting designs that reveal architecture, promote sustainability, encourage productivity and facilitate long term maintenance.

Relevant Experience: City of Waukee Public Safety Building, Bondurant Emergency Services Building, Grimes Public Administration Building, City of Des Moines Public Administration Building, Omaha Police Department, Gretna Admin Facility, Columbus City Hall

Nate Sheets, PE, LEED AP | Role: Mechanical Project Manager

Nate, a Partner and Mechanical Engineer, began his career with Morrissey Engineering as a college intern in 2002 and now mentors several junior engineers. Nate is efficient with his time, achieving as much as possible for the client each day, every day. He applies critical thinking to each phase of the project and considers the most minute detail to achieve the best design solution for the client and the project.

Relevant Experience: City of Waukee Public Safety Building, Bondurant Emergency Services Building, Grimes Public Administration Building, City of Des Moines Public Administration Building, Omaha Police Department, Council Bluffs Operations Center, Sarpy County Law Enforcement Center, Columbus City Hall

Jeff Hemje, PE, RCDD, CTS-D, LEED AP | Role: Low Voltage Systems Specialist

With 20 years of experience in educational and housing projects, Jeff brings a deep understanding of the complexities involved in such ventures. Jeff is committed to delivering high-quality solutions and also focuses on leveraging technology to enhance his operational efficiency. His innovative abilities are instrumental in transforming concepts and ideas into reality.

Relevant Experience: City of Waukee Public Safety Building, Bondurant Emergency Services Building, Grimes Public Administration Building, City of Des Moines Public Administration Building, Omaha Police Department, Gretna Admin Facility, Sarpy County Law Enforcement Center

Josh Roth, PE, LEED AP BD+C | Role: Sustainability & Energy Specialist

Josh Roth is a mechanical project engineer and energy analyst. His passion for data-driven design and optimization of building systems lends itself to a variety of project sectors. Josh also has experience in sustainable project administration and environmental design utilizing a variety of third-party rating systems including LEED, WELL, and Fitwel, and is working internally at Morrissey Engineering to enhance the process of building performance modeling with engineering and architectural design.

Relevant Experience: City of Waukee Public Safety Building, Grimes Public Administration Building, City of Des Moines Public Administration Building, Gretna Fire Station, Department of Defense Capehart Fire Station

Project Staffing & Organization

Structural Engineering

RAKER RHODES Engineering

Raker Rhodes Engineering, headquartered in Des Moines, Iowa, is a structural engineering firm with the goal of providing the best structural engineering services for construction projects across the Midwest. Raker Rhodes has grown to nearly 30 engineers over the last decade. We have grown not only in staff, but has also expanded geographically. In late 2020, we opened our fifth office in Madison, WI. As Raker Rhodes has expanded, we have reviewed, renovated, and designed both additions and new civic buildings. Raker Rhodes Engineering prides itself on being a skillful, balanced company that is committed to providing a collaborative and responsive team to each project. This commitment results in designs that are not only buildable, but also delivered on time and on budget.

Recent OPN + Raker Rhodes Select Experience

- Grimes Public Administration Building
- Waukee Fire Station & Public Safety Facility
- Bondurant Emergency Services Building
- Urbandale Public Works Facility
- Grask Peterbilt Addition & Remodel
- BAE Systems
- The Venue
- Marion Outdoor Activities Complex
- South Hardin Community Schools, Eldora New Providence Elementary
- Principal Financial Group, Study & Remodel
- Indian Hills Community Schools, Centerville Academic Building, Multipurpose Room Renovations
- Peosta Tap Room
- Grinnell College, Norris Hall Renovation, Campus Security Office
- State of Iowa, Ola Babcock Miller Building
- Madison County Courthouse Exterior Updates
- North Polk Community Schools, High School Addition & New Building
- University of Northern Iowa Industrial Technology Center
- Meredith Drive Reformed Church
- Lesnet Properties
- Kirkwood Animal Health Center
- Cedar Rapids Community School District, Jackson Elementary
- Alburnett Community Schools Addition & Remodel
- College Community Schools, Prairie Crest Addition & Remodel
- Vertex Corporation
- Great American Financial, Corporate Office Building

Erik Raker, PE | Project Role: Principal-in-Charge

Erik has been the president of Raker Rhodes Engineering since its beginning in 2006 and practicing structural engineering since 2000. As Principal-in-Charge, Erik will be responsible for the design and integrity of the entire system. He will evaluate and ensure that the project is code-complaint, while adhering to each of the client's needs. Erik's experience on a wide variety of projects and project delivery types helps to ensure projects are coordinated, on budget, and on time.

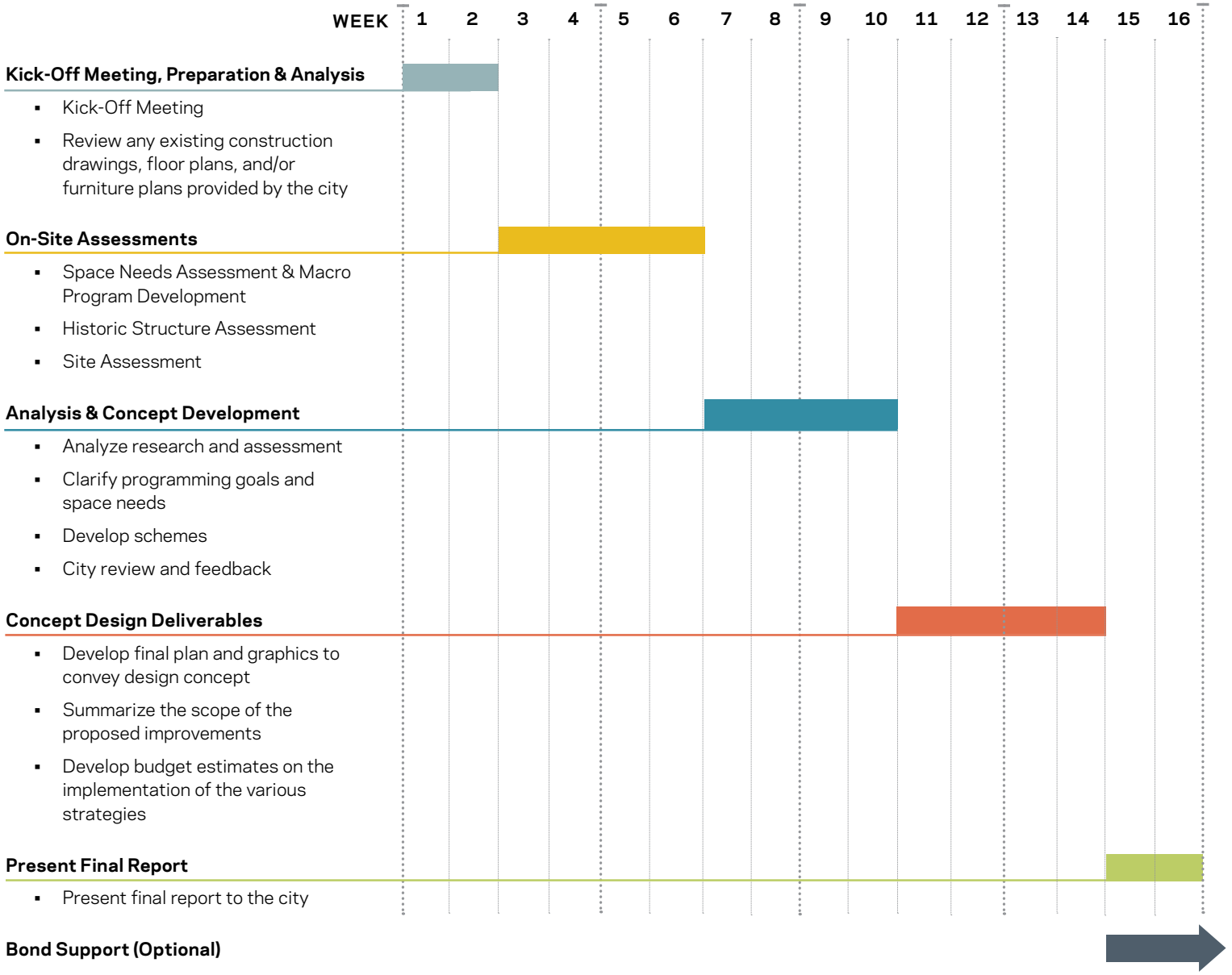
Relevant Experience: Grimes Public Administration Building , Waukee Fire Station & Public Safety Facility, Bondurant Emergency Services Building, Urbandale Public Works Facility, Des Moines Fire Station Number 4, Des Moines City Hall Renovation, Des Moines Municipal Services Building, Johnston City Hall

Brian Thomas, PE | Project Role: Structural Engineer

Brian has been a member of the Raker Rhodes Engineering team since 2011 and an owner since 2015. Brian has a wide variety of structural experience including several municipal, office, multi-family and mixed-use structures. As principal on the project, Brian will be responsible for the design and integrity of the entire system. He will evaluate and ensure that the project is code-compliant, while adhering to each of the client's needs. Brian's experience on a wide variety of projects and project delivery helps to ensure projects are coordinated, on budget, and on time. Brian conducted an assesment of the Main Street property for the CIty of Van Meter.

Timely Completion of the Project

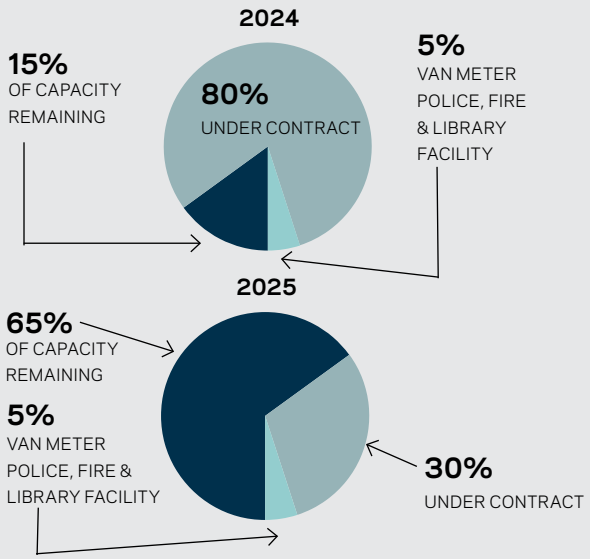
Phase I Schedule



Availability & Communication

Our team will manage and communicate with all stakeholders throughout the duration of the project with various digital tools as well as in person meetings. All of our services, from the most basic to the most advanced, rely on the creation of 3D digital model. Our software of choice for producing 3D models is Autodesk Revit. We use our Revit models throughout the design process for programming, design, visualization, energy analysis, construction document creation, clash detection, cost estimation, and a myriad of other functions. Additionally, the team will utilize Enscape, MS Office Suite, SpecLink, and Bluebeam Revu for project design and presentations, development and construction documentation.

The design team will have a detailed knowledge of the activities at the project site at all times.Our accessibility and accountability will ensure a successful outcome for this important project. We work closely with contractors, subcontractors, and fabricators to craft the best results possible, and we set clear expectations for high quality and hold everyone, including ourselves, accountable to that standard.



Fee Proposal

Compensation

Professional fees below are based on OPN Architects providing both Phase I and Phase II design services, including full architectural design and engineering services for the project once funding is secured and the project is ready to move forward to Phase II following a successful bond referendum vote in November 2025. These fees are also based on an assumed total construction cost for the project of $4,000,000 to $5,000,000. Phase I fees are offered as a lump sum fixed fee to prepare a concept design, with Phase II fees offered as a percentage of construction cost in a range that can be confirmed once the project scope and cost are more fully determined through the Phase I efforts.

Phase I – Concept Development Services	
Historic Structure Assessment (OPN 30 hours)	$5,500
Space Needs Assessment (OPN 35 hours)	$6,000
Concept Development (OPN 65 hours)	$8,500
Final Concept Deliverable (OPN 32 hours)	$4,000
Cost Estimation (25 hours)	$3,500
Structural Engineering (Raker Rhodes 15 hours)	$2,000
Civil Engineering (Bolton & Menk 30 hours)	$4,000
Total Phase I Lump Sum Fee	$33,500
Optional Phase I Bond Support (OPN)	*$12,000*

Phase II – Design, Documentation & Construction Services	
Architecture (OPN)	6.0%- 8.0%
Cost Estimation	0.5%- 0.6%
Structural Engineering (Raker Rhodes)	0.65%- 0.75%
MEPT Engineering (Morrissey)	1.85%- 2.25%
Civil Engineering (Bolton & Menk)	1.0%- 1.5%
Total Phase II Range of Fees as Percentage of Construction Cost	10% - 13.1%

Reimbursable Expenses

Reimbursable expenses are in addition to the above fee and will be invoiced at 1.1 times actual cost. Reimbursable expenses include authorized out-of-town travel, courier services, express mail, plan review fees, reproduction of project documents, photography, out-of-house digital processing, physical models, meals, and mileage at the government standard rate.

Additional Services

- Geotechnical Services
- Site Surveying
- Furniture, Fixtures & Equipment (FF&E) Design, Documentation & Procurement Services
- Signage & Wayfinding Design
- Environmental Graphics
- Sustainability/Certification Services
- Photography and Videography Services

Agenda Item #5

Discussion and Possible Action:

Award of Contract - Architectural & Engineering Services

Submitted for: **Discussion and Possible Action**

The City received 9 submissions in response to the Architectural Services at 601 Main Street. I've included the scoring criteria used. Invision & OPN were the top 2. If Council feels comfortable awarding the contract after the presentations tonight, that can be done. If more time is needed, it can be addressed at the 11/11 meeting. If awarded tonight, staff will prepare the appropriate resolution. I have included an example of what an award of contract resolution looks like.

Recommendation:

Sample Language:

City Councilmember: _____ ***So moved.***

City Councilmember: _____ ***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____ Brott _____ Grolmus _____ Pelz_____ Westfall_____**

Business Organization

The respondent must provide the following information about their company:

	Requirement	Neumann Monson Architects	FEH Design
1	A brief history and overview	Neumann Monson Architects has enjoyed growing success for forty-seven years. Over the past decade in particular, our investment has built a strong, purpose-driven culture that delivers superior client experience and compelling architecture. As we leverage technology to its fullest potential, we innovate toward pragmatic architectural solutions. Our belief is that beauty exists in the most simple, straightforward, and highly functional solutions.	FEH Design's roots trace back to 1898, when Andrew H. Foss began designing railroad depots in Minnesota. Much of the firm's early work included commercial buildings, libraries, and schools. During the Depression years, our firm worked on numerous government projects. Our Sioux City office opened in 1958, Des Moines opened in 1979, Dubuque opened in 2011, and our Wisconsin office opened in 2012. From our family-owned start, we grew into one of the region's longest operating architecture firms.
2	Vision & Values	A Shared Vision, Uncommon Core, Accessible Excellence	We are employee-owned and results driven with a passion for transforming environments and communities through high-performance design and infrastructure.
3	Consultant Information		
3a	Mechanical	IMEG Group - IMEG is a leading government engineering design firm that delivers a rare combination of broad expertise of a national leader combined with the personal relationships and deep collaboration of a local firm.	IMEG Group
3b	Electrical	IMEG Group - IMEG is a leading government engineering design firm that delivers a rare combination of broad expertise of a national leader combined with the personal relationships and deep collaboration of a local firm.	IMEG Group
3c	Plumbing	IMEG Group - IMEG is a leading government engineering design firm that delivers a rare combination of broad expertise of a national leader combined with the personal relationships and deep collaboration of a local firm.	No Information Provided

3d	Information Technology	IMEG Group - IMEG is a leading government engineering design firm that delivers a rare combination of broad expertise of a national leader combined with the personal relationships and deep collaboration of a local firm.	IMEG Group
3e	Structural Engineering	Raker Rhodes Engineering - Raker Rhodes Engineering is a structural and industrial engineering firm. We provide quality engineering design and consulting services to architects, owners, and contractors.	In-House (3 Engineers & 3 Designers) & IMEG Group
3f	Civil Engineering	Bolton & Menk - Bolton & Menk, Inc. has more than 1,000 multiregional employees, including a professional staff of more than 300 engineers, planners, landscape architects, and surveyors.	Bolton & Menk
3g	Landscape Architecture & Design	Bolton & Menk - olton & Menk, Inc. has more than 1,000 multiregional employees, including a professional staff of more than 300 engineers, planners, landscape architects, and surveyors.	Bolton & Menk
3h	Cost Estimating Consultant	No Information Provided	No Information Provided
3i	Public Safety Consultant	No Information Provided	No Information Provided
3j	Historic Preservation Consultant	No Information Provided	No Information Provided
4	Branch Location	111 E Grand Street, Suite 105 Des Moines, IA 50309 515-339-7800	604 East Grand Avenue Des Moines, IA 50309
5	Principal in Charge	Lyndley Kent, AIA, LFA	Cory Sharp, AIA 515-770-3742 corys@fehdesign.com

Technical Requirements

The respondent must provide an overview of their system architecture, including:

	Requirement	Neumann Monson Architects	FEH Design
1	Interpretation of the project scope	The City of Van Meter is embarking on a project that provide citizens and public service staff with modernized, efficient, and welcoming spaces for its public library, police station, and fire station. The overarching goal of this project is to ensure these essential facilities meet current needs and are equipped to serve future generations. These spaces will be designed with a focus on safety, functionality, and community engagement, enhancing the experience for both residents and staff.	We recognize that every facility, design challenge, and city is unique. To help you achieve your vision, FEH Design proposes a method of working with your community to strengthen programming while looking forward to the future. While the RFP requests only Architectural services, we are strongly recommending that all design team partners participate in this project throughout the initial stages. We have included these partners near the end of this proposal and are recommending utilizing their services on an as-needed basis.Our master planning and conceptual design process is based on several carefully executed steps, employing research as an integral part of the design process, including creative and alternative architectural, structural, electrical and mechanical solutions for our projects. We find that working collaboratively with all design partners and the Ownership group from the commencement of the project will result in the greatest amount of clarity on all project concerns and opportunities at the earliest possible moment in the schedule. This allows us to better construct the project budget sooner and set the stage for all the goals that will need to be met at the beginning of the project. These steps are developed so we can create a plan that is the best evaluation of space suitability, accommodates intended functions, analyzes operational cost comparisons and permits efficient and effective work patterns.
2	Key Goals	1) Functional & Efficient Civic Spaces 2) Successful Passage of Bond Referendum 3) Catalyst for Downtown Restoration	Successful projects must begin with clear and thoughtful goals. Setting goals gives you long-term vision and short-term motivation. Goals help keep projects on track and are very helpful while making difficult design decisions. And of course, goals are good reminders of why you are doing this project. Our team will sit down with your team and create the Goals for Success document.

