

# PROPOSAL

## Professional Design Services for the Village of Little Chute Fire Station

Prepared For



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PRICE PROPOSAL – SEPARATE DOCUMENT

FEBRUARY 2, 2024

McM. No. M0032-06-99-00001.00

Prepared By

Michael A. Martin, AIA, Senior Architect

**McMAHON**  
ENGINEERS ARCHITECTS



February 2, 2024

Village of Little Chute  
c/o Laurie Decker  
108 West Main Street  
Little Chute, WI 54140

Re: Request for Proposal Related to Professional Design Services for the  
Village of Little Chute Fire Station  
McM No. M0032-06-99-00001

Dear Ms. Decker,

McMahon Associates, Inc. (McMahon) is pleased to submit the attached information in response to the Request for Proposal Related to Professional Design Services for the Village of Little Chute Fire Station

For your project we have assembled an experienced team of professionals in project management, HVAC, electrical, plumbing, architectural, structural, civil / survey, and construction services. I will be personally leading the project management and teaming with CPH Consulting on the Architectural design and programming of the project. CPH brings additional large scale Fire Department design services to our Team. McMahon will also be providing Civil & Structural design along with Construction Services/ Owners Representation/ and bidding services on the project.

For this project, McMahon is partnering with CPH Consulting, LLC for HVAC, plumbing, and electrical design. McMahon has partnered successfully with CPH Consulting, LLC on past projects in Northeast Wisconsin. CPH Consulting, LLC maintains staff in the Green Bay / Fox Valley Area.

McMahon greatly appreciates this opportunity to provide a proposal for the project. We are available to start immediately and we look forward to working with the Village team on this project. If you have any questions after reviewing this proposal please not not hesitate to contact me at 920-751-4200.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in blue ink, appearing to read "Michael A. Martin, AIA".

Michael A. Martin, AIA  
Associate / Senior Architect

MAM:mck

## Section A

# FIRM INFORMATION

**McMahon** is a leading full-service engineering, architecture and consultant firm with a more than 100-year history of successfully delivering project results for our clients.

Our company was founded in 1909 in Wisconsin. Since then, we've expanded our geographical footprint with offices in Illinois and Indiana in addition to our corporate headquarters in Neenah, Wisconsin. We have also established additional companies that complement McMahon and offer services that uniquely meet the needs of our clients. Our team consists of more than 150 professionals including engineers, architects, surveyors, consultants, and technicians.

Although we have grown to support projects across the country, and even internationally, we maintain our small-business touch. We value providing unmatched service for our clients while focusing on building long-standing relationships. We pride ourselves on producing an end-result that is of quality, but it's the connections we make and the trust we earn along the way that sets us apart.

Our experience allows us to see the potential in your project and we have a diverse in-house team of experts ready to transform your ideas and vision into reality.



**McMAHON**  
ENGINEERS & ARCHITECTS

920.751.4200 MCMGRP.COM

# OUR LEADERSHIP

Whether we are serving a local township or a Fortune 500 industrial client, our goal is to offer the very best people suited to work collaboratively **WITH YOU** to solve problems. In many cases, our people work as an extension of **YOUR** staff. Afterall, becoming a trusted partner is one of the pillars of our 'McMahon Way' philosophy of building long-term relationships by combining strong core values with a culture for success.

## McMAHON EXECUTIVE GROUP:

### WISCONSIN HEADQUARTERS:



**Paul E. Benedict PE, SE**  
President  
[pbenedict@mcmgrp.com](mailto:pbenedict@mcmgrp.com)  
920.751.4200/ext. 264



**Michael J. McMahon, AIA, NCARB**  
Executive Vice President  
[mmcmahon@mcmgrp.com](mailto:mmcmahon@mcmgrp.com)  
920.751.4200/ext. 330



**Matthew J. Greely, PE**  
Executive Vice President  
[mgreely@mcmgrp.com](mailto:mgreely@mcmgrp.com)  
920.751.4200/ext. 226



**Vic Lutz**  
Chairman of the Board  
[vlutz@mcmgrp.com](mailto:vlutz@mcmgrp.com)  
920.751.4200/ext. 247

### REGIONAL OFFICES:



**ILLINOIS**  
**Christopher D. Dopkins, PE**  
Associate  
[cdopkins@mcmgrp.net](mailto:cdopkins@mcmgrp.net)  
815.636.9560/ext. 705



**INDIANA**  
**John M. Sturgill, RLA**  
Vice President  
[jmsturgill@mcmgrp-in.com](mailto:jmsturgill@mcmgrp-in.com)  
219.462.7743/ext. 501

# THE McMAHON WAY

At the center of everything we do at McMahon is a **service-inspired** philosophy we call the McMahon Way. It's about **values, culture** and **relationships**. Every project we take on, every decision we make, every word we speak is guided by this philosophy.

## Strong Core VALUES

We hire people who strongly identify with our team's core values.

Every person working for McMahon:

- Acts with honesty and integrity in all communications between clients and other team members
- Knows the value of work and effectively contributes to our operations
- Strives for excellence with the understanding that we can always improve
- Places the client and customers first in a service-oriented approach

## CULTURE for Success

McMahon is dedicated to creating a work culture that mentors and empowers our team.

Together we:

- Invest in our employees
- Allow our employees to operate and innovate with independence
- Entrust and empower all employees to make the best decisions for their projects
- Present diverse design capabilities and expertise to clients

## Build Long-Term RELATIONSHIPS

We take pride in becoming a trusted partner for our clients.

We build connections by:

- Taking time to truly understand our clients' needs, goals and challenges
- Communicating openly and effectively
- Always striving for client satisfaction

**Values, culture and relationships. This is the McMahon Way.**

THE  
**McMAHON**  
VALUES • CULTURE  
RELATIONSHIPS  
*Way*  
• FOR OVER 100 YEARS •

**McMAHON**  
ENGINEERS • ARCHITECTS

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## COMMUNITY MATTERS

McMAHON's culture of corporate social responsibility has existed for a very long time. This culture starts at the top and permeates throughout the company. In addition to monetary contributions and pro-bono services, our staff is very involved in local activities which support our communities. Each year our people commit significant amounts of time volunteering for a variety of community organizations and charitable causes.



“ The MEASURE of **who** we ARE is  
*what* we **do** with WHAT we **have** ”

- Vince Lombardi

# OUR SERVICES AND WHO WE SERVE

McMahon, offers a **broad spectrum of services**, provided by our in-house team of professionals under the umbrella of six service division areas

## Environment & Infrastructure

- Municipal Engineering
- Transportation
- Water Resources
- Environment & Ecology
- Site Development
- Land Surveying
- Geospatial Solutions

## Architecture

## Water & Wastewater

- Drinking Water
- Wastewater
- Renewable Fuels / Waste-to-Energy

## Structures & Building Systems

- Structural Engineering
- Electrical / Controls
- Mechanical HVAC
- Plumbing Design

## Industrial Engineering

## Public Safety & Municipal Management

## Value Added Services

- Construction Services
- Funding Strategies and Grant Assistance
- Engineer-led Construction Management
- Engineered Environmental Solutions
- Public/Private Partnerships (P3)
- Operations Services

Our capabilities are as diverse as the **client market areas we serve**

- Municipal / Civic
- Commerce / Retail
- Healthcare
- Education
- Dairy / Food Processing / Pulp & Paper
- Industry / Manufacturing
- Agriculture
- Transportation
- Tribal
- Energy / Utilities
- Police / Fire / EMS
- Hospitality / Sports / Entertainment
- Cultural / Faith-based
- Community / Private Living Spaces



## GREEN / SUSTAINABLE DESIGN EXPERIENCE

McMahon Associates, Inc. (McMahon) has been committed to Sustainable Design for many years prior to the topic becoming the focus that it is in today's design and construction environment. McMahon's Architectural, Civil Engineering, and Wastewater Process Design groups have long been leaders in the practical application of sustainable principles. One of the strengths of McMahon is that our full-service staff of professional architects, engineers, designers, and assistants cover every aspect of the design and construction process.

McMahon currently has one LEED® Gold project; a 25,000 square foot general practice and specialty clinic for ThedaCare in Darboy, WI. McMahon also has two LEED® Silver projects; one for Wisconsin Specialty Protein, a new organic whey processing facility in Reedsburg, WI and one for the Gulfstream Maintenance and Operations Center in Appleton, WI.

Although many of our clients enthusiastically embrace the concepts behind LEED®, many opt to follow the guidelines as they apply to their specific projects, but they in turn do not opt to obtain LEED® certification. We find this trend to be the norm with our client base. The following sample projects have been designed following LEED® Silver guidelines or the Green Guide for Healthcare Guidelines but are not looking to achieve certification:

▪ Badger Sheet Metal Works	Green Bay, WI
▪ Bellin College of Nursing	Green Bay, WI
▪ New London Family Medical Center	New London, WI
▪ Oneida One-Stop	Oneida, WI
▪ Oneida VFW Post 7784	Oshkosh, WI
▪ Riverside Medical Center	Waupaca, WI
▪ Village of Lomira Municipal Complex	Lomira, WI

# CPH CONSULTING, LLC

## FIRM BACKGROUND

CPH prides itself in its capability to "provide quality and innovation for design and construction." In every aspect of the business, CPH takes pride in providing timely, cost effective and appropriate engineering services to support its clients and help them achieve their objectives. Known as a leading multi-disciplinary consulting engineering firm, CPH provides services in the following areas:

The Firm has been providing similar services since the 1960's and the Firm has been established since 1981. In keeping with the company's philosophy to assure responsive and cost effective service, CPH has grown with branch offices housing approximately 290+ employees in Florida, Georgia, Maryland, Massachusetts and Puerto Rico with the firm's Headquarters located in Sanford, Florida. CPH's commitment to providing the highest level of service in an affordable manner has been achieved through emphasis on personalized services and direct involvement of top level CPH personnel, especially the owners.



## 290+ STAFF MEMBERS



ENR SOUTHEAST  
TOP DESIGN  
FIRMS

ENR  
TOP 500  
DESIGN FIRMS

ENR TOP 25  
DESIGN FIRMS  
IN FLORIDA

TOP 300  
ARCHITECTS  
IN THE U.S.



