

PURCHASE OF SERVICE AGREEMENT

THIS AGREEMENT ("Agreement") is made this 31 day of May 2016, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and G Squared Design, located at 8585 West 14th Avenue, Suite D, Lakewood, CO 80215 hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties".

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

- 1.1. All work shall be in accordance with the attached RFP 2016.207 for the Adams County Animal Shelter and the Contractor's response to the RFP 2016.207 for the Adams County Animal Shelter attached hereto as Exhibit A, and incorporated herein by reference. Should there be any discrepancy between Exhibit A and this Agreement the terms and conditions of this Agreement shall prevail.
- 1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. RESPONSIBILITIES OF THE COUNTY: The County shall provide information as necessary or requested by the Contractor to enable the Contractor's performance under this Agreement.

3. TERM:

- 3.1. Term of Agreement: The Term of this Agreement shall be through May 15, 2018.
- 3.2. Extension Option: The County, at its sole option, may offer to extend this Agreement as necessary for up to two, one year extensions providing satisfactory service is given and all terms and conditions of this Agreement have been fulfilled. Such extensions must be mutually agreed upon in writing by the County and the Contractor.

4. PAYMENT AND FEE SCHEDULE: The County shall pay the Contractor for services furnished under this Agreement, and the Contractor shall accept as full payment for those services, the sum of: Eight hundred seventy-seven thousand six hundred forty-two dollars (\$877,642.00).

- 4.1. Payment pursuant to this Agreement, whether in full or in part, is subject to and contingent upon the continuing availability of County funds for the purposes hereof. In the event that funds become unavailable, as determined by the County, the County may immediately terminate this Agreement or amend it accordingly.

5. **INDEPENDENT CONTRACTOR:** In providing services under this Agreement, the Contractor acts as an independent contractor and not as an employee of the County. The Contractor shall be solely and entirely responsible for his/her acts and the acts of his/her employees, agents, servants, and subcontractors during the term and performance of this Agreement. No employee, agent, servant, or subcontractor of the Contractor shall be deemed to be an employee, agent, or servant of the County because of the performance of any services or work under this Agreement. The Contractor, at its expense, shall procure and maintain workers' compensation insurance as required by law. **Pursuant to the Workers' Compensation Act § 8-40-202(2)(b)(IV), C.R.S., as amended, the Contractor understands that it and its employees and servants are not entitled to workers' compensation benefits from the County. The Contractor further understands that it is solely obligated for the payment of federal and state income tax on any moneys earned pursuant to this Agreement.**

6. **NONDISCRIMINATION:**

6.1. **The Contractor shall not discriminate against any employee or qualified applicant for employment because of age, race, color, religion, marital status, disability, sex, or national origin. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices provided by the local public agency setting forth the provisions of this nondiscrimination clause. Adams County is an equal opportunity employer.**

6.1.1. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

7. **INDEMNIFICATION:** The Contractor agrees to indemnify and hold harmless the County, its officers, agents, and employees for, from, and against any and all claims, suits, expenses, damages, or other liabilities, including reasonable attorney fees and court costs, arising out of damage or injury to persons, entities, or property, caused or sustained by any person(s) as a result of the Contractor's performance or failure to perform pursuant to the terms of this Agreement or as a result of any subcontractors' performance or failure to perform pursuant to the terms of this Agreement.

8. **INSURANCE:** The Contractor agrees to maintain insurance of the following types and amounts:

8.1. Commercial General Liability Insurance: to include products liability, completed operations, contractual, broad form property damage and personal injury.

8.1.1. Each Occurrence: \$1,000,000

8.1.2. General Aggregate: \$2,000,000

8.2. Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.

8.2.1. Bodily Injury/Property Damage: \$1,000,000 (each accident)

8.2.2. Personal Injury Protection: Per Colorado Statutes

- 8.3. Workers' Compensation Insurance: Per Colorado Statutes
- 8.4. Professional Liability Insurance: to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services, as applicable.
- 8.4.1. Each Occurrence: \$1,000,000
- 8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.
- 8.5. Adams County as "Additional Insured": The Contractor's commercial general liability, and comprehensive automobile liability, insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:
- 8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.
- 8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.
- 8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.
- 8.6. Licensed Insurers: All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.
- 8.7. Endorsement: Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.
- 8.8. Proof of Insurance: At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. WARRANTY:

- 9.1. The Contractor warrants and guarantees to the County that all work, equipment, and materials furnished under the Agreement are free from defects in workmanship and materials for a period of one year after final acceptance by the County. The Contractor further warrants and guarantees that the plans and specifications incorporated herein are free of fault and defect sufficient for Contractor to warrant the finished product after completion date. Should the Contractor fail to proceed promptly in accordance with

this guarantee, the County may have such work performed at the expense of the Contractor. This section does not relieve the Contractor from liability for defects that become known after one year.

10. TERMINATION:

- 10.1. For Cause: If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.
- 10.2. For Convenience: The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of the termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.

11. MUTUAL UNDERSTANDINGS:

- 11.1. Jurisdiction and Venue: The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.
- 11.2. Compliance with Laws: During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto aver that they are familiar with § 18-8-301, et seq., C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, et seq., C.R.S. (Abuse of Public Office), as amended, , the Clean Air Act (42 U.S.C. 7401-7671q), and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, and that no violation of such provisions are present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, et seq., C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- 11.3. OSHA: The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
- 11.4. Record Retention: The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable times to inspection, review, or audit by authorized Federal, State, or County personnel.

- 11.5. Assignability: Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written consent of the County.
- 11.6. Waiver: Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.
- 11.7. Force Majeure: Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war, embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.
- 11.8. Notice: Any notices given under this Agreement are deemed to have been received and to be effective: 1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested; 2) Immediately upon hand delivery; or 3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

Department: Adams County Facility Operations
Contact: Sean Braden
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80602
Phone: 720-523-6049
E-mail: sbraden@adcogov.org

Department: Adams County Purchasing
Contact: Jennifer Tierney
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720-523-6049
E-mail: jtierney@adcogov.org

Department: Adams County Attorney's Office
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.6116

Contractor: G Squared Design
Contact: Jestin Gieck
Address: 8484 West 14th Avenue
City, State, Zip: Lakewood, Colorado 80215
Phone: 720-502-4156
E-mail: jg@qsquaredesign.com

- 11.9. Integration of Understanding: This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties

hereto.

- 11.10. Severability: If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless otherwise terminated in accordance with the terms contained herein.
- 11.11. Authorization: Each party represents and warrants that it has the power and ability to enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.
- 11.12. Confidentiality: All documentation related to this Agreement will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 *et seq.* (“CORA”). The County does not guarantee the confidentiality of any records.

12. CHANGE ORDERS OR EXTENSIONS:

- 12.1. Change Orders: The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Invitation to Bid, or, if no provision exists, pursuant to the terms of the Change Order.
- 12.2. Extensions: The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

13. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08: Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

- 13.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.
- 13.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 13.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 13.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.

- 13.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.
- 13.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- 13.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- 13.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

The remainder of this page is left blank intentionally.

IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

Board of County Commissioners

Steven J. Dennis Date 5/31/16
Chair

G Squared Design

[Signature] Date 05.25.2016
Signature

JESTIN D. GIECK Title PRINCIPAL / ARCHITECT / PARTNER
Printed Name

Attest:
Stan Martin, Clerk and Recorder [Signature]
Deputy Clerk

Approved as to Form: [Signature]
Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

COUNTY OF Jefferson

STATE OF Colorado)SS.

Signed and sworn to before me this 25 day of May, 2016,

by Jestin D Gieck,

[Signature]
Notary Public



My commission expires on: 8-12-2016

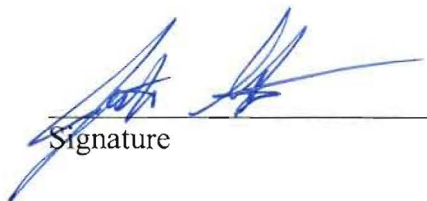
CONTRACTOR'S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et.seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et. seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

G. SQUARED DESIGN LLC
Company Name

05.25.2016
Date


Signature

JESTIN D GIOCK
Name (Print or Type)

PRINCIPAL / PARTNER
Title

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering

EXHIBIT A

GENERAL INSTRUCTIONS

The Adams County Board of Commissioners by and through its Purchasing Division of the Finance Department is accepting proposals for Professional Design Services for three (3) independent projects: Community Corrections Residential Center, a Fleet/Transportation Facility, and an Animal Shelter. Adams County is seeking Architectural and Engineering Design Services for each of these projects. Design Professionals may choose to pursue any one or multiple of these projects.

1. **All documents related to this RFP will be posted on the Rocky Mountain Bid System at: <http://www.rockymountainbidsystem.com/Bids/ViewOpenSolicitations.asp>**

- 1.1. Vendors must register with this service to receive these documents.

- 1.2. This service is offered free or with an annual fee for automatic notification services.

2. Written questions may be submitted through January 21, 2016. All questions are to be submitted to Jen Tierney, Contract Administrator by E-mail at jtierney@adcogov.org.

3. An Addendum to answer all questions will be issued no later than January 25, 2016.

4. **Existing Conditions:**

There will be a Mandatory Pre-Proposal conference on January 19, 2016 at 2:00 p.m. at 8031 U.S. 85 Service Road (also I-76 Service Road), Henderson, Colorado 80640.

- 4.1 Examination of the site:

- 4.1.1 Before submitting a proposal, each bidder must inspect the site of the proposed work to arrive at a clear understanding of the actual conditions under which the work is to be done. Firms will be held to have compared the premises with the documents, drawings and specifications, and to have satisfied themselves as to all conditions affecting the execution of the work.

- 4.1.2 No allowance or extra compensation concerning any matter or thing about which the bidder might have reasonably been informed through such examination will be allowed.

5. **Proposals**

- 5.1. Sealed proposals for consideration will be received at the Adams County Government Center, First Floor Lobby Receptionist, 4430 South Adams County Parkway, Brighton Colorado 80601, up to 2:00 p.m. (MT) on February 4, 2016.

- 5.2. A separate proposal, and separate pricing information, must be submitted for each project that the firm wishes to pursue.

- 5.3. **Pricing MUST be sealed separately with each proposal submission. Please provide two copies of submitted pricing in a sealed clearly marked envelope with the RFP number, Project Title, firms name, address, phone number and contact. Do NOT submit any pricing directly into the RFP.**
- 5.4. The proposal opening time shall be according to our clock.
- 5.5. Proposals will be publicly opened and the names of the companies submitting proposals will be read aloud.
- 5.6. Proposals may be mailed or delivered in person and **must be** in a sealed envelope clearly labeled with Company Name, Proposal Number, and Project Title.
- 5.7. No proposals will be accepted after the time and date established above except by written addenda.
- 5.8. The proposal must be submitted on a CD or flash drive in a single PDF file not to exceed 30 pages for each proposal. Proposers may submit one CD/flash drive for all three proposals, however the proposals MUST be separate folders on the submitted CD/flash drive. Brochures or other supportive documents may be included with the proposal narrative.
- 5.9. Proposals shall be structured/formatted to follow the layout and required information identified in this Statement of Work. Do not include materials that are of little or no relevance. At a minimum, please provide the following in a clear and concise manner:
- Fonts in proposals shall be “Times New Roman”, “Arial”, or “Helvetica” font no less than 12 point for main body of text.
 - Proposals shall be bound.
 - Cover Letter / Statement of Interest: *(1 Page Maximum)*
 - General Information about the Firm: *(2 Pages Maximum)*
 - History and Business Profile
 - Business Organization (i.e. Corporation, Partnership, etc.)
 - Name of Owners, Principals and/or Officers
 - Statement of Firm’s Financial Status *(1 Page Maximum)*
 - Firms Financial Statement through Fiscal Year 2014/2015 is ***not*** required to be submitted with proposal, but shall be furnished upon County’s request.
 - Firm’s Qualifications:*(Qualification Summary plus 12 Pages Maximum)*
 - The firm/person must have successfully completed a minimum of three (3) relevant projects of similar scope to the Project. List *all* similar and relevant government facility projects (based on size, cost, or scope), which your firm or yourself is presently engaged or has completed in the past 10 years. Include general descriptions of the projects, name of owners, owner’s contact persons, addresses, email, and telephone numbers. Adams County may visit the sites to view quality of work.

- Provide licensure and accreditations, including verification of professional licensing in Colorado. Provide a project team organizational chart and resumes of the proposed key project team members. The firm shall also identify that they are able to provide support staff (where necessary). Indicate the number or personnel and breakdown of roles/titles.
- As part of the proposal, provide the name, address, telephone and fax number, and email address of the firm/person responding to this Request for Proposal. Please designate a single representative or prime contact through whom the Owner may communicate.
- Provide a list of proposed sub-consultants, identify how they will incorporate into the team organizational chart, the resumes of key personnel, and identify the relationship with the sub-consultant (e.g. identify how many times you have worked together, how many times the key personnel have worked together, etc.). Provide this information for each sub-consultant. *Additional pages (no more than 4) may be added for each sub-consultant*
- Adams County reserves the right to review sub-consultants independent of the overall project team, to contract independently with sub-consultants, or to identify opportunities for overall design team strengthening.
- Provide resumes of the proposed key project team members. Identify a project history, their present assignments and workload, and client references. Substitution or changes to personnel will be limited to those beyond the firm's control and not out of convenience.
- Indicate any potential conflicts of interest. It is the County's expectation that the Firm will have no financial interest or fiduciary relationship to other firms/vendors/contractors who are or will be providing services or products in the design and construction of the facility.
- **Scope of Services: (6 Pages Maximum)** Provide, in your own words, a description of the work scope and the intent of the project.
 - Provide an outline of the work plan and process for delivering the services requested. Describe the various phases of work, responsibility of the Firm, the County, Contractors or other Stakeholders. Identify all challenges and opportunities perceived, anticipated mitigation, and methodology for approaching the work.
 - Provide an anticipated staffing plan, based on each phase of the project, focusing primarily on key personnel (Project Executive, Project Architect, Project Manager, etc.)
 - Summarize what services the Firm proposes to provide and what services are excluded.
 - Indicate the Firm's ability to design projects within a defined timeline and within a defined budget, including but not limited to:
 - Percentage of Change Order (high, low, and average)
 - Owner directed changes
 - Construction Necessitated Changes
 - Errors or Omissions
 - Percentage of projects completed within Original Budget
 - Value Engineering activities

- Schedule Management
- Proposed Fee: *(Form of Proposal, Fee Schedule & 1 Additional Page)*
 - Utilize the Form of Proposal and Fee breakdown.
 - ***Estimated hours are not contractual and are to be used for reference purposes only.***
 - Provide no more than one page (if any) description or clarifications to the fee proposal.
 - Provide a Fee Schedule (Hourly Rate) by position title, and a Not-to-Exceed percentage markup for any Sub-consultant work.
- General Items: *(2 Pages Maximum)*
 - Include any other items describing the Firm and why it is advantageous for Adams County to hire the Design Professional.
 - Any clarifications or assumptions for the scope of services.

5.9 The two proposal signature pages “**CONTRACTOR’S CERTIFICATION OF COMPLIANCE**” pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended 5/13/08, and the “**PROPOSAL FORM**” acknowledging the receipt of addendum(s) must be signed and included as hard copy with the CD. These are the **last two pages of the RFP**.

5.10 Proposals may not be withdrawn after date and hour set for closing. Failure to enter contract or honor the purchase order will be cause for removal of supplier's name from the Vendor's List for a period of twelve (12) months from the date of this opening.

5.11 In submitting the proposal, the vendor agrees that acceptance of any or all proposals by the Purchasing Manager within a reasonable time or period constitutes a contract. No delivery shall become due or be accepted unless a purchase order shall first have been issued by the Purchasing Division.

5.12 The County assumes no responsibility for late deliveries of mail on behalf of the United States Post Office or any other delivery system.

5.13 The County assumes no responsibility for a proposal being either opened early or improperly routed if the envelope is not clearly marked on the outside:

**PROFESSIONAL DESIGN SERVICES FOR RFP 2016.207-A
COMMUNITY CORRECTIONS RESIDENTIAL CENTER**

--- or ---

**PROFESSIONAL DESIGN SERVICES FOR RFP 2016.207-B
FLEET/TRANSPORTATION FACILITY**

--- or ---

**PROFESSIONAL DESIGN SERVICES FOR RFP 2016.207-C
ANIMAL SHELTER**

5.14 In the event of a situation severe enough to cause the Adams County Board of Commissioners to close the County offices for any reason, the Purchasing Manager has

the prerogative of rescheduling the proposal opening time and date. No proposal will be considered above all other proposals by having met the proposal opening time and date requirements to the exclusion of those who were unable to present their proposal due to a situation severe enough to cause the Board of Commissioners to close the County offices.

- 5.15 Proposal must be submitted in the format supplied and/or described by the County. Failure to submit in the format provided may be cause for rejection of the proposal. Proposals must be furnished exclusive of taxes.
- 5.16 No award will be made to any person, firm, or corporation, which is in arrears upon any obligation to the County.
- 5.17 If submitting a joint venture proposal or a proposal involving a partnership arrangement, articles of partnership stating each partner's responsibilities shall be furnished and submitted with the proposal.
- 5.18 The County reserves the right to waive any irregularities or informalities, and the right to accept or reject any and all proposals, including but not limited to:
 - Any Proposal which does not meet bonding requirements, or,
 - Proposals which do not furnish the quality, or,
 - Offer the availability of materials, equipment or services as required by the specifications, description or scope of services, or,
 - Proposals from firms who lack experience or financial responsibility, or,
 - Proposals which are not made to form.
- 5.19 The Board of County Commissioners may rescind the award of any proposal within one week thereof or at its next regularly scheduled meeting; whichever is later, when the public interest will be served thereby.
- 5.20 Issuance of this solicitation does not commit the County to award any Agreement or to procure or Agreement for any equipment, materials or services.
- 5.21 If a formal Agreement is required, the Contractor agrees and understands that a Notice of Award does not constitute an Agreement or create a property interest of any nature until an Agreement is signed by the Awardee and the Board of County Commissioners and/or their authorized designee.
- 5.22 Only sealed proposals received by the Purchasing Division of the Finance Department will be accepted; proposals submitted telephone, E-mail, or facsimile machines are not acceptable.
- 5.23 Adams County is an equal opportunity employer.
- 5.24 The County ensures that disadvantaged business enterprises will be afforded full opportunity to submit bids in response to all invitations and will not be discriminated

against on the grounds of race, color, national origin, age, gender, or disability in consideration for an award.

6 **List of Attachments:**

Adams County Sample Agreement / Supplementary Conditions / D&C Handbook

7 **Project Schedule:**

The listed schedules are currently estimated but provide the general intent for completion of the Design and Construction activities associated with these projects. The final schedule will be reviewed and updated with the selected Design Professional during the design process, and verified with the Contractor (or CM/GC) upon bidding and award of the work.