3	Process	The process involves a collaborative effort to define the specific needs and priorities of the Van Meter community. This will include engaging with key stakeholders—such as community members, city officials, and staff—to ensure the project aligns with the town's vision and long-term goals. This inclusive approach will be essential to developing design concepts that resonate with the community and build the necessary support for the bond referendum.	1) Gather & Organize Facts including evaluation of existing facitily condition, cost estimates for repairs, space needs, current state, future state, parking needs, financial limitations & budget, creative solutions 2) Gather surveys & interview stakeholders 3) Analyze Information 4) Conceptual Planning Options & In Community Design Sessions 5) Present Master Plan
4	Deliverables		
4a	Workshops	Potential Workshops: Visioning, Place-making, Visual Listening, Focus Groups/Surveys, Site Planning	
4b	Conceptual Design & Schematic Design	Align with Community Values, Visualize Operational Improvements, Utilize Public Engagement Tools	
4c	Strategic Support for the Bond Referendum	Develop a Public Communication Strategy & Community Engagement Events	Referendum Support - examples include Urbandale Fire Station 43, Slater Public Library, North Crawford Schools, South O'Brien Schools
4d	Long-Term Vision for Downtown	Team will include contextual urban design & connect with broader initiatives	No Information Provided
4e	Technical Expertise	Team will provide feasibility studies, prototyping & grant support.	No Information Provided
4f	Ongoing Project Support	Team will have regular check-ins between city staff & project lead & provide support upon project completion.	No Information Provided
4f	Additional Communication Information	No Information Provided	No Information Provided

Related Experience

Descriptions of a minimum of two (2) and a maximum of five (5) projects of similar nature shall be submitted. The project description must contain the scope of

	Requirement	Neumann Monson Architects	FEH Design
1	Example #1	Theodore Roosevelt High School Foundation - Spearheaded by the Theodore Roosevelt High School Foundation, the transformation of the historic school's library has created a dynamic modern learning resource center that caters to various learning styles and fosters creativity, critical thinking, and digital literacy. The design team aimed to redefine traditional library spaces to accommodate both individual study and collaborative group work. Key objectives included integrating cutting-edge technology, implementing flexible and adaptable furniture solutions, and ensuring inclusivity by addressing the diverse needs of students. Sustainable design principles were prioritized, encompassing energy-efficient lighting, eco-friendly materials, and efficient HVAC systems to promote occupant wellness.	Polk City City Hall & Fire Department - FEH Design was retained for the analysis of the existing City of Polk City Master Plan and Needs Assessment, and to create full Design Documents for two projects: A renovation of the existing Fire Department/Community Center into a full-service Fire Station, and a new City Hall building. The nearly 12,000 sf City Hall building includes spaces for Administrative offices, and a large, mixed-use space which functions as both the City Council Chambers as well a new Community Center. The 10,000 sf Fire Department project includes the renovation of existing Fire Department and vacated Community Center, and included new Bunk rooms, Day Room, Report-Writing Area, EMS Storage, Gear Washing, Shop and Decontamination Areas.

2	Example #2	Davenport Police Facility - Designed and built upon the site of the area's previous police facility, this building sits adjacent to Davenport City Hall and the County Courthouse/Jail. A skywalk connects the police facility to the courthouse. All departmental functions are now housed in one facility. Well planned security measures were attentively integrated throughout the building design, while carefully maintaining an open and welcoming feel to the building – both primary client requirements. Public areas such as the lobby and community meeting room are inviting and open while major security deterrents separate public and private spaces. The design team worked with the police department to design for gun storage, ammunition storage, training rooms, uniform and supply storage, and evidence storage rooms. Additionally working with the department the team incorporated a firing range into the basement. The police facility features sustainable design elements such as two smaller green roofs, a green roof terrace, and a geothermal heat pump system. The facility has achieved LEED Gold Certification, and is the first LEED Certified municipal building in Iowa.	Pleasant Hill New Public Safety Buildings, New Fire Station and Library Renovations - FEH DESIGN was retained by the City of Pleasant Hill for the analysis of the existing City of Pleasant Hill Master Plan and Needs Assessment, refinement of these plans to create an updated Needs Assessment, a full Design Document Set and Construction Administration for a New Public Safety Buildings located a couple miles east of their existing facility. The 34,000 sf New Public Safety Building includes space mainly for the Pleasant Hill Police Department to operate in a space that is appropriately sized for current and future growth, but also to have the appropriate amount of security for their building to function properly. It also includes space for a Public Community Room, an Emergency Operations Center, Storage garage and a complete Satellite Fire Station with 2 Apparatus Bays, sleeping rooms, day room, office and storage areas. Once the new facilities were constructed FEH also supported the Pleasant Hill Fire Department with renovating their existing facility as they took over the vacated Police Department space. The renovation allowed for a full-scale modern fire station complete with museum space, training and office areas, sleeping rooms, day room, decontamination area, storage and Apparatus Bay areas. Renovations also included updates to the Library Community Room, Study Rooms, and safety upgrades to the Circulation Desk.

3	Example #3	Coralville North Fire Station - Located on the edge of the Oakdale campus in Coralville, the City's newest fire station is a 2-story structure which includes 5-bays for truck storage. The structure is constructed primarily of brick and limestone and incorporates north and south facing high performance glass to increase daylight within. The project is pursuing LEED Gold Certification. The first floor is comprised of the apparatus bay, offices, lounge, fitness area and a community training room. The second floor consists mainly of six small apartments for Kirkwood Community College students who volunteer for the Department in exchange for boarding. This residency program allows the City to have firefighters on duty when they are not in class. Large expanses of north facing windows fill their apartments with daylight. The apparatus bay incorporates south-facing glazed overhead doors which admit daylight to decrease the need for artificial lights and increase solar gain in the winter. The bay also includes clerestory windows on three sides which admit more daylighting into the large space. The roof overhang prevents direct summer sun from entering the apparatus bay.	Algona Public Library - The public library in Algona has resided in an old grocery building for many years, and was in need of many improvements. This project's focus was to develop a centralized entry point to improve visibility throughout the library space. This required a complete demolition and rebuild of the interior space along with enhancements of additional exterior windows to improve natural daylight within the space. With the successful bid well below budget, the Library added a large change to the project for significant improvements to the exterior of the building, and highlighting new glass window graphics. The Library then hired FEH DESIGN to develop the furniture design for the remodeled areas to allow the Library to have 100% new furniture throughout the facility.

4	Example #4	Iowa City East College Street Redevelopment - This redevelopment marries two seemingly competing goals: increased urban density and historic preservation. Initiated by a regional developer, the project rehabilitates five 19th-century buildings on Iowa City's Pedestrian Mall while adding a 102-unit housing block in the heart of downtown. While remaining sympathetic to the site's history, the project maximizes its use.	Knoxville Public Library - This beautiful Carnegie Library was built in 1913 and expanded with a sympathetic addition in 1990. The Library was again short of space to accommodate its growing collection and programs. Programming analysis concluded the need to double the existing space. It also required updating to provide patrons access to modern technology. FEH Design was selected as the Architect to help the Library Board and Community determine the best way to expand again while keeping the character of the original Carnegie building. Many options were explored that contemplated an addition and remodel of the existing building and how program areas might best be arranged in the available space. Efforts focused on work flow, logical sequencing and convenient patron wayfinding. The resulting plan and exterior design was conceived by the Architect while working with the community in a collaborative design format, and has very well received.

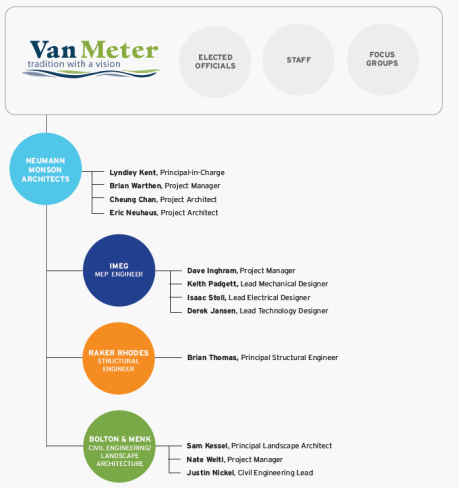
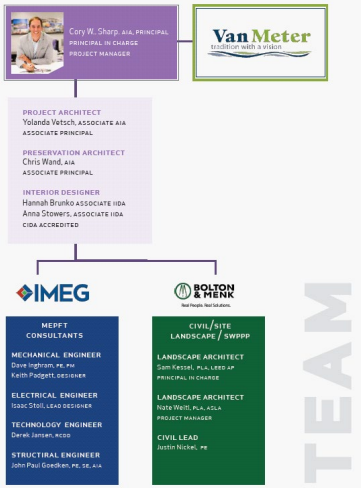
5	Example #5	NA	Grinnell Public Safety Building - FEH DESIGN designed the new Public Safety Building for the City of Grinnell. The 31,500 sf facility houses the police, fire departments as well as emergency communication dispatch. FEH provided the building programming and explored several options for development of the project, recommending the City of Grinnell pursue the most sustainable option reusing a former grocery store which provides nearly 60% of the program required space. The balance of the project was accomplished with the addition of the fire apparatus bays, a public safety museum and a public entrance. The project is LEED registered with sustainable design strategies implemented throughout the project. The Fire Department space includes a seven-bay apparatus area that houses 13 fire and ambulance vehicles. To accommodate the full time and volunteer staff needs; a training/hose drying tower, apparatus support spaces, day room, bunk rooms and office spaces are included in the Fire Department areas. The Police Department spaces include a sally port, booking areas, detention cells, evidence storage rooms, offices, armory spaces, suspect and victim interview rooms and squad room. The Police and Fire Departments share locker rooms, showers, exercise room, kitchen facility and training classrooms as well as the dispatch areas.
6	Example #6	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
7	Example #7	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
8	Example #8	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
9	Example #9	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples

7	Experience with Historical Buildings	We have prepared and analyzed many successful cost-benefit analyses with clients. Many of these have included applying for and acquiring Historic Tax Credits as a way to help fund the project including for tax exempt institutions. Depending upon the final scope of the City of Van Meter's renovation, the City may consider exploring these credits to offset a portion of construction costs.	Our approach to historic preservation projects is one that maintains a building's historic character while allowing new uses through sensitive renovations. This occurs in 3 primary stages: research, exploration, and strategy. Knowing where to find relevant information regarding historic structures or who to ask for that information is often the most challenging part of any historic preservation project. FEH will reach out to local, regional and state historic preservation organizations as well as the State Historic Preservation Office (SHPO) to gather as much information as possible. will hopefully include historic photos, records of previous renovations, and listings of past owners and businesses. We will also look at other documents such as Sanborne fire insurance maps. Altogether, this information provides the basis for our understanding of the building's history and any character defining features. While the information discovered during the research phase is critical, getting our eyes on the actual building as it exists today is equally important. We, along with our colleagues, will visit the building and even perform some minor selective demolition to see what of the original building remains and assess its condition. Historic buildings have often fallen victim to insensitive remodels that destroy significant elements and features. Such loss of historic fabric can make rehabilitating a historic building back to a period of significance challenging and more expensive. Our exploration will provide the facts we need to move onto the next phase. Once we have a better understanding of the current situation, we can work with you to strategize the best approach to rehabilitating your historic building. Whether or not your projects require review or approval by the SHPO or National Park Service (NPS), we utilize the Secretary of the Interior's Standards for the Treatment of Historic Properties as our guide. Coupled with years of experience working on

8	Experience with Municipal Facilities	Master Civic Planning - 10 instances Library Facilities - 15 instances Fire Stations - 7 instances Law Enforcement & Detention Centers - 24 instances	Comprehensive list of library, emergency response, police departments, public works facilities, city halls, courthouses, and recreation projects spanning from Illinois, Iowa, Missouri, Nebraska, South Dakota and Wisconsin
9	Experience with Grant Funding Support	No Information Provided	No Information Provided

Project Staffing

Qualifications of the project manager and personnel.

	Requirement	Neumann Monson Architects	FEH Design
1	Staffing Overview & Qualifications		

2	Project Stakeholder Organization	Lyndley Kent, AIA, LFA - Principal in Charge Brian Warthen, AIA,CDT, LEED AP - Project Manager Cheung Chan, AIA, CDT - Project Architect Eric Neuhaus, AIA, CPHC, LEED Green Assoc - Project Architect Dave Ingrahm, PE, LEED AP - Project Manager Keith Padgett - Lead Mechanical Engineer, IMEG Isaac Stoll - Lead Electrical Engineer, IMEG Derek Jansen, RCDD - Lead Technology Designer, IMEG Brian Thomas, PE - Structual Engineer, Raker Rhodes Sam Kessel, PLA, LEED AP - Principal Landscape Architect, Bolton & Menk Nate Weitl, PLA, ASLA - Project Manager, Bolton & Menk Justin Nickel, PE - Civil Engineering Lead, Bolton & Menk	Cory Sharp, AIA, Principal - Principal in Charge, Project Manager Yolanda Vetsch, Associate AIA, Associate Principal - Project Architect Chris Wand, AIA, Associate Principal - Preservation Architect Hanna Brunko, Associate IIDA - Interior Designer Anna Stowers, Associate IIDA - Interior Designer Dave Ingrahm, PE, LEED AP - Project Manager Keith Padgett - Lead Mechanical Engineer, IMEG Isaac Stoll - Lead Electrical Engineer, IMEG Derek Jansen, RCDD - Lead Technology Designer, IMEG John Paul Goedken, PE, SE, AIA - Structural Engineer, IMEG Sam Kessel, PLA, LEED AP - Principal Landscape Architect, Bolton & Menk Nate Weitl, PLA, ASLA - Project Manager, Bolton & Menk Justin Nickel, PE - Civil Engineering Lead, Bolton & Menk

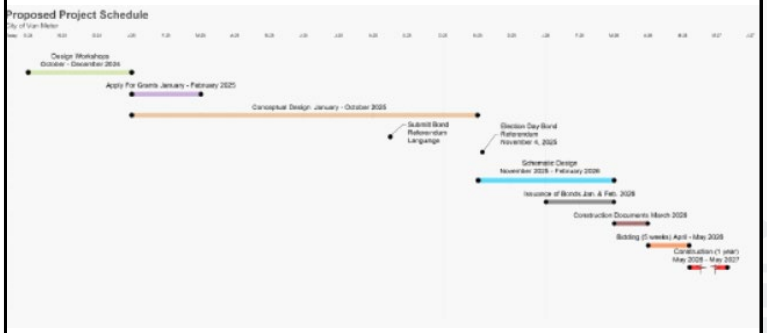
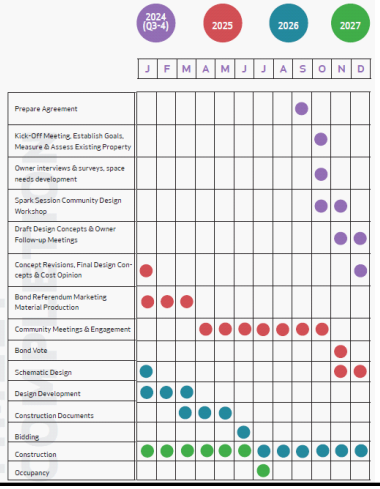
Workload

The respondent must provide insight into their current workload.