## WASTEWATER / WATER CONSULTANT OF 2019 APWA FLORIDA CHAPTER

### AREAS OF SERVICE



ARCHITECTURE



ECOLOGICAL SERVICES



LAND PLANNING



SURVEY



ENGINEERING



LANDSCAPE  
ARCHITECTURE



PERMITTING

### CPH, LLC. NAME CHANGE HISTORY:

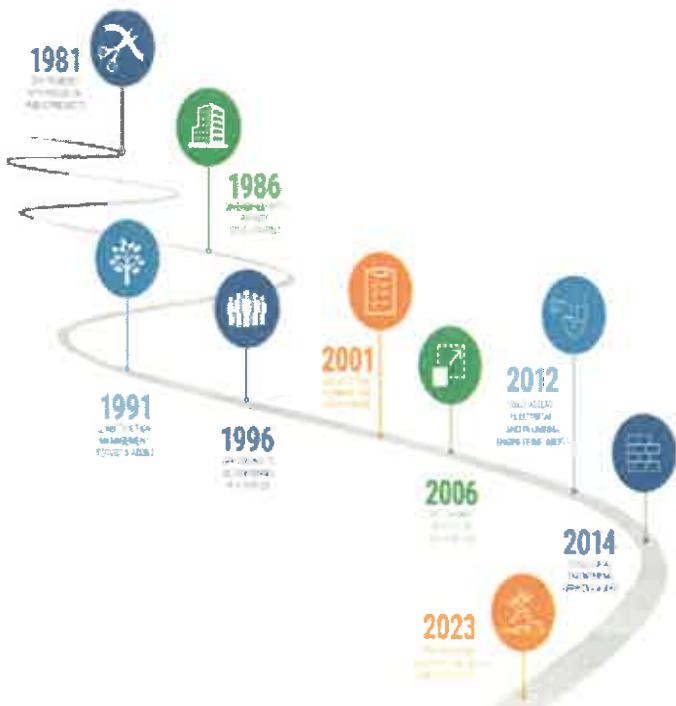
- CPH Consulting, LLC dba CPH, LLC (2022-Present)
- CPH, Inc. (2013 - 2022)
- CPH Engineers, Inc. (1998 - 2013)
- Conklin, Porter, & Holmes (1981 - 1998)

### NUMBER OF YEARS IN BUSINESS:

- 41

### CPH HAS THE CAPABILITY TO PROVIDE THE FOLLOWING SERVICES:

- Master Planning
- Engineering Services (Civil, Structural, and Utilities)
- Architectural Services/Landscape Architecture
- Water/Wastewater/Reclaimed/Stormwater Systems
- Hydraulics and Hydrology
- Environmental Sciences
- Transportation Engineering, including Traffic Planning and Design
- Land Planning/Zoning
- Construction Engineering and Inspection/Construction Management
- Surveying & Mapping
- Other related fields



### BACKGROUND

With Fire & Rescue equipment evolving in size and complexity, the City of Chilton found that they had outgrown their Fire Station. McMahon stepped in to provide a cost-effective solution.

### PROJECT

The 8,648 SF building is constructed of a Pre-Engineered Metal Building system with both prefinished Metal Panel and Concrete Masonry wall finishes featuring full-view glass overhead doors and high-bay windows to allow natural light into the vehicle bay. The building also features a mezzanine for equipment storage, restroom/showers, tool storage, and mechanical spaces.

McMahon provided full Architectural and Engineering design services along with Construction Observation services for the project.



### DETAILS

OWNER:	CITY OF CHILTON
SIZE/AREA:	8,648 SF
COST:	\$2.75 MILLION
COMPLETION:	2023
CONTACT:	MIKE MARTIN, AIA <a href="mailto:mmartin@mcmgrp.com">mmartin@mcmgrp.com</a> 920.751.4200

## BACKGROUND

The Lake of the Four Seasons Volunteer Fire Force (LOFSVFF) was authorized to fund and construct a new \$1.3 M Fire Station. A turnkey approach was desired to provide all services from planning and approvals, to construction. With McMAHON's familiarity with the client, local conditions and governmental agencies, a clear choice was made to deliver the project through McMahon, Inc., the affiliate design/build company of McMAHON.

## PROJECT SPECIFICS

- Scope of work included facilities programming, design, competitive bidding of multiple contracts, oversight of construction, project administration, cost accounting, coordination with local utilities and aiding in acquiring financing for the project
- Extensive site and utility work - \$283,000
- Office, training and conference rooms area - 2,508 SF
- Fire truck and apparatus storage area - 7,296 SF
- Storage area - pre-engineered steel building with masonry wainscot
- Office area - masonry construction with single-ply membrane roof
- Large 14'x14' overhead doors with windows
- Mezzanine area for additional storage
- Steel liner panels for all apparatus bay walls and ceiling - no exposed insulation

## CHALLENGES

- Cost Control was a major concern...total project cost could not exceed \$1.3 M. Deliverables included were site development, architectural and engineering design, bidding costs and construction.
- Much of the project construction schedule happened during winter conditions.



## BACKGROUND

The Village of Harrison was outgrowing their present Village Hall / Village Maintenance Facility. There was also a desire to consolidate one of their satellite fire stations for faster response times to emergencies.

## PROJECT

McMAHON provided master planning for a new Village Hall and Fire Station to be the focal point of a "Town Square" development. The Village Hall provides the following services to the community:

- Village Administration space including future need space
- Village Board / Community space for board meetings, election polling and community use
- Required space for County sheriff services
- Future space for full-time Fire Department Administration
- Future build-out space for Fire Department living quarters and training
- Five (5) drive-through Fire Department equipment bays with space to add additional bays as need dictates

## ADDITIONAL SERVICES

- "Town Square" master planning
- Remodeling of existing satellite Fire Station
- Opinion of Probable Costs for Village budgeting

## SPECIFICS

- 38,500 SF
- Construction Cost \$11 - \$13 M (2019 estimate range)
- Unique combination of materials
- Increased use of glazing for natural light in spaces
- Use of hose drying tower as a clock tower



**1. \*DUKES FIRE STATION , HAWESVILLE, KY**

Led the design for a new fire department building for the Dukes Fire Department in the Dukes community outside of Hawesville, KY. The design utilized a pre-engineered metal building with two single slope shed roofs with customized entrance features for a modern aesthetic. This rural fire station was designed with three apparatus bays, a fire chief office, a multipurpose day room/ community meeting space for 30 people, a kitchen, and equipment storage space. The restrooms for the building were designed to serve as tornado shelters under the FEMA guidelines. The project construction cost was approximately \$1.1 million for this approximately 5600-SF, one- story building.



**2. \*OWENSBORO FIRE TRAINING CENTER, OWENSBORO, KY**

Led the design for a new fire training center for the City of Owensboro, KY. The training facility spanned one city block and included a training building, a fire training building, and renovation to an existing on-site building. The training building design included two apparatus bays, two offices for the training officers, a dividable classroom space for up to 32 people, a kitchen with dining space, one locker room with unisex restrooms, a built- in sauna, physical fitness training area, and supplemental utility spaces. A separate stand-alone fire training tower – with one portion being four stories high with a flat roof, one portion being two stories high with a sloped roof, and a one-story high space with a flat roof. Three separate levels within the structure were designed with burn rooms. All fire training building floors were accessible via interior and exterior stairs to provide training opportunities for various local building types. The existing on-site building was redesigned to house the OFD museum pieces and space for local elementary school student educational visits.



**3. \*NASHVILLE FIRE STATION 17 RENOVATION** - Staff architect for a renovation to this existing fire station in Nashville, TN. The facility was originally constructed in the 1960's and the interior of the building was completely renovated with new handicap accessible space, new equipment, new bedrooms, new restrooms and showers, and the apparatus bays were raised to allow for larger equipment to be utilized within the facility.

**4. SANFORD OPERATIONS AND EMERGENCY RESPONSE FACILITY**

Professional design services for a new Operation and Emergency Response facility for the Sanford Public Works Department. During storms and weather events, the facility will serve as the operational heart to manage public works recovery efforts during and after the events. CPH is providing architecture, structural, mechanical, plumbing, and electrical engineering services for the project.



*\*Projects completed with another firm.*

## 5. DEBARY CENTRAL FIRE STATION

CPH was awarded the DeBary Central Fire Station contract in Volusia County. CPH was responsible for the architecture, structural, landscape, survey, M/E/P, and civil site design. The project consisted of an 8,775-SF masonry, stucco, and brick-accented building with an apparatus bay build for three fire vehicles and dormitories for a shift of six fire fighters. The personnel now enjoy a spacious living and dining quarters and the building will serve as a visible landmark for this growing community.



## 6. MIRAMAR FIRE STATION #84, PHASE II (MEP)

CPH provided mechanical and electrical engineering for the second phase of the Miramar Fire Station #84 construction. The redesign included evaluation of existing HVAC systems and building heat gain. For this project CPH was asked to solve an occupant comfort issue. The problem was diagnosed as low ambient temperature with high humidity. After performing a heat load it was determined the addition of VFDs and interlaced coils would solve the climate problem. Plans were then prepared, detailing the modifications to be made to the existing equipment and the new air balance for the building.

## 7. LONGWOOD FIRE STATION - This was an existing building that expanded to add additional bunkspace. The scope of work included rework of existing HVAC systems and ventilation of the truck bay.

## VILLAGE HALL, VISITORS CENTER AND WINDMILL

### BACKGROUND

In celebration of the area's Dutch heritage, the Village of Little Chute renovated the Village Hall and constructed a replica of a traditional Dutch Windmill as a civic focal point.

### PROJECT

Little Chute Windmill, Inc. and the Village of Little Chute worked together to create a coordinated plan for the development of this downtown site as a visitor's attraction.

The Windmill Visitors Center and Village Hall Addition are both designed in the Dutch vernacular incorporating stepped brick gables, clay tile roofs, and stone details. The buildings are separated by a 100-foot wide paved plaza to be used for civic events and festivals. A signature element of the Visitors Center is a 60' high clock tower that also functions as the elevator access to the windmill stage level.

The Village Hall work included the addition of a new secure lobby entry, office space, and Village Board Room. Renovation work included office and community use space.

The authentic, functioning structure is approximately 72 feet above grade and has four blades (fans) with a diameter of 68 feet. The structure consists of a 46-foot tall wooden upper tower supported by a 26-foot tall concrete base. The upper wooden tower was designed by Verbij and was constructed in the Netherlands and shipped in pieces.



## PROFESSIONAL DESIGN SERVICES FOR THE VILLAGE OF LITTLE CHUTE FIRE STATION



### McMahon Associates, Inc.

**Michael A. Martin, AIA**  
Project Manager  
Project Architect  
27 Years Experience

**Sidney "Ket" West II, AIA, NCARB (CPH)**  
Design Architect  
31 Years Experience

**Christina Mollett**  
Project Designer  
10 Years Experience

Survey  
**Doug Woelz, P.L.S.**  
34 Years Experience

Civil Engineer  
**Nick Vande Hey, P.E., CPESC**  
29 Years Experience

Structural Engineer  
**Daniel J. Brelle, P.E., LEED AP**  
20 Years Experience

Electrical  
**Chris DeWaal, P.E., LEED AP (CPH)**  
28 Years Experience

HVAC  
**Steve Becker, P.E. (CPH)**  
30 Years Experience

Plumbing Designer  
**Doug De Greef (CPH)**  
30 Years Experience

Public Safety and Fire  
**Jeff Roemer**  
35 Years Experience

Construction Services  
**Scott Manteuffel**  
30 Years Experience

Interior Design  
**Allie Tripp**  
5 Years Experience

Landscape Design  
**Kari Nelson**  
5 Years Experience

# MICHAEL A. MARTIN, AIA

ASSOCIATE / SENIOR ARCHITECT

Mike is a licensed Architect with over 27 years of experience in his field. He has been involved in every aspect of programming, design, construction documents, and construction administration for large and small projects throughout his long career. Mike is very skilled at coordinating diverse issues and developing unique solutions to potential project barriers. He will be actively involved and engaged throughout the life of the project and will work closely with the Client.