A/E RFP Process for all Three Projects:

- RFP Issued for Design Professional Services 1/13/16
- **Mandatory** Pre-Proposal Meeting for Design Professional Services 1/19/16
- Proposals for Design Professional Services Due 2/4/16
- Possible Interviews (TBD – if required) week of 2/22/16
- Anticipated Award for Design Professional 3/8/16
- Commencement of Design Activities by 3/14/16

Community Corrections Residential Center

- Program Validation Complete 4/29/16
- Schematic Design (SD) Complete 5/27/16
- RFQ & RFP process for CMGC 11/18/15 to 3/8/16
- GMP Established (Part I) 6/28/16
- GMP Established (Part II) 9/6/16
- Construction Commences (Part I) 7/5/16
- Construction Commences (Part II) 9/12/16
- Construction Complete 3/31/17

Fleet / Transportation Facility

- Program Validation Complete 5/27/16
- Site Location / Conceptual Layouts 7/28/15
- SD, DD, and CD (to be determined) 3/31/17
- RFQ & RFP process for CMGC 8/1/16 to 11/15/16
- GMP Established 1/31/17
- Construction Commences 4/3/17
- Construction Complete (Certificate of Occupancy) 4/27/18

Animal Shelter

- Program Validation Complete / Site Selection Assistance 4/29/16
- SD, DD, and CD (to be determined) 9/30/16

- RFQ & RFP process for CMGC 2/1/16 to 4/26/16
- GMP Established 8/30/16
- Construction Commences 10/3/16
- Construction Complete (Certificate of Occupancy) 9/29/17

8 Insurance: The Contractor agrees to maintain insurance of the following types and amounts:

- Commercial General Liability Insurance: to include products liability, completed operations, contractual, broad form property damage and personal injury.
 - Each Occurrence \$2,000,000
 - General Aggregate \$2,000,000
 - Umbrella \$2,000,000
- Comprehensive Automobile Liability Insurance: to include all motor vehicles owned, hired, leased, or borrowed.
 - Bodily Injury/Property Damage \$1,000,000 (each accident)
 - Personal Injury Protection Per Colorado Statutes
 - Workers' Compensation Insurance: Per Colorado Statutes
- Professional Liability Insurance: to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services.
 - Each Occurrence \$2,000,000
 - General Aggregate \$2,000,000
 - Umbrella \$3,000,000
- Sub Consultants: may be allowed, if approved in writing by the Owner, to have lesser values for Professional Liability Insurance as follows:
 - Mechanical and Electrical Engineering Consultants: Same as Design Professional
 - Landscape or Civilian Consultants: No less than \$2,000,000
 - Special Consultants who's services are for work valued at less than \$1,000,000: No less than \$1,000,000
- The Contractor's commercial general liability, and comprehensive automobile liability insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured," and shall include the following provisions:
 - Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.
 - The insurance companies issuing the policy or policies shall have no response against the County for payment of any premiums due or for any assessments under any form of any policy.
 - Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

- All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.
- Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.
- At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage's or policies required under this Agreement.
- The Contractor shall not commence work under this contract until they have submitted to the County and received approval thereof, certificates of insurance showing that they have complied with the foregoing insurance.
- All referenced insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured." The name of the proposal or project must appear on the certificate of insurance.
- Underwriters shall have no right of recovery or subrogation against the County; it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the described insurance.
- The clause entitled "Other Insurance Provisions" contained in any policy including the County as an additional insured shall not apply to The County.
- If any of the said policies shall be or at any time become unsatisfactory to the County as to form or substance, or if a company issuing any such policy shall be or at any time become unsatisfactory to the County, the Contractor shall promptly obtain a new policy, submit the same to the Purchasing Manager of Adams County for approval and thereafter submit a certificate of insurance as herein above provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as provided herein, this contract, at the election of the County, may be immediately declared suspended, discontinued or terminated.
- Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
- COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08:
Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended

5/13/08, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof.

- The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.
- The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.
- The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.
- If Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- The County may require additional insurance coverage or limits, including professional liability insurance, in excess of that normally carried by the Architect and the Architects consultants. In the event the County does not require additional insurance pursuant to

this paragraph, the Architect shall be entitled to reimbursement from the County for the cost of any additional insurance premiums required.

- If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

End General Information

The remainder of this page is left blank intentionally.

9. Scope of Work

9.1 PROJECT DESCRIPTIONS:

9.1.1: COMMUNITY CORRECTIONS RESIDENTIAL FACILITY:

Background: The contract for community corrections services at the facility known as the Phoenix Center was not renewed in July 2015. The operator ceased to provide services on August 28, 2015. In an effort to re-establish those services for the criminal justice system as a whole and the local judicial system and its offenders, Adams County is purchasing the existing facility. The intent is to renovate the existing facility for the same use, and to make functional and physical improvements during that renovation.

The project intent is to provide:

- General improvements to comply with current codes and standards (ADA, Building Code, etc.) as well as compliance with the various Authorities Having Jurisdiction [Health Department, Building Department, Division of Criminal Justice (DCJ), Prison Rape Elimination Act (PREA), etc.]
- 180 to 200 total beds, dormitory style with group sleeping rooms, with appropriate group separations. Subsets may include:
 - 140 beds or more for male population and male sex offenders
 - 40 beds (or more) for female population and female sex offenders
 - Opportunity for smaller sleeping rooms may be considered (2 to 4 people)
- Associated amenities and staff support per the current requirement of the Division of Criminal Justice standards. Minimum requirements may be found at: <http://dcj.state.co.us/>
 - The Office of Community Corrections standards may be found at: <https://drive.google.com/file/d/0B67htTDuFr48R3RJWkdsVXpMSnM/edit?pref=2&pli=1>
- Conscious design to support:
 - The treatment, care, safety, and security of the offender population.
 - Functional and operational improvements to the layout
 - Focus on maintenance and building operations to ensure long term viability of the facility.
 - Aesthetics to support a residential appearance is required, but must be balanced with the ability to maintain and care for the building.

The project is anticipated to be completed in two (or more) phases to allow operations to occur on the property (within the building) during construction. The phasing is planned as follows:

- Phase 0: Adams County will occupy a small portion of the facility, near the main entrance, to conduct Community Corrections activities.
- Phase I: Renovation of a rear wing (approximately 40-60 beds) to an operable condition (not final condition) to allow residential occupancy of the facility.
- Phase II: Renovation of the majority of the facility (unoccupied in this area).

- Phase III: Completion of the area renovated in Phase I to the same level as work completed in Phase II.

This phasing is subject to change based on the collaborative efforts of the Design Professional, the CM/GC, and Adams County. The intent is to provide basic services until renovation of the rear wing (40-60 beds) is occupiable. The second phase is to renovate the majority of the unoccupied facility, with the third phase the renovation of the rear wing to final condition. The County is also considering alternate options, such as temporary buildings (trailers) to allow streamlining of the project/phasing.

Due to the nature of a phased, occupied, renovation, it is expected that the Design Professional will provide regular on-site and field inspection services as a normal part of business in coordination with the County and CM/GC to develop the overall project scope, budget, and schedule.

Building Location: 8031 U.S. 85 Service Road (also I-76 Service Road)
Henderson, Colorado 80640

Existing Building: The existing facility was opened in 1988, and has had 4 additions and several interior renovations. The current facility is approximately 27,800 square feet and was intended to house over 200 offenders. Associated staff for care, programs, security, and support staff have dedicated work space within the facility. The residential facility also provided appropriate classroom, restroom, laundry, and kitchen amenities to support 24/7 operations.

Project Budget: The final construction budget will be developed between Adams County and the successful prime consulting Design Professional, and where applicable, the Construction Manager. This budget may evolve throughout the course of the design phase. Anticipated total Construction Cost estimate is \$3,000,000 to \$3,750,000.

9.1.2: FLEET/TRANSPORTATION FACILITY:

Background: The existing Fleet/Transportation facility (also identified as Public Works) is an existing two story, framed construction facility that has met the end of its useful life. The project is to build a new, or renovate an existing facility into a current standard facility for the care and operation of the County's fleet vehicles.

The project intent is to provide a two-part approach. The first will be to assist the County in selecting the most appropriate site (including consideration of the current location):

- Assistance in site selection (including the existing location) by determining:
 - Adequacy of size, functions, utilities, and roadway access
 - Potential to separate / relocate Probation offices and functions (likely)
 - Development of each departments Program and the site compatibility with Program needs

Following the final site selection, provide all services necessary (see section 9.3 below) for design and construction administration of a new or renovated Fleet / Transportation Facility.

- Administrative office space, including locker, shower, and break facilities for staff.
- New outbuildings / storage facilities for wash bays, indoor vehicle storage (some or all), equipment and accessories, maintenance bays, workshops, etc.
- Potential to provide separate project (at the County's discretion) to provide separate services for Probation facility.

Building Location: 4955 East 74th Avenue
Commerce City, Colorado 80022

Existing Building: The existing facility was opened in the early 1980's, and has had several interior renovations. The current facility is approximately 38,500 square feet and currently includes both office areas for Fleet staff, but also includes Probation functions. The site has outbuildings in poor condition including storage and maintenance functions.

Project Budget: The final construction budget will be developed between Adams County and the successful prime consulting Design Professional, and where applicable, the Construction Manager. This budget may evolve throughout the course of the design phase. Anticipated total Construction Cost, not inclusive of new property costs, is an estimate is \$6,000,000 to \$10,000,000, depending on inclusion of Probation functions and ultimate building size.

9.1.3: ANIMAL SHELTER:

Background: Adams County has an existing Animal Shelter, but has chosen to find a new location and provide additional amenities to the community and the animals under care. The existing facility will not be renovated for this purpose.

The project intent is to provide a two-part approach. The first will be to assist the County in selecting the most appropriate site, if a site has not already been selected by time of project commencement:

- Assistance in site selection (including the existing location) by determining:
 - Adequacy of size, functions, utilities, and roadway access
 - Development of each departments Program and the site compatibility with Program needs

Following the final site selection, provide all services necessary (see section 9.3 below) for design and construction administration of a new or renovated Animal Shelter.

- Meet and/or exceed the design requirements and standards of care defined by the Pet Animal Care and Facilities Act (PACFA). Reference information may be obtained direct from PACFA. Courtesy resource info is also available at: <https://www.colorado.gov/pacific/aginspection/pacfa>

- Examples of similar style and representative facilities may include:
 - Foothills Animal Shelter
 - Larimer Humane Society
 - Humane Society of Boulder Valley
- Administrative office space, including locker, shower, and break facilities for staff.
- Indoor and Outdoor animal care spaces, including sleeping quarters, play areas, clinics, medical and surgical room(s), etc.
- Multi-purpose rooms for:
 - Training and/or classroom space(s) for both animals and people
 - Adoption and outreach events
- Animal shelter for stray, loose, lost, and/or emergency housing

Building Location: New Site Location TBD
 Existing Facility to be replaced is located at:
 10705 Fulton Street, Brighton, Colorado 80601

Project Budget: The final construction budget will be developed between Adams County and the successful prime consulting Design Professional, and where applicable, the Construction Manager. This budget may evolve throughout the course of the design phase. Anticipated total Construction Cost estimate is \$9,000,000 to \$12,000,000.

9.2 CONTACT WITH OTHER ENTITIES:

Consultants have not been procured for these projects however information from previous operators, similar facilities and their staff is not part of this RFP. Any questions or requests for information must be given to the Adams County Purchasing Department. Contact with other entities, consultants, or facilities may constitute a non-responsive proposal and therefore be rejected.

9.3 SCOPE OF SERVICES for ALL PROJECTS:

The Scope of Services included in this package describes the services to be delivered by the Design Professional. Although it is comprehensive, the Scope of Services listed herein may not represent all issues that could arise. So long as there are normally associated business practices of similar design projects, it is the County's expectation that these elements are the responsibility of the Design Professional.

During the RFP phase, if the Design Professional identifies issues or scope specifically not included, the proposer shall notify the County Contract Administrator in writing. If the County determines the issue is valid, the County will issue a written addendum to all Proposers.

General Description of Services Required: The selected firm is expected to be responsible for the complete and comprehensive Architectural and Engineering professional services for the successful completion of the Project. This firm is also expected to work in a collaborative manner with the County staff and other Contractors or Vendors to develop a project that

represents the goals of Adams County and maintain a design and budget within the established parameters. Services and responsibilities shall include, but are not limited to:

- Architectural (including Kitchen and/or Clinic Planning)
- Interior Design
- Site/Civil Engineering (including Surveying)
- Landscape Architect
- Structural Engineering
- Mechanical Engineering
- Fire Protection Systems
- Electrical Engineering
- Sustainability Design, as defined elsewhere in the Scope of Work
- Project Administration (Cost Estimating, Scheduling, Construction Administration, etc.)

Coordination of other Owner's Consultants:

The Design Professional will be required to Coordinate with the Owner's other consultants providing services for this project. The County expects that appropriate drawings and specifications are included in the construction documents to achieve a complete and operational building. Other Owner's consultants at the time of this RFP may include a construction testing agent (TBD), Commissioning agent (TBD), or consultants as needed.

In the event that additional consulting services are required, the Owner may contract these directly, or request the Design Professional to procure these services at an additional cost. Percentage mark-up of sub-consultants cost shall be included in the proposal.

Professional Design and Consultation Services by Stage/Phase: Services are expected to be provided for all stages of the work, including but not limited to:

- Pre-Design: Services consist of those technical architectural/engineering activities that encompass early project development. Activities generally included in pre-design are project programming and/or verification, space schematic/flow and bubble diagrams, existing facilities surveys, economic and feasibility analysis, project budgeting, scheduling and coordination with Owner to identify and confirm project needs. In addition, any field verification, investigations, condition assessments and associated elements necessary to provide a complete, accurate, and operational design must be included. Hardcopy drawings of existing facilities may exist, but CAD files should not be assumed to be available.
- Design: Services consist of those technical architectural/engineering activities which take a project programming statement and develop it through contract documents and permitting. Phases shall include Schematic, Design Development and Construction Documents.
- Design Reviews: Conducted with the Owner, at a minimum of each milestone phase, perform a "page-turn" and allow a reasonable time (approximately 1 week) for review and response. Each item identified during the review will be responded to by the Design Professional in writing.

- Construction Estimates and Budgeting: Design Professional shall provide, at each stage of design, an Opinion of Probable Cost, broken down into major trades or work scopes by division (not just square foot costs).
- Bidding and Procurement: Services consist of those consulting activities to prepare and issue documents for bidding, assist the Owner in the bidding process including attend pre-bid meetings and walk-through's, review and respond to RFI's, issue addenda, attend and record bid information, assist in evaluation of bids or proposals, and make recommendations for award.
- Construction Administration: Services include those technical architectural/engineering activities to conduct pre-construction meetings, attend progress and construction meetings (OAC), review of submittals (shop drawings, cut sheets, proposed product substitutions, etc.), review GMP and Sub-contractor bids, review change orders, respond to field inquiries, RFI's, coordinate project close-out, provide construction observation and documentation, and review/negotiation of proposed changes or modifications.
- Closeout: Project Closeout and Commissioning services include review of closeout documentation from contractor(s), check warranties, guarantees, and service contracts, review/approval of O&M manuals and as-builts, punchlist, facility acceptance/rejection, commissioning of major systems (pre-functional and functional testing, TAB, review of test and inspection reports, etc.), and post occupancy services (1-yr. warranty inspection, user survey(s), etc.).
- Construction Delivery: The County anticipates that the project will be delivered based on the Design-Bid-Build with a Construction Manager – General Contractor (CM at Risk) methodology. This is subject to change as the design develops and the selected consultant Design Professional may have input on this delivery method.

All projects are planned for a CM/GC (CM at Risk) delivery, and as part of that delivery method the Designer of Record will be responsible for:

- Producing independent cost estimates at each stage of design
- Design schedules for their work (critical path)
- Assisting in the assessment of the CM's construction schedule.
- Coordination with the CM at each design phase for constructability, logistics, and design reviews.
- Hosting or participating in team meetings with the CMGC to review and resolve design issues, value engineering, risk assessments, or other design development, refinement, or conflict resolution.
- Correction of documents at no additional cost to the County for conflict issues and clarifications/RFI's after the GMP and subcontractor bidding as a compiled "Construction" set of documents.
- Fast tracking, except where phasing is identified as part of the work scope, is not currently planned as part of the project, however there may be a need for early release bid packages to accommodate long lead times and/or permitting/ODP approvals.

Project Specific Requirements:

- Site Plan Review / ODP Amendment(s): Compliance with local jurisdictions site plan approvals (and/or ODP's where necessary) will be required.

- IT related work scope: Coordination with FF&E (systems furniture, A/V systems, etc.) will be required, as well as with Adams County IT/MIS departments for equipment requirements at data/phone rooms. Infrastructure (power, conduit, cabling, etc.) is part of the Design Professionals responsibility. Servers, switches and other equipment shall be by Adams County IT/MIS.
- Adams County does not plan to certify these facilities as LEED buildings, however endeavors to achieve a design quality meeting or exceeding LEED Silver, especially in consideration of energy and water use. The Design Professional shall design and document these efforts accordingly.

9.4 EVALUATIONS:

Proposals shall be evaluated based on a series of criteria/categories, which may include, but not be limited to:

- Professionalism: May include proposal's appearance, presentation, completeness, accuracy, following instructions, and responsiveness.
- Understanding of the Project: May include the understanding of the project, scope of services and work plan, scheduling and planning, and services provided.
- General Project Experience: May include the general experience of the Design Professional and sub-consultants, quantity of work performed, and general industry standing.
- Specific (Similar) Project Experience: May include experience in project of similar size, cost, quality, schedule, delivery, or use. May include special qualifications or certifications related to the project needs.
- Design Team: May include organizational chart, collaboration internally and externally (with sub-consultants), key personnel experience and qualifications, adequate staff, and evidence of teamwork.
- General Items: May include exclusions or exceptions with the contract terms, and miscellaneous items not falling within the other criteria.
- Fee Proposal: Will include the fee proposal, hourly rates, and mark-up percentages. May also include pricing exclusions, missing services, or similar impacts to proposed fee.
- Interview / Oral Presentation (if required): May include any and all items identified in the Evaluations List above.

9.5 INTERVIEWS:

In addition to the qualifications and fee proposal, it may be required that the Firm gives a presentation and is interviewed by Adams County and/or their consultants. Site visits of completed similar facilities may also be conducted. Interviews or site visits, if required, will be scheduled by Adams County for any or all Firms selected.

Interviews shall not be considered opportunity to provide additional information (hardcopy or otherwise) not included in the Proposal. Adams County expects the Proposals to be comprehensive and complete, and not subject to significant modification.

Due to the brief nature of interviews, Adams County may elect to provide questions for the Design Professional to respond, in writing, prior to the actual interview. This option may allow for clarifications or general questions to be answered and not take up time in the interview.