	Requirement	Neumann Monson Architects	FEH Design
1	Workload Description	Utilizing our project planning software, we are confident the identified team members for this project have the capacity and availability to meet the proposed project schedule. Equally important, the proposed project timeline aligns with our overall capacity to execute this work efficiently and effectively. Neumann Monson Architects and our team of consultants are ready to start working on your project as soon as we are given approval to proceed by the City of Van Meter. Utilizing the timeline in the RFP as a guide, we have created an proposed schedule. This schedule will be discussed (and modified as needed) at the kick-off meeting to meet the needs of the City of Van Meter.	The FEH DESIGN team chosen for your project has the capacity and availability to meet your project schedule and project requirements.

Project Timeline

The respondent must provide a proposed project timeline.

	Requirement	Neumann Monson Architects	FEH Design
1	Proposed Schedule		
2	Estimated Hours by Phase		
2a	Predesign/Programming/Workshops	Execution of Contract, Kickoff Meeting, Program/Scope Confirmation, Gathering of Exisiting Documentaion, Selected Workships & Community/Stakehold Meetings 160 Hours	No Information Provided
2b	Conceptual Design	Apply for Grants, Develop Concepts, Submit Bond Referendum Language, Community Meetings, Cost Estimating 324 Hours	No Information Provided
2c	Schematic Design	Election Day for Bond Referendum, Development Drawings upon Bond passing, Cost Estimating, Issuance of Bonds 509 Hours	No Information Provided
2d	Construction Documents	No Information Provided	No Information Provided
2e	Bidding	No Information Provided	No Information Provided

2f	Construction Administration	No Information Provided	No Information Provided

Estimated Fees

Costs & Fees scores cannot be taken into account for scoring purposes.

	Requirement	Neumann Monson Architects	FEH Design
1.	Estimated Fees	Construction Costs - $4.25-4.75 Million Professional Service Fees -$393,565 - $438,750	Construction Costs - not provided Professional Service Fees $27,000-$33,000 with optional consultant fees

Business Organization

The respondent must provide the following information about their company:

	Requirement	CMBA Architects	INVISION
1	A brief history and overview	Although our roots go back to 1912 with ties to regionally-renowned architect William Steele, the modern era of the firm began with James Duffy. Duffy, who worked with the Beuttler firm, went out on his own in 1963. In the mid 1980's, Jim and his partners bought his former employer, the Beuttler firm. Subsequently, our firm merged with James Cannon & Associates, a well-known Nebraska firm. Our company has since expanded and acquired offices in Spencer, Des Moines and Omaha.	INVISION is a planning, architecture and interiors firm based in Iowa, and our work takes us to communities throughout the Midwest. To keep pace with a rapidly changing world, we continue to approach every project with passion and purpose - as we have for over 100 years. As a team of nearly 90 professionals who are artists, thinkers, innovators and creators.
2	Vision & Values	CMBA prides itself on our commitment of enhancing our downtown communities.	
3	Consultant Information		
3a	Mechanical	IMEG Group	IMEG Group
3b	Electrical	IMEG Group	IMEG Group
3c	Plumbing	No Information Provided	IMEG Group
3d	Information Technology	No Information Provided	IMEG Group
3e	Structural Engineering	IMEG Group	Raker Rhodes
3f	Civil Engineering	Larson Engineering	Bolton & Menk
3g	Landscape Architecture & Design	No Information Provided	Bolton & Menk
3h	Cost Estimating Consultant	No Information Provided	No Information Provided
3i	Public Safety Consultant	No Information Provided	No Information Provided

3j	Historic Preservation Consultant	No Information Provided	No Information Provided
4	Branch Location	319 SW 5th Street #102 Des Moines, IA 50309	319 SW 5th Street #102 Des Moines, IA 50309
5	Principal in Charge	Kent Lutz, AIA LEED AP lutz.k@cmbaarchitects.com	Jason DeVries, AIA 515-681-6039 jasond@invisionarch.com

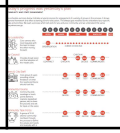
Technical Requirements

The respondent must provide an overview of their system architecture, including:

	Requirement	CMBA Architects	INVISION

1	Interpretation of the project scope	We will collaborate with you and our engineering team (structural, mechanical, electrical, and civil) to conduct a comprehensive analysis of the existing building, including its structure, infrastructure, and current conditions. This will help us identify opportunities and challenges specific to your project. In partnership with your staff, we will assemble a group of community leaders and stakeholders from the Library, Police Station, and Fire Station to establish project goals. Through visioning sessions, surveys, and public workshops, we will engage with these stakeholders and the broader community to set clear objectives. This group will also play a critical role in communicating the importance of the project through outreach and engagement, which will be vital if the project moves to a bond referendum.During our discussions, we noted your interest in the City Hall project in Colfax, Iowa, which serves as an excellent example of modernized adaptive reuse of a historic brick building. This approach may be relevant for your project at 601 Main Street, which has served various community purposes over the past century, as shown in historical photos. This project will be the next chapter in Van Meter's history, contributing to the community's growth.The building, just under 11,000 SF and located on a 17,424 SF lot, offers the possibility of an addition and parking space. Depending on your space requirements, we may recommend expanding the building to meet program needs. With its high visibility on Main Street, this site will become a welcoming community focal point. As outlined in your "Vision Van Meter 2040" document, maintaining the "small-town feel" is a priority, and this project will support that while driving revitalization. The	The Van Meter Way. Our design philosophy centers around you, the Van Meter community. Sure, we employ best practices in architecture, but more importantly, we strive to learn about you, your community and your vision for an innovative facility to serve the citizens of Van Meter and the team who serves them. In creating your space, our team will bring together stakeholders to dream, brainstorm and collaborate on how your new public administration building can not only house your local government offices but be an information hub and offer community support. At INVISION, we don't believe in pulling our last plan off the shelf and starting there. With us as a partner, you will get a custom process and solution, informed by YOU. Understanding of Scope: After reading the RFQ and visiting the project site, we understand the project scope of work to be as follows: • Remove the metal siding and restore the building exterior of the historic Ford dealership building. • Renovate the interior of the historic building to house the new Van Meter Public Library and community meeting spaces in a way that respects the past, but looks towards the future. The library currently has approximately 7000 items in its collection, but would need the space to grow 2-3 times this amount in order to properly serve the Van Meter community. Additional library needs would include separate staff areas, private study rooms, and a flexible program room. A separate community meeting room that could be used off library hours s also desirable. Construct an addition that will house the volunteer fire station and police station. This addition will need to accommodate pull through apparatus bays for all the
2	Key Goals	No Information Provided	1) Original masonry façade to be restored 2) Original window openings to be restored 3) Keep the old, industrial aesthetic for open library space

3	Process	1) Discover - Conduct Analsys & Engage Users 2) Inspire - Begin Design 3) Create - Refine Design 4) Integrate - Finalize Design 5) Implement - Building Your Project including Bidding, Construction Adminsitration, Post Occupancy	
4	Deliverables		
4a	Workshops		Discovery - Community Outreach including Insight Week, group interviews, Stakeholder goal setting & site visits
4b	Conceptual Design & Schematic Design		The Strategy Phase incorporates the Discovery Phase information into detailed design documents. During the schematic design, the program document will be transformed into three dimensions to better understand spatial requirements, infrastructure routing, volume impact, program relationships, and costs. Exterior and interior schematic design options will be prepared and refined for review. After approvals, those options will be refined for a final design where the necessary illustrations, narratives, and cost opinions are created for use in the production of the design development package. Our engagement with you will continue to further refine the design, building circulation, and costs all in parallel.
4c	Strategic Support for the Bond Referendum	CMBA has a dedication Communications Specialist that can assist in communication strategy including a detailed plan & schedule and utilizing CMBA tools and resources to communicate. CMBA employes a Bond Communication Specialist.	Having recently assisted Van Meter Community School District in passing their bond referendum, INVISION has experience to assist with your bond referendum communication needs. We'd like to meet with you to understand the services we can assist you with and the services you intend to handle. INVISION will support you with all presentation content, community meeting content and facilitation, and high level strategy for the communications phase. Services include community open house. project focused website, one page fact sheets, creation of mailers, social media, news releases, etc.
4d	Long-Term Vision for Downtown	No Information Provided	No Information Provided

4e	Technical Expertise	No Information Provided	The Implementation Phase is the culmination of the process. The approved design development package is further developed into the construction documents. Our collaboration continues with you during this phase to review specific design solutions and detailing pertinent to your project success. Final material selections will be reviewed for approval. Additional team members will join the team to conduct quality control reviews and more detailed costing efforts to maintain scope and budget alignment. Again, we recommend face-to-face page-turn reviews at each of the periodic progress review sessions. The Implementation Phase also includes bidding and construction, where the goals and aspirations defined in the initial Discovery Phase come to life! Project Specific - Cost estimating at 50% construction document phase, formal quality control reviews, advising on bidder qualifications, preconstruction conference, final inspection & punch list
4f	Ongoing Project Support	No Information Provided	No Information Provided
4f	Additional Communication Information	No Information Provided	

Related Experience

Descriptions of a minimum of two (2) and a maximum of five (5) projects of similar nature shall be submitted. The project description must contain the scope of

	Requirement	CMBA Architects	INVISION

1	Example #1	Alton Fire Station - The current facility was in need of technological advancements along with a need for more space for training, trucks, equipment and storage. Poor ventilation and risk of injury when putting on gear were also major concerns. CMBA worked with the Alton Fire Dept. to reach their goals of meeting safety standards, improving response coverage, upgrading fleet and apparatus, increasing storage space for equipment, enlarging apparatus bays for maintenance, expanding training and meeting space, adding a scrub room and utilizing lockers for gear storage.	City of Colfax City Hall & Police Department Renovation - In 2019, INVISION began work with the City of Colfax on the rehabilitation of an existing turn-of-the-century armory building into the new Colfax City Hall. The big question for the design team was to determine how to make something special from the existing property? In addition to workshops with the City, boards were displayed in a booth at a City event to gain community input. Several design options were considered for the new city hall, and ultimately landed in the union of celebrating the building's historic features while introducing modern aesthetics and amenities to serve the community's needs.

2	Example #2	Orange City Fire Station - The station lacked space for training, education and maintenance on trucks and equipment. Safety improvements were needed as there was only a single door entrance or through the apparatus bay as trucks were leaving. Firefighters had to gear up next to trucks as they were leaving also causing safety concerns. The exterior to the building needed to fit the Dutch style of architecture of the town. Maximizing the height of the building and raising the roof provided space for maintenance on trucks with ladders and allowed for a mezzanine with a repelling wall and manhole in the floor for training. A low slope floor that drains into the apparatus bay also allows volunteers to train and run drills behind rigs. A large training space was designed to accommodate the entire crew instead of breaking into small groups. Three entrances were added with doors that stay open to eliminate congestion. After 15 minutes, the doors close and lock automatically saving time when every minute counts. A 4gear room provides a safe changing space and storage. A workshop and space for SCBA equipment promote safety and allow space for gear and equipment maintenance.The addition also includes a kitchen, accessible from both sides, to serve large community events in the apparatus bay or smaller events in the training room. A laundry room and decontamination room provide separate spaces for additional responsibilities necessary at the station.	Grimes Public Library - Following a needs analysis, the City of Grimes determined a new library facility would be necessary to accommodate the continuing growth of the community. It was anticipated that the desired facility would be need to be approximately 25,000 square feet to ensure space for the projected population growth. INVISION worked closely with the City and Library Director to establish fundraising materials for this new two-story library. As a team, we developed the following concept statement that helped to guide the design, “We envision a community hub that fosters collaboration, innovation and engagement and uses tactile, warm and welcoming materials. We will create a space that will elevate ALL members of the community and invite them to enjoy the City of Grimes’ new Community Living Room.” The design includes spaces for collections, youth services, public service design, staff and building support.

3	Example #3	Le Mars Police Department - The Le Mars Police Department building was very cramped and did not function very well. Officers were doing their work at five desks shared by approximately 12 officers. The old Total Motors building in Le Mars is now home to the new, highly functional police station. It was designed to have a very modern and efficient work flow for the building.These new features are a major upgrade from the former station. The new building has 16 cameras placed inside and outside meaning the staff is constantly under surveillance. A unique element of the station, is the blue line that runs along the hallway. They wanted a reminder each and every day that they stand between the good in the world and the bad in the world and the blue line in law enforcement represents that.	Cedar Falls Public Library Safety Needs Study & New Facility Design - INVISION was selected by the City of Cedar Falls to perform a space needs assessment, site analysis of multiple sites, and master planning of their public safety departments. The City's main goal was to consolidate police and fire operations into one facility to enhance public safety operations. Our team met with City representatives to evaluate their existing facilities and determine what their current and future needs. After the spatial needs were identified, our team performed a thorough analysis of city owned properties which would be appropriate for a new combined facility. Numerous sites were analyzed in response to property size, soil conditions, traffic flow, response times, ISO rating, and neighborhood adjacencies. A preferred site was selected and master planned around tight site limitations. The multi-story building combines all public safety departments into a cohesive facility with a shared public lobby. This state of the art facility includes the following law enforcement spaces: administrative offices, conference and training rooms, ample detective space, interview rooms, records, crime lab, property and evidence storage, booking and intake, physical agility space, defensive tactics storage, IT support services, and a sally port. The facility houses the City's Fire Department administration and four bay Fire Station. The station includes offices, crew living quarters, SCBA room, bunker gear storage, kitchen and dining room, fire training classroom, and a spacious garage for apparatus and emergency vehicles.

4	Example #4	Nobles County Library (MN) - The Nobles County Library was looking to renovate their current space to better serve the changing needs of their visitors. CMBA focused on better spacial planning, maximizing storage space, keeping security and visibility, providing public meeting space and asbestos removal.	Warren Cultural Center - The Warren Opera House and Hetherington Blocks, which together form a discrete unit on the east side of Greenfield's courthouse square, stand as well-preserved examples of Iowa's commercial architecture from the late 19th century. The interior arrangement of the opera house block, featuring entertainment, commercial and residential space, was a characteristic typical of the state's small-town opera houses. To meet the requirements of available grant funding, INVISION was asked to complete construction documents for this historic rehabilitation project under a very aggressive timeline. The project restored three buildings at a budgeted construction cost of $4.5 million following the Secretary of Interior's Standards for Historic Preservation. The rehabilitated facility provides an adaptable, multi-use home for arts and cultural activities, accessible to all.