## PROJECTS

### EXPERIENCE

Agropur, Little Chute, WI – New Wastewater Pretreatment Facility  
AirGas Inc., Elk Grove Village, IL – New Office & Manufacturing Facility  
AirGas Inc., Hammond, IN – Office Remodel & Manufacturing Facility  
AirGas Inc., Roseville, MN – New Office & Manufacturing Facility  
Baker Cheese, St. Cloud, WI – Building Addition & Façade Renovation  
Bay Area Granite & Marble, Appleton, WI – New Facility  
Clayton, Town of, Clayton, WI – New Water Distribution Booster Pump Facility  
Curwood Inc., Appleton, WI – Manufacturing Addition  
DEF LLC, Joplin, MO – New Food Processing Plant  
Gusmer Enterprises, Waupaca, WI – Facility Addition  
Holland, Town of, Holland, WI – Wastewater Treatment Facility Expansion  
Kettle Foods, Beloit, WI – New Warehouse  
Lactalis USA, Belmont, WI – New Wastewater Treatment Facility  
Land O' Lakes, Employee Wellness Center, Union Center, WI – Renovation  
Milprint Inc., Lebanon, PA – Manufacturing Addition  
Plach Automotive, New London, WI – Facility Upgrade  
Pollock Aquatic Center, Oshkosh, WI – New Recreation Center  
Sierra Pacific Windows, Medford, WI – Facility Addition  
St. Croix Tribe of Chippewa Indians, Hertel, WI  
    New Casino  
    New Amphitheater  
    Renovation of Existing RV Building

### VALUE ADDED PERFORMANCE

25 Years of Design-Build and Design-Bid-Build Project Delivery Experience  
    Existing Facility Analysis  
    Space Programming  
    Conceptual Design  
    Construction Document Administration  
    Design Coordination  
    Construction Document Production  
    Design Research & Analysis



mmartin@mcmgrp.com  
920.751.4200 ext. 327  
C. 920.229.9710

### ACADEMIC BACKGROUND

B.S. Communication with Minor in Architectural Studies, University of Wisconsin-Fox Valley & University of Wisconsin-Milwaukee – 2021

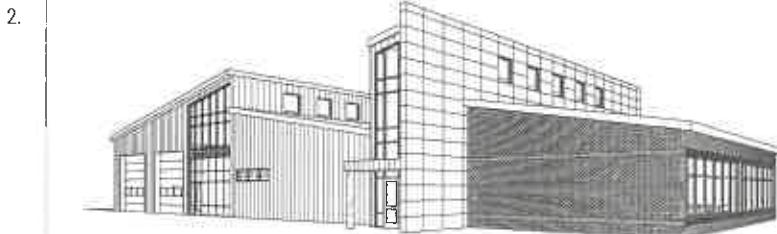
Building Information Modeling Education Program  
Associated General Contractors of America – 2012

Associates Degree in Civil Engineering-Structural  
Moraine Park Technical College – 2000

Graduate, United States Naval Construction  
Training Center, Gulfport, MS – 1996

### PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)  
Licensed Architect – State of Wisconsin



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#### **4. SANFORD OPERATIONS AND EMERGENCY RESPONSE FACILITY**

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### **SIDNEY K. (KET) WEST II, AIA, NCARB PRINCIPAL ARCHITECT**

**Years of Experience:** 31

#### **Education:**

Bachelor of Architecture, University of Tennessee  
School of Architecture and Design

#### **Licenses & Certifications:**

Registered Architect – FL (No. AR102902), TN #100831, AL #4610, Indiana #AR11600175, Kentucky #7629, Michigan #1301064890, North Carolina #13793, Ohio #ARC1817472  
NCARB Certified

#### **Key Skills / Qualifications:**

- Architecture design
- Project leadership
- Municipal facilities
- Office buildings
- Industrial buildings
- Logistics facilities
- K-12 educational facilities
- Higher education facilities
- Owner representative services

**Overview:** Mr. West serves CPH as a Principal Architect for municipal, industrial, and special projects. With over 31 years of experience in architecture, Mr. West has extensive experience working on projects from a few hundred square feet to over 1.5 million square feet—in multiple markets throughout the United States.



# CHRISTINA M. MOLLETT

ARCHITECTURAL DESIGNER

Christina has managed multi-million-dollar projects to successful completion and coordinated teams of consultants, engineers, and contractors to fulfill client's expectations of quality, budget, and deadline. She has worked on value engineering for million-dollar savings which allowed budget restricted projects to move forward. Christina has organized and documented projects and communications and performed efficient record keeping and filing. She has assessed products, materials, and processes both on site and documented to check compliance with specifications, state codes, and safety regulations. She has managed teams of contractors and subcontractors on multiple construction jobs in various stages of completion simultaneously. Christina has contributed to at least 30 projects over seven years as a project manager and working with other project managers to facilitate their needs including: planning, drafting, documenting, and project assessment. She has designed three storm shelters based on ICC 500 2014 standards, two for essential facilities. She has evaluated pay applications, projected schedules, and cost proposals and created short-form agreements and opinions of probable cost. Lastly, she has maintained professional client relations based on integrity and hard work to earn repeat business for McMahon Associates, Inc.

## PROJECTS

Black Haak Heating, Cooling, Plumbing, Electrical, Location TBD – New Facility  
Cedars Historic Overlook Building, Kimberly, WI – Renovation  
Faith Technologies Excellerate, Appleton, WI – New Facility  
Focus Properties, Multiple WI Locations – Residential Renovations  
Softec Technologies, Siren, WI – Feasibility Study & Addition  
Tyson, Bowling Green, KY – New Facility  
Caldwell County Regional Career Center, Princeton, KY – Addition/Renovation  
Elizabethtown, KY – New Fire Station  
George Coon Public Library, Princeton, KY – Renovation  
McLean County Historical Building, Calhoun, KY – Infill  
Murray, KY – New Fire Station  
Owensboro Fire Station #2, Owensboro, KY – Addition  
Southern Star, Owensboro, KY – Office Expansion



cmollett@mcmgrp.com

920.751.4200 ext. 339

### ACADEMIC BACKGROUND

B.A. Architecture & B.A. English, University of Kentucky, Lexington - 2015

### SPECIALIZED COMPETENCE

Revit

Lumion

AutoCad

Rhino

ProCore

V-ray

Adobe Suite Specializing in Illustrator and Photoshop

Excel

MS Office

PowerPoint

Google Docs

Zoom

WebEx

Comcheck

# DOUGLAS E. WOELZ, PLS

ASSOCIATE / SENIOR LAND SURVEYOR

Doug is a Professional Land Surveyor of the State of Wisconsin with 34 years of experience. He manages four to five field crews and a five-person office staff including five registered land surveyors. He has served as a project manager for many years and has developed skills in just about all aspects of the surveying profession.

## PROJECTS

### FIELD SURVEYING TO DETERMINE ROAD RIGHT-OF-WAYS & EASEMENTS

Chilton, WI - 1-Mile Road Reconstruction; Irish Road from CTH 'Y' to USH '151'

Seymour, WI - ½-Mile Road Reconstruction; Pearl Street  
Wausau, WI - ½ Mile Road Reconstruction; STH '52'

### LOCAL STREETS & SUBDIVISIONS FOR MUNICIPAL & PRIVATE CLIENTS

#### EDUCATIONAL FACILITIES

Lawrence University, Appleton, WI

Fox Valley Lutheran High School, Appleton, WI

Freedom Elementary & High Schools, Freedom, WI

Clovis Grove Elementary School, Menasha, WI

#### MEDICAL FACILITIES

Appleton Medical Center, Appleton, WI

Theda Clark Medical Center, Neenah, WI

St. Elizabeth Hospital, Appleton, WI

New London Family Medical Center

#### ASSESSORS PLATS

Little Chute - Wisconsin Assessors Plat

#### SUBDIVISION DESIGN & PLATTING

Applecreek Subdivision, Appleton, WI

Applewood Estates, Kimberly, WI

Emons Acres - Kimberly, WI

Green Ridge Terrace, Greenville, WI

Chapel Hill, Greenville, WI

Liberty Heights, Neenah, WI

Hidden Ridges, Combined Locks, WI

Verbeten Subdivision, Kaukauna, WI

Spring Meadows, Ashwaubenon, WI

#### INDUSTRIAL BUSINESS PARKS

Kimberly Industrial Park

Little Chute Industrial Park

#### COMMERCIAL / PRIVATE SECTOR

Northland Mall, Appleton, WI

College Park Plaza - Lowes and Festival Foods, Buchanan, WI

Aviation Plaza, Oshkosh, WI

College Square - Walmart and Gordmans, Appleton, WI



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#### SPECIALIZED COMPETENCE

Registered Land Surveyor

#### LAND SURVEYING EXPERIENCE

AutoCAD Drafting

Boundary Surveys

Topography Surveys

Construction Surveys

Land Surveys for Road Right-of-Way

Research & Writing Legal Descriptions

ALTA/ACSM Land Title Surveys

Commercial & Residential Developments & Platting

Condominium Plats

Cemetery Plats

Certified Survey Maps

Traditional Right-of-Way Plats

Transportation Project Plats

#### ACADEMIC BACKGROUND

Associate Degree in Civil Engineering Technology /

Public Works Technician; Northeast Technical

College, Green Bay, WI; 1986

Eagle Point 98 Training Course; 1998

#### OTHER PROFESSIONAL EXPERIENCE

Auto-CAD Release 2016

Carlson Survey Software 2016

AutoCAD Civil 2016

#### PROFESSIONAL AFFILIATIONS

Wisconsin Society of Land Surveyors

National Society of Professional Surveyors

#### PROFESSIONAL REGISTRATION

Registered Land Surveyor #2327

State of Wisconsin

# **DOUGLAS E. WOELZ, PLS**

## **INDUSTRIAL / MANUFACTURING**

(Boundary, Topography and ALTA Surveys)

Kraft Foods, Medford, WI

Appleton Papers, Combined Locks, WI

Wausau Paper Mills, Inc., Brokaw, WI

Waupaca Foundry, Waupaca, WI

Brillion Iron Works, Brillion, WI

Ariens, Brillion, WI

Calpine Power Plant, Kaukauna, WI

## **CONDOMINIUM PLATS**

Park Villas, Kimberly, WI

Highland Heights Condominiums, Appleton, WI

Wolf River Condominiums, Fremont, WI

Walden Shores, Oshkosh, WI

## **CEMETERY PLATS**

St. Mary's Cemetery, Menasha, WI

Seymour Cemetery Plat, Seymour, WI

Pioneer Cemetery, Grand Chute, WI

Holy Name Cemetery, Kimberly, WI

## **TRANSPORTATION/WISCONSIN DEPARTMENT OF TRANSPORTATION (DOT)**

Right-of-Way Plat Preparation

Buchanan, WI - 2-Mile Road Reconstruction; CTH 'KK' from CTH 'N' to STH '55'

Cedar Grove, WI - Sheboygan County, WI - Main Street (CTH 'RR' to Maple Street)

Combined Locks, WI - 1/4 Mile Road Reconstruction; CTH 'Z'

Grand Chute, WI

1/2-Mile Road Reconstruction; Lilas Street & Brewster Street

1/2-Mile Road Reconstruction; Westhill Boulevard

1 1/2 -Mile Road Reconstruction; CTH 'A'

1 1/2-Mile Road Reconstruction; Bluemound Drive

Kaukauna, WI - STH '55' (Crooks Avenue) (18th Street to 7th Street)

Little Chute, WI - Main Street, STH '96' Adams Street to Jackson Street

Menasha, WI

Shady Lane (American Drive to Cold Spring Road)

American Drive (Shady Lane to CTH 'BB')

CTH 'CB' Recreation Trail (Shady Lane to CTH 'BB')

CTH 'A' (Midway Road) Earl Street to USH '10'

Outagamie County, WI

CTH 'C' (CTH 'E' to CTH 'S')

CTH 'OO' (Ballard Road to STH '441')

CTH 'JJ' (Highway '15' to CTH 'A')

CTH 'S' (Highway '76' to Kelly Road)