End of Scope of Work

Submittal Checklist

- Response to RFP- Please note ALL requirements of Proposal Submission in section 5 of RFP
- Vendor Information Form
- W-9
- Contractor's Certification of Compliance
- Proposal Form
- References
- One Original and 8 copies of each project your firm is proposing on.
- One CD or flash drive of submitted proposal in a single PDF document
- Form of Proposal Fee Breakdown
- Summary of Qualification Form

CONTRACTOR’S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et.seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et. Seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

Company Name

Date

Name (Print or Type)

Signature

Title

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample “memorandum of understanding” available at the website prior to registering



PROPOSAL FORM
2016.XXX Professional Design Services

VENDOR'S STATEMENT

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda # _____ Addenda # _____
If None, Please write NONE.

_____	_____
Company Name	Date
_____	_____
Address	Signature
_____	_____
City, State, Zip Code	Printed Name
_____	_____
County	Title
_____	_____
Telephone	Fax
_____	_____
E-mail Address	_____

Community Corrections Residential Center - Form of Proposal / Fee Breakdown:

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN:	_____	\$ _____	_____ %
DESIGN: SD	_____	\$ _____	_____ %
DD	_____	\$ _____	_____ %
CD	_____	\$ _____	_____ %
(Includes Bidding & Permit Documents and Coordinated Construction Documents)			
BIDDING	_____	\$ _____	_____ %
CONSTR. ADMIN. (Includes Closeout)	_____	\$ _____	_____ %
REIMBURSABLES	_____	\$ _____	_____ %
GRAND TOTAL	_____	\$ _____	100 %

Additional Certifications:

We agree to contractually guarantee the personnel proposed for this project: ____ Yes ____ No

Fee Proposal Clarifications:

- A. All Bids must be furnished exclusive of taxes.
- B. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- C. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

Name and Title Printed

Signature

Date

Community Corrections Residential Center - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: _____ Place of Incorporation: _____

Other Names / Previous Names: _____

Type of Business: _____ Number of Years in Business: _____

Number of Employees: _____ Number of Local Employees: _____

Principals/ Owners: _____ VP/Directors: _____ Project Managers: _____

Architects: _____ Engineers: _____ Support Staff: _____

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: _____

Total number of Community Corrections Projects: _____

Number of Projects Valued \$2,000,000 to \$5,000,000 in Construction Cost: _____

Number of Projects for Governmental Agencies (State, County, Municipal): _____

Total Number of Projects for Adams County: _____

Value of Work Currently Under Contract: \$ _____

Number of Projects completed with Sub-consultant / Primary Design lead: _____

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Name and Title (Printed)

Signature

Date

Fleet Facility - Form of Proposal / Fee Breakdown:

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	_____	\$ _____	_____ %
DESIGN: SD	_____	\$ _____	_____ %
DD	_____	\$ _____	_____ %
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	_____	\$ _____	_____ %
BIDDING	_____	\$ _____	_____ %
CONSTR. ADMIN. (Includes Closeout)	_____	\$ _____	_____ %
REIMBURSABLES	_____	\$ _____	_____ %
GRAND TOTAL	_____	\$ _____	_____ 100 %

Additional Certifications:

We agree to contractually guarantee the personnel proposed for this project: ____ Yes ____ No

Fee Proposal Clarifications:

- D. All Bids must be furnished exclusive of taxes.
- E. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- F. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

Name and Title Printed

Signature

Date

Animal Shelter Facility - Form of Proposal / Fee Breakdown:

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	_____	\$ _____	_____ %
DESIGN: SD	_____	\$ _____	_____ %
DD	_____	\$ _____	_____ %
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	_____	\$ _____	_____ %
BIDDING	_____	\$ _____	_____ %
CONSTR. ADMIN. (Includes Closeout)	_____	\$ _____	_____ %
REIMBURSABLES	_____	\$ _____	_____ %
GRAND TOTAL	_____	\$ _____	100 %

Additional Certifications:

We agree to contractually guarantee the personnel proposed for this project: ____ Yes ____ No

Fee Proposal Clarifications:

- G. All Bids must be furnished exclusive of taxes.
- H. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- I. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

Name and Title Printed

Signature

Date

Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: _____ Place of Incorporation: _____

Other Names / Previous Names: _____

Type of Business: _____ Number of Years in Business: _____

Number of Employees: _____ Number of Local Employees: _____

Principals/ Owners: _____ VP/Directors: _____ Project Managers: _____

Architects: _____ Engineers: _____ Support Staff: _____

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: _____

Total number of Animal Shelter Projects: _____

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: _____

Number of Projects for Governmental Agencies (State, County, Municipal): _____

Total Number of Projects for Adams County: _____

Value of Work Currently Under Contract: \$ _____

Number of Projects completed with Sub-consultant / Primary Design lead: _____

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Name and Title (Printed)

Signature

Date

**INTENT TO RESPOND FORM
RFP-2016.??? DESIGN PROFESSIONAL SERVICES**

Please complete and return this form via email even if you do not intend to submit a response in regard to this solicitation. This form does not need to be included in the hard copy response.

This Intent to Respond Form must be received on or before 2:00 p.m. (MT), January 19, 2016, and should be emailed to: jtierney@adcogov.org.

CONTRACTOR NAME: _____
CONTRACTOR ADDRESS: _____
CITY, STATE, ZIP: _____

CONTRACTOR key contacts assigned to this project initiative:

Name/Title of Contacts	Phone Number	Email address

Proposal participation response information:

Please place an "X" on the line in front of the applicable statement below:

- Yes, we intend to respond to this solicitation directly to Adams County
- No, we do **not** intend to directly respond to or participate in this solicitation. Please provide a brief explanation as to why for you will not directly respond or participate:

IN WITNESS WHEREOF, my signature below certifies that I am an authorized representative empowered to execute this form on behalf of:

CONTRACTOR: _____

Signed: _____

Name (print): _____

Title: _____

Date: _____

Received: _____ Date _____ Time: _____

PROFESSIONAL DESIGN SERVICES PROPOSAL FOR RFP# 2016.207 - ANIMAL SHELTER

Provided by
G SQUARED DESIGN
02.04.2016

8585 West 14th Ave, Suite D | Lakewood | Colorado | 80215 | 720-502-4156
Jestin Gieck | jg@gsquaredesign.com





February 4, 2016

Adams County Government Center
4430 South Adams County Parkway
Brighton, Colorado 80601

Reference: RFP 2016.207 – Animal Shelter

Dear Members of the Selection Committee,

Thank you for the opportunity to submit our proposal for the Animal Shelter. We are very excited at the prospect of being part of your team and fulfilling your project needs.

G Squared Design will be partnering with Blue Sky Animal Care Architecture. Blue Sky has worked with MSPCA-Angell, the Humane Society in multiple states, and was an integral part of the architecture team for the Foothills Animal Shelter in Golden, CO. We know that having their expertise during all phases of this project will lead to an animal shelter that will exceed expectations and serve the needs of the community.

Along with Blue Sky, Martin/Martin Consulting Engineers and Maxson Engineering will be a crucial part of our team. Martin/Martin will be providing structural and civil support and has experience working on animal shelters and animal care facilities in Denver and the surrounding area. Maxson will be providing mechanical and electrical support. Along with their extensive experience with projects of similar scope and size, Maxson's reputation for responding in a timely manner and their exceptional personal interest in the client and end users will be an incredible addition.

G Squared Design is pursuing the position of Prime/Architect for the Animal Shelter and will coordinate with the architectural and engineering sub consultants. We have worked with Martin/Martin and Maxson Engineering numerous times on everything from large new construction projects to small renovations. Though this is the first time G Squared Design has teamed up with Blue Sky, we are confident that the rapport that we have already developed will carry through to the completion of the project; and we look forward to more projects with Blue Sky.

The following proposal represents the best information available at the time of submission; we are available and eager to respond to all comments and questions.

Thank you again for the opportunity,
G SQUARED DESIGN

Jestin Gieck, AIA
Principal



History

G Squared Design was founded in 2010 on the ideology of small, highly collaborative teams creating top quality projects with incredible efficiency. We are a group that prides itself in maintaining a sense of excitement in the work we are doing. Our steady growth and repeat clientele is proof of the success of our vision and constant level of quality, detail, and willingness to go above and beyond the clients' expectations. We all have a passion for architecture and construction, and a strong ambition to see our architecture succeed. Success is measured in the satisfaction of our clients and the ability of our design to exceed the expectations of the program.

Business Organization (LLC Partnership)

G Squared Design operates as an LLC Partnership with Justin Gieck and Cody Gieck functioning as the owners / partners. G Squared Design is registered with the Colorado Secretary of State and hold a certificate of good standing” .

Statement of Firm's Financial Status

G Squared Design is a small business that prides its self in maintaining a long term debt free philosophy. We currently have no outstanding long term debt. G Squared Design maintains a Dun and Bradstreet account profile for client review and reference.





PROJECT TEAM

A project is **SUCCESSFUL** when the entire **TEAM** works together. Our team consists not only of the architects, engineers, and designers, but all interested parties. Understanding who those people are and getting them involved early in the project allows for an **EFFICIENT** and expeditious progression of the project in the early stages. Once established, the same team members will remain until project completion. Our companies have worked on numerous projects together and most members have been working together for over 12 years.

Our teams were brought together based on a series of shared goals and principles. We are a motivated, passionate team that takes great pride in our work. We remain committed to maintaining our client relationships and we believe the size or name of a firm is no substitute for relationships based on accountability, trust, and high-quality results.

The team that has been selected to provide Adams County with the necessary skills and experience has a history of working effectively together to ensure the most successful outcome possible for the project. The team includes:

- ARCHITECTURAL | G Squared Design
- ARCHITECTURAL | Blue Sky Architecture
- STRUCTURAL | Martin/Martin
- CIVIL | Martin/Martin
- MECHANICAL AND PLUMBING | Maxson Engineering
- ELECTRICAL | Maxson Engineering
- LANDSCAPE | Norris Design



MAXSON
ENGINEERING



TEAM COMMUNICATION

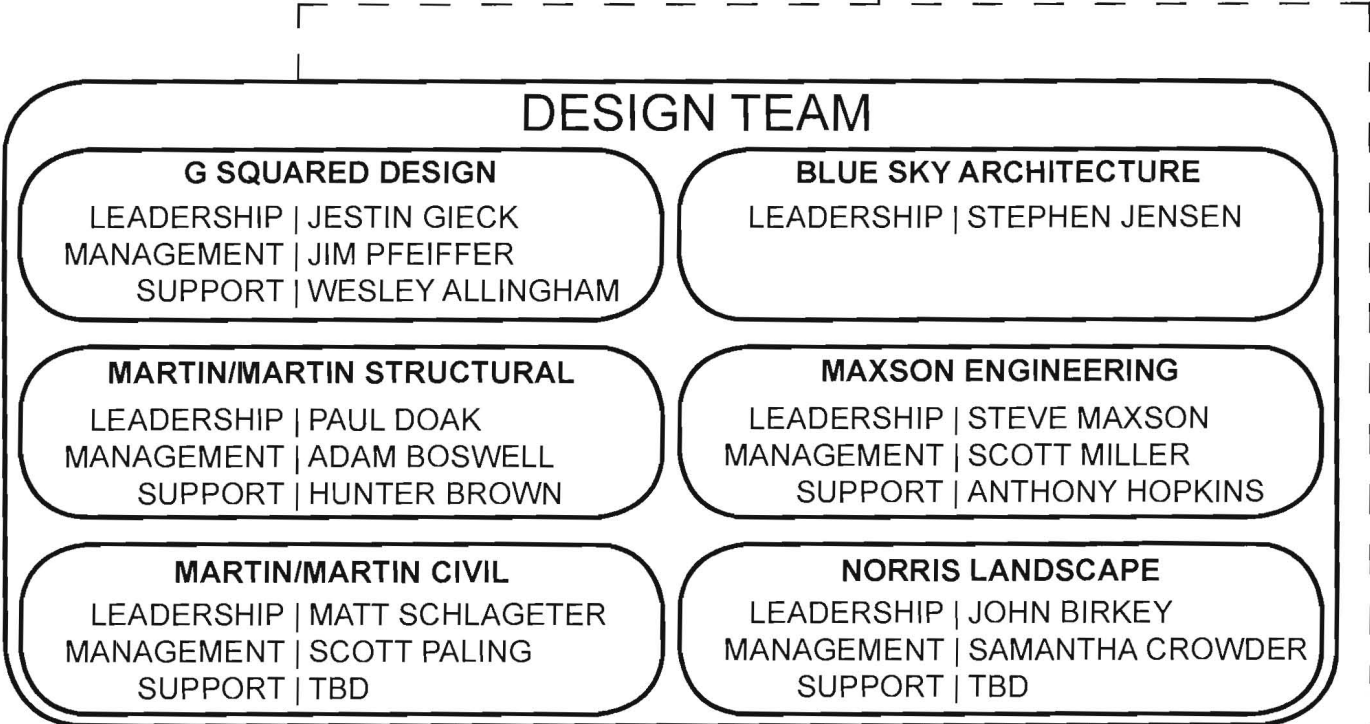
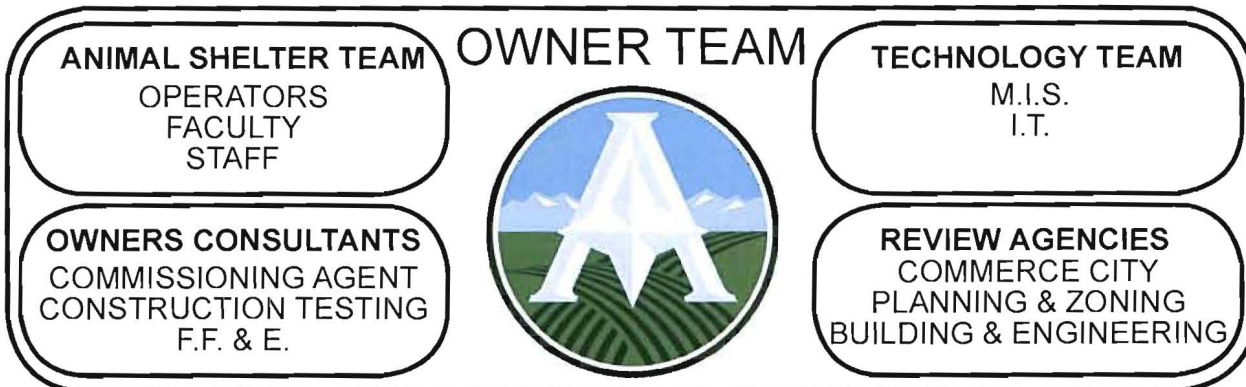
The team is separated into layers of communication. The layers of communication show a clear understanding of roles, while allowing the most efficient and accurate communication.

CORE | Adams County and user groups provide the project scope and needs.

LEADERSHIP | The leadership has the proper experience, knowledge and skills to lead the project in the right direction.

DESIGN & MANAGEMENT | The design and management personnel operates under the guidance of the leadership to incorporate the requirements to create the best possible solution for the project.

SUPPORT | The support tier is a critical part of the team and project. They produce much of the project documentation as well as any additional support the project needs.





Foothills Animal Shelter



Summary

The Foothills Animal Shelter is the Animal Control facility serving all of Jefferson County, west of Denver. The 31,500 SF facility increased the ability to develop a thriving adoption program, animal control services, medical facility and spay/neuter program. It also incorporates an expanded playground for dogs.



Client | Jefferson County
Location | Golden, CO
Year | 2010
Size | 31,500 sf
Architect | Blue Sky Animal Care
Architecture*

Mechanical | Integrated Mechanical Systems
Electrical | Integrated Mechanical Systems
Structural | Bauer Engineering

*Designates shared experience

Owner Contact

Name | Hilary Messa - Operations Manager
Address | 580 Mc Intyre St, Golden, CO 80401
Phone | 303-271-5030
Email | hmesa@jeffco.us





Michigan Humane Society / Berman Center

Summary

The Michigan Humane Societies new Detroit home serves more than 10000 animals per year through its humane services and operates a full service veterinary clinic. The new building which will be animal occupied in March, 2016 has a variety of adoption housing types for cats, dogs and small animals, behavior training, law enforcement offices, law enforcement and court holding, state of the art cat housing, a training center and dedicated animal intake.



Owner Contact

Name | David Williams - COO
Address | 7887 Chrysler Service Dr, Detroit, MI 48211
Phone | 586-436-9479
Email | dwilliams@michiganhumane.org

Client | Michigan Humane Society
Location | Detroit, MI
Year | 2015
Size | 33,500 sf
Architect | Blue Sky Animal Care
Architecture
Mechanical | CSI
Electrical | CSI
Structural | Ghafari Associates



Pet Helpers Animal Care & Adoption Center / Greer Spay Neuter Clinic



Summary

Pet Helpers is a limited admission shelter and as such has longer term stays. Cats are housed primarily in colonies each of which are connected to a protected porch. A special cat condo was developed for this project that has multiple resting benches, and allows for a cat to do a full length stretch. The dog adoption room has a variety of housing sizes, lots of natural light and connection to exterior play yards. The spay neuter clinic is designed to perform 10,000 sterilizations per year.