5	Example #5	Hastings City Hall (NE) - Occupying a former mid-century bank structure, Hastings City Hall faced challenges in meeting the contemporary needs of the City. CMBA collaborated with the City to envision a new layout for administrative offices, council chambers, and support areas. The primary objectives included enhancing user-friendliness, safety, security, and operational efficiency for both staff and visitors. To determine the most viable option, CMBA conducted a series of feasibility studies exploring the possibilities of staying at the current location, renovating an alternative building, or constructing on a new site. Following a public survey, it was decided that renovating and revitalizing the existing city hall was the most advantageous choice for the City and its taxpayers.Using a phased approach, CMBA coordinated contracts for interior demolition, site preparation, and foundation repairs separately from the main construction contract to expedite the project timeline. The design concept pays homage to the building's mid-century modern roots while infusing it with a fresh, contemporary vision that aligns with Hastings' future aspirations.	Liberty Savings Bank Study and Renovation - INVISION completed a feasibility study of the top three floors of the historic John Deere Tractor Company R Building at TechWorks to meet the needs of combining multiple buildings into one location. In addition to reviewing the structure of the facility, INVISION walked through the current corporate office to learn about LSB and the needs for the new facility. This included an interactive discovery session workshop with the steering committee. The study provided comprehensive solutions to transform the manufacturing building into a vibrant, safe and modern office environment to accommodate LSB's current and future needs. The full interior renovation will include a combination of private offices and open work stations designed to embrace the historic elements of the building. By embracing these character-defining features through design, INVISION was able to assist LSB with obtaining historic tax credits. A variety of shared support spaces throughout the areas will provide the needed areas to support a modern business environment. This new facility will offer LSB the opportunity to grow and continue to support the history of Waterloo.
6	Example #6	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
7	Example #7	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
8	Example #8	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
9	Example #9	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
7	Experience with Historical Buildings	No information provided	No information provided

8	Experience with Municipal Facilities	Comprehensive list of library, emergency response, police departments, public works facilities, city halls, courthouses, and recreation projects in Iowa, South Dakota and Nebraska	No information provided
9	Experience with Grant Funding Support	Sample list includes 24 projects in which CMBA assisted in grant application funding at a value of over $250,000,000	No information provided

Project Staffing

Qualifications of the project manager and personnel.

	Requirement	CMBA Architects	INVISION
1	Staffing Overview & Qualifications	See Below	

2	Project Stakeholder Organization	Kent Lutz, AIA, LEED AP - Principal in Charge Joe Copley, AIA - Project Architect & Project Manager Colette Mithelman, IIDA - Registerd Interior Designer Tim Schuck, Associate AIA, LEED AP - Building Envelope Specialist Dave Inghram, PE, LEED AP - Engineering Project Manager, IMEG Keith Padgett - Lead Mechanical Engineer, IMEG Isaac Stoll - Lead Electrical Engineer, IMEG John Paul Goedken, PE, SE, AIA - Lead Structural Engineer, IMEG Michael Murphy, PE, LEED AP - Civil Engineer, Larson Engineering	Jason DeVries, AIA - Principal/Managing Architect Evan Shaw, AIA, LEED AP BD+C - Project Architect Laura Peterson, AIA, ALEP - Communications Engagement Specialist Erik Raker, PE - Structural Engineer, Raker Rhodes Engineering Abbey Huppenbauer, IDA - Interior Designer Maddy Schmidit, Associate AIA - Project Coordinator Dave Ingrahm, PE, LEED AP - Project Manager Keith Padgett - Lead Mechanical Engineer, IMEG Isaac Stoll - Lead Electrical Engineer, IMEG Sam Kessel, PLA, LEED AP - Principal Landscape Architect, Bolton & Menk Nate Weitl, PLA, ASLA - Project Manager, Bolton & Menk Justin Nickel, PE - Civil Engineering Lead, Bolton & Menk

Workload

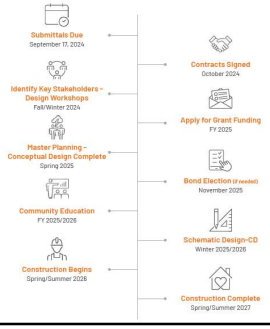
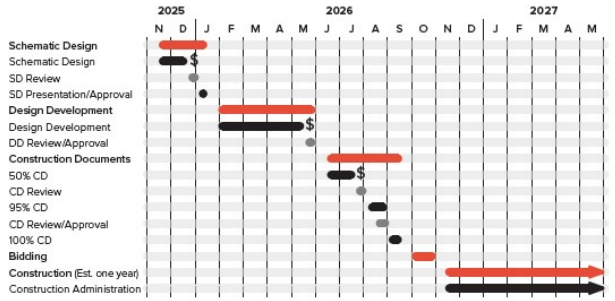
The respondent must provide insight into their current workload.

	Requirement	CMBA Architects	INVISION
1	Workload Description	Information not provided	Strategically selected, our project team possesses the unique skills and passions to create a plan that truly impacts your renovation and your future planning. With a history of collaborating on civic projects, we understand the best planning and design solutions come from trust and communication, which is at the center of everything we do.

Project Timeline

The respondent must provide a proposed project timeline.

	Requirement	CMBA Architects	INVISION

1	Proposed Schedule		
2	Estimated Hours by Phase		
2a	Predesign/Programming/Workshops	Master Planning through Conceptual Design Contract Execution through November 2025	Community Engagement & Conceptual Design 302 Hours
2b	Conceptual Design	526 Hours	NA
2c	Schematic Design	758 Hours	Including Design Development 1554 Hours
2d	Construction Documents	882 Hours	1160 Hours
2e	Bidding	See below	122 Hours
2f	Construction Administration	880 Hours	708 Hours

Estimated Fees

Costs & Fees scores cannot be taken into account for scoring purposes.

	Requirement	CMBA Architects	INVISION
1.	Estimated Fees	Master Planning thr Conceptual Design - $25,000 fixed fee Design Phase - 7-8% of anticipated construction cost	Construction Budget - $5-7M Community Engagement Phase - $7500/month or $9500/month with website design Post Community Engagement Phase - 6.95% of construction cost

Business Organization

The respondent must provide the following information about their company:

	Requirement	Farnsworth Group	SVPA Architects
1	A brief history and overview	We're passionate designers. Farnsworth Group is an employee-owned, national consulting firm with a local presence that clients can depend on time and again. At the heart of what we do are our people, passion and performance. We have great people – trusted experts who have a passion for designing municipal public safety projects. We will uncover the details that will take your project from good to GREAT! Farnsworth Group is an employee-owned, full-service design firm with over 550 architects, engineers, surveyors, commissioning authorities, technicians, and support personnel across the United States.	We have no salespeople. When you talk about your project, you're talking to the team who will help translate your vision into a reality. Leadership involvement from concept to completion.. Since our founding in 1953, we have focused on building lifelong business relationships as we deliver great design solutions for clients like you. Ego is never a design element. We focus on delivering high-quality, high-performance buildings that send the desired messages about your organization. We listen, ask and learn before we design. We want to know what you do and why you do it. We'll get to know everything we can about you before we start designing. We believe the design process should be enjoyable. We do everything we can to make the building process what it should be: an exciting, rewarding and fun experience.
2	Vision & Values	"We know municipalities. We know funding. We know engagement. "	
3	Consultant Information		
3a	Mechanical	In-House	TBD
3b	Electrical	In-House	TBD
3c	Plumbing	In-House	TBD
3d	Information Technology	In-House	TBD
3e	Structural Engineering	In-House	Raker Rhodes
3f	Civil Engineering	Bolton & Menk	Bolton & Menk

3g	Landscape Architecture & Design	Bolton & Menk	Bloton & Menk
3h	Cost Estimating Consultant	Stecker-Harsmen, Inc.	Stecker-Harmsen, Inc.
3i	Public Safety Consultant	No Information Provided	Redstone Architects, Inc. - For over 40 years Mr. Redstone has led the programming and design efforts for numerous law enforcement, justice, and public safety agencies. As Principal-in-Charge, Dan works directly with architects, agencies, and command staffs throughout the country. He has gained valuable insight on the spectrum and variety of public safety services offered nationally, as well as having worked with a variety of public-safety, organizational structures.
3j	Historic Preservation Consultant	No Information Provided	a3G architechts - comA3G Architects, founded in 2009 by Aimee Gray, is a Woman-Owned Small Business in downtown Liberty, MO, offering architectural design, city planning, tenant finish, and code consulting services for new and existing buildings. With extensive experience in projects including local government, historic renovation, banking, healthcare, and offices, our team handles initiatives of all sizes.
4	Branch Location	14225 University Avenue, Suite 110 Waukee, IA 50263	1466 - 28th Street, Suite 200 West Des Moines, IA 50266
5	Principal in Charge	Robert Ridgway, AIA, NCARB 515-225-3469 bridgway@f-w.com	Thad Long, AIA 515-280-2409 t-long@svpa-architects.com

Technical Requirements

The respondent must provide an overview of their system architecture, including:

	Requirement	Farnsworth Group	SVPA Architects

1	Interpretation of the project scope	Van Meter is embarking on a three-year journey towards a new shared facility to house the Public Library, Police Station and Fire Station. From concept and community/stakeholder engagement, through grant applications and fundraising to bond referendum, schematic design and ultimately, a successful referendum and bond issuance: Farnsworth Group would like to be your trusted partner every step of the way. Farnsworth Group has done it all. Moreover, we have provided a myriad of services for communities just like Van Meter. Working with Midwestern communities is how our company was established, well over 100 years ago. Our culture was founded on our unwavering commitment to collaboration with the communities we serve. We strive to be a true stakeholder in your community, sharing in collective successes, mitigating challenges, and ensuring your success, and the success of your public facilities. As your trusted partner, Farnsworth Group has considerable experience designing shared facilities for public services, such as this. Our team has also designed and consulted on numerous historic downtown developments. We understand the positive cultural impacts of historic preservation, as well as the value proposition associated with stimulating new economic development. This project is more than designing a new public facility to house public services; it's giving new life to a historic building and re-inventing downtown Van Meter. Farnsworth Group stands poised, ready to support you, not only get your building designed and built, but to get your project developed, to be the catalyst you envisioned, revitalizing	Project Understanding SVPA understands The City of Van Meter, Iowa is seeking architectural and engineering services for a major renovation and addition to a historic property at 601 Main Street. The new facility will house a public library, police station and fire station, offering meeting and training spaces, apparatus bays, restrooms, an evidence room and office space. The project aims to preserve the original structure of the 1918 building while expanding and modernizing the space for public use. Key Points from our conversations with the City at the building tour, over the phone and from the RFP: Project History The City acquired the property in July 2024 and plans to fund the project through a bond referendum, potential grants and fundraising. The bond referendum is expected in November 2025. The current library, police station and fire station are housed together at 505 Grant Street. Project Description The goal is to restore as much of the original structure as possible while creating a larger, accessible space with adequate parking. This project is expected to catalyze downtown restoration. Design workshops will engage staff, elected officials, and focus groups to define needs and priorities. Conceptual designs will be used for the bond referendum and grant funding applications. Project Outcomes The completed facility should be a safe, modernized, and welcoming space that enhances the functionality and efficiency of the library, police and fire services, benefitting both the public and staff. The City will collaborate with the selected firm throughout all phases, from conceptual design through construction and project close-out. After the architectural selection process, the City and our team will determine a list of qualified MEPT engineers.
2	Key Goals	No Information Provided	No Information Provided

3	Process	1) Meet 2) Discover 3) Sketch 4) Concept 5) Review 6) Revise 7) Develop 8) QA/QC 9) Bidding 10) Construct 11) Complete	1) Visioning Session 2) Facility Programming & Community Engagement 3) Conceptual Design/Cost Opinion 4) Community Education & Pre-Bond Preparation 5) Schematic Design 6) Design Development 7) Construction Documents 8) Bidding 9) Construction Adminstration
4	Deliverables		
4a	Workshops	1&2) Initial meeting, stakeholder involvement, user groups, develop project long term vision, collection of information re: site & comprehensive plan	1&2) Gain a deep understanding of the City of Van Meter' goals, project requirements, and review any programming work done so far and Define the space required for each user group (Fire Department, Police and Library). Work to understand existing conditions and growth requirements to meet the City's needs now and in the future.

4b	Conceptual Design & Schematic Design	3-6) Our design process identifies, evaluates and prioritizes the wants and needs of all stakeholders and utilizies that information to inform the overall project vision and design concepts. Our goal is to take a holistic approach, when delivering creative design concepts that intergrate the project vision, program, market opportunities, trends and surrounding context info a unified design solution. Cost considerations are also key as concepts are realized. Open communication and frequent discussions with the City will allow us to manage expectations as they relate to the budget.Community input can also be incorporated by holding Q&A sessions, providing sketch options and soliciting feedback. Concepts for the new library/public safety facility will be presented to all stakeholders. Through the use of 3D modeling software, we're able to create renderings that help to convey the design intent and pre-visualize the concept; ensuring all parties understand the concepts.	3) Develop the overall design concept and layouts. Review adjacencies and project visioning goals to confirm the design intent is met by all building users. Produce initial concept plans, elevations and early 3D renderings to share with the community of Van Meter to educate and start building support with citizen input. The overall goal is to build consensus for the project and create excitement among the voting citizens of Van Meter about restoring the historic qualities of the town and set the vision for other improvements throughout Van Meter. We aim to build consensus and community pride. 5) Develop the overall design concept and layout. Produce renderings to share with the community of Van Meter to build support and consensus for the project. Create excitement among the voting citizens of Van Meter about restoring the historic qualities of the town and set the vision for other improvements throughout Van Meter. Build consensus and community pride.
4c	Strategic Support for the Bond Referendum	The design team can facilitate a public support campaign to generate public support for a bond referendum, if needed. This may include an animation / fly-through of the building which can be shared on the City's website and social media platforms. Printed materials for mailings will be provided if desired. A short video may be appropriate to convey the intent of the selected concept to the public.	4) Prepare the City of Van Meter for a successful bond referendum outcome. Create facility concensus with informational meetings educating the voting public.
4d	Long-Term Vision for Downtown	No Information Provided	No Information Provided

4e	Technical Expertise	7-11) After successful passage of the bond issue, if needed Farnsworth Group will develop the selected design, concept and get into the details that make your project exceptional. Continuous coordination between the Design Team and our subconsultants allows us to identify and implement best practices, tailored to your project, and minimize potential construction issues. The project is reviewed interanlly, for quality control, while being mindful of the practical implementation and constructability of the concept, ensuring the design intThe final concept is presented, using a combination of renderings and live model walk-throughs. Following City authorization, Farnsworth Group will assist with establishing a list of prospective contractors. ent in upheld.We will facilitate distribution of bid documents to all prospective bidders, conduct a pre-bid conference for interested bidders, prepare responses to bidder questions and provide clarifications of the bid documents in the form of addenda. Our team will assist with or conduct the bid opening and provide a bid tabulation for review and approval by the City of Van Meter. Additional activities: CA & Project Quality, Communication, Inspection	6) Finalize design details and specifications 7) Prepare detailed construction documents for bidding 8) Manage the bidding process and evaluate contractor proposals 9) Oversee the construction process and ensure quality by managing all design consultants during the construction process.

4f	Ongoing Project Support	At the completion of the project, the design team will review the project as a whole and create a list of items needing to be addressed. Our team remains available to the client for any concerns or questions that may arise even after construction is complete. We are committed to ensuring the final product meets the City's needs and expectations and consider our involvement a lifelong endeavor with our clients. We will schedule and facilitate an 11-month warranty review to identify any items which need to be resolved prior to the expiration of the standard one-year construction warranties.	No Information Provided
4f	Additional Communication Information	No Information Provided	No Information Provided

Related Experience

Descriptions of a minimum of two (2) and a maximum of five (5) projects of similar nature shall be submitted. The project description must contain the scope of services performed, location and reference (contact person).

	Requirement	Farnsworth Group	SVPA Architects

1	Example #1	Mitchellville Fire Station - The current fire station is undersized and outdated. Farnsworth Group was asked to design a new station that will meet the fire department's current and future needs and allow the station to become a training site for additional volunteers. While working through the design it became evident that the new facility needed to serve not only the fire department but also the community.A gymnasium, classroom andoutdoor patio area will all be sharedwith the public for events throughout the year. In an effort to garner community support, preliminary sketches of a future park and athletic complex were provided for the adjacent property. The project is currently waiting for appropriate funding to be made available.	Clive Public Safety Center - SVPA Architects was selected to design a new Public Safety Center for the City of Clive that houses both the police and fire departments. The west portion of the building houses the fire station and includes a three-bay apparatus garage with associated service spaces; administrative offices and a classroom/training room; and a living area with a kitchen, dining and dayroom, dormitory, locker area, shower/changing rooms and a decontamination area with laundry and staff lockers. The east side of the building is for the police station and includes a nine-stall garage with associated service/support spaces; administrative offices; patrol work areas; and detective work area. There is a shared entry between both departments; a fitness and police tactical room; a large training room and miscellaneous ancillary spaces.