Sheboygan, WI - 2 1/2-Miles Road Reconstruction; CTH 'Y' from CTH 'O' to STH '42'

Winnebago County, WI - CTH 'Y' (STH '76' to CTH 'A')

# NICHOLAS A. VANDE HEY, PE, CPESC

VICE PRESIDENT / SENIOR MUNICIPAL & WATER RESOURCES ENGINEER

## PROJECTS

### STORMWATER PLANNING & EVALUATIONS

Belgium (Village of), WI - Belgium-Holland, Sucker Creek, & Sauk Creek Watersheds  
Kaukauna (City of), WI - Apple Creek, Kankapot Creek & Fox River Watersheds  
Lawrence (Town of), WI - Apple, Ashwaubenon & Dutchmans Creek Watersheds  
Oshkosh (City of), WI - Glatz Creek Watershed  
Seymour (City of), WI - Black Creek & Little Henry Creek Watersheds  
Sturgeon Bay (City of), WI - Little Creek Watershed

### STORMWATER QUALITY FACILITIES

Allouez (Village of), WI - Longview Wet Detention Pond  
Garners Creek Stormwater Utility, WI - State Park Court Wetland System  
Greenville (Town of), WI - Route 15 Biofiltration & Dry Detention System  
Green Bay (City of), WI - McKenzie Wet Detention Pond  
Manitowoc (City of), WI - South 30th Street Wet Detention Pond  
McLean, VA - Underground Sand Filter, McLean Square Shopping Center

### STORMWATER VOLUME

Mole Lake, WI - Bioretention System, Casino & Tribal Office  
Shawano (City of), WI - Infiltration Basin & Bioretention, ThedaCare Hospital  
Sherwood (Village of), WI - Hydrologic Water Balance for Degraded Wetland System  
Sun Prairie (City of), WI - Underground Infiltration System & Bioretention, Copps Store

### STREAM CORRIDOR RESTORATION

Garners Creek Stormwater Utility, WI - Various Stream Corridor Projects  
Grand Chute (Town of), WI - Stream Enhancement Project  
Little Chute (Village of), WI - Various Stream Corridor Projects  
Sherwood (Village of), WI - Miller & Nuthatch Stream Corridor Restoration

### STORMWATER COLLECTION

Belgium (Village of), WI - Hydrologic & Hydraulic Analysis for Interceptor System  
Cedar Grove (Village of), WI - STH '32' / North Main Street Storm Sewer Interceptor  
Kaukauna (City of), WI - Hydrologic & Hydraulic Analysis for Kankapot Storm Sewers  
Little Chute (Village of), WI - Florida Avenue & STH '96' Storm Sewer Reconstruction  
Seymour (City of), WI - Hydrologic & Hydraulic Analysis for Interceptor System  
Wrightstown (Village of), WI - CTH 'DD' / Broadway Street Storm Sewer Interceptor



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### SPECIALIZED COMPETENCE

Stormwater Planning & Evaluation  
Design, Bidding & Construction  
Floodplain & Water Surface Profile Analysis (HEC-1, TR-55, HEC-2, HEC-RAS, TR-20, HEC-HMS, SWMM)  
Hydraulic Analysis of Sewer Systems (Hydraflow, XP-Rat, StormCAD, SWMM)  
Stormwater Quality & BMP Facilities (SLAMM, P8, SWAT, Pondpack, SWMM)  
Erosion Control, Grading & Drainage

### ACADEMIC BACKGROUND

B.S. - Civil & Environmental Engineering  
University of Wisconsin-Madison  
Sand Filter Design - Engineers & Surveyors Institute  
Adequate Stormwater Outfall - Engineers & Surveyors Institute  
HEC-1 Modeling Workshop  
Hydraulic Design of Culverts  
HEC-HMS Modeling Workshop  
Organizing & Financing Stormwater Utilities  
Creating & Using Wetlands for Wastewater & Stormwater Treatment & Water Quality Improvement  
Wisconsin Wetland Workshop  
SWMM Modeling Workshop  
Designing Bio/Infiltration BMP's for Stormwater Quality Improvement

### PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers  
Fox-Wolf Watershed Alliance  
Northeast Wisconsin Stormwater Consortium

### PROFESSIONAL REGISTRATION

Professional Engineer  
State of Wisconsin  
State of Illinois  
Certified Professional in Erosion and Sediment Control

# **NICHOLAS A. VANDE HEY, PE, CPESC**

## **FLOOD CONTROL FACILITIES & 100-YEAR FLOODPLAINS**

Brillion (City of), WI - Spring Creek 100-Year Floodplain & Dam Structures  
Chilton (City of), WI - Irish Road Bridge, South Branch Manitowoc River  
Garners Creek Stormwater Utility, WI - Heartland Flood Control Facility  
Kimberly (Village of), WI - Sunset Park Pedestrian Bridge, Fox River Tributary  
Little Chute (Village of), WI - Industrial Flood Control Facility & Pump Station  
Menasha (Town of), WI - Cold Spring Road Bridge, Lake Winnebago Tributary

# DANIEL J. BRELLEN, PE, LEED AP

ASSOCIATE / STRUCTURAL ENGINEER

Dan is a Structural Engineer with 17 years of structural design experience, and is the structural group manager. He works closely with design team members to develop structural solutions suited to each project's need. He has structural engineering experience in the design of commercial, industrial, educational, medical, water/wastewater treatment, and agricultural facilities, as well as bridge and roadway projects. He is a registered Professional Engineer in Wisconsin and LEED-AP Certified.



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## PROJECTS

### COMMERCIAL / PRIVATE SECTOR FACILITIES

Commerce Court Office Building, Appleton, WI – New Facility  
Essity (SCA), Neenah, WI – Office Addition  
Gateway Office Building, Neenah, WI – New Facility  
Impact Sports Academy, De Pere, WI – Athletic Facility  
Lake Park Sportszone, Harrison, WI – Athletic Facility  
Les Stumpf Ford, Appleton, WI – Building Addition  
Menominee Transportation Center, Keshena, WI – Office & Garage Facility  
Office Max, Plainfield, IL – Retail Facility  
Oneida Street Multi-Tenant, Ashwaubenon, WI – Retail Facility  
Oneida Westwind, Oneida, WI – One Stop Convenience Center Remodel  
St. Croix Chippewa, Hertel, WI – Casino / Convenience Center Facility, Justice Center Facility  
Spectrum (Time Warner Cable), Appleton, WI – Office Facility  
Trasino Landing, Appleton, WI – Retail Facility  
Tytler's Cycle, De Pere, WI – Building Addition  
U.S. Ventures, Kimberly, WI – Corporate Headquarters  
WOW Logistics, Fox Crossing, WI – Corporate Headquarters

### INDUSTRIAL / MANUFACTURING FACILITIES

Baker Cheese, St. Cloud, WI – Manufacturing Facility Addition  
Briess Industries, Chilton & Manitowoc, WI – Various Additions & Remodeling Projects  
Chem Design, Marinette, WI – Manufacturing Facility Addition  
DEF, LLC, Joplin, MO – Office / Manufacturing Facility  
Ellsworth Cooperative Creamery, Ellsworth, WI – Various Addition & Remodel Projects  
Fabco, Eau Claire & LaCrosse, WI – Various Addition & Remodeling Projects  
Feeding America, Little Chute, WI – Office / Manufacturing Facility  
Galloway Company, Neenah, WI – Various Manufacturing Facility Additions  
General Mills, Belvidere, IL – Manufacturing Facility Addition  
Gulfstream, Appleton, WI – MRO Hanger / Office Facility

### SPECIALIZED COMPETENCE

Bridge Design  
Foundation Design  
Lateral Design – Wind & Seismic Loads  
Masonry Structure Design  
Project Management  
Reinforced Concrete Structure Design  
Soil Mechanics  
Steel Structure Design  
Structural Analysis  
Wood & Timber Structure Design

### ACADEMIC BACKGROUND

B.S. – Civil Engineering; University of Minnesota; 2005

### PROFESSIONAL REGISTRATION

LEED-AP Certified  
Professional Engineer: State of Wisconsin

# **DANIEL J. BRELLEN, PE, LEED AP**

## **INDUSTRIAL / MANUFACTURING FACILITIES**

Gusmer Enterprises, Waupaca, WI – Various Manufacturing Facility Additions  
Kurz Electrical Solutions, Eau Claire & Neenah, WI – Office / Manufacturing Facilities  
Land O'Lakes, Inc., MN, NY, VT, WI – Various Facility Additions & Renovations Projects  
Masters Gallery, Oostburg, WI – Office / Manufacturing Facility  
Nemak, Manitowoc, WI – Facility Addition  
Nestle, USA, Medford, WI – Utility Building Addition  
Omni Glass & Paint, Oshkosh, WI – Office / Manufacturing Facility  
Oshkosh Corporation, Oshkosh, WI – E-Coat Facility Addition  
Pierce Manufacturing, Appleton, WI – McCarthy Road Plant Expansion  
Redline Plastics, Manitowoc, WI – Office / Manufacturing Facility  
Salm Partners, Denmark, WI – Manufacturing Facility Addition  
Schreiber Foods, Richland Center & West Bend, WI – Various Facility Additions & Renovation Projects  
Waste Management, Various Locations in MI, PA, VA – Energy Facilities  
Wausau Window & Wall Systems, Wausau, WI – Office / Manufacturing Facility  
Wisconsin Dairy State Cheese, Rudolph, WI – Building Addition

## **MUNICIPAL / INSTITUTIONAL FACILITIES**

Appleton, WI – Pierce Park Pavilion  
Boys & Girls Club, Menasha, WI – New Facility  
Little Chute, WI  
    Village Hall Addition  
    Visitor's Center  
Lomira, WI – Municipal Complex  
Manitowoc, WI – Manitowoc/Two Rivers YMCA  
Machesney Park, IL – Municipal Garage  
Neenah, WI – Memorial Park Pavilion  
Outagamie County, WI  
    Administration Building Renovations  
    Administration Center Facility Expansion  
    Material Recycling Facility Building Expansion

## **MUNICIPAL / INSTITUTIONAL FACILITIES**

Sherwood, WI – Municipal Garage  
Stephenson, WI – Gov. Thompson State Park / Park Buildings  
YMCA of the Fox Cities – Various Additions & Remodel Projects  
    Fox West YMCA  
    Heart of the Valley YMCA



## 1. ORLANDO SANFORD INTERNATIONAL AIRPORT TERMINAL EXPANSION

**CPH** recently provided architectural and engineering services for the Orlando Sanford International Airport's terminal expansion/renovation project to support the current growth of passenger traffic which rose from 2 million passengers in 2013 to over 3 million passengers in 2018. The \$60 million expansion/renovation includes many passenger-oriented improvements including a consolidated ticketing and screening, covered passenger drop off areas, curbside check-in, and the addition of four new gates and apron. Access improvements to the terminal area also included with the addition of a new traffic signal to support the new entrances to terminal parking lots which will reduce the amount of vehicular traffic in front of the terminal. All improvements were performed while the existing terminal stays in operation and the design required phasing and coordination with terminal management, airlines, and concessionaires. Additional coordination was required with Transportation Security Administration (TSA) on the new consolidated screening area, U.S. Customs and Border Patrol (CBP) for the Federal Inspection Station (FIS) improvements, and the Federal Aviation Administration (FAA) for the gates, aprons, and vertical improvements.