Client | Pet Helpers
Location | Charleston, SC
Year | 2008
Size | 14,000 sf
Architect | Blue Sky Animal Care
Architecture

Owner Contact

Name | Carol Linville - President
Address | 1447 Folly Rd, Charleston, SC 29412
Phone | 843-860-9372
Email | bclinville@aol.com





ADDITIONAL EXPERIENCE - Blue Sky

Shelters with Full Clinics

Pet Helpers, Charleston, SC
Aiken SPCA, Aiken, SC
Michigan Humane Society, Detroit, Westland, and Rochester Hills, MI
Humane Society of Greater Rochester (Lollypop Farm), Fairport, NY
Foothills Animal Shelter, Golden, CO
Humane Society of Rome, Rome, New York (In Design)
Kitsap Humane Society, Bremerton, WA
MSPCA, Boston, MA
MSPCA, Centreville, MA (In Design)
Animal Refuge League of Greater Portland, Westbrook, ME (Under Construction)

Shelters

Austin Humane Society, Austin, TX
Humane Society of the Pikes Peak Region, Colorado Springs, CO (Under Construction)
Humane Society for Nashua, Nashua, NH
Blue Ridge Humane Society, Hendersonville, NC
Dutchess Country SPCA, New Hyde Park, NY
St. John Animal Rescue League, St John, N.B.
Clear Creek County and Gilpin County Animal Shelter (Charlie's Place), Dumont, CO
MSPCA, Boston, Methuen, Brockton, Springfield and Cape Cod, MA
Monadnock Humane Society, West Swanzey, NH
Concord Society for the Prevention of the Cruelty to Animals, NH
Animal Rescue League of Southern Rhode Island, Peacedale, RI
Doberman Rescue Unlimited, Sandown, NH
Salem Animal Rescue League, Salem, NH
Liberty Humane Society of Jersey City, NJ
Green Mountain Horse Association, South Woodstock, VT
Thomas J. O'Connor Animal Control and Adoption Center, Springfield, MA (consulting)
Buddy Dog, Sudbury, MA

Wilson County Humane Society, Tennessee
Washington County SPCA, Bartlesville, OK
New Hampshire Society for the Prevention of Cruelty to Animals, Stratham, NH
Finger Lakes SPCA, Fairport NY
Coastal Humane Society, Brunswick, MA
Terrebonne Parish Shelter (with Perez APC), Gray, LA

Veterinary

In Town Veterinary Hospital, Marblehead, MA (consulting)
Ipswich Veterinary Hospital, Rowley, MA
Angell Animal Medical Center, Boston, MA (multiple projects)
Stratham-Newfields Veterinary Hospital, Stratham, NH
Weare Animal Hospital, Weare, NH
Handle with Care Veterinary, Derry, NH (new facility built; renovation)
Dover Veterinary Hospital, Dover, NH (renovations)
Cilley Veterinary Clinic, Concord, NH
Pittsfield Veterinary Hospital, Pittsfield, MA
Capital Area Veterinary Emergency Services (CAVES), Concord, NH (first facility renovation)



ADDITIONAL EXPERIENCE



Projects in Adams County

Justice Center Original Design
Justice Center South Addition and New Entry Lobby
Communications Center (911 Emergency Communications Center)
Detention Facility Pod F Expansion/Addition
District 50 Fire Station
On-Call Professional Engineering Services Contract:
 Adams County DA Building and Campus ALTA Survey
 Adams County Maintenance Facility ALTA Survey
 Replat of Adams County Justice Center Filing No 1 Storm Sewer Plans for 600 LF of 24" Storm Sewer Line at Bromley Lane
 Traffic Signal at Bromley Lane and Judicial Center Parkway
 Adams County Justice Center Site Security Assessment
District Attorney's Office
Sheriff's and Coroner's Headquarters
Sheriff's Substation (Service Center)
Youth Services Center (State of Colorado)
Adams County Housing Authority Projects:
 Northwest Corridor Catalytic Project
 Aztec Villa Apartments
 7100 Hooker Street
 Village of Yorkshire
Adams County Paving Program
Bridge Scour Survey
Drainage Surveys
Flatrock Training Facility (Adams County Sheriff's Training Facility)
Metro Wastewater Reclamation District On-Call Survey Services
York Street, 58th to 66th, Right-of-Way and Conceptual Design

Select Experience

Denver Animal Shelter, Denver, Colorado
Animal Lodge at High Point Vet Hospital Building, Denver, Colorado
Fireside Animal Hospital at Ken Caryl, Littleton, Colorado
GSA National Wildlife Disease Research Center, Fort Collins, Colorado
Highlands Ranch Animal Hospital, Douglas County, Colorado
MCDB Life Sciences Complex Animal Facilities, University of Colorado, Boulder, Colorado
Mesa County Animal Services Facility Expert Witness, Mesa County, Colorado
Pennsylvania College of Optometry Animal Facility, Philadelphia, Pennsylvania
Ross Hall Animal Facilities and Greenhouse, University of Northern Colorado, Greeley, Colorado
Veterinary Science Annex Renovation, Colorado State University, Fort Collins, Colorado
Wyoming State Veterinary Laboratories, University of Wyoming, Laramie, Wyoming

Jestin Gieck, AIA | Principal | Architectural Design



Registrations

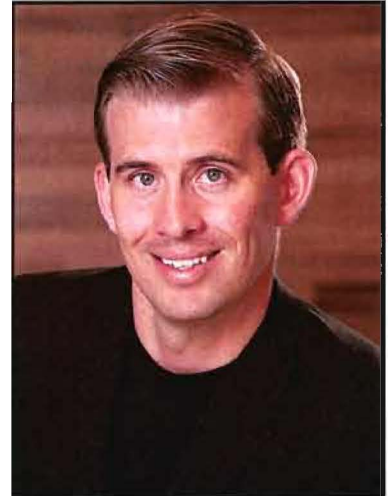
Registered Architect, Colorado 402915
Registered Architect, Texas 24896

Education

University of Colorado
Masters Degree - Architecture
Masters Degree - Urban Design
Design Build Certification
Bachelors Degree - Environmental Design

Affiliations

American Institute of Architects Member
Lean Construction Institute Member
US Green Building Council Member



Project Role - Leadership

As the Principal-in-Charge, Jestin will provide leadership for the architectural team. He will not only establish contacts and allocate firm resources, but will also oversee all programming, design, documentation, communication, and coordination to ensure the success of the project. Jestin will be a key team member attending meetings and working closely with the owner user groups and consultants to create a successful project.

Profile

Jestin is a strong architect and leader who has continued to pursue a vision to develop a firm tailored to create exceptional solutions within highly efficient teams. His leadership skills allow him to bring teams together to solve problems using a holistic design approach to create the best solutions possible. Jestin is always a critical part of each project he works on. He has a unique ability to see through problems, understand the conditions, and quickly present strong solutions.

Select Project Experience

Lockheed Martin Coherent Technologies, Denver, CO
Lockheed Martin SSN, Denver, CO
Lockheed Martin GPS III, Denver, CO
Lockheed Martin ASF LLL MSSC, Denver, CO
Advanced Hydraulics (AHI), Denver, CO

Current Projects/Workload

Lockheed Martin Space Systems - On Call Facilities Contract
Texas Irrigation Supply
Vestas Wind Farm Expansion

Stephen Jensen, AIA | Principal | Architectural Design

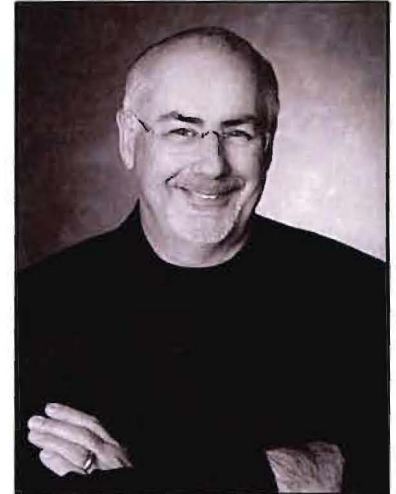


Registrations

Registered Architect, 16 states, including Colorado 400534

Education

Tulane University
Masters Degree - Architecture



Affiliations

American Institute of Architects Member
NCARB Certificate Holder

Project Role - Leadership

Mr. Jensen will act as Programming Lead and use his expertise to help drive and assist the architectural team in developing the project design.

Profile

Mr. Jensen is the Principal Architect, Creative Director, and founder of Blue Sky Animal Care Architecture. He has dedicated his architecture career to animal shelter and veterinary hospital design since 1986. Mr. Jensen was also the Principal Architect at Jensen Stenbak Architecture and Interiors, Inc., a design/construction management company whose projects included animal shelters, veterinary hospitals, auto dealerships, specialty retail, restaurants, and residential.

Select Project Experience

Foothills Animal Shelter, Golden, CO
Michigan Humane Society, Detroit, Westland, and Rochester Hills, MI
Austin Humane Society, Austin, TX
Clear Creek County and Gilpin County Animal Shelter (Charlie's Place), Dumont, CO
Humane Society of the Pikes Peak Region, Colorado Springs, CO (Under Construction)

Current Projects/Workload

Animal Refuge League of Greater Portland Westbrook
MSCPA Centerville
Humane Society of the Pikes Peak Region





Registrations

Professional Engineer - Colorado 24585
Structural Engineer - California S3669
Civil Engineer - California C48983
LEED AP



Education

University of Illinois
Masters Degree - Civil Engineering
Colorado State University
Bachelors Degree - Civil Engineering

Affiliations

American Concrete Institute
American Society of Civil Engineers
American Wood Council
Colorado State University Department of Civil Engineering Design Advisory Board Member

Project Role - Leadership

As Principal-In-Charge, Mr. Doak will be responsible for quality assurance / quality control and be involved in day-to-day project management. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Mr. Doak has served as Principal-In-Charge and/or Project Manager for a broad range of structural systems for a variety of facilities and clients. He has varied experience in the design of a variety of government buildings for cities, counties, and the State of Colorado. His experience includes design of remodels and new construction.

Select Project Experience

Adams County Justice Center Addition, Brighton, CO
Adams 50 School District STEM School, Adams County, CO
Adams 50 School District Tennyson Knolls Elementary School, Arvada, CO
South Adams County Water & Sanitation District Administration Building, Adams County, CO
Gunnison Community Center, Gunnison, CO

Current Projects/Workload

Denver 911 Call Center
Colorado Bureau of Investigation
University of Colorado at Denver

Steve Maxson, PE, LEED AP | Principal | Mechanical Engineer



Registrations

Professional Engineer - Colorado 42068
Professional Engineer - California 33754
LEED Accredited Professional

Education

Colorado School of Mines
Bachelors Degree - General Engineering with a
Mechanical Specialty
Independent Study - Energy Efficient HVAC Systems



Affiliations

American Council of Engineering Companies Colorado:
Scholarship Committee Chair, AIA/AGC Liaison Committee
American Society of Heating, Refrigeration & Air Conditioning Engineers
Littleton Public Schools Technical Advisory Board
United States Green Building Council Member

Project Role - Leadership

As Principal-In-Charge, Mr. Maxson will be responsible for quality assurance / quality control and be involved in day-to-day project management. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Steve Maxson has more than 17 years of mechanical design experience. His project experience includes correctional facilities, fleet/transportation facilities, veterinary clinics, aerospace facilities, healthcare facilities, clean rooms, and data centers. Mr. Maxson has extensive experience including conducting engineering studies, building energy modeling, preparing permit drawings and specifications, bidding negotiation, construction administration, and commissioning.

Select Project Experience

Longmont Humane Society – Longmont, CO*
Foothills Animal Shelter – Golden, CO*
Adobe Animal Hospital – Los Altos, CA*
Veterinary Care Clinic – Albuquerque, NM*
*Designates shared experience prior to Maxson Engineering

Current Projects/Workload

Broadcom Clean Room
Sheraton Chiller Plant



Matthew Schlageter, PE, LEED AP | Principal | Civil Design



Registrations

Professional Engineer - Colorado 35253
LEED AP
Division of Real Estate - Colorado

Education

Colorado State University
Bachelors Degree - Civil Engineering



Affiliations

American Council of Engineering Companies
Chi Epsilon
Society of American Military Engineers
Urban Land Institute
US Green Building Council/Colorado

Project Role - Leadership

As Principal-In-Charge, Mr. Schlageter will be responsible for quality assurance / quality control and be involved in day-to-day project management. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Mr. Schlageter concentrates on creative facilities involving heavy coordination, with an emphasis in mixed-use, commercial and industrial property projects. Matt's hands-on approach and strong communication skills have proven invaluable on many integrated teams and design-build projects, and have produced creative solutions to complex problems. Matt is passionate about understanding client desires and pro-actively pursuing excellence coupled with timeless designs.

Select Project Experience

Adams County Communication Facility Renovation (911 Call Center), Commerce City, CO
Adams County Detention Center, Adams County, CO
Adams County District Attorney's Office Building, Adams County, CO
CO State University - Animal Sciences Building Renovation, Fort Collins, CO
The Wildlife Experience Due Diligence, Parker, CO

Current Projects/Workload

Denver Water
Pepsi Center Courtside Club
Design District

John Birkey PLA, ASLA | Principal | Landscape Design



Registrations & Affiliations

Professional Landscape Architect - Colorado 655
Town of Castle Rock Landscape Design Professional
American Society of Landscape Architects

Education

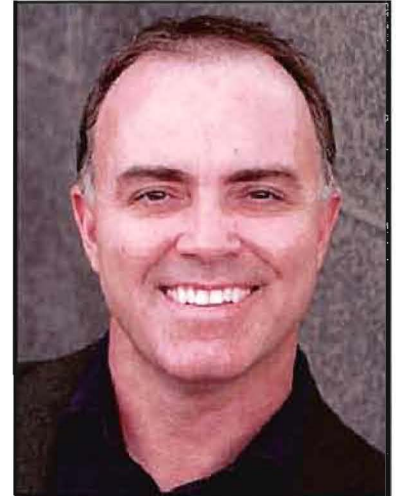
University of Colorado Denver - M. Landscape Architecture
University of Colorado Denver - B. Studio Fine Arts

Project Role - Leadership

As Landscape Principal-In-Charge, Mr. Birkey actively advises his staff on design concepts throughout the design process. He will perform thorough quality control checks at each design submittal.

Select Project Experience

Adams County Youth Services Center, Brighton, CO
Adams County Justice Center Expansion, Brighton, CO
Centennial Civic Center Master Plan, Centennial, CO



Samantha Crowder | Project Manager | Landscape Design



Registrations & Affiliations

Education

Texas Tech University - M. Landscape Architecture
Louisiana Tech University - B.S. Agricultural Business

Project Role - Management

As project manager, Ms. Crowder will be involved in day-to-day landscape design and will have project management responsibility for the project.

Select Project Experience

Nob Hill, Commerce City, CO
Adams County Youth Services Center, Adams County, CO
Colliers Hill, Erie, CO



Jim Pfeiffer, RA, LEED AP | Project Manager | Architectural Design



Registrations

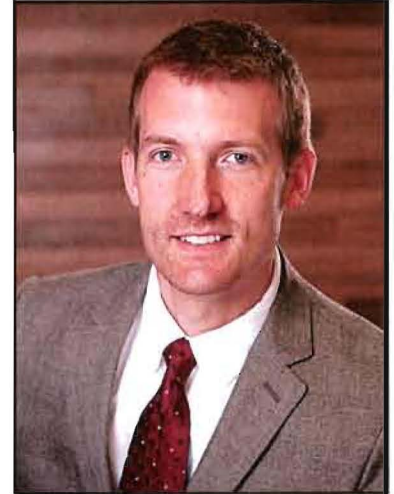
Registered Architect - Pennsylvania 406265
LEED AP BD+C, U.S. Green Building Council

Education

Philadelphia University
Bachelors Degree - Architecture

Affiliations

U.S. Green Building Council Member



Project Role - Management

Jim will maintain a close relationship with the entire design team. His responsibilities will include planning, organizing, and staffing the project. He will monitor and assist with the progress of the production staff, and maintain the project's budget and time-line. Jim's experience on successful projects as a Project Manager make him a perfect fit for this role.

Profile

Jim has a great attitude and enough energy to conquer any challenge that comes his way. His past experience working at some of the most prestigious firms in Philadelphia, New York City, and Denver have given him the opportunity to work on a wide range of projects. Jim brings a proven ability to manage and execute projects from schematic design to completion while maintaining strong relationships with clients, contractors, and consultants.

Select Project Experience

Chester County Hospital, West Chester, PA
Weill Cornell Medical College, New York City, NY
Balfour at Riverfront Park, Denver, CO

Current Projects/Workload

Lockheed Martin Space Systems SSB HighBay/LowBay
Colorado School of Mines - Heat Plan Replacement

Adam Boswell | Project Engineer | Structural Engineering



Registrations & Affiliations

Professional Engineer - Colorado 46167
American Institute of Steel Construction
Structural Engineers Association of Colorado

Education

University of Texas - M.S. Structural Engineering
Auburn University - B.S. Structural Engineering

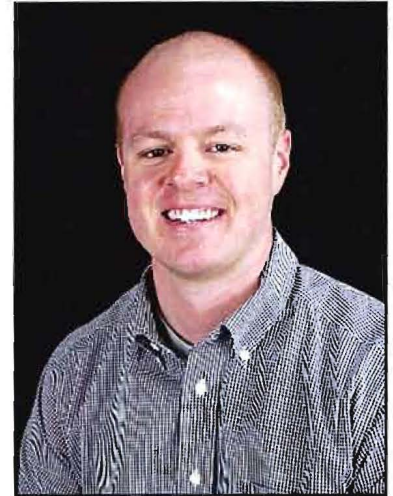
Project Role - Management

As Project Engineer, Mr. Boswell will manage structural design and project management. In addition, he will support the bidding and construction administration phases.

Select Project Experience

Northern Great Plains 911 Dispatch Center, Rapid City, SD
AFR Center and Field Maintenance Shop, Broken Arrow, OK
Gunnison Courthouse, Gunnison, CO

1225 17th St. Plaza Renovation
Colorado Center Residential Tower
Coors Field Outfield Fence Extension



Scott E Paling, PE, LEED AP | Associate | Civil Engineering



Registrations & Affiliations

Professional Engineer - Colorado 37116
LEED AP
American Society of Civil Engineers

Education

Colorado School of Mines - B.S. Civil Engineering

Project Role - Management

As Associate, Mr. Paling will manage civil design and project management. In addition, he will support the bidding and construction administration phases.

Select Project Experience

Adams County Detention Facility Pod F & Exp/Add, Brighton, CO
Adams County Justice Center Addition, Brighton, CO
Adams County Sheriff & Coroner's Building, Brighton, CO

Colorado School of Mines CoorsTek
Colorado Central Tower 3
Colorado School of Mines GRL Annex



Scott Miller, PE, LEED AP | Associate/Senior | Mechanical Engineer



Registrations

Professional Engineer - Colorado 38492
LEED Accredited Professional

Education

University of Colorado Denver
Masters Degree - Business Administration
University of Colorado Boulder
Bachelors Degree - Mechanical Engineering



Affiliations

American Society of Mechanical Engineers
American Society of Heating, Refrigeration & Air Conditioning Engineers

Project Role - Management

As a senior mechanical engineer, Mr. Miller will have day-to-day responsibility of the design and project management and will be the primary point of contact during design and construction phases.

Profile

Scott Miller has more than 18 years of mechanical design experience. His project experience includes over 1 million square feet of high-tech/research, classroom, and office academic facilities and has provided programming services for more than 1,000,000 sq. ft. of buildings. To date, Mr. Miller has been responsible for the design of more than 150 projects totaling in excess of \$300 million in total construction costs.

Select Project Experience

Veterinary Care Clinic – Albuquerque, NM*
Aventura Animal Hospital – Miami, FL*
Ramapo-Bergen Animal Refuge – Oakland, NJ*
Veterinary Care Clinic – Albuquerque, NM*
*Designates shared experience prior to Maxson Engineering

Current Projects/Workload

Lockheed Martin CDS





Scope

It is our team's goal at G Squared Design to develop a project that represents the goals of Adams County and that maintains a design and budget within the parameters established by Adams County. We anticipate our services and responsibilities to include:

- Architectural (including site selection)
- Interior Design
- Site/Civil Engineering (including Surveying)
- Landscape Architecture
- Structural Engineering
- Mechanical Engineering
- Fire Protection System Engineering
- Electrical Engineering
- Sustainability Design, as defined elsewhere in the Scope of Work
- Project Administration

At each milestone phase, G Squared Design will meet with Adams County to perform a "page-turn" review, and will allow approximately 1 week for review and response by Adams County. Our team will respond to each item identified during each review in writing. Additionally, at each milestone phase, G Squared Design will provide an Opinion of Probable Cost, broken down into major trades and/or work scopes by CSI division.