2	Example #2	Washington Fire Station, City Hall & Police Station - Farnsworth Group was hired by the City of Washington, Iowa to provide architectural and engineering services for a new fire station and conceptual designs for the renovation of the existing municipal building (city hall, police & fire station). Upon completion of the design work for the new 5-bay Fire Station, located south of the municipal building, the same team was hired by the City to complete the architectural and engineering services for the renovations of the municipal building into a new City Hall & Police Station. The mechanical & electrical engineering work was by Modus. Saul Engineering, now KPFF , provided the structural engineering. Due to their familiarity with the City of Washington, Fox Engineering was hired as the civil engineer. The City applied for the Riverside Casino Grant. Our project team provided graphics for the City to us in their grant application.	Ankeny Fire Stations 1 - 4 - SVPA Architects has designed four fire stations for the city of Ankeny. The first was a 14,600 s.f. addition to the Headquaters that included administrative, fire prevention and training spaces, living quarters, museum and support spaces. The project also provided hardened spaces for an emergency operations center/training room. An important aspect of this project was maintaining access to and use of the existing fire station during construction. The construction was staged to ensure the fire department was not hampered in their service to the community. The building's energy-efficient design utilizes MidAmerican Energy's CustomPlus program. SVPA then designed Ankeny Fire Station No. 2 to expand emergency services coverage. The new 12,260 s.f. station is located in the Prairie Trail Development and the design needed to fit the character and goals of the development and the emergency response needs of this urban area. The fire station features three drive-through apparatus bays, living quarters, administrative spaces and associated support spaces. Station No. 3 is identical to station No. 2. and was completed in August of 2018. Our design for Station no. 4 is currently under construction.

3	Example #3	Brookens Library Renovation & Classroom Addition - The renovation of the Brookens Library brought order to a chaotic and antiquated facility. The design team re-invented the library by superimposing an axial planning concept to reorganize space, improve flow and highlight the character of the existing building. In addition to refreshing the interior finishes and furnishings, a majority of the stacks that once housed the library's collection, were removed to better suit the needs of a modern library. That space was then repurposed to accommodate a new circulation desk, computer workstations, a multi-use classroom and updated security access at the main entrance. This project received recognition in the Illinois Library Association Reporter publication.	Des Moines Fire Station No. 11 - A new fire station was needed to better serve the residents and businesses in the northeast part of Des Moines, and to work in conjunction with a neighboring city to share station resources and provide support services. The three-acre site provides a larger area that will take advantage of the open space and existing trees. The new station includes a three-bay apparatus garage, administration areas, living areas, a fitness area and ancillary spaces. Working closely with the fire department for enhanced decontamination control and firefighter well-being, the new station incudes a newer arrangement of the decontamination areas to allow station personnel to remove and clean contaminated gear, and to clean themselves before entering the living portions of the station. The project is intended to be LEED Certified and the building has a roof-mounted photo-voltaic array to generate power for the facility, and features a highly energy-efficient geothermal system and LED lighting throughout the project. The building also includes an ICC 500-rated storm shelter to protect building occupants in the event of a tornado.

4	Example #4	Altoon City Hall & Police Department - Farnsworth Group provided architectural design services for a dual-purpose municipal facility for the City of Altoona. The new building is home to the Police Department and City Hall, housing all City Hall offices, training rooms, a breakroom, council chambers, and support spaces. The Police Department portion of the building includes interrogation rooms, booking desk, sally port, roll-call room, training areas, locker rooms, support spaces, and a state-of-the-art 50-yard firing range. Like most building projects, end users and the community have unique processes and needs. Fully understanding these needs were an important part of this project. A needs assessments and the space programming analysis was developed through information gathering from departmental meetings and individual staff interviews. Processes were discussed and developed, individual staff and room needs were identified, and future program expansion capabilities were incorporated.	Altoons City Hall & Police Department - Farnsworth Group provided architectural design services for a dual-purpose municipal facility for the City of Altoona. The new building is home to the Police Department and City Hall, housing all City Hall offices, training rooms, a breakroom, council chambers, and support spaces. The Police Department portion of the building includes interrogation rooms, booking desk, sally port, roll-call room, training areas, locker rooms, support spaces, and a state-of-the-art 50-yard firing range. Like most building projects, end users and the community have unique processes and needs. Fully understanding these needs were an important part of this project. A needs assessments and the space programming analysis was developed through information gathering from departmental meetings and individual staff interviews. Processes were discussed and developed, individual staff and room needs were identified, and future program expansion capabilities were incorporated.
5	Example #5	Adel Public Library - Farnsworth Group designed this new, two-story library for the Adel community as part of a larger civic campus. This included a new City Hall in a historic former glove factory, a 3-story red brick industrial heritage building that served as a delightful architectural springboard for this entire campus development. Our design team completed the City Hall facility in 2001. The first phase of the 22,000 SF public library was completed in 2006, with a second phase completed in 2012.	Casey City Hall & Community Center - After a fire destroyed the city hall and public works building in 2014, the city of Casey was looking for a new city hall and community center facility that would house the City Clerk, Public Works Director and serve as a gathering space for Casey residents. Utilizing the existing city hall property, and after acquiring the adjacent lots, the city had ample room for their new building. The building includes a large community space and kitchen that will be used for city functions, and can be rented to generate additional revenue. The facility also includes offices for the City Clerk and Public Works Director. Besides having a space to bring the community together, the city of Casey wanted a building that payed homage to the city's railroad roots; SVPA's response was a facility that borrowed forms and features of the original train depot, while providing a more modern interior and amenities.

6	Example #6	RFP specified a maximum of 5 examples	Bondurant Regional Trailhead - SVPA Architects provided a regional bicycle trailhead for the Chichaqua Valley Trail serving two purposes: create a cycling destination in Bondurant and provide another park site for citizen use. It also pays homage to the Great Western Railway system that traveled through the town with historical elements from the original Bondurant train depot, which was nearby. With the input of a community citizen committee, the team designed a picnic shelter that is a much needed addition to Bondurant's city park system. The building has two public restrooms and an open pavilion area that can be used for community outdoor gatherings. Architectural elements such as detailed soffit brackets, extended roof overhangs, openings and fenestrations typical of the time of the former railroad depot are prominently featured.
7	Example #7	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
8	Example #8	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
9	Example #9	RFP specified a maximum of 5 examples	RFP specified a maximum of 5 examples
7	Experience with Historical Buildings	No information provided	No information provided
8	Experience with Municipal Facilities	No information provided	No information provided
9	Experience with Grant Funding Support	No Information Provided	No Information Provided

Project Staffing

Qualifications of the project manager and personnel.

	Requirement	Farnsworth Group	SVPA Architects

1	Staffing Overview & Qualifications		
2	Project Stakeholder Organization	Robert Ridgway, AIA, NCARB - Principal in Charge Kurt Hagge, AIA, NCARB - Project Manager Kristofer Orth, AIA, NCARB, LEED AP - QA/QC Manager Nathan Doggett, AIA, NCARB - Architect Julia Pluff, F.SAME - Grants Manager Leroy Harmsen - Cost Estimating Consultant, Stecker-Harmsen, Inc. Sam Kessel, PLA, LEED AP - Principal Landscape Architect, Bolton & Menk Nate Weitl, PLA, ASLA - Project Manager, Bolton & Menk Justin Nickel, PE - Civil Engineering Lead, Bolton & Menk	Thad Long, AIA - Principal in Charge Casey White, AIA - Architect Danielle Williams, IIDA, LEED GA - Associate Interior Designer Daniel Redstone, FAIA, NCARB, LEED AP - Law Enforcement & Public Safety Specialist, Redstone Architects Leroy Harmsen - Cost Estimating Consultant, Stecker-Harmsen, Inc. Sam Kessel, PLA, LEED AP - Principal Landscape Architect, Bolton & Menk Nate Weitl, PLA, ASLA - Project Manager, Bolton & Menk Justin Nickel, PE - Civil Engineering Lead, Bolton & Menk Brian Thomas - Principal, Raker Rhodes Aimee D. Gray, AIA, NCARB - Historical Preservation Consultant, a3G architects

Workload

The respondent must provide insight into their current workload.

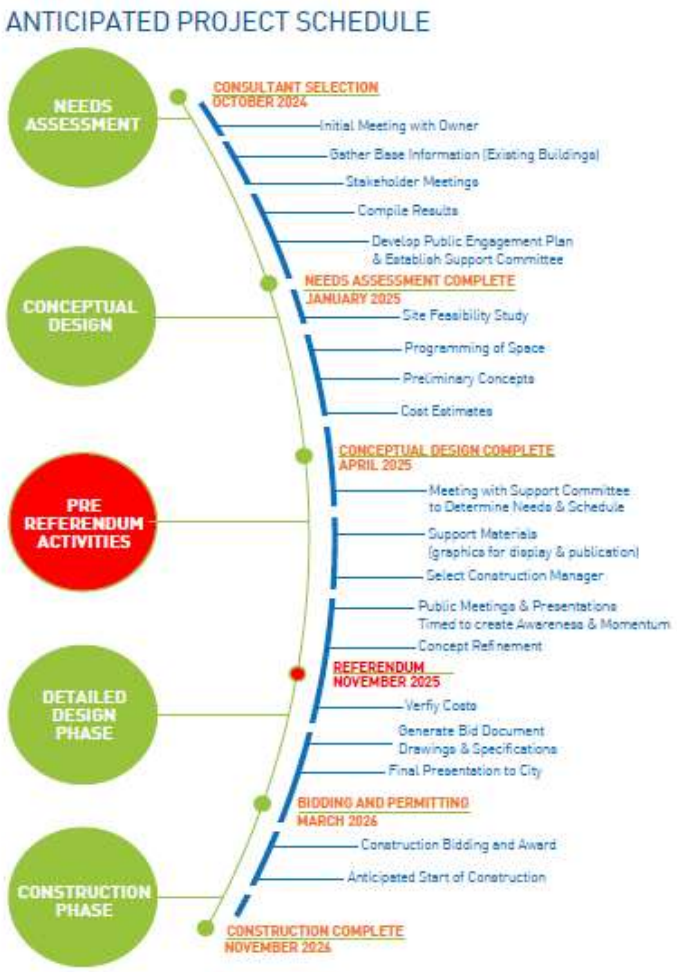
	Requirement	Farnsworth Group	SVPA Architects

1	Workload Description	To perform the architectural services for the City of Van Meter, Farnsworth Group proposes the following personnel of as illustrated in the organizational chart below. In effect, this team has at their disposal, all the professional and technical resources in our Waukee office and from over 550+ staff members at Farnsworth Group, experienced in every required discipline.To further augment our team, Farnsworth Group has chosen to work with Bolton & Menk as a subconsultant. Bolton & Menk will provide survey, civil engineering and landscape architecture services. We understand the importance of meeting project deadlines, which in-turn ensures the overall project completion schedule. Few project types experience more critical schedule requirements than that of local law enforcement and municipal facilities - developing accurate time lines and milestones is extremely important due to their commitment to the community. Our extensive resources, comprised of over 550 highly skilled architects, engineers and technical staff ensure the design phase is completed quickly, efficiently, but most importantly - accurately.Farnsworth Group's current workload is such that we will begin immediately upon your notice to proceed. We have carefully selected an exceptionally qualified, local team to spearhead this project. Farnsworth Group will be augmented by Bolton & Menk as our Subconsultant. Our team members are accustomed to managing several projects at the same time, while maintaining project schedules and deadlines and paying close attention to details.	With several of SVPA's large projects now under construction, SVPA is looking to add to our workload for the coming year. The selected project team will be able to give adequate time and priority to the City of Van Meter and this exciting project. We have attached a proposed project schedule below: RFP for Design Services Due 09/17/2024 Short-list // Interviews // City Council Approve Architect 09/17/2024 – 10/14/2024 Programming // Stakeholder Engagement // Workshops 10/21/2024 – 12/06/2024 Verify / Engage Sub-Consultants As Needed November - December 2024 City Council Update on Program // Project Vision 12/09/2024 Concept Designs // Preliminary Cost Opinion 12/10/2024 – 02/04/2025 City Council Approve Concept Design // Project Scope 02/10/2025 City Apply for Grant Funding February – April 2025 Community Education and Input March – May 2025 City Council Confirm Project Scope, Budget, & Bond Language 06/10/2025 Confirm Petition / Public Process with Bond Counsel 06/11/2025 – 08/12/2025 Bond Referendum Language to County Auditor August 2025 Consider Construction Delivery Approach (Hard Bid, CMA, CMaR) August – October 2025 Community Engagement // Referendum Campaign September – October 2025 Election on Bond Referendum 11/04/2025 City Council Approve Architect / Engineers Contract for Full Services 11/10/2025 Design Milestones Schematic Design Phase 11/12/2025 – 01/23/2026

Project Timeline

The respondent must provide a proposed project timeline.

	Requirement	Farnsworth Group	SVPA Architects

1	Proposed Schedule		RFP for Design Services Due 09/17/2024 Short-list // Interviews // City Council Approve Architect 09/17/2024 – 10/14/2024 Programming // Stakeholder Engagement // Workshops 10/21/2024 – 12/06/2024 Verify / Engage Sub-Consultants As Needed November - December 2024 City Council Update on Program // Project Vision 12/09/2024 Concept Designs // Preliminary Cost Opinion 12/10/2024 – 02/04/2025 City Council Approve Concept Design // Project Scope 02/10/2025 City Apply for Grant Funding February – April 2025 Community Education and Input March – May 2025 City Council Confirm Project Scope, Budget, & Bond Language 06/10/2025 Confirm Petition / Public Process with Bond Counsel 06/11/2025 – 08/12/2025 Bond Referendum Language to County Auditor August 2025 Consider Construction Delivery Approach (Hard Bid, CMA, CMaR) August – October 2025 Community Engagement // Referendum Campaign September – October 2025 Election on Bond Referendum 11/04/2025 City Council Approve Architect / Engineers Contract for Full Services 11/10/2025 Design Milestones Schematic Design Phase 11/13/2025 – 01/22/2026 City Council Approve Schematic Design Drawings & Budget 02/09/2026 Design Development Phase 02/10/2026 – 04/06/2026 City Council Approve Design Development Drawings & Budget 04/13/2026 Construction Documents Phase 04/15/2026 – 06/30/2026
2	Estimated Hours by Phase		

2a	Predesign/Programming/Workshops	NA	100 Hours
2b	Conceptual Design	NA	125 Hours
2c	Schematic Design	Including Conceptual Design, Cost Estimation, Community Engagement, Referendum Assistance, Historic Preservation 321 Hours	Not provided
2d	Construction Documents	NA	Not provided
2e	Bidding	Including Survey, Landscape, Civil & Structural Engineering, Mechanical, Electical, Plumbing Engineering, Cost Estimation, Historic Preservation 848 Hours	25 Hours
2f	Construction Administration	No Information Provided	Not provided

Estimated Fees

Costs & Fees scores cannot be taken into account for scoring purposes.