**2. BARTOW PUBLIC WORKS ADMINISTRATION AND SOLID WASTE ADMINISTRATION BUILDINGS** - CPH provided Architecture and Engineering for two new buildings for Public Works and Solid Waste Departments Equaling 8,000 SF. The project Included Prototype Development and Site Adaptation. As part of the project, provided master planning for each site to provide phasing and future build out of each site. Included site analysis and development review services as well as programming and stakeholder meetings

**3. LEESBURG TEEN CENTER** - CPH was tasked with adding 10,000 additional SF to an existing recreation center. The Leesburg Teen Center is multi-use facility that houses after school programs for youths ages 5-18. The addition also serves as a re-imaging of the main entry into the existing recreation center.

**4. GREEN BAY PACKAGING PROJECT WOLFPACK** - Green Bay, WI

- We were contracted by Green Bay Packaging to provide site electrical power distribution from the utility substation to the new paper mill facility and then from the new paper mill to an existing converting facility across the street. Electrical power distribution included medium-voltage (13.2 kV) underground duct bank systems that consisted of manholes, concrete-encased duct bank with underground utility clash resolution, railroad crossing structure with steel encasement of the duct bank, and boring under an existing roadway.



CHRISTOPHER DEWAAL, P.E., LEED AP  
**PROJECT ENGINEER (M/E/P)**

**Years of Experience:** 28

### **Education:**

M.E.M. in Engineering Management, Kansas State University  
M.S. in Electrical Engineering, Kansas State University  
B.S. in Electrical Engineering

### **Licenses & Certifications:**

Professional Engineer - FL (No. 58964)  
LEED Accredited Professional

### **Key Skills / Qualifications:**

- Project Management
- Electrical Design
- Electrical study
- Substation and distribution line design and equipment specifications
- SCADA/instrumentation and controls

**Overview:** Mr. DeWaal has strong experience in the design and development of electrical power distribution systems in commercial, industrial, institutional and utility settings. Most recently his experience has been managing multi-disciplinary engineering / architecture personnel, managing electrical and multi-disciplinary projects from \$50k remodels to \$100M+ greenfield construction. His strengths include strong communication skills with technical staff, construction contractors and owner's representatives. He has a vast knowledge of electrical and safety compliance policies and studies, personnel management and project management.



**STEVEN K. BECKER, P.E.  
M/E/P ENGINEER**

**Years of Experience:** 30

**Education:**

B.S. in Mechanical Engineering, Marquette University  
M.S. in Business Administration, Boston University

**Licenses & Certifications:**

Professional Engineer – WI (No. 33597-006)

**Key Skills / Qualifications:**

- MEP Project Management
- Commercial/Industrial HVAC
- Mechanical Design
- Automation
- Facility Management

**Overview:** Mr. Becker serves as CPH's Sr. Mechanical Engineer for the Green Bay, WI office. He has experience with mechanical systems in commercial and industrial settings. He has managed complex multi-discipline projects from \$50K to \$50M. His strengths include excellent customer communication, disciplined project management and technical leadership.

**1. INSTALLATION OF A NEW 400 TON ELECTRIC CHILLER** - In 2010, GP needed to replace a 1960's vintage absorption chiller because it was at end of life. The replacement electric chiller increased the chilling capacity by 100 tons. IVu software was used to control the chiller and send out via email any alarms that may occur. What made this project more challenging is the mill's remaining chiller system needed to stay operational so paper production could continue.

**2. \$13M RESTACK OF GP'S CORPORATE OFFICES** - In 2018, GP needed 20% more office space and wanted to increased collaboration among employees. The renovation included 2 floors (75,000 sq ft total) of GP's Corporate Offices located in Green Bay, WI. The interior of the two floors were completely demoed and restored with open concept workstations, state of the art conference rooms, bathrooms and break areas.

**3. FACILITY MANAGER OF 5M SQ FT PAPER MILL** - Oversaw the operations and maintenance of facilities Infrastructure not directly involved with paper production. Responsible for the following assets; 115 HVAC units, 1,400 tons of chillers, data center, cafeteria, 120K sq ft of office space, 46 conference rooms, parking lots and 5M sq ft of roof maintenance. Also, was the Project Manager for \$5M - \$10M of capital projects annually.

1.



2.



3.



**1. MAPLE RIVER SCHOOLS, MAPLETON, MN** - Performed a facilities assessment to address outdated facilities in multiple locations for the Maple River School District. Planning and design work offered a framework that led to community consensus for a new 185,000-SF PreK-12 facility, which included a \$63.3 million bond referendum.

*Project completed with another firm.*

**2. NORTHEAST WISCONSIN TECHNICAL COLLEGE, GREEN BAY, WI** - Partnered with Northeast Wisconsin Technical College (NWTC) to enhance campus learning environments, through architecture, engineering, sustainable design, and interior design. Transformed the space to provide students with areas that smoothly transition from traditional classrooms to connected lab spaces. Integrated mechanical design, engineering innovation, and building envelope design, aiming for net zero energy use. Included a large high-bay workspace for the new Diesel Over the Road Program.

*Project completed with another firm.*

**3. MESKWAKI NATION RECREATION CENTER, TAMA, IA** - Worked together with the Meskwaki Nation, located near Tama, IA, to design a multi-use center to aid in supporting community wellness. The space enhances the site's connectivity to nearby parks and trails and promotes multi-dimensional programming by incorporated a new fieldhouse with indoor walking track, tournament gym, wellness center with exercise equipment, locker rooms, a licensed daycare facility, youth programming, multi-purpose spaces, and a teaching kitchen.

*Project completed with another firm.*



**DOUGLAS DE GREEF**

**PLUMBING DESIGNER**

**Years of Experience:** 13

**Education:**

Architectural Technologies, Northeast Wisconsin Technical College

**Licenses & Certifications:**

Designer of Engineering Systems - No. 2351-7

**Key Skills / Qualifications:**

- MEP template management
- Planning and design for plumbing systems
- Construction administration
- Autodesk Revit
- AutoCad
- Navisworks
- Bluebeam
- Microsoft Word
- Excel

**Overview:** Mr. De Greef is a licensed Wisconsin Plumbing Designer and BIM Specialist with 13 years of experience. He is always seeking opportunities to gain more experience in the architectural, engineering industry.

# JEFFREY R. ROEMER

## PUBLIC SAFETY MANAGER

Jeff has over 35 years of experience in public safety and is currently Public Safety Manager of the Public Safety & Municipal Management division for McMAHON. He is a certified public manager and has been providing full time public safety management consulting for the last 21 years. He worked as a Fire Chief, Police Chief, EMS Director, and Emergency Management Director before moving into public management consulting. He has worked with over 300 public safety clients nationwide and internationally.

## PROJECTS

### **FIRE SERVICE**

City of Green Bay – Fire Chief  
City of De Pere – Fire Chief  
Village of Bellevue – Fire Chief  
Village of Suamico – Fire Chief  
Village of Johnson Creek – Fire Chief  
Lake County, Indiana – Regional Fire Study

### **EMS SERVICE**

Door County – EMS Director  
City of Baraboo – EMS Study  
Wheaton Franciscan Hospitals – Waterloo, IA – EMS Director  
Clarinda Regional Health Center - Iowa

### **POLICE SERVICE**

Village of Palmyra – Public Safety Director  
Village of Allouez – Public Safety Director  
Milwaukee Regional Medical Center – Public Safety Consultant  
Police Executive Research Forum – D.C. - Consulting

### **EMERGENCY MANAGEMENT**

State of Wisconsin – All Hazard Incident Management Team  
City of Green Bay – Emergency Management Director  
City of De Pere – Emergency Management Director  
Brown County, WI – Regional Incident Management Team  
Menominee Indian Tribe of Wisconsin – Consulting  
Bad River Tribe of Wisconsin – Consulting, exercises  
City of Chicago – Emergency Response Planning

### **PUBLIC ADMINISTRATION**

City of Janesville – Consulting  
Village of Mukwonago – Consulting  
Certified Public Manager Program – Training  
Town of Mukwonago - Consulting

### **SECURITY MANAGEMENT**

Cross Point Community Church – Oconomowoc, WI – Safety Team Management  
Milwaukee Regional Medical Center – Security Team Coordination  
USO – Mitchell Field Airport – Consulting  
Qassim University, Buraydah, Saudi Arabia – Security Consulting



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### **SPECIALIZED COMPETENCE**

Fire Administration  
Police Administration  
EMS Administration  
Emergency Management  
Incident Management Team Specialist  
Project Management  
Vulnerability and Security Assessments  
Public Management  
Security – Safety Team Management

### **ACADEMIC BACKGROUND**

Associate Degree-Political Science – Northeast WI Technical College  
Executive Fire Officer Graduate – National Fire Academy  
Certified Public Manager – University of Wisconsin  
School of Police & Command Graduate – Northwestern University

### **PROFESSIONAL AFFILIATIONS**

Wisconsin Certified Public Managers Association  
International Association of Fire Chief  
Wisconsin City County Managers Association  
National Fire Protection Association  
Wisconsin State Fire Chiefs Association  
Western Lakes Fire Board

# SCOTT A. MANTEUFFEL

CONSTRUCTION SERVICES PROJECT MANAGER

Scott is a Construction Project Manager with 30 years of construction experience and is the Construction Services Group Manager. He works closely with Design Team members to develop constructability solutions suited to each project's need. He has Construction Management experience in the commercial, industrial, water/wastewater treatment, and agricultural facilities. He has a degree in Construction Management and vast experience working with other firms on many successful projects.



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## SPECIALIZED COMPETENCE

Construction / Project Management  
Commercial  
Industrial  
Cost Estimating

## ACADEMIC BACKGROUND

Associates Degree - ITT Technical College, 2007  
2010

## PROJECTS

### CONSTRUCTION & PROJECT MANAGEMENT

Appleton Family Ice Center, Appleton, WI – Locker Rooms and Conference Room

Project Management

Construction Oversight

Big Ox, Nebraska – Renewable Energy Plant/Digester

Project Management

Construction Oversight

Brillion City Center, Brillion, WI – New City Hall

Project Management

Construction Oversight

Cedar Grove Sports Complex, Cedar Grove, WI – Pavilion and Baseball & Soccer Fields

Construction Oversight

Heartland Properties, Madison, WI – Remodels

Project Management

Construction Oversight

Heartland Technology, Little Chute – Warehouse & Office Expansion

Probable Cost Estimating

Project Management

Construction Oversight

Land O' Lakes, Inc., Hillsboro, WI – Cooler & Office Expansion

Project Management

Land O' Lakes, Inc., Kiel, WI – Phase III Modernization

Cost Estimating

Land O' Lakes, Inc., Kiel, WI – Phase III Expansion

Project Management

Construction Oversight

Land O' Lakes, Inc., Kiel, WI – Employee Welfare Remodel Cheese Plant

Project Management

Construction Oversight

Land O' Lakes, Inc., Kiel, WI – Phase IV

Project Management

Construction Oversight

Land O' Lakes, Melrose, WI – Cooler #5 Re-Roof

Inspect Project Quality

Construction Oversight

# SCOTT A. MANTEUFFEL

## **CONSTRUCTION & PROJECT MANAGEMENT**

Land O' Lakes, Pine Island, MN – Boiler Addition

Project Management

Construction Oversight

McMahon Associates, Inc., Neenah, WI – Office Remodel & Expansion

Project Management

Construction Oversight

# ALLIE A. TRIPP

ARCHITECTURAL DESIGNER / INTERIOR DESIGNER

Allie joined McMahon Associates, Inc. in 2018 as an Architectural Designer / Interior Designer. She is currently working towards obtaining her NCIDQ Certification, the highest standard an Interior Designer can earn. She has experience with all aspects of the design process from conceptual design and interior finish selection to drafting architectural contract documents using BIM software. Technology such as BIM, Adobe Suites, and rendering software are essential tools that can be utilized to help bring your vision to life. From brainstorming to final design, Allie firmly believes the key to a successful project is to communicate and coordinate with her team and outside resources to go above and beyond to meet your expectations.