Initial Programming

- Meet or exceed the design requirements and standards of care defined by the PACFA
- Administrative office space, including locker, shower, and break facilities for staff
- Indoor and outdoor animal care spaces, including sleeping quarters, play areas, clinic, medical and surgical room(s), etc.
- Multi-purpose rooms
- Animal shelter for stray, loose, lost, and/or emergency housing

Firm Abilities

- Percentage of Change Orders - LOW
- Owner Directed Changes - LOW
- Construction Necessitated Changes - LOW
- Errors & Omissions - LOW
- Percentage of Projects completed within Original Budget - 60% (typically budgets at start need modification)
- Value Engineering Activities - LOW - Typically addressed at DD Pricing effort
- Schedule Management - Master Schedule created during kick-off. It is then maintained and adjusted during project.



Pre-Design

Our team will begin the project by identifying the personnel and points of contact. The gathering of existing drawings and field conditions will be executed immediately to gather accurate information for the team to use throughout the design process. During this phase, we will conduct a kick-off meeting to initiate the development of a Facility Requirements Document, which will serve as a means of communicating each requirement for the completed project, such as equipment requirements, electrical and mechanical requirements, and structural requirements. An initial code review will also be conducted in an effort to prevent any inefficiencies during the design process. This review will collect any and all requirements and restrictions that might affect the design of the space.

Programming Document	Project Feasibility
Program Interviews	Master Schedule

Concept Design/Site Selection

The process will continue with a concept design of the facility via project programming and/or verification, space schematic / flow and bubble diagrams, and feasibility analysis. An understanding of the existing space, potential sites, and desired size and flow of the new facility will help determine the best siting for the new project based on the site's compatibility with the development of each department Program and Program needs. Our team works hard to put ourselves in the shoes of the end user. This allows us to ask the right questions along the way, and better foresee potential risks before they become realized liabilities.

Facility Requirements Document	Code Analysis
Conceptual Design	Preliminary Systems Review
Site Selection	

Schematic Design

Once the Concept Design is complete and siting and programming strategies have been agreed upon, the schematic design phase will begin. The team will work together to develop any spatial, adjacency, and access requirements being considered for the Animal Shelter. The team will also develop documentation for the completion of the schematic design portion of the project. This will include the floor plans, sections, and elevations, as well as any other supporting views required for this phase. The Schematic Design phase shall reflect accurate existing conditions as well as proposed new work. All disciplines will show equivalent levels of completeness, coordination, and appropriate level of design intent. The basis of design will be updated and the outline specification will be initiated. The team will provide the Basis of Design and the documentation required for a schematic cost estimate with majority of pricing provided by the vendor.

Site Design	Basis of Design
Massing Development	Outline Specification
Site and Building Circulation	Schematic Design Documents
Preliminary Systems Design	Project Cost Opinion



Design Development

Upon Schematic Design approval, the team will transition to the Design Development phase of the project. This phase will begin by addressing any comments, questions, or concerns expressed at the conclusion of Schematic Design via the appropriate design response. The team will continue to finalize the selection of the systems and coordination of those systems within the project. As the development of the project continues, it will be closely monitored to assure that the building is adhering to the user requirements set forth by the programming effort and the regulatory requirements. Documentation for Design Development will include updates to the project drawings and specifications, as well as the assembly of the initial project manual. The team will provide all documentation needed to complete the Design Development cost estimate.

Internal Code Review	Drawing Development
Programming Review	Project Cost Opinion
Systems Selection	Basis of Design Update
Systems Coordination	Specification Update
Initial Project Manual	

Construction Documentation

Once the Design Development documents have been approved by the Owner, the team will continue with the final phase of design to complete the bid documents. During this phase, we will review and resolve any outstanding issues from design development. A final code compliance review will be conducted, both internally and with Adams County. The potential project risk factors will be revisited to ensure an efficient execution of the construction schedule. The drawings will be completed and will include all necessary plans, elevations, sections, details, and schedules required to comprise a complete set of documents to be bid for construction. The project team will review each system to ensure that each is completely coordinated within the project. The project manual will be carefully coordinated with the bid documents.

Code Compliance Review	Cost Estimation Documentation
Systems Coordination	Basis of Design Update
Specifications	Bid Documents
Project Manual	



Bidding and Procurement

Upon completion of the bid documents, the team will assist Adams County with updating the project schedule and determining a bid date. We will help with the preparation and distribution of the bid documents. During the bidding process, the team will attend 2 pre-bid conferences (initial and supplemental) and review any Requests for Information/Clarification as well as proposed substitutions. Responses and accepted substitutions will be documented in the form of addendums and distributed to each bidder. Once bids are returned, the team will assist with the selection of a contractor, as well as the selection of any alternates if applicable. We will provide the Contractor with construction documents that incorporate any addendums or accepted substitutions issued during the bidding process for the permitting and construction of the project.

Assist with Preparation of Bid Documents	Proposed Alternate Responses
Assist with Distribution of Bid Documents	Contractor Selection
RFI Responses	Permit Documents

Construction Administration

G Squared Design will begin this phase by conducting pre-construction meetings, and will attend progress and construction meetings through the duration of the project. We have assumed attendance at twenty-four (24) construction meetings, during which site observations will be made. Observation reports will be provided for each site visit. We will provide shop drawing/submittal review, clarifications, GMP and sub-contractor bid reviews, change order reviews, and RFI responses, a total of twenty-five (25) RFI responses are estimated in the fee. In addition, our team will coordinate project close-out, and review and negotiate proposed changes or modifications. We will also conduct the sign-off of Adams County documents.

Observation reports	RFI Response
Construction Change Documents	Pay Application Review
Submittal Review	Construction Meetings

Closeout

Post Construction Services will include review of close-out documentation from contractors, check warranties, guarantees, and service contracts, review/approval of O&M manuals and as-builts, punchlist, facility acceptance/rejection, commissioning of major systems, and post occupancy services.

Punchlist	As-Built Documents
O&M Review	1-yr Warranty Inspection
Warranty Review	



Construction Delivery

It is understood that Adams County anticipates that this project will be delivered based on the Design-Bid-Build with a Construction Manager – General Contractor (CM at Risk) methodology. G Squared Design understands that this is subject to change as the design develops. Through this construction delivery, G Squared Design will be responsible for:

- Producing independent cost estimates at each stage of design
- Design schedules (critical path)
- Assisting in the assessment of the CM's construction schedule
- Coordination with the CM at each design phase for constructibility, pricing, logistics, and design reviews.
- Hosting or participating in team meetings with the CM/GC to review and resolve design issues, value engineering, risk assessments, or other design development, refinement, or conflict resolution.
- Correction of documents at no additional cost to the County for conflict issues and clarifications/RFI's after the GMP and subcontractor bidding as a compiled "Construction" set of documents.
- Fast tracking, except where phasing is identified as part of the work scope, is not currently planned as part of the project, however would be available as an additional service

Request for proposal	Qualifications Review
Statement of Work	Bid Review

Project Specific Requirements

- Site Plan Review / ODP Amendment(s): Compliance with local jurisdictions site plan approvals (and/or ODP's where necessary) will be required.
- IT related work scope: Coordination with FF&E (systems furniture, A/V systems, etc.) will be required, as well as with Adams County IT/MIS departments for equipment requirements at data/phone rooms. Infrastructure (power, conduit, cabling, etc.) is part of the Design Professionals responsibility. Servers, switches and other equipment shall be by Adams County IT/MIS.
- Adams County does not plan to certify these facilities as LEED buildings, however endeavors to achieve a design quality meeting or exceeding LEED Silver, especially in consideration of energy and water use.



Basic Services

G Squared Design will act as "prime" and lead of the design and engineering team. G Squared Design will provide basic architectural services including drawings, specifications, and coordination of construction documents as well as provide management and coordination of the design team, be the primary point of contact, oversee the quality of the design documents, and distribute the design teams documentation.

Structural: Martin/Martin proposal dated January 29, 2016 available upon request

Mechanical: Maxson Engineering proposal dated February 1, 2016 available upon request

Electrical: Maxson Engineering proposal dated February 1, 2016 available upon request

Civil: Martin/Martin proposal dated January 29, 2016 available upon request

Landscape: Norris Design proposal dated February 2, 2016 available upon request

Deliverables

- Presentations / Renderings Submittal
 - To Owner: 1 electronic copy and 1 hardcopy of all relevant data
- Reports / Calculations / Misc. Documents Submittal
 - To Owner: 1 electronic copy and 1 hardcopy of all relevant data
- Pre-design / Programming Submittal
 - To Owner: 1 electronic copy and 5 hardcopies of all relevant data
- Schematic Design Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
- Design Development Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
- Construction Documents/Permit Submittal -
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
- Bidding Documents Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
 - To Bidder / Contractor: 1 electronic copy or 1 hardcopy
- Construction Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
 - To Bidder / Contractor: 1 electronic copy (PDF)
- Addenda / Bulletins / Proposal Requests
 - To Owner: 1 electronic copy and up to 3 hardcopies, only if requested
- As-Builts - (from A/E)
 - To Owner: 1 electronic copy and 1 hardcopy
- As-Builts - (from Contractor)
 - To Owner: 1 electronic copy (if available) and 1 hardcopy (original markups)
- O&M / Warranty / Closeout
 - To Owner: 1 electronic copy and 2 full-size hardcopies

*Electronic copies to be provided on a disk or flash drive



Animal Shelter Facility - Form of Proposal / Fee Breakdown:

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	390 _____	\$ SEE SEALED ENVELOPE	5.33 _____ %
DESIGN: SD	1015 _____	\$ SEE SEALED ENVELOPE	13.87 _____ %
DD	1645 _____	\$ SEE SEALED ENVELOPE	22.50 _____ %
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	2849 _____	\$ SEE SEALED ENVELOPE	38.95 _____ %
BIDDING	130 _____	\$ SEE SEALED ENVELOPE	1.8 _____ %
CONSTR. ADMIN. (Includes Closeout)	1203 _____	\$ SEE SEALED ENVELOPE	16.45 _____ %
REIMBURSABLES	N/A _____	\$ SEE SEALED ENVELOPE	1.02 _____ %
GRAND TOTAL	7233 _____	\$ SEE SEALED ENVELOPE	100 _____ %

Additional Certifications:

We agree to contractually guarantee the personnel proposed for this project: Yes No

Fee Proposal Clarifications:

- A. All Bids must be furnished exclusive of taxes.
- B. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- C. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

Name and Title Printed

Signature

Date



SCHEDULE OF HOURLY RATES - 2016

CIVIL ENGINEERING

PRINCIPAL	\$ 175.00
ASSOCIATE	\$ 150.00
SR. PROJECT ENGINEER	\$ 140.00
PROJECT ENGINEER	\$ 120.00
PROFESSIONAL ENGINEER	\$ 110.00
ENGINEER EIT II	\$ 100.00
ENGINEER EIT I	\$ 90.00
SENIOR DESIGNER	\$ 120.00
DESIGNER	\$ 105.00
TECHNICIAN III	\$ 95.00
TECHNICIAN II	\$ 80.00
TECHNICIAN I	\$ 75.00
SURVEY MANAGER	\$ 150.00
SURVEY CREW (2-MAN)	\$ 170.00
SURVEY CREW (1-MAN)	\$ 120.00
SURVEY TECHNICIAN	\$ 75.00
PROFESSIONAL LAND SURVEYOR	\$ 110.00
CONSTRUCTION SERVICES REPRESENTATIVE	\$ 95.00
ADMINISTRATIVE ASSISTANT	\$ 65.00
ENGINEERING INTERN	\$ 50.00

LANDSCAPE ARCHITECTURE

PRINCIPAL LANDSCAPE ARCHITECT / PLANNER	\$ 110.00 - 150.00
SENIOR LANDSCAPE ARCHITECT / PLANNER	\$ 110.00 - 150.00
LANDSCAPE ARCHITECT / PLANNER	\$ 85.00
GRAPHIC DESIGNER	\$ 90.00
PHOTOGRAPHER	\$ 130.00
IT SPECIALIST	\$ 90.00
CLERICAL	\$ 65.00

ARCHITECTURAL DESIGN

PRINCIPAL IN CHARGE (PIC)	\$ 170.00
PROJECT MANAGER (PM)	\$ 120.00
PROJECT ARCHITECT (PA)	\$ 110.00
INTERIOR DESIGNER (ID)	\$ 120.00
INTERN ARCHITECT	\$ 75.00
CAD DRAFTER	\$ 65.00
PROJECT ADMINISTRATOR	\$ 60.00

SCHEDULE OF HOURLY RATES - 2016



STRUCTURAL ENGINEERING

PRINCIPAL	\$ 175.00
ASSOCIATE	\$ 150.00
SR. PROJECT ENGINEER	\$ 140.00
PROJECT ENGINEER	\$ 120.00
PROFESSIONAL ENGINEER	\$ 110.00
ENGINEER EIT II	\$ 100.00
ENGINEER EIT I	\$ 90.00
SENIOR DESIGNER	\$ 120.00
DESIGNER	\$ 105.00
TECHNICIAN III	\$ 95.00
TECHNICIAN II	\$ 80.00
TECHNICIAN I	\$ 75.00
SURVEY MANAGER	\$ 150.00
SURVEY CREW (2-MAN)	\$ 170.00
SURVEY CREW (1-MAN)	\$ 120.00
SURVEY TECHNICIAN	\$ 75.00
PROFESSIONAL LAND SURVEYOR	\$ 110.00
CONSTRUCTION SERVICES REPRESENTATIVE	\$ 95.00
ADMINISTRATIVE ASSISTANT	\$ 65.00

MECHANICAL AND ELECTRICAL

PRINCIPAL	\$ 195.00
ASSOCIATE	\$ 185.00
ENGINEER LEVEL IV	\$ 175.00
ENGINEER LEVEL III	\$ 165.00
ENGINEER LEVEL II	\$ 150.00
ENGINEER LEVEL I	\$ 135.00
DESIGNER LEVEL IV	\$ 140.00
DESIGNER LEVEL III	\$ 125.00
DESIGNER LEVEL II	\$ 110.00
DESIGNER LEVEL I	\$ 100.00
OFFICE MANAGER / ACCOUNTING	\$
100.00	
SUPPORT STAFF	\$ 70.00

The above rates apply to normal design and engineering work. Rates for special engineering, studies, or special projects will be established by request.



Assumptions

- Architectural floor plans will be “frozen” and provided to Engineer at least five business days prior to each submittal.
- Construction will be performed by an Adams County pre-approved contractor.
- Adams County will be available to assist Engineer with all field survey work that may expose Engineer to hazardous conditions such as opening energized electrical equipment, working at elevated heights, or entering condemned or confined spaces.
- All submittal reproduction will be performed by Adams County.
- Design will comply with current Adams County design standards.
- Engineer will be granted timely access to the areas of work as necessary to complete field survey work.
- Drawings will be developed in Revit, Archicad and AutoCAD format
- One prime contractor will be responsible for preparing construction activities. The prime construction contractor or Adams County will be responsible for preparing construction meeting minutes.
- Adams County will provide all requirements by the Design Development review.
- Adams County will provide lead paint testing results.
- Adams County will provide asbestos testing results.
- Adams County will remediate any hazardous materials.
- Adams County will review the design team documents and issue their comments in written or sketch form no later than one week following the review presentation.
- Sufficient utility capacity is available within the vicinity of the project.
- Project **will** be bid.
- Reproduction and distribution of documents will be by G Squared Design as described in the deliverables section.
- Adams County will require this project to be permitted.
- Adams County will provide AutoCAD files of existing construction documents, if available.
- Project will close-out by September 29, 2017.



Exclusions

- Building Information Modeling (BIM) using Revit software.
- Furniture drawings or procurement.
- Review of change orders/FCAs.
- Building evacuation drawings.
- Financial feasibility, life cycle cost analysis, or other special studies.
- Any work with hazardous materials.
- Geotechnical Investigations.
- Additional bid packages except as specifically noted.
- City permit fees.
- Design review application fees.
- Soils Analysis for contamination.
- Phased construction drawing packages.
- Move/relocation management services.
- Design to abate hazardous materials.
- Commissioning services.

Standard of Care

Services provided under this Agreement will be performed in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Every effort will be made to coordinate the drawings within and between disciplines. In order to best achieve this, no changes can occur after the Design Development review or the last official review, whatever the percentage may be. Sufficient time shall be allowed for G Squared Design to perform this coordination.

Changes in scope and or program requirements disrupt the normal development and flow of a project. Changes may impact the project's design quality, contract time, method of project delivery, Program/building location, Owner's choice of vendors, Owner's timing in getting vendors under contract, etc. Any of these changes can be detrimental to producing a complete and well-coordinated set of documents.

G Squared Design shall not be held responsible for the Contractor's failure to read and utilize a full set of construction documents. Nor shall G Squared Design be responsible for his failure to provide his sub-contractors with a complete set of construction documents. In recognition of the risks, rewards, and benefits of the project the risks have been allocated such that you agree to limit any and all liability or claim for damages, cost of defense, or expenses to be levied against G Squared Design and its consultants to a sum not to exceed 50% of G Squared Design's total fee, on account of any design defect, error, lack of coordination, omission, or professional negligence.



Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: G Squared Design, LLC Place of Incorporation: _____

Other Names / Previous Names: _____

Type of Business: Architecture Firm Number of Years in Business: 5 1/2

Number of Employees: 7 Number of Local Employees: 7

Principals/ Owners: 2 VP/Directors: _____ Project Managers: 3

Architects: 2 Engineers: _____ Support Staff: 3

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 116

Total number of Animal Shelter Projects: 0

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: 10

Number of Projects for Governmental Agencies (State, County, Municipal): 2

Total Number of Projects for Adams County: 0

Value of Work Currently Under Contract: \$ 25,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: N/A

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Name and Title (Printed)

Signature

Date



Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: Blue Sky Animal Care Architecture Place of Incorporation: _____

Other Names / Previous Names: _____

Type of Business: S.P. Number of Years in Business: 13

Number of Employees: 4 Number of Local Employees: 1

Principals/ Owners: 1 VP/Directors: _____ Project Managers: _____

Architects: _____ Engineers: _____ Support Staff: _____

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: _____ 11

Total number of Animal Shelter Projects: _____ 11

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: _____ 4

Number of Projects for Governmental Agencies (State, County, Municipal): _____ 2

Total Number of Projects for Adams County: _____ 0

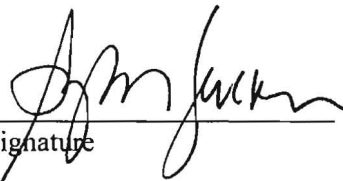
Value of Work Currently Under Contract: _____ \$ 22,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: _____ N/A

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

STEPHEN JENSEN, OWNER
Name and Title (Printed)


Signature

3 FEBRUARY 2016
Date



In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: Martin/Martin, Inc. Place of Incorporation: Colorado
Other Names / Previous Names: KKBNA
Type of Business: Engineering Number of Years in Business: 27 (as Martin/Martin)
Number of Employees: 227 Number of Local Employees: 215
Principals/ Owners: 24 VP/Directors: 7 Project Managers: 50
Architects: 0 Engineers: 169 Support Staff: 32

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 10,000+
Total number of Animal Shelter Projects: 11
Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: 25+ projects (estimate)
Number of Projects for Governmental Agencies (State, County, Municipal): 437
Total Number of Projects for Adams County: 36
Value of Work Currently Under Contract: \$ 78,400,000 (estimated fee)
Number of Projects completed with Sub-consultant / Primary Design lead: 13

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Ralph Rempel, Principal
Name and Title (Printed)

Ralph Rempel
Signature

01/29/2016
Date



Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: Maxson Engineering LLC Place of Incorporation: Colorado

Other Names / Previous Names: Sustainable Energy Solutions Consulting

Type of Business: MEP Consulting Engineering Number of Years in Business: 8

Number of Employees: 12 Number of Local Employees: 11

Principals/ Owners: 1 VP/Directors: 2 Project Managers: 6

Architects: 0 Engineers: 5 (+6 Designers) Support Staff: 1

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 321

Total number of Animal Shelter Projects: 9

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: 6

Number of Projects for Governmental Agencies (State, County, Municipal): 4

Total Number of Projects for Adams County: 0

Value of Work Currently Under Contract: \$127,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: 16

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Steve Maxson, PE, President

2/3/16

Name and Title (Printed)

Signature

Date



PROPOSAL FORM
2016.207 Professional Design Services

VENDOR'S STATEMENT

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda # 1 _____ Addenda # 2 _____
If None, Please write NONE.

G Squared Design	02/04/2016
Company Name	Date
8585 West 14 th Ave, Suite D	
Address	Signature
Lakewood, CO, 80215	Jestin Gieck
City, State, Zip Code	Printed Name
Jefferson	Principal
County	Title
720-502-4156	
Telephone	Fax
jg@gsquaredesign.com	
E-mail Address	

**Adams County
Animal Shelter
RFP# 2016.207**

**Proposal for
Architectural & Engineering Services
Provided by**

G SQUARED DESIGN

02.04.2016

Revised: 05.25.2016

8585 West 14th Ave, Suite D | Lakewood | Colorado | 80215
720-502-4156 | Jestin Gieck | jg@gsquaredesign.com





February 4, 2016

Adams County Government Center
4430 South Adams County Parkway
Brighton, Colorado 80601

Reference: RFP 2016.207 – Animal Shelter

Dear Members of the Selection Committee,

Thank you for the opportunity to submit our proposal for the Animal Shelter. We are very excited at the prospect of being part of your team and fulfilling your project needs.

G Squared Design will be partnering with Blue Sky Animal Care Architecture. Blue Sky has worked with MSPCA-Angell, the Humane Society in multiple states, and was an integral part of the architecture team for the Foothills Animal Shelter in Golden, CO. We know that having their expertise during all phases of this project will lead to an animal shelter that will exceed expectations and serve the needs of the community.

Along with Blue Sky, Martin/Martin Consulting Engineers and Maxson Engineering will be a crucial part of our team. Martin/Martin will be providing structural and civil support and has experience working on animal shelters and animal care facilities in Denver and the surrounding area. Maxson will be providing mechanical and electrical support. Along with their extensive experience with projects of similar scope and size, Maxson's reputation for responding in a timely manner and their exceptional personal interest in the client and end users will be an incredible addition.

G Squared Design is pursuing the position of Prime/Architect for the Animal Shelter and will coordinate with the architectural and engineering sub consultants. We have worked with Martin/Martin and Maxson Engineering numerous times on everything from large new construction projects to small renovations. Though this is the first time G Squared Design has teamed up with Blue Sky, we are confident that the rapport that we have already developed will carry through to the completion of the project; and we look forward to more projects with Blue Sky.

The following proposal represents the best information available at the time of submission; we are available and eager to respond to all comments and questions.

Thank you again for the opportunity,
G SQUARED DESIGN

Jestin Gieck, AIA
Principal



History

G Squared Design was founded in 2010 on the ideology of small, highly collaborative teams creating top quality projects with incredible efficiency. We are a group that prides itself in maintaining a sense of excitement in the work we're doing. Our steady growth and repeat clientele is proof of the success of our vision and constant level of quality, detail, and willingness to go above and beyond for the clients expectations. We all have a passion for architecture and construction, and a strong ambition to see our architecture succeed. Success is measured in the satisfaction of our clients and the ability of our design to exceed the expectations of the program.

Business Organization (LLC Partnership)

G Squared Design operates as an LLC Partnership with Jestin Gieck and Cody Gieck functioning as the owners / partners. G Squared Design is registered and holds a "certificate of good standing" with the Colorado Secretary of State.

Statement of Firm's Financial Status

G Squared Design is a small business that prides its self in maintaining a long term debt free philosophy. We currently have no outstanding long term debt. G Squared Design maintains a Dun and Bradstreet account. Profile for client review and reference.





PROJECT TEAM

A project is **SUCCESSFUL** when the entire **TEAM** works together. Our team consists not only of the architects, engineers, and designers, but all interested parties. Understanding who these people are and getting them involved early in the project allows for an **EFFICIENT** and expeditious progression of the project in the early stages. Once established, the same team members will remain until project completion. Our companies have worked on numerous projects together and most members have been working together for over 12 years.

Our teams were brought together based on a series of shared goals and principles. We are a motivated, passionate team that takes great pride in our work. We remain committed to maintaining our client relationships and we believe the size or name of a firm is no substitute for relationships based on accountability, trust, and high-quality results.

The team that has been selected to provide Adams County with the necessary skills and experience has a history of working effectively together to ensure the most successful outcome possible for the project. The team includes:

ARCHITECTURAL		G Squared Design
ARCHITECTURAL		Blue Sky Architecture
STRUCTURAL		Martin/Martin
CIVIL		Martin/Martin
MECHANICAL AND PLUMBING		Maxson Engineering
ELECTRICAL		Maxson Engineering
LANDSCAPE		Didier Design Studio



MAXSON
ENGINEERING



MAXSON
ENGINEERING



TEAM COMMUNICATION

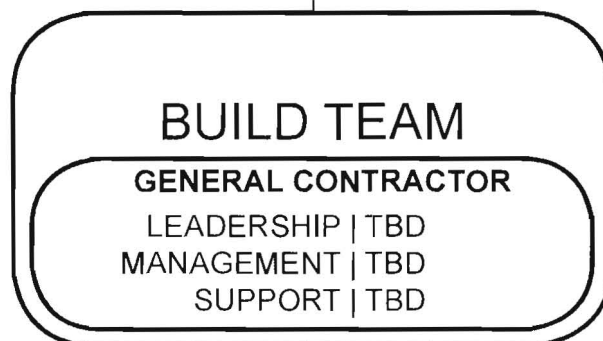
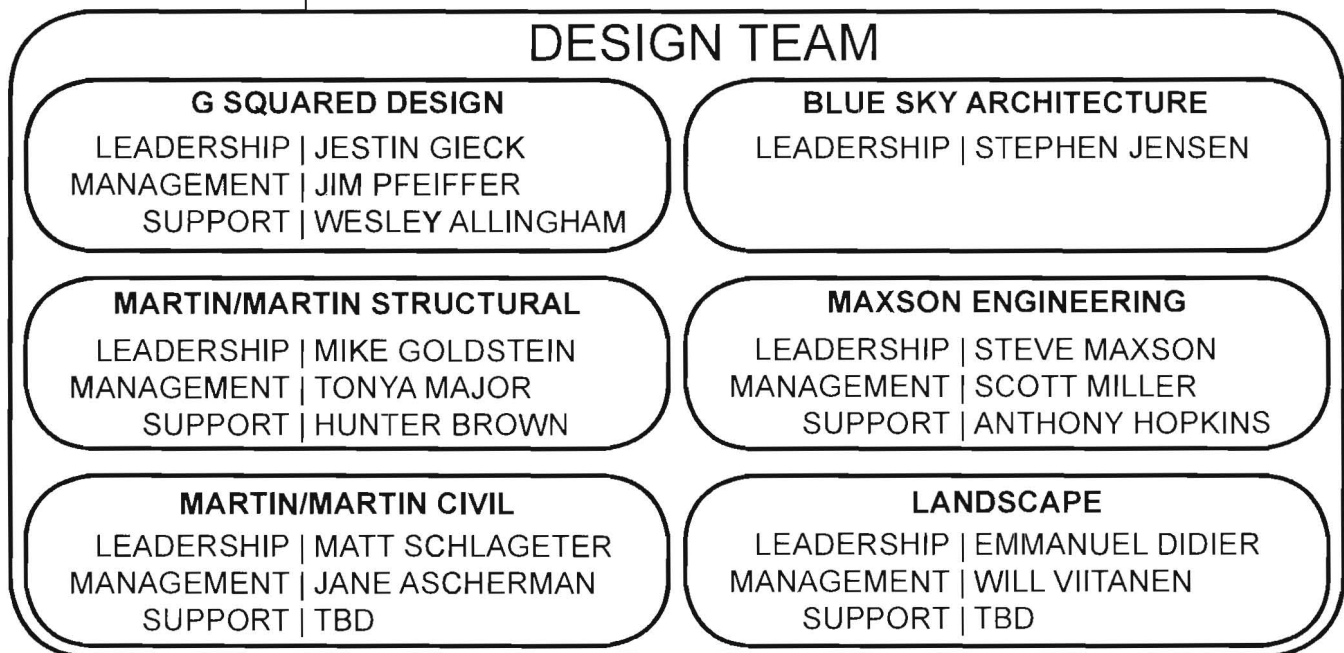
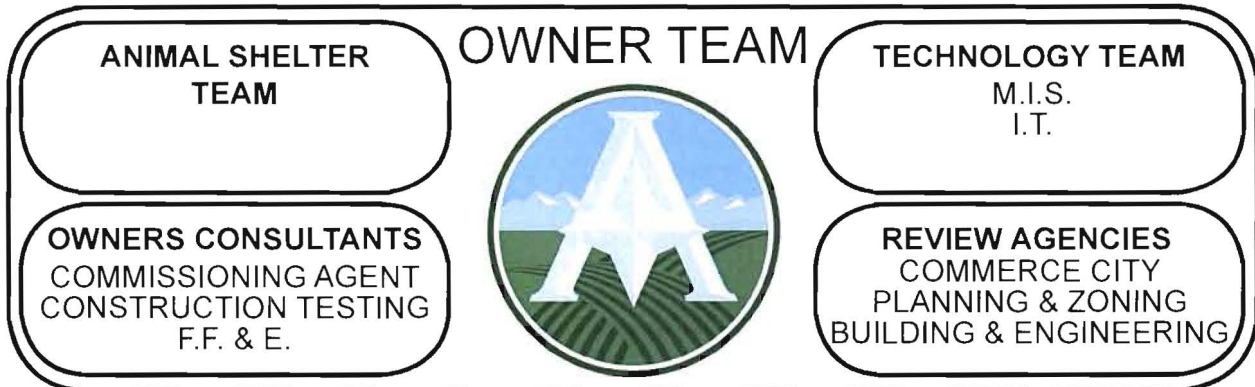
The team is separated into layers of communication. The layers of communication show a clear understanding of roles, while allowing the most efficient and accurate communication.

CORE | Adams County and user groups provide the project scope and needs.

LEADERSHIP | The leadership has the proper experience, knowledge and skills to lead the project in the right direction.

DESIGN & MANAGEMENT | The design and management operates under the guidance of the leadership to incorporate the requirements to create the best possible solution for the project.

SUPPORT | The support tier is a critical part of the team and project. They produce much of the project documentation as well as any additional support the project needs.





Foothills Animal Shelter



Summary

The Foothills Animal Shelter is the Animal Control facility serving all of Jefferson County, west of Denver. The 31,500 SF facility increased the ability to develop a thriving adoption program, animal control services, medical facility and spay/neuter program. It also incorporates an expanded playground for dogs.



Client | Jefferson County
Location | Golden, CO
Year | 2010
Size | 31,500 sf
Architect | Blue Sky Animal Care
Architecture
Mechanical | Integrated Mechanical Systems
Electrical | Integrated Mechanical Systems
Structural | Bauer Engineering

Owner Contact

Hilary Messa - Operations Manager
580 Mc Intyre St, Golden, CO 80401
303-271-5030
hmessa@jeffco.us





Michigan Humane Society / Berman Center

Summary

The Michigan Humane Societies new Detroit home serves more than 10000 animals per year through its humane services and operates a full service veterinary clinic. The new building which will be animal occupied in March, 2016 has a variety of adoption housing types for cats, dogs and small animals, behavior training, law enforcement offices, law enforcement and court holding, state of the art cat housing, a training center and dedicated animal intake..



Owner Contact

David Williams - COO
7887 Chrysler Service Dr, Detroit, MI 48211
586-436-9479
dwilliams@michiganhumane.org

Client | Michigan Humane Society
Location | Detroit, MI
Year | 2015
Size | 33,500 sf
Architect | Blue Sky Animal Care
Architecture
Mechanical | CSI
Electrical | CSI
Structural | Ghafari Associates



Pet Helpers Animal Care & Adoption Center / Greer Spay Neuter Clinic



Summary

Pet Helpers is a limited admission shelter and as such has longer term stays. Cats are housed primarily in colonies each of which are connected to a protected porch. A special cat condo was developed for this project that has multiple resting benches, and allows for a cat to do a full length stretch. The dog adoption room has a variety of housing sizes, lots of natural light and connection to exterior play yards. The spay neuter clinic is designed to perform 10,000 sterilizations per year.



Client | Pet Helpers
Location | Charleston, SC
Year | 2008
Size | 14,000 sf
Architect | Blue Sky Animal Care
Architecture

Owner Contact

Carol Linville - President
1447 Folly Rd, Charleston, SC 29412
843-860-9372
bclinville@aol.com





ADDITIONAL EXPERIENCE - Blue Sky

Shelters with Full Clinics

Pet Helpers, Charleston, SC
Aiken SPCA, Aiken, SC
Michigan Humane Society, Detroit, Westland,
and Rochester Hills, MI
Humane Society of Greater Rochester (Lolly-
pop Farm), Fairport, NY
Foothills Animal Shelter, Golden, CO
Humane Society of Rome, Rome, New York (In
Design)
Kitsap Humane Society, Bremerton, WA
MSPCA, Boston, MA
MSPCA, Centerville, MA (In Design)
Animal Refuge League of Greater Portland,
Westbrook, ME (Under Construction)

Shelters

Austin Humane Society, Austin, TX
Humane Society of the Pikes Peak Region,
Colorado Springs, CO (Under Construction)
Humane Society for Nashua, Nashua, NH
Blue Ridge Humane Society, Hendersonville,
NC
Dutchess Country SPCA, New Hyde Park, NY
St. John Animal Rescue League, St John, N.B.
Clear Creek County and Gilpin County Animal
Shelter (Charlie's Place), Dumont, CO
MSPCA, Boston, Methuen, Brockton, Spring-
field and Cape Cod, MA
Monadnock Humane Society, West Swanzey,
NH
Concord Society for the Prevention of the Cru-
elty to Animals, NH
Animal Rescue League of Southern Rhode
Island, Peacedale, RI
Doberman Rescue Unlimited, Sandown, NH
Salem Animal Rescue League, Salem, NH
Liberty Humane Society of Jersey City, NJ
Green Mountain Horse Association, South
Woodstock, VT
Thomas J. O'Connor Animal Control and Adop-
tion Center, Springfield, MA (consulting)
Buddy Dog, Sudbury, MA

Wilson County Humane Society, Tennessee
Washington County SPCA, Bartlesville, OK
New Hampshire Society for the Prevention of Cru-
elty to Animals, Stratham, NH
Finger Lakes SPCA, Fairport NY
Coastal Humane Society, Brunswick, MA
Terrebonne Parish Shelter (with Perez APC),
Gray, LA

Veterinary

In Town Veterinary Hospital, Marblehead, MA
(consulting)
Ipswich Veterinary Hospital, Rowley, MA
Angell Animal Medical Center, Boston, MA (multi-
ple projects)
Stratham-Newfields Veterinary Hospital, Stratham,
NH
Weare Animal Hospital, Weare, NH
Handle with Care Veterinary, Derry, NH (new facil-
ity built; renovation)
Dover Veterinary Hospital, Dover, NH (renova-
tions)
Cilley Veterinary Clinic, Concord, NH
Pittsfield Veterinary Hospital, Pittsfield, MA
Capital Area Veterinary Emergency Services
(CAVES), Concord, NH (first facility renovation)



ADDITIONAL EXPERIENCE



Projects in Adams County

Justice Center Original Design
Justice Center South Addition and New Entry Lobby
Communications Center (911 Emergency Communications Center)
Detention Facility Pod F Expansion/Addition
District 50 Fire Station
On-Call Professional Engineering Services Contract:
Adams County DA Building and Campus ALTA Survey
Adams County Maintenance Facility ALTA Survey
Replat of Adams County Justice Center Filing No 1 Storm Sewer Plans for 600 LF of 24" Storm Sewer Line at Bromley Lane
Traffic Signal at Bromley Lane and Judicial Center Parkway
Adams County Justice Center Site Security Assessment
District Attorney's Office
Sheriff's and Coroner's Headquarters
Sheriff's Substation (Service Center)
Youth Services Center (State of Colorado)
Adams County Housing Authority Projects:
Northwest Corridor Catalytic Project
Aztec Villa Apartments
7100 Hooker Street
Village of Yorkshire
Adams County Paving Program
Bridge Scour Survey
Drainage Surveys
Flatrock Training Facility (Adams County Sheriff's Training Facility)
Metro Wastewater Reclamation District On-Call Survey Services
York Street, 58th to 66th, Right-of-Way and Conceptual Design

Select Experience

Denver Animal Shelter, Denver, Colorado
Animal Lodge at High Point Vet Hospital Building, Denver, Colorado
Fireside Animal Hospital at Ken Caryl, Littleton, Colorado
GSA National Wildlife Disease Research Center, Fort Collins, Colorado
Highlands Ranch Animal Hospital, Douglas County, Colorado
MCDB Life Sciences Complex Animal Facilities, University of Colorado, Boulder, Colorado
Mesa County Animal Services Facility Expert Witness, Mesa County, Colorado
Pennsylvania College of Optometry Animal Facility, Philadelphia, Pennsylvania
Ross Hall Animal Facilities and Greenhouse, University of Northern Colorado, Greeley, Colorado
Veterinary Science Annex Renovation, Colorado State University, Fort Collins, Colorado
Wyoming State Veterinary Laboratories, University of Wyoming, Laramie, Wyoming

Jestin Gieck, AIA | Principal | Architectural Design



Registrations

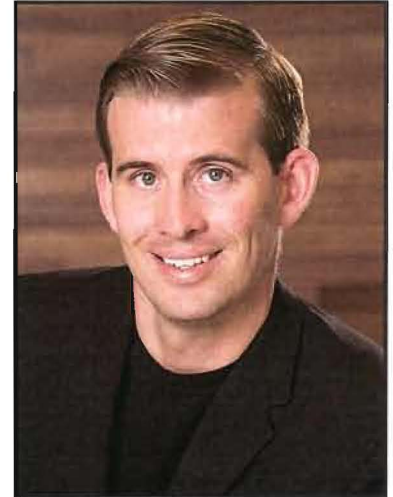
Registered Architect, Colorado 402915
Registered Architect, Texas 24896

Education

University of Colorado
Masters Degree - Architecture
Masters Degree - Urban Design
Design Build Certification
Bachelors Degree - Environmental Design

Affiliations

American Institute of Architects Member
Lean Construction Institute Member
US Green Building Council Member



Project Role - Leadership

As the Principal-in-Charge, Jestin will provide leadership for the architectural team. He will not only establish contacts and allocate firm resources, but will also oversee all programming, design, documentation, communication, and coordination to ensure the success of the project. Jestin will be a key team member attending meetings and working closely with the owner user groups and consultants to create a successful project.