	Requirement	Farnsworth Group	SVPA Architects
1.	Estimated Fees	Construction Budget - $2-2.5M Design Services - $300,000 (Assuming fees at 8.5% of construction cost)	Construction Budget - $3-6M Pre-Bond Planning Services - $40,000 flat fee Design Phases - 7.5-8.5% of Construction Costs Reimbursable Expenses - $19200-$26700

Business Organization

The respondent must provide the following information about their company:

	Requirement	Simonson & Associates	OPN Architects
1	A brief history and overview	Simonson + Associates Architects is an architecture firm that puts clients first. Founded in 1989 by Mike Simonson, we have built our reputation by focusing on partnerships, collaboration, adaptability, and responsive design work. Our creative design solutions have shaped and strengthened communities and cultures across the nation — especially near our Des Moines office in central Iowa. From conception through completion, we provide a wide range of services to create your vision, with respect to your budget and schedule. Our work together will result in a long-term solution that you are proud of.	OPN's architects and interior designers embrace our responsibility to care for each other and our planet through extraordinary design and a boundary-free practice. Our commitment to excellence and our clients results in peopledriven, award-winning designs. West Des Moines-based design firm with more than 110 designers in three states. OPN offers a holistic blend of architecture, planning, and interior design services. We have an intentionally diverse list of clients and project types including libraries, education, public safety, health care, historic, corporate, and recreation. By providing all disciplines relating to the aesthetics of the design in-house, we are able to ensure the design is unified from site selection to building envelope to interior design and furnishings.
2	Vision & Values	We believe strong partnerships lead to design solutions that reflect, shape and strengthen culture and community. Our collaborative process encourages creativity among team members and stakeholders to reach the right outcome. Being adaptable in our practice enables us to discover solutions that enhance the human experience in the spaces we design.	Collaborative Design & Sustainable and High Performing Environments
3	Consultant Information		

3a	Mechanical	IMEG Group	Morrissey Engineering - Morrissey Engineering is a consulting engineering firm providing mechanical, electrical, lighting, and technology design as well as sustainability consulting for commercial construction projects. When designing public facilites, we understand the importance of reliability and redundancy. Morrissey Engineering's vast experience with mission critical facilities will be a valuable resource to this project. This includes public sector work like the new public safety buildings for Waukee and Bondurant and administration buildings for City of Des Moines and Grimes that we are currently working on with OPN Architects.
3b	Electrical	IMEG Group	Morrissey Engineering
3c	Plumbing	IMEG Group	Morrissey Engineering
3d	Information Technology	IMEG Group	Morrissey Engineering
3e	Structural Engineering	Raker Rhodes	Raker Rhodes
3f	Civil Engineering	Civil Design Advantage - Located in Urbandale, Iowa, Civil Design Advantage is a multidiscipline consulting firm specializing in Civil Engineering, Landscape Architecture, Land Planning, and Surveying. CDA takes pride in developing close working relationships with our clients, understanding their needs, and sharing their project goals. Through clear communication, trust, and understanding, we can help establish your project as a success for years to come.	Not Provided
3g	Landscape Architecture & Design	Civil Design Advantage	Not Provided
3h	Cost Estimating Consultant	Civil Design Advantage	Not Provided

3i	Public Safety Consultant	Not Provided	Not Provided
3j	Historic Preservation Consultant	Not Provided	Not Provided
4	Branch Location	1717 Ingersoll Avenue, Suite 117 Des Moines, IA 50309	100 Court Avenue #100 Des Moines, IA 50309
5	Principal in Charge	Scott Snyder, Partner 515-440-5630 ssnyder@simonsonassoc.com	Danielle Hermann, AIA

Technical Requirements

The respondent must provide an overview of their system architecture, including:

	Requirement	Simonson & Associates	OPN Architects

1	Interpretation of the project scope	No Information Provided	No two communities are the same. Therefore, our approach to each project is also unique. That being said, we have decades of experience working with communities like Van Meter, who, like you, are proactively ensuring their facilities and services in are postitioned to serve their communities now and into the future. One of the most enjoyable and interesting parts of working on any historic project is unraveling the mystery. We consider it one of our ultimate responsibilities to carefully document each step in the restoration process and to unfold the history of the building as we carefully peel back layers of changes and additions that have accumulated over the years. Our work on your project will start with an assessment, survey, and evaluation of the Main Street property. We will survey the condition of the building's exterior envelope and unique historical materials, helping to establish what elements of the historic fabric remain and should be rehabilitated and or restored.Your public safety building must serve your departments both now and well into the future. The design of these facilities begins with a clear understanding of the users, goals, and unique operational needs. This project presents the opportunity to rethink standard functions and create a 21st century building that will serve your first responders and community for decades to come. The following are opportunities we see potential for in this project.
2	Key Goals	No Information Provided	No Information Provided
3	Process	1) Discover 2) Assemble 3) Explore 4) Refine 5) Finalize 6) Execute	1) Concept Development 2) Design Services 3) Bond Support

4	Deliverables		
4a	Workshops	1) Before we make recommendations on your space, we'll work to understand all of the details of your vision, business operations, timeline, and budget to ensure it will work for years to come. 2) We'll assemble an experienced team based on your project needs. Architects, construction managers, engineers, interior designers — the right experts for your project will shape your space and make your project a reality.	1) Project Kickoff, Fit Plan Development & Program Development & Historical Structure Assessment 2) Community Engagement
4b	Conceptual Design & Schematic Design	3) We'll explore many different schematic concepts for your space before we recommend the plan that fits best. 4) With the schematic plan chosen, we'll develop your design with all the details, down to final finishes, for you to review and approve.	1) Conceptual Plan & Graphics 2) Schematic Design, Design Development Public Safety - Design an efficient, functional, welcoming, secure & specialized space promoting health & wellness Library - Design a worm and welcoming space allowing for technology & mobile services with flex space for young adult zones & content creation space, community space with a universal design
4c	Strategic Support for the Bond Referendum	No Information Provided	3) We believe strongly that the city must be clear in all communications to the community that the message and the vision is theirs, not ours. Our role is a supporting one. OPN will work with you throughout the process to gather feedback, identify the city's needs, and discuss potential solutions. Public outreach and communication is critical to the success of a bond vote. A variety of materials and mediums, including social media and mobile solutions, as well as in-person events can help engage key stakeholders and influentials in the area to demonstrate the need for updates to facilities, while clearly laying out the costs, benefits, and planning process. Over $680M in bond funding secured - success rate of 86%

4d	Long-Term Vision for Downtown	No Information Provided	No Information Provided
4e	Technical Expertise	5) Your construction documents, which include architectural drawings, contractor agreements, pricing and bidding documents, and schedules, will be submitted and approved by all necessary parties before construction begins. 6) This is where your project really comes to life. With close attention to all the details of your plans, your project will be completed.	2) Construction Documents, Bidding Assistance, Construction Administration
4f	Ongoing Project Support	No Information Provided	No Information Provided
4f	Additional Communication Information	No Information Provided	No Information Provided

Related Experience

Descriptions of a minimum of two (2) and a maximum of five (5) projects of similar nature shall be submitted. The project description must contain the scope of

	Requirement	Simonson & Associates	OPN Architects

1	Example #1	Minburn Train Depot - Project Summary: Historic Restoration of an old train depot to bring it back to life including moving it a block South of it's original location Developed to serve as a trailhead on the Racoon Valley Trail for bicyclists to have a place to use a restroom and eat a meal Renovated to house a local restaurant Restoration work to the building included building stabilization, tuck-pointing, replacement & restoration of historic wood trims floors/ceilings/soffits, and new vinyl snap-in windows over existing wood windows to help with energy efficiency Mechanical/Electrical/Plumbing systems upgraded to meet codes Included collaboration with Simonson and the State of Iowa Historic Preservation Office Project included transportation enhancement grants from the Iowa Department of Transportation, state & federal historic tax credit	Burlington Fire Station - The existing City of Burlington Fire Station No. 3 has been temporarily located in an existing manufacturing building for several years. With a new station in a new location, the city sought to increase service coverage, reduce response times, provide up-to-date facilities and amenities for staff, and provide opportunities for training. The new 10,600-square-foot station on a wooded site across from a residential neighborhood achieves and builds on the city's goals. The singlestory station includes two drive-thru apparatus bays, five dorm rooms and a modern living quarters. Response times will be reduced by creating a direct path from dorm rooms and living spaces to the apparatus bays. The dorms and living areas incorporate biophilic design to help reduce PTSD and promote cognitive ability, reduce stress, and foster overall mental and physical well-being. The dorm rooms specifically are designed to challenge convention through proportions, materiality, natural light, ventilation, and access to views of the wooded surroundings, which inspired the exterior design's materiality. The natural wood exterior unifies the living spaces and the apparatus bays while also reducing the building's carbon footprint by using a biogenic, regenerative material that also reinforces the biophilic design goals.

2	Example #2	Halbur Fire Station Planning - Project Highlights: 7,200 SF Designed for five fire truck bays Meeting area, cold storage, restrooms, showers, offices Programming and preliminary planning services were completed to allow for the city fundraising efforts	Marshall County Courthouse - On Thursday, July 19, 2018 an EF-3 with a recorded 144 mph wind tornado hit the center of Marshalltown, Iowa leaving a path of destruction. The 1886 Marshall County Courthouse was one of the buildings damaged by this storm. The force of the tornado twisted the dome and bent the spire from its place at the courthouse pinnacle.Following the storm, OPN was hired to provide a conditions report. The initial evaluation included a review of code issues, building loss, structural damage,subsequent water damage to the building interior and site elements damaged or destroyed.The new dome is constructed of steel with new ladders to provide the county adequate access for inspection and maintenance. The steel structure will be clad with a two-part custom rain-screen with Bermuda-style lapped copper to match the angles and profiles of the damaged historic dome. The copper panels will be removable to allow for replacement as required. The spire that was removed during the storm will be rebuilt to match the original, and topped with a new weathervane, using the original construction drawings and drawings from the 1970's for reference. The architectural detail elements will once again be made of fiberglass to replace those from 1977. In addition to the work on the dome and spire, the restoration will include the clock tower, gutters, roofs, and replacement for seven of the eight limestone chimneys. The county's office spaces were also renovated and modernized while still respecting the historic fabric of the building. Additional courtrooms and office space were added.

3	Example #3	St. John's Catholic Church - Project Highlights: Expansion and remodel of 23,000 SF facility for a growing parish Simonson + Associates helped with initial programming needs, fundraising efforts, as well as design aspects for all areas of the building addition and remodels The facility more than doubled in footprint with the addition of fellowship, kitchen, lobby, flex, and restroom areas on the main level and classrooms below. SAA provided Architecture, Interior Design, and assisted with Furniture selections.	Carroll Public Library & City Hall Study and Renovation - In 2016, Commerical Savings Bank gifted the community of Carroll its former building allowing the city to expand and relocate their co-located city hall and library. OPN Architects was hired to conduct a feasibility study to provide a vision for the future of the Carroll Public Library and CIty Hall. This study included a needsassessment, review of existing facilities, and a concept-level costestimate, which allowed the city to call a referendum in August2017 to fund the relocation and expansion. The preferred concept was the result of multiple design exercises with feedback from the community, patrons, and staff. The concept, approved by the city in May 2017 involved moving the existing City Hall offices and functions to the Commercial Savings Bank building. The existing library, built in 1975 as part of a community center project was renovated and expanded into the vacated space. A new entrance was also added to the building's north side.The library became a two-story facility with an all-glass lobby and spaces designed for the community, not just the collection.A focal point of the expanded lobby is a social stair, which can be used for casual gatherings or offers theatre seating for up to 50 people for events, concerts, expanded programming and community movies.Other expanded program and amenity spaces include a multi-functional makerspace, flexible meeting room for up to 50 people, multiple study rooms, an expanded public computer work space and a dedicated Children's Program Room. At the new City Hall, the single-floor design brought the City Council chambers onto the same floor as the city offices, making the building more convenient for visitors.

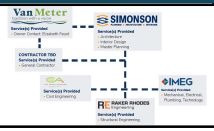
4	Example #4	Templeton Community Center - Project Highlights: Original Sacred Heart School converted to local event venue 20,000 SF local landmark transformed into spacious multipurpose gathering and recreation facility to host weddings, banquets, conferences, and sporting events New electrical and mechanical systems New exterior doors and windows New exterior wall insulation, roofing, and additional exterior improvements New restrooms and interior finishes Banquet Hall seats 450 people	NA
5	Example #5	Greater Des Moines Botanical Center - Project Highlights: Remodel and expansion to existing facility Conference rooms, offices, and lobby with signifcant remodels and fresh looks New retail shop and living wall off of the lobby Addition of a new Cafe with spectacular views of the gardens Exterior gardens completely replaced with themed areas, new scupltures, pond, waterfalls, and new plantings Improved accessibility throughout the facility	NA
6	Example #6	PANORA CITY HALL AND EMS STATION Panora, IA Project Highlights: 12,000 SF Facility built in 2011 Four bays for emergency aparatus Civil Design Advantage provided the civil engineering for the project. Services included topographic survey, preliminary and final site design, and construction drawings.	RFP specified a maximum of 5 examples

7	Example #7	DALLAS COUNTY LAW ENFORCEMENT Adel, IA Project Highlights: 14.88 acre $18.5 million dollar facility 52,995 SF building with 87 parking spaces, security fencing, loading docks, secure drive through sally port, sidewalks, a plaza entry feature with tightly jointed colored concrete design, and enhanced landscaping throughout Master planning, preliminary design, final design	RFP specified a maximum of 5 examples
8	Example #8	CITY OF ALTOONA CITY HALL AND POLICE FACILITY Altoona, IA Project Highlights: 90,000-sf facility includes City Hall offices, meeting rooms, and council chambers Police Department includes a 50-yard, 12-lane tactical shooting range Engineering design and commissioning services Enclosed garage houses secure parking and secure processing of prisoners Access controls and video surveillance provide	RFP specified a maximum of 5 examples
9	Example #9	CITY OF GRIMES PUBLIC LIBRARY Grimes, IA Project Highlights: 22,000-sf, two-story public library built in 2023 New facility provides more space for work, study and collaboration as well as more social, programming, and play spaces to better serve the growing community Four study rooms, a sensory room, drive-thru drop box, additional public computers, meeting room, large children's area, dedicated teen space, and drive-up window Structural, Mechanical, Electrical, Plumbing, Fire Protection, Technology services were provided	RFP specified a maximum of 5 examples

7	Experience with Historical Buildings	No information provided	OPN Architects has amassed more than 30 years of experience working in and with communities to preserve their historic architectural treasures. Our portfolio includes renovation, restoration, and adaptive reuse of structures on the National Register of Historic Places. We have experience performing all facets of historic renovation and restoration work, including assessment, programming, design, historic tax credits, construction observation, and lower energy needs. Our work on historic structures for both municipalities and nonprofit groups affords us an intimate familiarity with the local authorities, applicable codes, ordinances, and laws that affect restoration and renovation. Below is a select list of historic work completed by the firm.
8	Experience with Municipal Facilities	Comprehensive list of municipal projects throughout Iowa	Comprehensive list of municipal projects throughout Iowa
9	Experience with Grant Funding Support	No Information Provided	No Information Provided

Project Staffing

Qualifications of the project manager and personnel.

	Requirement	Simonson & Associates	OPN Architects
1	Staffing Overview & Qualifications		See below

2	Project Stakeholder Organization	Scott Snyder - Partner in Charge Andy Lorentzen - Partner/Architect Danielle Jeffries Ladd - Project Manager Makaela (Jimmerson) Weitl - Interior Design Alan Vangundy, PLA - Landscape Architect Keith Weggen, RLA - Principal in Charge - CDA Nicole Neal, ASLA - Project Manager - CDA Josh Trygstad, PE - Project Engineer - CDA Brian Thomas - Principal, Raker Rhodes Dave Inghram, PE - Project Manager, IMEG Keith Padgett - Lead Mechanical Designer, IMEG Issac Stoll - Lead Electrical Designer, IMEG	Danielle Hermann, AIA - Principal in Charge Thomas Thatcher, Associate AIA - Project Manager Scott Allen, AIA - Principal, Historic Specialist Sam Kessel, PLA - Principal in Charge, Bolton & Menk Nate Weitl, PLA, ASLA - Project Manager/Sr Project Landscape Architect, Bolton & Menk Justin Nickel, PE - Civil Lead, Bolton & Menk Geroge Morrissey, PE, LEED AP - Principal in Charge, Morrissey Engineering Toby Samuelson, PE, IALD, LC, LEED AP - Electrical Project Manager, Morrissey Nate Sheets, PE, LEED AP - Mechanical Project Manager, Morrissey Jeff Hemje, PE, RCDD, CTS-D, LEED AP - Low Voltage Systems Specialist, Morrissey Josh Roth, PE, LEED AP BD+C - Sustainability & Energy Specialist, Morrissey Erik Raker, PE - Principal in Charge, Raker Rhodes Brian Thomas, PE - Structural Engineer, Raker Rhodes

Workload

The respondent must provide insight into their current workload.

	Requirement	Simonson & Associates	OPN Architects

1	Workload Description	No Information Provided	Our team will manage and communicate with all stakeholders throughout the duration of the project with various digital tools as well as in person meetings. All of our services, from the most basic to the most advanced, rely on the creation of 3D digital model. Our software of choice for producing 3D models is Autodesk Revit. We use our Revit models throughout the design process for programming, design, visualization, energy analysis, construction document creation, clash detection, cost estimation, and a myriad of other functions. Additionally, the team will utilize Enscape, MS Office Suite, SpecLink, and Bluebeam Revu for project design and presentations, development and construction documentation.

Project Timeline

The respondent must provide a proposed project timeline.

	Requirement	Simonson & Associates	OPN Architects
1	Proposed Schedule	Not provided	
2	Estimated Hours by Phase		
2a	Predesign/Programming/Workshops	298 Hours	298 Hours
2b	Conceptual Design	Not provided	Not provided
2c	Schematic Design	Including Design Development 1015 Hours	Including Design Development 1015 Hours
2d	Construction Documents	658 Hours	658 Hours
2e	Bidding	86 Hours	86 Hours

2f	Construction Administration	391 Hours	391 Hours

Estimated Fees

Costs & Fees scores cannot be taken into account for scoring purposes.