As a commercial Interior Designer, Allie believes one must design a space for functionality and innovation in such a way that it reflects an aesthetically pleasing built environment. The importance of transformation in a built environment is shown through detailed architectural characteristics and precise spatial planning that emphasize the user's personality. From blueprints to renderings, the most significant aspect of a design is the users within it. In her eyes, Interior Design is not only an aesthetic expression, but it is designing with function, transformation, and innovation in mind.

## PROJECTS

### MUNICIPAL

Chilton, WI, City of, – New Fire Station

Little Chute, WI, Village of – Village Hall Renovation

Machesney Park, IL – Village Hall Addition & Interior Renovation

Omro, WI, City of – Design & Fly Through Animation

Seymour, WI, City of – Village Hall & Police Station Interior Renovation

### CORPORATE OFFICE

Galloway Company, Neenah, WI – Addition & Interior Renovation

Gordon Flesch Company, Appleton, WI – New Facility

NeuroScience Group, Appleton, WI – Interior Renovation

Settlers Best Credit Union, Appleton, WI – Interior Renovation

### MANUFACTURING FACILITIES

Masters Gallery, Oostburg, WI – Interior Design for Addition & Renovation

Pierce Manufacturing, Appleton, WI – New Facility

UA400 Pipe Fitters, Kaukauna, WI – Interior Renovation

### RECREATIONAL FACILITIES

Ariens Nordic Center, Brillion, WI – Renderings & Fly Through

Road America, Elkhart Lake, WI – Admin Building Interior Renovation

### RETAIL

Little River Trading Post, Harlem, MT – New Convenience Store

### EDUCATION

Lakeland University, Plymouth, WI – Two New Residence Halls

### HEALTHCARE

ThedaCare-Waupaca Medical Center, Waupaca, WI – Interior Renovation

**McMAHON**  
BUSINESS AREAS



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### ACADEMIC BACKGROUND

B.F.A. Interior Architecture with Minor in Urban Planning & Geodesign

University of Wisconsin-Stevens Point; 2019  
(CIDA & NASAD Accredited)

### PROFESSIONAL AFFILIATIONS

International Interior Design Association (IIDA)  
American Society of Interior Designers (ASID)

### SPECIALIZED COMPETENCIES

Conceptual Design  
Schematic Design  
Space Planning  
Interior Finish Selection  
Revit  
AutoCAD  
Lumion  
Twin Motion  
Sketch Up  
Adobe Photoshop  
Adobe InDesign  
Adobe Illustrator  
Adobe Premier Pro  
ArcGIS Pro

# KARI L. NELSON

ARCHITECTURAL DESIGNER

Kari has been an Architectural Designer with McMahon since 2018. She was introduced to the AEC industry through her studies in landscape architecture and site design, touching on many other disciplines including architectural, structural, civil, and city planning. She continued her education in architecture, focusing on computer aided drafting and building information modeling. While studying architectural technology, Kari sat on the Facilities Planning and Investment Council, gaining experience in master planning from both the consultant and client perspective. At McMahon, Kari is able to practice all aspects of her background including architectural drafting, modeling, rendering and landscape design.

With a background in both interior and exterior space design, Kari's philosophy stresses the importance of creating a cohesive environment both inside and out. To construct a healthy, thriving environment, both landscape and building must work together to create a strong sense of place for both a community and individual user. Visual communication is essential in the creation of these successful spaces. As a designer, Kari uses 3D modeling and renderings to ensure the client's vision is met and honed throughout the design process.

## PROJECTS

### COMMERCIAL FACILITIES

Bank of Little Chute, Little Chute, WI – Office Addition and Renovation

First Weber, Oshkosh, WI – Office Buildout

### COMMUNITY / EDUCATION FACILITIES

Calvary Bible Church, Neenah, WI – Church Addition and Remodel

Holy Family Parish, Brillion, WI – School Addition

### HEALTHCARE FACILITIES

First Impressions, Appleton, WI – New Dental Office

ThedaCare, New London, Berlin, & Waupaca, WI – Hospital Pharmacy

Renovations

### RESIDENTIAL ARCHITECTURE

Apple Ridge Subdivision, Appleton, WI – New Residential Housing

### MANUFACTURING FACILITIES

Gulfstream, Greenville, WI – New Paint Hangar and Office Space

Renard's Cheese, Algoma, WI – New Food Processing Facility & Retail Space

Salm Partners, Denmark, WI – Food Processing and Packaging Addition and Office Renovation

Schreiber Foods, Stephenville, TX – New Refrigerated Food Storage Facility and Office Space



knelson@mcmgrp.com  
920.751.4200 ext. 317

### ACADEMIC BACKGROUND

B.S. Landscape Architecture; University of Wisconsin-Madison – 2010 (ASLA Accredited)  
Associates Degree in Architectural Technology, Madison College – 2018

### SPECIALIZED COMPETENCIES

Conceptual Design  
Schematic Design  
Construction Documents  
Landscape Design  
Autodesk Revit  
Autodesk AutoCAD  
Lumion

# KARI L. NELSON

## **LANDSCAPE DESIGNS**

Appleton Water Plant, Menasha, WI – Parking Lot and Site Renovation Landscape Design  
Muza Sheet Metal, Oshkosh, WI – Building and Parking Lot Addition Landscape Design  
Renard's Cheese, Algoma, WI – New Building and Parking Lot Landscape Design  
Valley Christian School, Oshkosh, WI – Site Renovation Landscape Design  
YMCA Fox West, Greenville, WI – Childcare Addition Landscape Design

## **RENDERINGS / VIDEOS**

Ariens Company, Brillion, WI – Biathlon Course Promotional Video  
Boys and Girls Club, Appleton, WI – Outdoor Play Area Rendering  
Olde National Bank, Oshkosh, WI – Exterior Renovation Renderings  
Weyauwega Public Library, Weyauwega, WI – New Addition Renderings

McMahon Associates, Inc. (McMahon) has partnered with many municipal clients of the past 30 years on a wide variety of projects including fire department planning, design, and construction. For your project we are partnering with CPH for mechanical, electrical, and plumbing design in addition to enhancing our Fire Department design team with the addition of Sidney "Ket" West II who brings over 30 years of design experience and larger scale department design experience. Unlike our competitors, McMahon offers security and emergency management consulting services through our Public Safety and Municipal Management Division. Jeff Roemer is included on our Team to address the safety and security aspects of this project. Jeff has served as a Fire Chief for multiple municipalities during his 35-year career. We have tailored our team to fit your needs.

Our Project Approach will be two parts: Plan & Design.

## PLAN

- We will spend the first weeks of the project learning from you as we develop solutions together. Our office is 15 minutes away from the Village Hall, which allows us more face-to-face contact with the Fire Station Development Taskforce Team. Along the way we will keep you updated with an Opinion of Probable Cost (OPC) to assure the Village team the budget stays on course. As the building and site take shape during this phase of design, we will work together with all of our design team members to provide an efficient and aesthetically pleasing scheme from the start.

*Please refer to Section C – Proposed Services for more details.*

## DESIGN

- The second phase will consist of the Construction Documents & Bidding services. During this phase the Design Team develops the approved "Plan" phase design into the final working documents. We will provide a second OPC to track the costs, finalize the specifications, and issue bidding documents for final pricing. We will handle the bid process for you, providing answers to bidder's questions, tallying the bids and providing the Village with a bid tabulation form to assist in choosing the right General Contractor for the project.

Mike Martin will be the Project Architect for this effort. He will lead all Civil, Structural, and M.E.P. Team Members in developing the planning, design, and budgeting for this effort.

It is common for our Team to work with multiple constituents / stakeholders during a project. Below are communication methos we expect to employ for the Village of Little Chute Fire Station Project.

## COMMUNICATION METHODS UTILIZED:

- Project Team list and communications structure determined at kick-off meeting.
- Weekly project meetings during design (50% virtual).
- Use of issues and actions list reviewed and updated weekly.
- All drawings and documents posted to common access FTP site weekly.
- Design meetings with each department to verify program requirements and the final design.

# PROPOSED SERVICES

The Village of Little Chute (the Village) is proposing to construct a new 20,000 SF Fire Station on vacant land near the southwest corner of Hans Parkway & Depot Street. Currently the site is divided into (13) individual lots that were previously to be single family homes. The total site is approximately 3.5 acres with an additional three lots North of Hans Parkway totaling an additional 0.7 acres to support the project as needed. The design will account for current and future equipment needs and training facilities.

The Village is requesting design services for:

- Landscape design
- Architectural design
- Interior design
- Structural Engineering
- Civil / Site Design
- Mechanical / Electrical / Plumbing Design
- Telecommunication Engineering

In addition to:

- Opinions of Probable Costs
- Bidding Services
- Construction Administration Services
- Owners Representation Services during the Construction phase.

## SCOPE CLARIFICATIONS

- The Village's Request for Proposals states the A/E firm shall obtain all Federal, State, and local permits.
  - ▶ This proposal provides for a budgeted amount for State of Wisconsin plan review fees based on a 20,000 SF proposed building for Architectural, HVAC, & Plumbing plans to be reviewed (see compensation section). It is assumed that fees for local permits through the Village will be waived and no Federal permitting will be required.
- The Village's Request for Proposals states the A/E firm shall perform soil testing. McMahon will assist the Village in writing Requests for Proposals for soil testing to be sent to Geotechnical Engineering Firms for estimates. The Village will contract separately with the Geotechnical Engineering Firms.
- Fire Protection design is assumed to be provided by the selected contractor.
- Per Addendum #1 dated 1/12/2024 – we have included fees for Owners Representation throughout the Project in lieu of the Construction Manager mentioned in the RFP.

## SCOPE OF SERVICES

### GENERAL DESIGN SERVICES

- Planning (Preliminary Design – Schematic & Design Development)
  - ▶ Conduct programming activities
  - ▶ Provide conceptual/schematic planning for up to (2) options.
  - ▶ Develop a Basis of Design (per discipline).
  - ▶ Attend up to (4) hybrid/in person meetings for preliminary design coordination as required.
  - ▶ Provide Preliminary Opinion of Probable Construction Cost (OPC).
  - ▶ Provide preliminary outline specifications.
  - ▶ Coordinate preliminary design review meeting with the Village.
  - ▶ Coordinate 30% Plan review with the Village.
  - ▶ At the end of this phase the Village will provide sign off on the design.
- Design (Construction Documents)
  - ▶ Develop construction documents based on approved preliminary design.
  - ▶ Develop specifications (including procurement and contracting requirements, general requirements, and technical sections).
  - ▶ Attend up to (4) hybrid/in person drawing coordination meetings reviews.
  - ▶ Drawings to be developed in AutoDesl Revit format or Civil 3D, taken to a maximum coordination level of LOD:300.
  - ▶ Coordinate 60% & 90% drawing, specification, and OPC review meeting with the Village.
  - ▶ Develop OPC.
- Provide PDF format drawings and specifications for State submittals, bidding, and construction.
- Submit drawings, specifications, calculations, and documentation as required for applicable agency reviews and permitting.