Profile

Jestin is a strong architect and leader who has continued to pursue a vision to develop a firm tailored to create exceptional solutions within highly efficient teams. His leadership skills allow him to bring teams together to solve problems using a holistic design approach to create the best solutions possible. Jestin is always a critical part of each project he works on. He has a unique ability to see through problems, understand the conditions, and quickly present strong solutions.

Select Project Experience

Lockheed Martin Coherent Technologies, Denver, CO
Lockheed Martin SSN, Denver, CO
Lockheed Martin GPS III, Denver, CO
Lockheed Martin ASF LLL MSSC, Denver, CO
Advanced Hydronics (AHI), Denver, CO

Current Projects/Workload

Lockheed Martin Space Systems - On Call Facilities Contract

Stephen Jensen, AIA | Principal | Architectural Design



Registrations

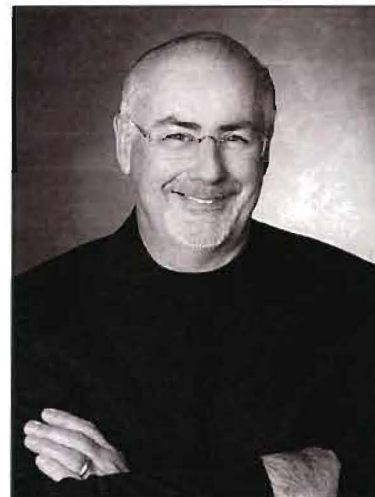
Registered Architect, 16 states, including Colorado 400534

Education

Tulane University
Masters Degree - Architecture

Affiliations

American Institute of Architects Member
NCARB Certificate Holder



Project Role - Leadership

As Principal-In-Charge, Mr. Jensen will be responsible for quality assurance / quality control and be involved in day-to-day project management. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Mr. Jensen is the Principal Architect, Creative Director, and founder of Blue Sky Animal Care Architecture. He has dedicated his architecture career to animal shelter and veterinary hospital design since 1986. Mr. Jensen was also the Principal Architect at Jensen Stenbak Architecture and Interiors, Inc., a design/construction management company whose projects included animal shelters, veterinary hospitals, auto dealerships, specialty retail, restaurants, and residential.

Select Project Experience

Foothills Animal Shelter, Golden, CO
Michigan Humane Society, Detroit, Westland, and Rochester Hills, MI
Austin Humane Society, Austin, TX
Clear Creek County and Gilpin County Animal Shelter (Charlie's Place), Dumont, CO
Humane Society of the Pikes Peak Region, Colorado Springs, CO (Under Construction)

Current Projects/Workload

Animal Refuge League of Greater Portland Westbrook
MSCPA Centerville
Humane Society of the Pikes Peak Region



Mike Goldstein, PE, LEED AP | Principal | Structural Design



Registrations

Professional Engineer - Colorado 27669
Professional Engineer - Wyoming 10888
Civil Engineer - California C49105
LEED AP

Education

University of Colorado
Bachelors Degree - Civil Engineering



Affiliations

Cold Formed Steel
Engineers Institute
Structural Engineers Association/Colorado

Project Role - Leadership

As Principal-In-Charge, Mr. Goldstein will be responsible for quality assurance / quality control and be involved in day-to-day project leadership. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Mr. Goldstein has been principal-in-charge and/or project-manager for the structural design of many new and remodel/renovation projects such as: industrial, office, educational, medical, residential, theaters and sports facilities. Mike leads the industrial projects at Martin/Martin, focused on the design of cold-formed steel load bearing systems and exterior cold-formed steel wall systems.

Select Project Experience

Common Area Maintenance Services, Adams County, CO
Beta West Office and Airplane Hanger, Centennial Airport, Denver, CO
Wagner Equipment Animas Business Park, Broomfield, CO
U.S. Air Force Academy Indoor Training Facility, Colorado Springs, CO

Current Projects/Workload

Lockheed Martin SSB Highbay/Lowbay Modifications
Confidential Project
Lockheed Martin FAB Parking Lot Expansion
Lockheed Martin CDS Expansion





Registrations

Professional Engineer - Colorado 42068
Professional Engineer - California 33754
LEED Accredited Professional

Education

Colorado School of Mines
Bachelors Degree - General Engineering with a
Mechanical Specialty
Independent Study - Energy Efficient HVAC Systems



Affiliations

American Council of Engineering Companies Colorado:
Scholarship Committee Chair, AIA/AGC Liaison Committee
American Society of Heating, Refrigeration & Air Conditioning Engineers
Littleton Public Schools Technical Advisory Board
United States Green Building Council Member

Project Role - Leadership

As Principal-In-Charge, Mr. Maxson will be responsible for quality assurance / quality control and be involved in day-to-day project management. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Steve Maxson has more than 17 years of mechanical design experience. His project experience includes correctional facilities, fleet/transportation facilities, veterinary clinics, aerospace facilities, healthcare facilities, clean rooms, and data centers. Mr. Maxson has extensive experience including conducting engineering studies, building energy modeling, preparing permit drawings and specifications, bidding negotiation, construction administration, and commissioning.

Select Project Experience

Longmont Humane Society – Longmont, CO*
Foothills Animal Shelter – Golden, CO*
Adobe Animal Hospital – Los Altos, CA*
Veterinary Care Clinic – Albuquerque, NM*
*Designates shared experience prior to Maxson Engineering

Current Projects/Workload

Broadcom Clean Room
Sheraton Chiller Plant





Registrations

Professional Engineer - Colorado 35253
LEED AP
Division of Real Estate - Colorado

Education

Colorado State University
Bachelors Degree - Civil Engineering



Affiliations

American Council of Engineering Companies
Chi Epsilon
Society of American Military Engineers
Urban Land Institute
US Green Building Council/Colorado

Project Role - Leadership

As Principal-In-Charge, Mr. Schlageter will be responsible for quality assurance / quality control and be involved in day-to-day project management. He will be the primary point of contact. In addition, he will support the bidding and construction administration.

Profile

Mr. Schlageter concentrates on creative facilities involving heavy coordination, with an emphasis in mixed-use, commercial and industrial property projects. Matt's hands-on approach and strong communication skills have proven invaluable on many integrated teams and design-build projects, and have produced creative solutions to complex problems. Matt is passionate about understanding client desires and proactively pursuing excellence coupled with timeless designs.

Select Project Experience

Adams County Communication Facility Renovation (911 Call Center), Commerce City, CO
Adams County Detention Center, Adams County, CO
Adams County District Attorney's Office Building, Adams County, CO
CO State University - Animal Sciences Building Renovation, Fort Collins, CO
The Wildlife Experience Due Diligence, Parker, CO

Current Projects/Workload

Denver Water
Pepsi Center Courtside Club
Design District

Emmanuel Didier | Principal | Landscape Design



Registrations & Affiliations

Professional Landscape Architect
American Society of Landscape Architects
American Public Gardens Association
CLARB

Education

University of Virginia - M.L.A., M.A.
Harvard University - Career Discovery Program
Ecole Superieure des Beaux-Arts de Marseille - Fine Arts Degree

Project Role - Leadership

As Landscape Principal-In-Charge, Mr. Didier actively advises his staff on design concepts throughout the design process. He will perform thorough quality control checks at each design submittal.

Select Project Experience

Denver Botanic Gardens Redevelopment, Denver, CO
University of Denver - STEM Green, Denver, CO
Rocky Mountain Healing Garden, Colorado Springs, CO



Will Viitanen | Project Manager | Landscape Design



Registrations & Affiliations

American Society of Landscape Architects
Landscape Architecture Foundation
U.S. Green Building Council

Education

University of Colorado - M. Landscape Architecture
University of Colorado - BENVD

Project Role - Management

As project manager, Mr. Viitanen will be involved in day-to-day landscape design and will have project management responsibility for the project.

Select Project Experience

Denver Botanic Gardens Redevelopment, Denver, CO
University of Denver - STEM Green, Denver, CO
Rocky Mountain Healing Garden, Colorado Springs, CO





Registrations

Registered Architect - Pennsylvania 406265
LEED AP BD+C, U.S. Green Building Council

Education

Philadelphia University
Bachelors Degree - Architecture

Affiliations

U.S. Green Building Council Member



Project Role - Management

Jim will maintain a close relationship with the entire design team. His responsibilities will include planning, organizing, and staffing the project. He will monitor and assist with the progress of the production staff, and maintain the project's budget and time-line. Jim's experience on successful projects as a Project Manager make him a perfect fit for this role.

Profile

Jim has a great attitude and enough energy to conquer any challenge that comes his way. His past experience working at some of the most prestigious firms in Philadelphia, New York City, and Denver have given him the opportunity to work on a wide range of projects. Jim brings a proven ability to manage and execute projects from schematic design to completion while maintaining strong relationships with clients, contractors, and consultants.

Select Project Experience

Chester County Hospital, West Chester, PA
Weill Cornell Medical College, New York City, NY
Balfour at Riverfront Park, Denver, CO

Current Projects/Workload

Lockheed Martin Space Systems SSB HighBay/LowBay
Colorado School of Mines - Heat Plan Replacement



Registrations

Professional Engineer - Colorado 38481

Education

University of Colorado
Bachelors Degree - Civil Engineering



Affiliations

ProjectRole - Management

Tonya Major will act as Structural Project Manager and will oversee all design, detailing and analysis. She will attend all project meetings, and will head up coordination efforts with the other disciplines. Additionally, she will relay the information from the meetings to the design engineer, and will be involved in all invoicing and budgeting for the project. She will do thorough quality control checks at each design submittal.

Profile

Tonya Major has been with Martin/Martin since 2000 and has been involved in the design of office, industrial, tenant finish, corporate headquarters, medical, and educational facilities. Tonya has been involved in numerous Lockheed Martin projects and thoroughly understands the unique design elements and confidential nature of this work.

Select Project Experience

Common Area Maintenance Services, Adams County, CO
Wagner Equipment Animas Business Park (Vehicle Maintenance Building), Pueblo, CO
Suvarnabhumi International Airport, Bangkok, Thailand
Boulder Scientific Greenfield Manufacturing Facility, Milliken, CO
Texas Irrigation Supply, Round Rock, Texas

Current Projects/Workload

Lockheed SSB Highbay/Lowbay Modifications
Confidential Project
Lockheed FAB Parking Lot Expansion
Lockheed CDS Expansion



Registrations

Professional Engineer - Colorado 38492
LEED Accredited Professional

Education

University of Colorado Denver
Masters Degree - Business Administration
University of Colorado Boulder
Bachelors Degree - Mechanical Engineering



Affiliations

American Society of Mechanical Engineers
American Society of Heating, Refrigeration & Air Conditioning Engineers

ProjectRole-Management

As a senior mechanical engineer, Mr. Miller will have day-to-day responsibility of the design and project management and will be the primary point of contact during design and construction phases.

Profile

Scott Miller has more than 18 years of mechanical design experience. His project experience includes over 1 million square feet of high-tech/research, classroom, and office academic facilities and has provided programming services for more than 1,000,000 sq. ft. of buildings. To date, Mr. Miller has been responsible for the design of more than 150 projects totaling in excess of \$300 million in total construction costs.

Select Project Experience

Veterinary Care Clinic – Albuquerque, NM*
Aventura Animal Hospital – Miami, FL*
Ramapo-Bergen Animal Refuge – Oakland, NJ*
Veterinary Care Clinic – Albuquerque, NM*
*Designates shared experience prior to Maxson Engineering

Current Projects/Workload

Lockheed Martin CDS





Registrations

Professional Engineer - Colorado 43376
LEED AP

Education

University of Colorado
Bachelors Degree - Civil Engineering



Affiliations

Society of Women Engineers
Urban Land Institute

ProjectRole -Management

Jane has extensive experience working with local municipalities and providing civil design for the development of healthcare related facilities. She manages field survey work and preparation of final drawings for these activities.

Profile

Jane has experience in all phases of site civil engineering and design. Her experience includes design and construction observation of grading, drainage, streets and highways; sanitary sewer collection and treatment; water supply, treatment, storage and distribution; subdivision and land development layout and design; traffic engineering studies and design; utilities including exterior fire protection; roadways; parking improvements; and stormwater quality/detention facilities.

Select Project Experience

Colorado Judicial Center, Denver, CO
Denver Art Museum Expansion, Denver, CO
Sunrise Assisted Living, Arvada, CO
Powers Skilled Nursing Facility, Colorado Springs, CO
Jefferson County Library Service Center, Wheat Ridge, CO

Current Projects/Workload



Scope

It is our team's goal at G Squared Design to develop a project that represents the goals of Adams County and that maintains a design and budget within the parameters established by Adams County. We anticipate our services and responsibilities to include:

- Architectural (including site selection)
- Interior Design
- Site/Civil Engineering (including Surveying)
- Landscape Architecture
- Structural Engineering
- Mechanical Engineering
- Fire Protection System Engineering
- Electrical Engineering
- Sustainability Design, as defined elsewhere in the Scope of Work
- Project Administration

At each milestone phase, G Squared Design will meet with Adams County to perform a “page-turn” review, and will allow approximately 1 week for review and response by Adams County. Our team will respond to each item identified during each review in writing. Additionally, at each milestone phase, G Squared Design will provide an Opinion of Probable Cost, broken down into major trades and/or work scopes by CSI division.

Initial Programming

- Meet or exceed the design requirements and standards of care defined by the PACFA
- Administrative office space, including locker, shower, and break facilities for staff
- Indoor and outdoor animal care spaces, including sleeping quarters, play areas, clinic, medical and surgical room(s), etc.
- Multi-purpose rooms
- Animal shelter for stray, loose, lost, and/or emergency housing

Firm Abilities

- Percentage of Change Orders - LOW
- Owner Directed Changes - LOW
- Construction Necessitated Changes - LOW
- Errors & Omissions - LOW
- Percentage of Projects completed within Original Budget - 60% (typically budgets at start need modification)
- Value Engineering Activities - LOW - Typically addressed at DD Pricing effort
- Schedule Management - Master Schedule created during kick-off. It is then maintained and adjusted during project.



Pre-Design

Our team will begin the project by identifying the personnel and points of contact. The gathering of existing drawings and field conditions will be executed immediately to gather accurate information for the team to use throughout the design process. During this phase, we will conduct a kick-off meeting to initiate the development of a Facility Requirements Document, which will serve as a means of communicating each requirement for the completed project, such as equipment requirements, electrical and mechanical requirements, and structural requirements. An initial code review will also be conducted in an effort to prevent any inefficiencies during the design process. This review will collect any and all requirements and restrictions that might affect the design of the space.

Programming Document	Project Feasibility
Program Interviews	Master Schedule

Concept Design/Site Selection

The process will continue with a concept design of the facility via project programming and/or verification, space schematic / flow and bubble diagrams, and feasibility analysis. An understanding of the existing space, potential sites, and desired size and flow of the new facility will help determine the best siting for the new project based on the site's compatibility with the development of each department Program and Program needs. Our team works hard to put ourselves in the shoes of the end user. This allows us to ask the right questions along the way, and better foresee potential risks before they become realized liabilities.

Facility Requirements Document	Code Analysis
Conceptual Design	Preliminary Systems Review
Site Selection	

Schematic Design

Once the Concept Design is complete and siting and programming strategies have been agreed upon, the schematic design phase will begin. The team will work together to develop any spatial, adjacency, and access requirements being considered for the Animal Shelter. The team will also develop documentation for the completion of the schematic design portion of the project. This will include the floor plans, sections, and elevations, as well as any other supporting views required for this phase. The Schematic Design phase shall reflect accurate existing conditions as well as proposed new work. All disciplines will show equivalent levels of completeness, coordination, and appropriate level of design intent. The basis of design will be updated and the outline specification will be initiated. The team will provide the Basis of Design and the documentation required for a schematic cost estimate with majority of pricing provided by the vendor.

Site Design	Basis of Design
Massing Development	Outline Specification
Site and Building Circulation	Schematic Design Documents
Preliminary Systems Design	Project Cost Opinion



Design Development

Upon Schematic Design approval, the team will transition to the Design Development phase of the project. This phase will begin by addressing any comments, questions, or concerns expressed at the conclusion of Schematic Design via the appropriate design response. The team will continue to finalize the selection of the systems and coordination of those systems within the project. As the development of the project continues, it will be closely monitored to assure that the building is adhering to the user requirements set forth by the programming effort and the regulatory requirements. Documentation for Design Development will include updates to the project drawings and specifications, as well as the assembly of the initial project manual. The team will provide all documentation needed to complete the Design Development cost estimate.

Internal Code Review	Drawing Development
Programming Review	Project Cost Opinion
Systems Selection	Basis of Design Update
Systems Coordination	Specification Update
Initial Project Manual	

Construction Documentation

Once the Design Development documents have been approved by the Owner, the team will continue with the final phase of design to complete the bid documents. During this phase, we will review and resolve any outstanding issues from design development. A final code compliance review will be conducted, both internally and with Adams County. The potential project risk factors will be revisited to ensure an efficient execution of the construction schedule. The drawings will be completed and will include all necessary plans, elevations, sections, details, and schedules required to comprise a complete set of documents to be bid for construction. The project team will review each system to ensure that each is completely coordinated within the project. The project manual will be carefully coordinated with the bid documents.