	Requirement	Simonson & Associates	OPN Architects
1.	Estimated Fees	Construction Budget - $5M Professional Services - $375,600-$563,315 Estimated Fee by % - 7.75-9.25% of construction costs	Professional fees below are based on OPN Architects providing both Phase I and Phase II design services, including full architectural design and engineering services for the project once funding is secured and the project is ready to move forward to Phase II following a successful bond referendum vote in November 2025. These fees are also based on an assumed total construction cost for the project of $4,000,000 to $5,000,000. Phase I fees are offered as a lump sum fixed fee to prepare a concept design, with Phase II fees offered as a percentage of construction cost in a range that can be confirmed once the project scope and cost are more fully determined through the Phase I efforts. Phase 1 - $33,500 + $12,000 Bond Support Phase 2 - 10-13.1% of Construction Costs + reimbursable expenses Services available at additional cost: GeoTech, Site Survey, Furniture, Fixture & Equipment Design & Procurement, Signage & Wayfinding Design, Environmental Graphics, Sustainability, Photography

Business Organization

The respondent must provide the following information about their company:

	Requirement	Bray Architects
1	A brief history and overview	Bray Architects is a trusted and innovative leader in police, fire/EMS, administration, and civic design. We guide our clients through their full journey, from planning and community engagement to architecture and interior design. Over our 60-year history, our diverse group of specialists has planned and designed dozens of municipal projects, from standalone fire stations to civic centers housing police, fire/EMS, administration, and more. With listening and expertise, our team will lead a process that engages your community, navigates known and unknown obstacles, and moves your project to a successful completion. By actively connecting with our clients, we deliver solutions that are rooted in community. We know that when we're finished, the project is yours; it's only successful if it works for you. We draw on our depth of knowledge to create lasting, meaningful, and creative solutions that shape lives and communities for the better.
2	Vision & Values	Information Not Provided
3	Consultant Information	
3a	Mechanical	IMEG
3b	Electrical	IMEG
3c	Plumbing	IMEG
3d	Information Technology	IMEG
3e	Structural Engineering	IMEG
3f	Civil Engineering	IMEG

3g	Landscape Architecture & Design	Not Provided
3h	Cost Estimating Consultant	Not Provided
3i	Public Safety Consultant	Not Provided
3j	Historic Preservation Consultant	Not Provided
4	Branch Location	220 Emerson Place, Suite 301 Davenport, IA 52801
5	Principal in Charge	Matthew D. Wolfert, AIA, NCARB, LEED AP mwolfert@brayarch.com

Technical Requirements

The respondent must provide an overview of their system architecture, including:

	Requirement	Bray Architects

1	Interpretation of the project scope	Based on our review of the Request for Proposal, a tour of the current facility at 601 Main Street, and our past experience with many public safety buildings and libraries, we understand that the City of Van Meter and is looking for a partner that: • Will evaluate the existing building and site with a broad focus on identifying all needs while ensuring already identified needs are validated and expanded upon. • Will design the facility for remaining on the current site, as it aligns with the city's goal of continuing to invest in downtown Van Meter. • Can conduct a facilities assessment that looks at existing building systems, ADA, and space needs and document them in a manner that is easy to understand for those not in the design or construction industry. • Will support the library, police and fire departments in communicating with internal teams, the City Council, and the broader community. • Has no preconceived notion as to the space program, adjacencies, or plan and because of this is committed to exploring any/all ideas to ensure that the final recommended plan is truly the City's best path forward. • Will work with the City to not only plan and design an initial phase of the new fire station(s) but ensure future phases of site and building can be easily accommodated. The final deliverables will be a true master plan that identifies and documents immediate, emerging, and future needs. • Appreciates and understands the complexities of modern public safety building and library design to
2	Key Goals	No Information Provided

3	Process	1) Concept Development 2) Design Services 3) Bond Support
4	Deliverables	
4a	Workshops	1) Project Initiation - The kick-off meeting will establish vital communication channels and sets the overall process in motion. We will finalize the timeline, including the timing for community engagement sessions (if desired by the City). Overall organization of the team will include identification of additional partners that may be needed, such as the financial advisor, bond counsel, environmental engineer, land surveyor, etc. We will also conduct initial space needs discussions. On-site facility assessments will be scheduled for the existing building and site. 2) Needs Assessment - The needs assessment phase will document building infrastructure, building envelope, site, and ADA needs at the current building and site. This analysis will include engineer evaluation of plumbing, HVAC, and electrical systems as well as site conditions such as parking lots, drives, sidewalks, and more. Space needs will be evaluated through collaborative meetings to identify the size and quantity of spaces needed. This process will also explore the ideal adjacencies of functional areas. To validate the size and quantity of spaces, we will undertake a benchmarking exercise with communities in the region that are of the projected size Van Meter is planning towards.

4b	Conceptual Design & Schematic Design	3) Conceptual Plan & Budget Development - During this exciting phase, space programming and needs verification efforts will be translated into conceptual site and floor plans. These will begin as adjacency sketches and quickly move into more refined site and floor plans with rooms, corridors, shared spaces, etc., identified. As the plans are being developed and refined, we will create a preliminary project description that will outline the goals for quantity and quality that are not yet identified in the preliminary plans. This document will guide the our team in developing and refining budgets for each option explored. Once we have landed on the City's preferred site and floor plan, we will create final plans and updated budgets and assist the City in presenting them to the City Council. 4) Community Survey (optional) - While the community engagement efforts will do a great job at identifying the community's goals, it will not provide a statistically valid set of data to use when making decisions. In order to obtain data and further educate the community, we recommend working with Community Perceptions, an independent surveying firm that we have partnered with on more than 80 projects. They will use their proprietary approach and software to create and distribute a survey to all homeowners in the City. The resulting data is highly predictive of the community's preferences and what they would support in a referendum. 5) Option/Solution Refinement based on Council feedback - Based on City Council feedback, we will work with the departments to refine (if necessary) the proposed plans and budget to align with what will be supported by the community. We will also update the preliminary design, bidding, and construction timeline to align with any feedback provided by the Council.

4c	Strategic Support for the Bond Referendum	Bray Architects has unmatched experience leading, facilitating, and engaging communities regarding facility needs and potential solutions. Our commitment to engagement does not simply end with facility planning. We believe the deep understanding that we gain by engaging with your team and community during early phases positively impacts subsequent ones. We are your partner through and through, and that means remaining an active participant throughout the referendum phase. No matter how small or complex the project, our level of commitment and service is unwavering. Our architectural, communications, and graphic design team will work collaboratively with you, becoming an extension of your district team. The scope of services provided will be customized to ensure that we are providing the proper amount of support (or leadership) at the right times throughout the campaign. Strategize - Weeks 1 through 5 Mobilze - Weeks 6 through 10 Energize - Weeks 11 through 15
4d	Long-Term Vision for Downtown	No Information Provided
4e	Technical Expertise	
4f	Ongoing Project Support	No Information Provided
4f	Additional Communication Information	Our team of communication specialists and graphic designers have led the strategy and messaging for over 40 campaigns in the past five years. The team has supported efforts from identity and branding, presentations, mailers, social media plans and graphics, information boards, videos, and more. We are well equipped to create custom tools and content that best communicate your district's needs and solution, keeping your community top of mind.

Related Experience

Descriptions of a minimum of two (2) and a maximum of five (5) projects of similar nature

	Requirement	BRAY Architects
1	Example #1	Port Washington Public Safety Complex - The project will combine police, fire and civic buildings into one shared campus while also modernizing and expanding the current facility. Bray worked with the City to evaluate the current building conditions and potential site locations, as well as to create a new program and needs analysis and long-term master plan. The design of the building includes a secure police administration and squad garage portion as well as a portion for fire administration, 6-bay apparatus space and full-time living quarters. Between the fire and police portions of the building will be shared spaces including a lobby, large training and courtroom space, and a fitness room. Elements of the building massing and detailing take inspiration from the city's founding as one of the major ports of Wisconsin. The angles of the roof are located to let controlled northern light into the main body of the building and are reminiscent of the sails on the tall ships that sometimes summer in the city's marina. The hose tower, while necessary for the function of the apparatus bay, will also be a main focal point of the building appearing as a western counterpoint to the iconic lighthouse exactly 2 miles due east.

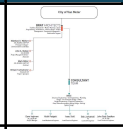
2	Example #2	McFarland Public Safety Complex - The new shared-use public safety center is on track to be the first net zero public safety center in the region. The building will produce as much energy on site as it consumes through the use of 51 geothermal wells and solar panels that are capable of producing 420kW of photovoltaic energy. Additionally, the landscaping will utilize native plants and bioretention areas to reduce water use and maintenance requirements. The new building houses the Village of McFarland's police, fire, and EMS departments. The fire and EMS wing includes six apparatus bays and one antique firetruck bay. The police wing includes office space, a break room, and serves as an emergency operations center. The building also includes three kitchens, a full-service residential kitchen, and living quarters.
3	Example #3	Mount Horeb Public Safety Complex - The new, state-of-the-art Mount Horeb Area Public Safety Building unites the Mount Horeb Area Joint Fire Department and the Mount Horeb Police Department in one facility. The layout and design of the building considered both individual department needs and multi-purpose solutions to maximize efficiency and accessibility throughout the building. The facility features shared spaces, including meeting/ conference spaces, break rooms, restrooms, training/ exercise areas, and the public lobby, to save on construction and ongoing operating costs for all entities. Shared building systems, such as plumbing, fire protection, HVAC, emergency generators, and electrical create additional cost savings and efficiencies. The central lobby, designed as a museum, invites visitors to explore the history of the village's fire and police departments. This museum displays toy and equipment collections of the village's previous police and fire departments.

4	Example #4	Oak Creek Fire Station No. 1 - We teamed with the City of Oak Creek to design a new two-story, brick and stone station with four drive-through bays and a partial basement for mechanicals. Supporting the battalion chief and nine personnel, the station garage holds the chief's car, paramedic unit, engine ladder, and a reserve emergency medical services unit, all having emergency vehicle preemption (the city is 95% covered with EVP). The station features an in-floor heating system, epoxy floors, training features in the stairwell, two-phase Locution alerting system, two offices for line officers, seven ADA-accessible bathrooms, showers, a separate room for self-contained breathing apparatus maintenance, gear room, wellness room, and training room with video conferencing, elevator, and fire pole. The living quarters house the chief's office on the first floor with separate sleeping quarters. The second floor contains flexible and comfortable living spaces for personnel while on the job, including a kitchen, patio, day room, individual sleeping quarters, and built-in lockers.

5	Example #5	Monana Public Safety Building - The main goal for the project is to provide additions and renovations for a new shared Safety Building and City Hall for Monona. The building and related site and infrastructure improvements will fill in the missing piece of a larger civic campus that includes a library, elementary school, community center and pool. The project will provide additional space and modern upgrades for the police and fire departments as well as new spaces for City Hall. The design of the building includes a secure police administration and squad garage portion along with evidence storage and secure booking spaces. The fire department will include spaces for fire administration, 6-bay apparatus space and full-time living quarters. Between the fire and police portions of the building will be shared spaces including a lobby, large training space, and a fitness room. The new city hall portion will include a large multi-purpose council chamber and courtroom as well as new administrative offices and reception. Sustainability will be an important design element for the City of Monona. The hose tower will also be a main focal point of the building appearing as a beacon to the surrounding community.
6	Example #6	RFP specified a maximum of 5 examples
7	Example #7	RFP specified a maximum of 5 examples
8	Example #8	RFP specified a maximum of 5 examples
9	Example #9	RFP specified a maximum of 5 examples
7	Experience with Historical Buildings	No Information Provided
8	Experience with Municipal Facilities	Comprehensive list of municipal projects throughout Iowa
9	Experience with Grant Funding Support	No Information Provided

Project Staffing

Qualifications of the project manager and personnel.

	Requirement	BRAY Architects
1	Staffing Overview & Qualifications	
2	Project Stakeholder Organization	Matthew D. Wolfert, AIA, NCARB, LEED AP - Principal in Charge, Communication Leadership John Mahon, AIA, NCARB - Project Manager, Architect + Associate Mark Miller, AIA, NCARB, LEED AP - Architect Britani Tuchscherer, Associate AIA - Project Specialist Dave Inghram, PE, LEED AP - Project Manager, IMEG Keith Padgett - Lead Mechanical Engineer, IMEG Isacc Stoll - Lead Eletrical Engineer, IMEG Derek Jansen, RCDD - Lead Mechanical Engineer, IMEG Bob Jurkowski, PE - Lead Civil Engineer, IMEG John Paul Goedken, PE, SE, AIA - Lead Structural Engineer, IMEG

Workload

The respondent must provide insight into their current workload.

	Requirement	BRAY Architects
1	Workload Description	Information not provided

Project Timeline

The respondent must provide a proposed project timeline.

	Requirement	BRAYArchitects
1	Proposed Schedule	
2	Estimated Hours by Phase	

2a	Predesign/Programming/Workshops	Not provided
2b	Conceptual Design	Not provided
2c	Schematic Design	Not provided
2d	Construction Documents	Not provided
2e	Bidding	Not provided
2f	Construction Administration	Not provided

Estimated Fees

Costs & Fees scores cannot be taken into account for scoring purposes.

	Requirement	BRAY Architects
1.	Estimated Fees	Phase 1 - Facilities Condition Assessment & Master Planning - Flat Fee $27,800.00 Phase 2 - Potential Bond Referendum Support - Flat Fee $5000 Phase 3 - Project Implementation - % based on construction cost (assuming $5M - 7.5%, if greater than $5M - 7%) PLUS: Reimbursable Expenses Direct Owner Expenses (survey, soil study, traffic study, DNR permits, etc) Enhanced Services (Landscape, Lighting, Furniture design & procurement, LEED documentation, etc)

VENDOR SCORECARD

CRITERIA CHECKLIST

A. Business Organization & Location (0-5)	Neumann Monson Architects	FEH Design	CMBA Architects	Invision	Farnsworth Group	SVPA Architects	Simonson & Associates	OPN Architects	BRAY Architects
Company Overview									
Company Vision/Values									
Consultants									
Location									
Average Score	0	0	0	0	0	0	0	0	0
B. Technical Approach & Scope of Work (0-25)	**Neumann Monson Architects**	**FEH Design**	**CMBA Architects**	**Invision**	**Farnsworth Group**	**SVPA Architects**	**Simonson & Associates**	**OPN Architects**	**BRAY Architects**
Interpretation of Scope									
Goals									
Process									
Deliverables									
Average Score	0	0	0	0	0	0	0	0	0
C. Related Experience (0-25)	**Neumann Monson Architects**	**FEH Design**	**CMBA Architects**	**Invision**	**Farnsworth Group**	**SVPA Architects**	**Simonson & Associates**	**OPN Architects**	**BRAY Architects**
Example #1									
Example #2									
Example #3									
Example #4									
Example #5									
Additional Examples (RFP limited to 5, this is non-scoring)									
Experience with Historical Buildings									
Experience with Municipal Buildings									
Grant Funding Experience (RFP did not require, this is non-scoring)									
Average Score	0	0	0	0	0	0	0	0	0
D. Project Staffing & Organization (0-20)	**Neumann Monson Architects**	**FEH Design**	**CMBA Architects**	**Invision**	**Farnsworth Group**	**SVPA Architects**	**Simonson & Associates**	**OPN Architects**	**BRAY Architects**
Qualifications of Project Team									

Qualifications of anticipated sub-contractors									
Workload									
Average Score	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
E. Timely Completion of Project (0-10)	**Neumann Monson Architects**	**FEH Design**	**CMBA Architects**	**Invision**	**Farnsworth Group**	**SVPA Architects**	**Simonson & Associates**	**OPN Architects**	**BRAY Architects**
Estimated Timeline									
Estimated Phasing by Hours									
Average Score	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
F. Cost Estimate (Non-Scoring Element)	**Neumann Monson Architects**	**FEH Design**	**CMBA Architects**	**Invision**	**Farnsworth Group**	**SVPA Architects**	**Simonson & Associates**	**OPN Architects**	**BRAY Architects**
Estimated Cost									
Average Score	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

CRITERIA SCORES	**Neumann Monson Architects**	**FEH Design**	**CMBA Architects**	**Invision**	**Farnsworth Group**	**SVPA Architects**	**Simonson & Associates**	**OPN Architects**	**BRAY Architects**
A. Business Organization & Location (0-5)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B. Technical Approach & Scope of Work (0-25)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. Related Experience (0-25)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. Project Staffing & Organization (0-20)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. Timely Completion of Project (0-10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. Estimated Cost (Non-Scoring Element)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Weighted Score	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

RESOLUTION NO. 08

Resolution awarding contract for the Water Booster Station Project

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Van Meter, Iowa, and as required by law, bids and proposals were received by this Council for the Water Booster Station Project (the "Project"); and

WHEREAS, all of the said bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Van Meter, Iowa, as follows:

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project, is heretofore approved by the City Council, and is the lowest responsible bid received, such bid being as follows:

Name and Address of Contractor	Amount of Bid
Woodruff Construction Inc. 1920 Philadelphia St. Ste 102 Ames, IA 50010	$849,700

Section 2. The contract for the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications and the terms of the bidder's written proposal.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into a written contract with said contractor for the Project, but only after the contractor submits the performance and/or payment bonds which are required by the contract documents, and after the Project Engineers submit a written determination that such surety bonds and the other contract documents are satisfactory. No additional City Council action shall be required to approve the executed contract or surety bonds.