### SURVEY SERVICES

- Topographic Survey Services
  - ▶ Research public records for survey control data.
  - ▶ Contact Diggers Hotline to field locate public utilities.
  - ▶ Establish horizontal and vertical control points throughout the project.
  - ▶ Prepare a topographical survey of the project area to locate visible site features. Survey to include sufficient spot elevations to produce 1-foot contours.
  - ▶ Prepare an AutoCAD drawing of the topographical survey to be used as a base drawing to the engineering drawings.
- Certified Survey Map (CSM)
  - ▶ Research public records for previous surveys and current property deeds listed in the tax roll.
  - ▶ Perform a field survey to locate and/or set survey monuments at the exterior boundary corners.
  - ▶ Draft a two lot CSM in accordance with the Village's subdivision and zoning requirements.
  - ▶ Submit CSM to the respective review agencies.

- ▶ Provide the Village with originals of the CSM for signatures and recording.
- ▶ Record the CSM with the County Register of Deeds.

#### CIVIL/SITE DESIGN SERVICES

- Planning (Preliminary Design)
  - ▶ Review applicable zoning ordinances and provide a summary of requirements that apply to the site for the Basis of Design requirements.
  - ▶ Prepare an AutoCAD base site drawing using available GIS linework and aerial imagery.
  - ▶ Develop schematic site plan. (based on Village provided preliminary drawing)
- Design
  - ▶ Civil/Site Design
    - ◆ Prepare a Request for Proposal for Geotechnical Engineering services on behalf of the Village.
    - ◆ Develop civil/site drawings and specifications.
    - ◆ Prepare an existing conditions base AutoCAD drawing using information collected from the topographic land survey.
    - ◆ Provide site grading design.
    - ◆ Provide site utility design for sanitary sewer (gravity), water main and storm sewer that will serve the building.
    - ◆ Perform an erosion and sediment control analysis and design.
    - ◆ Prepare an erosion and sediment control narrative and sequence of construction.
    - ◆ Prepare and submit to local authorities a Plan Review Package and assist the Village with coordinating the site plan review process.
    - ◆ WDNR Construction Site Stormwater Permit and DSPS approval.
  - ▶ Landscape Design Services
    - ◆ Review the landscaping code.
    - ◆ Provide landscaping design/layout that meets local landscaping requirements.
    - ◆ Provide landscaping plan and quantity calculations.
- Drawings include: symbols, abbreviations, and basic erosion control notes sheet, existing conditions and survey control sheet, site plan, grading plan, erosion control plan, utility plan (storm sewer, sanitary sewer, and water main), landscape plan (prepared as part of landscape design services), and construction detail sheets.

#### ARCHITECTURAL DESIGN SERVICES

- Planning (Preliminary Design – Schematic & Design Development)
  - ▶ Programming.
  - ▶ Schematic floor plans and elevations.
  - ▶ Room data sheets
  - ▶ Basis of Design for building shell and interior finishes.
  - ▶ Initial code review.
  - ▶ Outline Specifications

- Design (Construction Documents)
  - ▶ Develop architectural drawings and specifications.
  - ▶ Code review.
  - ▶ Prepare energy calculations (ComCheck).
  - ▶ Interior design including color selection coordination with the Village.
  - ▶ Finalize specifications.
  - ▶ Submittal to DSPS for plan review
- Drawings include: title sheet, architectural site plan, code sheets, floor and roof plans, building sections and elevation, wall sections and architectural details, room finish and door schedules, and reflected ceiling plan.
- Provide compliance walk through at project completion.

#### STRUCTURAL DESIGN SERVICES

- Planning (Preliminary Design)
  - ▶ Conceptual framing and foundation systems.
  - ▶ Basis of Design establishing systems and design loads.
- Design
  - ▶ Develop structural drawings and specifications.
  - ▶ Structural design calculations. Design of structural system will be based on current Wisconsin Building Code.
- Drawings include: outline specifications and schedules, foundation and framing plans, column and bracing elevations, and foundation and framing details.

#### PLUMBING DESIGN SERVICES

- Planning (Preliminary Design)
  - ▶ Develop Basis of Design including identifying standards and codes, fixture types, and materials.
  - ▶ Plumbing site utility identification for water, storm, sanitary, and natural gas.
- Design
  - ▶ Develop plumbing drawings and specifications.
  - ▶ Site coordination and direction of utilities.
  - ▶ Identify water pressure, sanitary size and elevation, storm size, and elevation.
  - ▶ Plumbing flow calculations.
  - ▶ Fixture and equipment selections per NFPA 1851
    - ◆ Personal laundry washing machine and dryer.
    - ◆ Heavy duty SCBA washing machines and dryer (mechanical and natural ventilation).
- Drawings include: cover sheet with abbreviations and symbols, underfloor DWV and storm piping, above floor DWV and storm piping, above floor water piping, DWV and storm pipe riser diagrams, water piping riser diagram and details.

## HVAC DESIGN SERVICES

- Planning (Preliminary Design)
  - ▶ Develop Basis of Design including standards, codes, fresh air requirements, exhaust, ventilation rates.
    - ◆ Air flow separation between apparatus bay, equipment cleaning and living quarters.
    - ◆ Positive pressure air flow between living space and apparatus bay.
    - ◆ Radiant heat for apparatus bay.
  - ▶ HVAC fuel use and location (natural gas, LP gas, fuel oil, wood, electric).
  - ▶ Preliminary heating and cooling calculations for the building.
  - ▶ Identify heating and cooling system options.
  - ▶ Identify control systems options.
- Design
  - ▶ Develop HVAC drawings and specifications.
  - ▶ Final heating and cooling calculations.
  - ▶ Select final system option.
  - ▶ MUA
  - ▶ Design ventilation and exhaust ductwork, hydronic piping for cooling and heating and condensate system piping.
  - ▶ Fuel system design and layout from utility connections to HVAC equipment.
  - ▶ Final selection and design of system controls.
  - ▶ Vehicle exhaust system that contains all vehicle exhaust emissions to a level of no less than 100% of effective capture (NFPA 1500, Chapter 9).
- Drawings include: cover sheet with abbreviations and symbols, floor plans with ductwork and component layout, floor plans with hydronic piping and component layout, equipment schedules, one line controls diagram and details.

## ELECTRICAL/LIGHTING DESIGN SERVICES

- Planning (Preliminary Design)
  - ▶ Basis of Design per National Electrical Code (NEC), State of Wisconsin code requirements, NFPA 101 and other applicable NFPA standards.
  - ▶ Coordination with electrical utility.
  - ▶ Develop one-line diagrams.
  - ▶ Selection of major distribution equipment.
- Design
  - ▶ Develop electrical drawings and specifications.
  - ▶ Final electrical design.
  - ▶ Electrical power distribution. The fee is based on the assumption that the utility power source will be adequate for this new facility.
  - ▶ Interior and exterior lighting, including lighting controls and egress lighting photometrics.
  - ▶ Exterior lighting photometrics for permit submittal. Site photometrics per IES recommendations and local zoning code lighting requirements.

- ▶ Fire alarm system performance specification.
- ▶ Provide coordination of low voltage systems for empty conduit and power. Low voltage systems to be designed by the Village's vendors.
- Drawings include: electrical floor plans (general power distribution, receptacles, motors, and special outlets), circuiting, lighting (general and emergency egress, and lighting controls), special systems (data, fire alarm, sound/paging), one-line power distribution diagrams (service entrance and feeders), one-line major equipment diagrams (MCC and motor one-lines), electrical schedules (motor and special outlet, lighting, panelboard, feeder, motor circuit and disconnect switch), and electrical details.

#### SECURITY ASSESSMENT AND DESIGN SERVICES

- Assess the Villages' current security goals, procedures, and processes.
- Review preliminary architectural design drawings.
- Provide options for architects and electrical for best practice security-in-design features.
- Provide Village with additional options for implementing security-related services based on assessment.

#### BIDDING PHASE SERVICES

- Assist with bidding documents.
- Organize and conduct a pre-bid conference for prospective bidders.
- Organizing and participating in selection interviews with the prospective contractors (design/build).
- Participating in negotiations with prospective contractors (design/build).
- Bid opening and reviews.
- Answer bidder questions.

#### CONSTRUCTION PHASE SERVICES

- Review shop drawings.
- Respond to Requests for Information (RFIs).
- Answer questions during the construction phase.
- Review change orders for completeness and compare scope of work against previously contracted scope of work.
- Review contractor payment requests.
- Obtain and review operation and maintenance manuals from contractors. Submit O&M manuals to the Village.
- Conduct site visits to observe construction.
- Perform walk-through with the Village's Representative at project completion to develop punch list of items to be completed or corrected by the contractor.
- Prepare Certificate of Completion.
- Provide record drawings from contractor redlines.

## ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

### GENERAL

- Redesign efforts necessitated by changes to site and building layout after planning phase approval or due to project budget reductions after bidding phase.
- Geotechnical Services including soil borings, geotechnical report, and services during construction.
- Reproduction of plans and specifications (McMahon will invoice as a reimbursable expense if required).
- Construction administration services other than those identified in the Proposal.
- LEED administrative service, design and LEED commissioning.
- Project BIM coordination.
- Record/final BIM model.
- Service not specifically enumerated within.

### SURVEY/CIVIL/SITE

- ALTA/NSPS Land Title Survey.
- Title/easement searches.
- Environmental site assessments.
- Applications for DNR and/or wetland permits.
- Private utility locates.
- Attendance at Village meetings. If required, meetings will be attended on a Time and Expense basis.
- Archaeological, historical, endangered/threatened species.
- Sampling and testing of soil, air, groundwater, building materials, and/or other media on the subject property.
- Design of new services and/or relocation/demolition of existing gas, electric, telephone, fiber, and cable; and coordination with the respective utility companies.
- Applications for rezoning, Conditional Use Permit, and/or variances to the Village Zoning Ordinance.
- Preparation of easement documents, development, and lease agreements.
- Design of public improvements in public right-of-way including street and utility upgrades.
- Construction staking services.
- Post-construction stormwater management.
- Traffic Impact Analysis.
- Design of pavement section(s).
- Industrial Stormwater Permit and Stormwater Pollution Prevention Plan.
- Irrigation design.
- Stormwater infiltration analysis and design of stormwater infiltration devices.

### ARCHITECTURAL/STRUCTURAL

- Documentation of existing fire station conditions.

- Renderings and animations.

#### HVAC/ELECTRICAL/PLUMBING

- Design of mechanical systems not identified in HVAC services above such as compressed air system, solar panels (Photovoltaic system) atop roof, etc.
- HVAC energy modeling of the buildings.
- Design of voice/data and audio/visual systems.
- Final design of fire suppression and alarm systems and the final installation drawings are by fire suppression and alarm design/build contractor.
- Any design for changes to floorplan or equipment after the commencement of MEP design.

#### VILLAGE RESPONSIBILITIES

The Scope of Services and fee is based upon the understanding that the Village will provide the following:

- Project information in a timely manner regarding requirements for and limitations to the project which shall establish the Village's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expansion requirements; equipment; systems and site requirements.
- Identify a representative authorized to act on the Village's behalf with respect to the project. The Village shall render decisions and submittal reviews by McMahon in a timely manner in order to avoid unreasonable delays in the orderly and sequential progress of McMahon's services.
- Establish the overall project budget including the construction cost of the project, the Village's other costs, and reasonable contingency related to all these costs.
- Payment of all review and recording fees required by the review agencies and County Register of Deeds, which are not included in this Agreement.
- Geotechnical Report prepared by a Geotechnical Engineer stating the allowable soil bearing pressures and recommend foundation system. (McMahon will assist the Village with Proposals)
- Coordinate the services of its own consultants with those services provided by McMahon.
- Sustainability requirements for the project.
- Insurance underwriter project design criteria specific to the project.
- Receipt and review of bids.
- Current title policy and/or property deeds for the subject property if available.
- All required signatures on the originals of the Certified Survey Map.
- Marking of private utilities.
- The contractors shall locate and coordinate the final MEP drops/tie-ins to equipment.
- Equipment cut sheets for equipment being supported by building or foundation.

#### SPECIAL TERMS & CONDITIONS

- AGREEMENT CONFIDENTIALITY

The Village agrees that the Project Description, Scope of Services and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of the McMahon Associates, Inc.

Refer also to the General Terms and Conditions, attached to this Agreement.



# Little Chute

ESTABLISHED 1848

2024

Week  
(Monday)  
beginning ►

FEB		MAR				APR				MAY	
19	26	4	11	18	25	1	8	15	22	29	6

- Approve A/E & Contract
- Kick-Off Meeting
- Programming / Needs Study
- Schematic Design – Two Options
- Owner Review – 30% Set
- Owner Selects Option / Design Development
- Outline Specifications
- Opinion of Probable Cost #1 / Owner Review – 60% Set / Owner Sign Off
- Construction Documents
- Owner Review – 90% Set / Specifications / Opinion of Probable Cost #2
- Finalize Documents
- State Plan Review
- Bidding / Construction
  - Bidding (Assume Construction Management)
  - Contract Negotiations
- General Contractor Mobilization
  - Construction Start

Section E

## RENDERING MENU

## DIGITAL RENDERINGS

The design staff at McMahon can produce **Digital Renderings** as graphic support for client use. Mounted printouts for display as well as digital files can be provided to the client.



FOR COMPUTER-GENERATED RENDERINGS, CONTACT

Kari L. Nelson  
Architectural Designer  
[knelson@mcmgrp.com](mailto:knelson@mcmgrp.com)  
920.751.4200 ext. 317

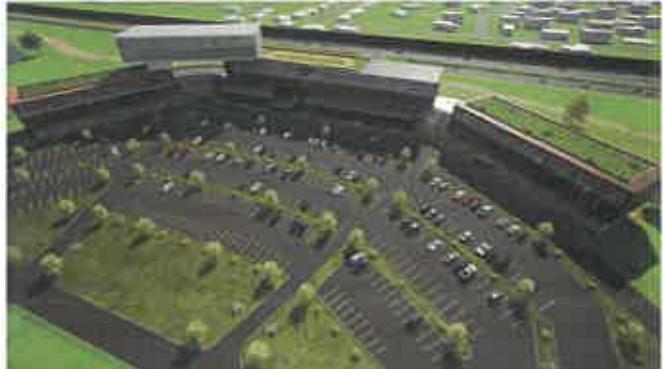
# DIGITAL RENDERINGS: Realistic

**Examples:** JRoss, Gulfstream, Excellerate.

**Style Explanation:** Meticulous Rendering with effort in realistic materials, lighting, and integrated into context.

**Cost:** \$4,000 to \$6,000 each variation with material selections. Revisions to materials incur additional cost.

**Timeframe:** 2+ weeks from initiation



## DIGITAL RENDERINGS: Montage

**Examples:** Lawrence University, Equestrian Estates, Calvary Bible Church, School District of Hilbert, Nelson Family Pavilion, Mixed Use Development.

**Style Explanation:** Montage using quicker rendering tool focused on contrast and color, materials and site context are representational.

**Cost:** \$3,000.00 to \$5,000.00 per each montage

**Time Frame:** 1 to 2 weeks from initiation



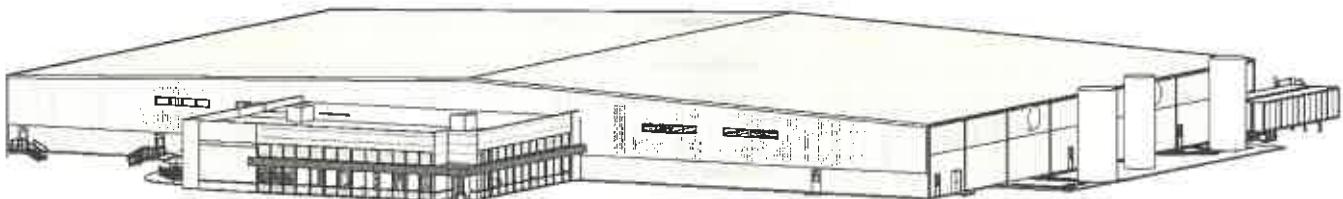
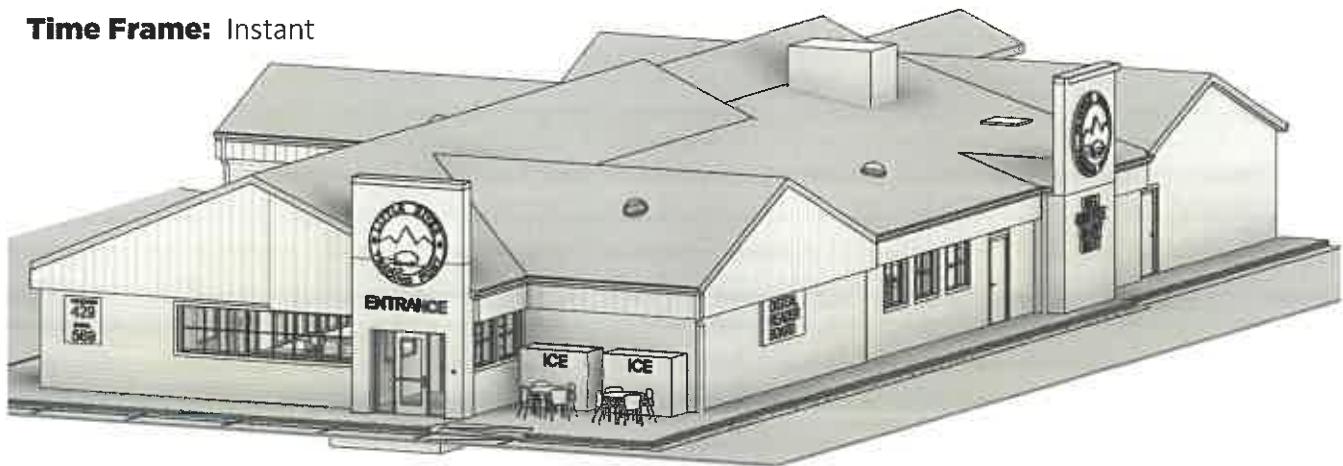
## DIGITAL RENDERINGS: Export

**Examples:** Classical, Schreiber Texas, Valley Cabinet.

**Style Explanation:** Screen shot of working models used to demonstrate massing, relationships, and overall design.

**Cost:** None

**Time Frame:** Instant







# **Little Chute**

ESTABLISHED 1848

## **ADDENDUM NO. 1**

### **REQUEST FOR PROPOSALS PROFESSIONAL DESIGN SERVICES FOR THE VILLAGE OF LITTLE CHUTE FIRE STATION**

January 12, 2024

**Proposal Due: No Later Than 4:30 p.m. CST, Friday, February 2, 2024**

This Addendum is issued to modify, explain, or correct the original Request for Professional Design Services For The Village of Little Chute Fire Station issued on December 28, 2023 and is hereby made a part of the Request for Proposals. This Addendum must be signed and attached to the Consultant's proposal.

**Question #1:** Bullet #5 on page 9 asks for five recent fire station projects either completed or under construction that incorporate training facilities. Is it permissible to submit the five recently completed fire station projects along with some additional examples of specific fire training facilities?

**Answer #1:** Yes, we are not limiting additional examples for the Village to review.

**Question #2:** Should the electronic submittal contain separate PDF files for the technical proposal and the fee proposal?

**Answer #2:** Yes, The Village is planning to review the technical proposal, scoring that section first before reviewing fees.

**Question #3:** Can you expand on the Village's level of interest in hiring a construction manager versus the role of the architect as the owner's representative? If the Village is using the AIA contract between Owner and Architect, the role of the architect as Owner's representative during construction is defined. Should we assume inclusion of those standard services as the basis of our scope and fee at this point with the assumption that the architect's scope may be negotiated upon hire of a construction manager?

**Answer #3:** Firms shall assume the role of the owner's representative at this time, throughout the length of this project to completion.



**Question #4:** Looking at soils mapping, no wetland soils are detected at the proposed site. Is it permissible to omit wetland delineation work and provide that as an additional services if it is determined necessary in the future?

**Answer #4:** Yes, assume that wetland delineation work is not needed, but if determined in the future, we would negotiate that additional service.

**Question #5:** Will responses to consultant questions be issued by the Village prior to the deadline to receive questions which is set for January 26<sup>th</sup>?

**Answer #5:** Yes, questions will be responded to through the email disbursement list. Our deadline for questions is January 26<sup>th</sup>. The Village will do their best to answer all questions in a timely manner prior to this deadline, if possible.

**Question #6:** Should the firms be considering costs/time associated with an analysis of existing equipment in the facility that may be utilized in the new building?

**Answer #6:** No, due to the age of the equipment in the existing station the Village is planning for a new station with new equipment associated (i.e. the SCBA compressor).

#### **SIGN AND ATTACH THIS ADDENDUM TO THE PROPOSAL**

Received and Acknowledged by:

  
\_\_\_\_\_  
Consultant's Signature

Murphy Martin Accountant  
Print Name & Title

Issued by:

  
\_\_\_\_\_  
Beau Bernhoff  
Village Administrator



# Little Chute

ESTABLISHED 1848

## ADDENDUM NO. 2

### REQUEST FOR PROPOSALS PROFESSIONAL DESIGN SERVICES FOR THE VILLAGE OF LITTLE CHUTE FIRE STATION

January 27, 2024

**Proposal Due: No Later Than 4:30 p.m. CST, Friday, February 2, 2024**

This Addendum is issued to modify, explain, or correct the original Request for Professional Design Services For The Village of Little Chute Fire Station issued on December 28, 2023 and is hereby made a part of the Request for Proposals. This Addendum must be signed and attached to the Consultant's proposal.

**Question #1:** Does the Village have the capacity and equipment to provide any private locates on the two sites?

**Answer #1:** The Village contracts with a private locating company who is responsible for locating Village assets within the right-of-way and on Village owned property.

**Question #2:** The geotechnical contractor will fill the bore holes but assumes they can scatter the remaining spoils on the site. Would you prefer they provide the labor to have the additional soil hauled off site?

**Answer #2:** Spoils remaining after bore holes have been filled can be dispersed on site.

**Question #3:** If the site is impacted by access of the drill rigs should we require that they provide restoration of the site?

**Answer #3:** Any significant ground disturbance caused by drill rigs would require restoration with seed and mulch. Any minor ground disturbance caused by the rigs would not require restoration.



**SIGN AND ATTACH THIS ADDENDUM TO THE PROPOSAL**

Received and Acknowledged by:

 \_\_\_\_\_

Consultant's Signature

Marcie Moore - Attorney \_\_\_\_\_

Print Name & Title

Issued by:

 \_\_\_\_\_

Beau Bernhoft  
Village Administrator