Section 4. The amount of the contractor's performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved January 9, 2023.

Allen B. Adams
Mayor

Attest:

Jessica Sake
City Clerk

• • • •

On motion and vote, the meeting adjourned.

Allen B. Adams
Mayor

Attest:

Jessica Sake
City Clerk

Agenda Item #6

Discussion and Possible Action:

Comprehensive Plan Action Item Review

Submitted for: **Discussion and Possible Action**

Attached are the action items from the 2020 Comprehensive Plan. If the Council wishes to amend the comprehensive plan, there must be a public hearing prior to adopting an amended plan. Status updates are color coded based of the colors/status below.

Current Action - No current activity but still applicable - Remove

Recommendation:

Sample Language:

City Councilmember: _____ ***So moved.***

City Councilmember: _____ ***Second.***

Mayor: ***Roll Call Please.***

City Clerk: **Akers _____ Brott _____ Grolmus _____ Pelz_____ Westfall_____**

TRANSPORTATION

Improve facilities that provide safe and practical modes of transportation for all types of users

Action Item	Description	Status
1	Design and construct public roadway and infrastructure improvements with statewide urban standards	City currently engaged in this practice
2	Maintain existing transportation and stormwater facilities	City currently engaged in this practice
3	Improve sidewalk connectivity throughout Van Meter and upgrade facilities to comply with ADA standards	City currently engaged in this practice
4	Continue planning for a complete trail system to be incorporated as part of future projects as public infrastructure improvements and development occurs	Phase 1 is underway, Bolton & Menk would like the City to consider a Master Parks Plan

Policy Statement	Description	Status
1	Adopt Iowa Statewide Urban Design and Specifications (SUDAS) standards for use on all future projects	Staff is working with V&K and will bring forward a recommendation on this - likely in December
2	Identify condition of existing streets and plan for improvements through rehabilitation or reconstruction	Bulldog Ave - Resurfaced in 2024, Arlington - Scheduled for Resurface & Storm Sewer in 2025
3	Identify stormwater maintenance needs and incorporate into annual stormwater improvement program	Arlington - Add storm water system in 2025, Council reviewing potential creation of a storm water utility
4	Continue evaluating ADA compliance of existing facilities and plan for improvements as part of other infrastructure improvement projects or part of an annual sidewalk improvement program	Staff is working with V&K and will bring forward a recommendation on this - likely in December
5	Continue evaluating routes for complete trail system that will be appropriate for a wide range of users	Phase 1 is underway, Bolton & Menk would like the City to consider a Master Parks Plan
6	Continue pursuing certified site and plan for improvements with new construction or reconstruction of transportation facilities as necessary	*This needs to be removed as the certified site has been purchased and there is no more capacity for large scale EcDev projects*

INFRASTRUCTURE

Provide quality, cost-effective, customer-focused public services with an emphasis on economic growth,

Action Item	Description	Status
1	Expand existing drinking water system to provide necessary average and peak water flows with the next ten years	Projects underway
2	Perform detailed analysis and/or hydraulic modeling of existing water system to determine specific location of infrastructure replacement and expansion needs	Projects underway
3	Consider connection to a regional water system to provide flexibility to adjust to increases in demand	*No longer necessary - Should be removed from plan*
4	Expand existing wastewater treatment system or connect with a regional wastewater system within the next couple of years	Projects underway
5	Provide wastewater treatment infrastructure to future sewer users	Projects underway
6	Consider the formation of a storm water utility to help maintain and make improvements to City storm water infrastructure	Under consideration of Council - addressed in the August 2024 meeting

Policy Statement	Description	Status
1	Ensure safe and reliable drinking water and wastewater services are provided with exceptional service and value	City currently engaged in this practice
2	Proactively manage and provide cost-effective replacement of public infrastructure that promotes community growth and economic development	City currently engaged in this practice
3	Provide treatment and distribution systems which meet all current and future federal and state safety and environmental requirements	City currently engaged in this practice
4	Ensure an Operations and Maintenance program is maintained to for infrastructure systems to assure reliability and compliance with federal and state requirements	City currently engaged in this practice

NATURAL RESOURCES

Protect sensitive environmental features in Van Meter as it grows

Action Item	Description	Status
1	Adopt a stream buffer ordinance to preserve the natural features around type 1 perennial streams through a 100-foot buffer	*Is this still a priority of Council?*
2	Consider adopting a slope preservation ordinance to manage development within higher sloped areas	*Is this still a priority of Council?*
3	Continue to work with North Raccoon Watershed Management Coalition (NRRWMC) to address watershed management in the region	Jess & Liz attend quarterly virtual meetings - focus has been on the Middle Raccoon
4	Consider installing solar roof panels on City Hall and other City facilities	*Is this still a priority of Council? Could be discussed in planning of 601 Main?*

Policy Statement	Description	Status
1	Continue to enforce the City's Flood Plain Regulations and discourage new development within the 100- or 500-year floodplain	City currently engaged in this practice
2	Discourage impermeable surfaces near streams and creeks to limit stormwater runoff and water pollution	City currently engaged in this practice
3	Preserve dense tree cover through land use management techniques as Van Meter grows	City currently engaged in this practice
4	Encourage high-quality wetlands to be incorporated into new developments as an amenity feature	City currently engaged in this practice
5	Prioritize water conservation efforts throughout the City	City currently engaged in this practice
6	Promote structural and non-structural stormwater best management practices for new development, redevelopment and the maintenance and upgrade of existing city infrastructure	City currently engaged in this practice
7	Encourage recycling, reuse and reduction in plastic use in city buildings and local businesses	City currently engaged in this practice
8	Encourage incorporation of energy saving features in new renovations, new developments and building expansions	City currently engaged in this practice

PARKS & RECREATION

Provide a high-quality parks and recreation system in Van Meter

Action Item	Description	Status
1	Update the City's recreational areas and open space (parkland) dedication ordinance	Ordinance #2021-02 passed in Febraury 2021 adding Chapter 173 - Park Land Dedication
2	Work with Central Iowa Trails and other partners to identify a possible connection to the regional trail system from Van Meter	*Will evaluate in future trails phases*
3	Create a city-wide loop trail system that connects Van Meter parks, schools, and downtown area	Phase 1 is underway, Bolton & Menk would like the City to consider a Master Parks Plan
4	Upgrade the Raccoon River kayak / tubing launch to attract visitors to Van Meter	Boat Ramp renovations - 90% complete as of Summer 2024 - Also continuing to discuss options with ICON
5	Identify community events such as movies in the park or music events to help foster a sense of community among residents	Parks & Rec, Library & VMCDC continue to plan & provide community events & gather input through surveys on additional programming wants
6	Move forward with the mini park on the vacant lot at the corner of Grant and West Street in downtown Van Meter	Pocket Park/Memorial Park was completed in 2022.
7	Evaluate and plan for the development of indoor recreation space	*City continues to evaluate options*

Policy Statement	Description	Status
1	Continue to require new residential development to provide parks, greenbelts and trails for residents as growth and development occurs	City currently engaged in this practice
2	Aim to have all residents live within a 5- to 10-minute walk time of a park	*City continues to evaluate options*
3	Expand neighborhood parkland as Van Meter grows to improve park accessibility	City currently engaged in this practice
4	Continue to evaluate partnership opportunities with the school district to create and maintain shared facility space for recreation	City currently engaged in this practice
5	Maintain a high level of service for parks and recreation facilities in Van Meter as the community grows	City currently engaged in this practice
6	Properly maintain parks and improve facilities as needed due to age or general wear and tear	City currently engaged in this practice
7	Continue to evaluate recreation offerings, including year-round and winter activities	Sam created 2 different surveys to send out regarding additional adult programming and winter activites - data available after end of October
8	Be efficient in the maintenance of parks and consider native plantings that require less maintenance and support biodiversity	City currently engaged in this practice

HOUSING

Preserve and promote Van Meter's existing residential neighborhoods while sustainably expanding the

Action Item	Description	Status
1	Update zoning code to allow for areas with smaller lot homes, agri-hoods, cluster subdivisions and accessory dwelling units (ADUs)	*No proposals to update the zoning code to contemplate this type of development at this time*
2	Explore funding options for a housing rehabilitation program to fund and incentivize maintenance and modernization of Van Meter's older neighborhoods	Staff is working on an income study to identify LMI and drafting a sidewalk repair program as well as looking at other LMI approved options - Tax abatement is still in place for remodels
3	Update ordinances to require medium and high-density residential developments to be aesthetically pleasing with high-quality materials and finishes	*If there is a desire of Council or P&Z, there are other cities with this type of code that staff could review and propose*
4	Actively recruit new housing and development through incentives	*No new residential developments at this time, new residential tax abatement is no longer an option*
5	Expand the street system as necessary to support new housing development	*No new residential developments at this time, TIF could be used if a new development came on line*

Policy Statement	Description	Status
1	Continue to fund other home improvement programs such as Habitat for Humanity and the Dallas County Housing Trust Fund to promote high quality and affordable housing for all residents	City continues to pay dues to each organization
2	Use Planned Unit Developments (PUDs) as an alternative to conventional development patterns to allow for creative development opportunities	Ordinance #2020-06 Establishment of PUD passed February 2021. Ordinance #2020-07 Grand Estates PUD (PUD #1) passed February 2021. Ordinance #2024-16 PUD #2 (Mixed Use) passed July 2024.
3	Promote new residential development in areas adjacent to existing residential areas to support community cohesion and to more efficiently utilize existing community facilities	*No new residential developments at this time*
4	Ensure street and pedestrian connections between existing and new residential neighborhoods including sidewalks and trails	Included in Master Trails Plan
5	Plan for a mixture of very low to higher density residential types to ensure there are options for all ages, phase and income-levels	Grand Ridge Estates is an active example of this policy.
6	Work to attract senior living opportunities within Van Meter so residents can age in place	*Council may want to consider as a long term plan*

COMMUNITY FACILITIES Provide adequate community facilities as Van Meter grows		
Action Item	**Description**	**Status**
1	Plan for the long-term need for additional fire, police and ems personnel and facility space	Acquisition of 601 Main in July 2024. RFP for design services September 2024.
2	Consider expanding the use of technology in city government through e-billing or mass text notifications	Conversion to cloud based gWorks along with new website will allow for more technological resources for staff and the community - in process anticipated Go Live - 2024
3	Actively assist the Van Meter Public Library Foundation's efforts to raise money for a new library and community room	Foundation is defunct. No longer part of the comp plan - needs removed
Policy Statement	**Description**	**Status**
1	Maintain adequate staffing levels and facility space as the community grows	Added an additional FTE in Public Works and City Hall staff, added an SRO to the PD, increased # of volunteer fire members
2	Respond to changing demands for services as the population increases	*Sidewalks, trails, infrastructure - will be addressed in revised CIP plan*
3	Support the efforts of the Van Meter Community Development Corporation's efforts to fund community improvement projects	City can help with in legal parameters to assist in fundraising efforts - no fee permits, locations, etc. & assist in advertising to increase membership
4	Consider opportunities for joint ventures on expanding community needs such as a new joint public safety center	City to continue to explore various 28E arrangements

LAND USE

Ensure Van Meter grows in a sustainable and controlled fashion

Action Item	Description	Status
1	Review zoning code that may be discouraging new development and redevelopment / infill projects	P&Z is currently reviewing permitted uses within all zoning districts & will recommend changes to Council
2	Adopt a zoning ordinance to allow for agri-hood and conservation subdivisions to protect key environmental resources in addition to supporting growth in the community	Does Council have a desire to do this? If not, may consider removing from plan.
3	Update zoning to allow for higher density residential in key areas	Does Council have a desire to do this? If not, may consider removing from plan.

Policy Statement	Description	Status
1	Promote sustainable development practices	City currently engaged in this practice
2	Promote commercial expansion at key existing and future intersections	City currently engaged in this practice
3	Actively support and encourage the construction of the southwest Beltway	City currently engaged in this practice
4	Be proactive in land annexation strategies in areas between Van Meter and neighbors	*Needs further discussion but could consider annexation opportunities to the South and West depending on property owner development plans*
5	Discourage leapfrog development whenever possible to keep growth organic and connected	City does not allow "leapfrog development"
6	Require new development to fully be served by adequate public infrastructure including paved streets, sidewalks, trails and municipal water and sewer service	City currently engaged in this practice
7	Encourage rural development annex into the City and connect to City water and sanitary sewer service	*Needs further discussion but could consider annexation opportunities to the South and West depending on property owner development plans*
8	Discourage rural subdivisions within the City's 2-mile extra-territorial review area that either do not meet the City's subdivision regulations or are not consistent with the Comprehensive Plan's Future Land Use Plan	City currently engaged in this practice
9	Require rural development and subdivisions to have streets built to City design standards and have at least one access point to a paved street network	City currently engaged in this practice
10	Promote infill development within the older parts of Van Meter	There are very few in fill lots in town (4 minutes), City can address on an as needed basis
11	Connect new and existing areas of the community through streets and pedestrian connections to encourage a cohesive community character	City currently engaged in this practice

COMMUNITY CHARACTER

Maintain Van Meter's small-town feel as the communtiy grows

Action Item	Description	Status
1	Evaluate signage needs at key community corners and gateways	Parks & Rec is looking at signage needs, signage & wayfinding will also be addressed in 601 Main project
2	Improve the streetscapes of the main corridors of the community through the addition of Complete Street principles	*Is this still a priority of the Council?*
3	Identify additional community events to socially and civically engage Van Meter residents	City continues to advertise city events
4	Continue to improve access to the Raccoon River to connect residents and visitors to this recreational amenity	Sam is continuing to discuss with ICON, Adel is likely joining & that could change what it looks like for VM participation in a positive way, joint meeting set for November between staff, ICON and Adel
5	Update TIF ordinance to allow for façade improvements grants for commercial structures	Certain grants are availble to meet this - CDBG
Policy Statement	**Description**	**Status**
1	Continue to improve the downtown through façade and streetscape improvements	City currently engaged in this practice
2	Maintain a mostly green corridor entrance from Interstate 80 into Van Meter	City currently engaged in this practice
3	Preserve significant tree cover, whenever possible, by opting to build development within the trees rather than clear-cutting	City currently engaged in this practice
4	Allow for Van Meter to grow at a controlled, sustainable rate that does not overwhelm community resources or harm community character	City currently engaged in this practice
5	Avoid leapfrog development and encourage development adjacent to existing developed areas	City currently engaged in this practice
6	Connect new and older parts of the community with sidewalk, trails and street connections as Van Meter grows	*Possibly Phase 2 of the Master Trails Plan?*
7	Enhance walkability of the community through sidewalk and trail expansion and streetscape and intersection improvements	City currently engaged in this practice

Agenda Item #7

Adjournment

Submitted for: **ACTION**

Recommendation: **APPROVAL**

Sample Language:

Mayor: With no further business, do I hear a motion to adjourn? City Councilmember: _____ ***So moved.***

City Councilmember: _____ ***Second.***

Mayor: Roll Call Please.

City Clerk: Akers _____ Brott _____ Grolmus _____ Pelz_____ Westfall_____

Mayor: This meeting is adjourned at _____pm. Thank you.