Code Compliance Review	Cost Estimation Documentation
Systems Coordination	Basis of Design Update
Specifications	Bid Documents
Project Manual	



Bidding and Procurement

Upon completion of the bid documents, the team will assist Adams County with updating the project schedule and determining a bid date. We will help with the preparation and distribution of the bid documents. During the bidding process, the team will attend 2 pre-bid conferences (initial and supplemental) and review any Requests for Information/Clarification as well as proposed substitutions. Responses and accepted substitutions will be documented in the form of addendums and distributed to each bidder. Once bids are returned, the team will assist with the selection of a contractor, as well as the selection of any alternates if applicable. We will provide the Contractor with construction documents that incorporate any addendums or accepted substitutions issued during the bidding process for the permitting and construction of the project.

Assist with Preparation of Bid Documents	Proposed Alternate Responses
Assist with Distribution of Bid Documents	Contractor Selection
RFI Responses	Permit Documents

Construction Administration

G Squared Design will begin this phase by conducting pre-construction meetings, and will attend progress and construction meetings through the duration of the project. We have assumed attendance at twenty-four (24) construction meetings, during which site observations will be made. Observation reports will be provided for each site visit. We will provide shop drawing/submittal review, clarifications, GMP and sub-contractor bid reviews, change order reviews, and RFI responses, a total of twenty-five (25) RFI responses are estimated in the fee. In addition, our team will coordinate project close-out, and review and negotiate proposed changes or modifications. We will also conduct the sign-off of Adams County documents.

Observation reports	RFI Response
Construction Change Documents	Pay Application Review
Submittal Review	Construction Meetings

Closeout

Post Construction Services will include review of close-out documentation from contractors, check warranties, guarantees, and service contracts, review/approval of O&M manuals and as-builts, punchlist, facility acceptance/rejection, commissioning of major systems, and post occupancy services.

Punchlist	As-Built Documents
O&M Review	1-yr Warranty Inspection
Warranty Review	



Construction Delivery

It is understood that Adams County anticipates that this project will be delivered based on the Design-Bid-Build with a Construction Manager – General Contractor (CM at Risk) methodology. G Squared Design understands that this is subject to change as the design develops. Through this construction delivery, G Squared Design will be responsible for:

- Producing independent cost estimates at each stage of design
- Design schedules (critical path)
- Assisting in the assessment of the CM's construction schedule
- Coordination with the CM at each design phase for constructibility, pricing, logistics, and design reviews.
- Hosting or participating in team meetings with the CM/GC to review and resolve design issues, value engineering, risk assessments, or other design development, refinement, or conflict resolution.
- Correction of documents at no additional cost to the County for conflict issues and clarifications/RFI's after the GMP and subcontractor bidding as a compiled "Construction" set of documents.
- Fast tracking, except where phasing is identified as part of the work scope, is not currently planned as part of the project, however would be available as an additional service

Request for proposal	Qualifications Review
Statement of Work	Bid Review

Project Specific Requirements

- Site Plan Review / ODP Amendment(s): Compliance with local jurisdictions site plan approvals (and/or ODP's where necessary) will be required.
- IT related work scope: Coordination with FF&E (systems furniture, A/V systems, etc.) will be required, as well as with Adams County IT/MIS departments for equipment requirements at data/phone rooms. Infrastructure (power, conduit, cabling, etc.) is part of the Design Professionals responsibility. Servers, switches and other equipment shall be by Adams County IT/MIS.
- Adams County does not plan to certify these facilities as LEED buildings, however endeavors to achieve a design quality meeting or exceeding LEED Silver, especially in consideration of energy and water use.



Basic Services

G Squared Design will act as "prime" and lead of the design and engineering team. G Squared Design will provide basic architectural services including drawings, specifications, and coordination of construction documents as well as provide management and coordination of the design team, be the primary point of contact, oversee the quality of the design documents, and distribute the design teams documentation.

Structural: Martin/Martin proposal dated January 29, 2016 available upon request

Mechanical: Maxson Engineering proposal dated February 1, 2016 available upon request

Electrical: Maxson Engineering proposal dated February 1, 2016 available upon request

Civil: Martin/Martin proposal dated January 29, 2016 available upon request

Landscape: Norris Design proposal dated February 2, 2016 available upon request

Deliverables

- Presentations / Renderings Submittal
 - To Owner: 1 electronic copy and 1 hardcopy of all relevant data
- Reports / Calculations / Misc. Documents Submittal
 - To Owner: 1 electronic copy and 1 hardcopy of all relevant data
- Pre-design / Programming Submittal
 - To Owner: 1 electronic copy and 5 hardcopies of all relevant data
- Schematic Design Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
- Design Development Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
- Construction Documents/Permit Submittal -
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
- Bidding Documents Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
 - To Bidder / Contractor: 1 electronic copy or 1 hardcopy
- Construction Submittal
 - To Owner: 1 electronic copy and 3 full-size hardcopies, 1 hardcopy @ 11x17
 - To Bidder / Contractor: 1 electronic copy (PDF)
- Addenda / Bulletins / Proposal Requests
 - To Owner: 1 electronic copy and up to 3 hardcopies, only if requested
- As-Builts - (from A/E)
 - To Owner: 1 electronic copy and 1 hardcopy
- As-Builts - (from Contractor)
 - To Owner: 1 electronic copy (if available) and 1 hardcopy (original markups)
- O&M / Warranty / Closeout
 - To Owner: 1 electronic copy and 2 full-size hardcopies

*Electronic copies to be provided on a disk or flash drive



Animal Shelter Facility - Form of Proposal / Fee Breakdown:

Break down the fee proposal, with all lump sum costs for these services as not to exceed the amounts, for the work as follows:

<u>Service/Work Scope</u>	<u>Estimated Hours</u>	<u>Lump Sum Fee</u>	<u>% of Total</u>
PRE-DESIGN: (Site Selection & Programming)	390	\$ SEE SEALED ENVELOPE	5.33 %
DESIGN: SD	1015	\$ SEE SEALED ENVELOPE	13.87 %
DD	1645	\$ SEE SEALED ENVELOPE	22.50 %
CD (Includes Bidding & Permit Documents and Coordinated Construction Documents)	2849	\$ SEE SEALED ENVELOPE	38.95 %
BIDDING	130	\$ SEE SEALED ENVELOPE	1.8 %
CONSTR. ADMIN. (Includes Closeout)	1203	\$ SEE SEALED ENVELOPE	16.45 %
REIMBURSABLES	N/A	\$ SEE SEALED ENVELOPE	1.02 %
GRAND TOTAL	7233	\$ SEE SEALED ENVELOPE	100 %

Additional Certifications:

We agree to contractually guarantee the personnel proposed for this project: Yes No

Fee Proposal Clarifications:

- A. All Bids must be furnished exclusive of taxes.
- B. Reimbursable expenses shall be a Not-To-Exceed value billed only as expended.
- C. Special services may be requested by the Owner for work not included in this project. Work under this provision requires prior authorization by Owner. Provide a Fee Schedule for the possibility of such work identifying project personnel, titles, and hourly rates. To be included with the Hourly Fee Schedule, indicate your percentage markup for sub-consultants that the firm may employ or utilize in the performance of the project. Fee schedule shall not be adjusted once a bidder is selected on this bid, including for personnel promotions.

Name and Title Printed

Signature

Date



SCHEDULE OF HOURLY RATES - 2016

CIVIL ENGINEERING

PRINCIPAL	\$ 175.00
ASSOCIATE	\$ 150.00
SR. PROJECT ENGINEER	\$ 140.00
PROJECT ENGINEER	\$ 120.00
PROFESSIONAL ENGINEER	\$ 110.00
ENGINEER EIT II	\$ 100.00
ENGINEER EIT I	\$ 90.00
SENIOR DESIGNER	\$ 120.00
DESIGNER	\$ 105.00
TECHNICIAN III	\$ 95.00
TECHNICIAN II	\$ 80.00
TECHNICIAN I	\$ 75.00
SURVEY MANAGER	\$ 150.00
SURVEY CREW (2-MAN)	\$ 170.00
SURVEY CREW (1-MAN)	\$ 120.00
SURVEY TECHNICIAN	\$ 75.00
PROFESSIONAL LAND SURVEYOR	\$ 110.00
CONSTRUCTION SERVICES REPRESENTATIVE	\$ 95.00
ADMINISTRATIVE ASSISTANT	\$ 65.00
ENGINEERING INTERN	\$ 50.00

LANDSCAPE ARCHITECTURE

PRINCIPAL LANDSCAPE ARCHITECT / PLANNER	\$ 110.00 - 150.00
SENIOR LANDSCAPE ARCHITECT / PLANNER	\$ 110.00 - 150.00
LANDSCAPE ARCHITECT / PLANNER	\$ 85.00
GRAPHIC DESIGNER	\$ 90.00
PHOTOGRAPHER	\$ 130.00
IT SPECIALIST	\$ 90.00
CLERICAL	\$ 65.00

ARCHITECTURAL DESIGN

PRINCIPAL IN CHARGE (PIC)	\$ 170.00
PROJECT MANAGER (PM)	\$ 120.00
PROJECT ARCHITECT (PA)	\$ 110.00
INTERIOR DESIGNER (ID)	\$ 120.00
INTERN ARCHITECT	\$ 75.00
CAD DRAFTER	\$ 65.00
PROJECT ADMINISTRATOR	\$ 60.00

SCHEDULE OF HOURLY RATES - 2016



STRUCTURAL ENGINEERING

PRINCIPAL	\$ 175.00
ASSOCIATE	\$ 150.00
SR. PROJECT ENGINEER	\$ 140.00
PROJECT ENGINEER	\$ 120.00
PROFESSIONAL ENGINEER	\$ 110.00
ENGINEER EIT II	\$ 100.00
ENGINEER EIT I	\$ 90.00
SENIOR DESIGNER	\$ 120.00
DESIGNER	\$ 105.00
TECHNICIAN III	\$ 95.00
TECHNICIAN II	\$ 80.00
TECHNICIAN I	\$ 75.00
SURVEY MANAGER	\$ 150.00
SURVEY CREW (2-MAN)	\$ 170.00
SURVEY CREW (1-MAN)	\$ 120.00
SURVEY TECHNICIAN	\$ 75.00
PROFESSIONAL LAND SURVEYOR	\$ 110.00
CONSTRUCTION SERVICES REPRESENTATIVE	\$ 95.00
ADMINISTRATIVE ASSISTANT	\$ 65.00

MECHANICAL AND ELECTRICAL

PRINCIPAL	\$ 195.00
ASSOCIATE	\$ 185.00
ENGINEER LEVEL IV	\$ 175.00
ENGINEER LEVEL III	\$ 165.00
ENGINEER LEVEL II	\$ 150.00
ENGINEER LEVEL I	\$ 135.00
DESIGNER LEVEL IV	\$ 140.00
DESIGNER LEVEL III	\$ 125.00
DESIGNER LEVEL II	\$ 110.00
DESIGNER LEVEL I	\$ 100.00
OFFICE MANAGER / ACCOUNTING	\$
100.00	
SUPPORT STAFF	\$ 70.00

The above rates apply to normal design and engineering work. Rates for special engineering, studies, or special projects will be established by request.



Assumptions

- Architectural floor plans will be “frozen” and provided to Engineer at least five business days prior to each submittal.
- Construction will be performed by an Adams County pre-approved contractor.
- Adams County will be available to assist Engineer with all field survey work that may expose Engineer to hazardous conditions such as opening energized electrical equipment, working at elevated heights, or entering condemned or confined spaces.
- All submittal reproduction will be performed by Adams County.
- Design will comply with current Adams County design standards.
- Engineer will be granted timely access to the areas of work as necessary to complete field survey work.
- Drawings will be developed in Revit, Archicad and AutoCAD format
- One prime contractor will be responsible for preparing construction activities. The prime construction contractor or Adams County will be responsible for preparing construction meeting minutes.
- Adams County will provide all requirements by the Design Development review.
- Adams County will provide lead paint testing results.
- Adams County will provide asbestos testing results.
- Adams County will remediate any hazardous materials.
- Adams County will review the design team documents and issue their comments in written or sketch form no later than one week following the review presentation.
- Sufficient utility capacity is available within the vicinity of the project.
- Project **will** be bid.
- Reproduction and distribution of documents will be by G Squared Design as described in the deliverables section.
- Adams County will require this project to be permitted.
- Adams County will provide AutoCAD files of existing construction documents, if available.
- Project will close-out by September 29, 2017.



Exclusions

- Building Information Modeling (BIM) using Revit software.
- Furniture drawings or procurement.
- Review of change orders/FCAs.
- Building evacuation drawings.
- Financial feasibility, life cycle cost analysis, or other special studies.
- Any work with hazardous materials.
- Geotechnical Investigations.
- Additional bid packages except as specifically noted.
- City permit fees.
- Design review application fees.
- Soils Analysis for contamination.
- Phased construction drawing packages.
- Move/relocation management services.
- Design to abate hazardous materials.
- Commissioning services.

Standard of Care

Services provided under this Agreement will be performed in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Every effort will be made to coordinate the drawings within and between disciplines. In order to best achieve this, no changes can occur after the Design Development review or the last official review, whatever the percentage may be. Sufficient time shall be allowed for G Squared Design to perform this coordination.

Changes in scope and or program requirements disrupt the normal development and flow of a project. Changes may impact the project's design quality, contract time, method of project delivery, Program/building location, Owner's choice of vendors, Owner's timing in getting vendors under contract, etc. Any of these changes can be detrimental to producing a complete and well-coordinated set of documents.

G Squared Design shall not be held responsible for the Contractor's failure to read and utilize a full set of construction documents. Nor shall G Squared Design be responsible for his failure to provide his sub-contractors with a complete set of construction documents. In recognition of the risks, rewards, and benefits of the project the risks have been allocated such that you agree to limit any and all liability or claim for damages, cost of defense, or expenses to be levied against G Squared Design and its consultants to a sum not to exceed 50% of G Squared Design's total fee, on account of any design defect, error, lack of coordination, omission, or professional negligence.



Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: G Squared Design, LLC Place of Incorporation: _____

Other Names / Previous Names: _____

Type of Business: Architecture Firm Number of Years in Business: 5 1/2

Number of Employees: 7 Number of Local Employees: 7

Principals/ Owners: 2 VP/Directors: _____ Project Managers: 3

Architects: 2 Engineers: _____ Support Staff: 3

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: _____ 116

Total number of Animal Shelter Projects: _____ 0

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: _____ 10

Number of Projects for Governmental Agencies (State, County, Municipal): _____ 2

Total Number of Projects for Adams County: _____ 0

Value of Work Currently Under Contract: _____ \$ 25,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: _____ N/A

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Name and Title (Printed)

Signature

Date



Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: Blue Sky Animal Care Architecture Place of Incorporation: _____

Other Names / Previous Names: _____

Type of Business: S.P. Number of Years in Business: 13

Number of Employees: 4 Number of Local Employees: 1

Principals/ Owners: 1 VP/Directors: _____ Project Managers: _____

Architects: _____ Engineers: _____ Support Staff: _____

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 11

Total number of Animal Shelter Projects: 11

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: 4

Number of Projects for Governmental Agencies (State, County, Municipal): 2

Total Number of Projects for Adams County: 0

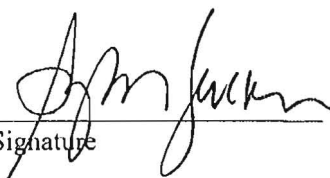
Value of Work Currently Under Contract: \$ 22,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: N/A

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

STEPHEN JENSEN, OWNER
Name and Title (Printed)


Signature

3 FEBRUARY 2016
Date



In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: Martin/Martin, Inc. Place of Incorporation: Colorado
Other Names / Previous Names: KKBNA
Type of Business: Engineering Number of Years in Business: 27 (as Martin/Martin)
Number of Employees: 227 Number of Local Employees: 215
Principals/ Owners: 24 VP/Directors: 7 Project Managers: 50
Architects: 0 Engineers: 169 Support Staff: 32

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 10,000+
Total number of Animal Shelter Projects: 11
Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: 25+ projects (estimate)
Number of Projects for Governmental Agencies (State, County, Municipal): 437
Total Number of Projects for Adams County: 36
Value of Work Currently Under Contract: \$ 78,400,000 (estimated fee)
Number of Projects completed with Sub-consultant / Primary Design lead: 13

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Ralph Rempel, Principal
Name and Title (Printed)

Ralph Rempel
Signature

01/29/2016
Date



Animal Shelter Facility - Summary of Qualifications:

In addition to the breakdown of the Fee Proposal, provide a summary of corporate and personnel experience as follows (*also provide qualifications summary for each Sub-Consultant*):

Business / Corporate Information:

Current Name of Firm: Maxson Engineering LLC Place of Incorporation: Colorado

Other Names / Previous Names: Sustainable Energy Solutions Consulting

Type of Business: MEP Consulting Engineering Number of Years in Business: 8

Number of Employees: 12 Number of Local Employees: 11

Principals/ Owners: 1 VP/Directors: 2 Project Managers: 6

Architects: 0 Engineers: 5 (+6 Designers) Support Staff: 1

Project Information (through the past 10 years):

Provide information indicating projects that the Firm was the prime design professional or a major contributor. All quantities shall be through *the past 10 years*.

Total number of Projects: 321

Total number of Animal Shelter Projects: 9

Number of Projects Valued \$10,000,000 to \$15,000,000 in Construction Cost: 6

Number of Projects for Governmental Agencies (State, County, Municipal): 4

Total Number of Projects for Adams County: 0

Value of Work Currently Under Contract: \$127,000,000

Number of Projects completed with Sub-consultant / Primary Design lead: 16

Note: Adams County reserves the right to request validation or proof of any or all of the information described above or as provided in the Proposal. Proof shall consist of descriptions, narratives, references or similar information necessary to establish a substantive role of the Firm in the identified project.

Verification of Qualifications Summary:

Steve Maxson, PE, President

2/3/16

Name and Title (Printed)

Signature

Date



CONTRACTOR'S CERTIFICATION OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et.seq.*, as amended 5/13/08, as a prerequisite to entering into a contract for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work under the attached contract for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et. Seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached contract for services.

CONTRACTOR:

G SQUARED DESIGN
Company Name

02/04/2015
Date

JESTIN GIECK
Name (Print or Type)

Signature

PRICIPAL
Title

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering



PROPOSAL FORM
2016.207 Professional Design Services

VENDOR'S STATEMENT

I have read and fully understand all the special conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said special conditions as stated or implied. In consideration of the above statement, the following proposal is hereby submitted.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda # 1 _____ Addenda # 2 _____
If None, Please write NONE.

G Squared Design	02/04/2016
Company Name	Date
8585 West 14 th Ave, Suite D	
Address	Signature
Lakewood, CO, 80215	Jestin Gieck
City, State, Zip Code	Printed Name
Jefferson	Principal
County	Title
720-502-4156	
Telephone	Fax
jg@gsquareddesign.com	
E-mail Address	



Finance Department
4430 South Adams Parkway, Brighton, CO 80601
Phone 720.523.6052 Fax 720.523.6058

TO: Jestin Gieck
FROM: Jennifer Tierney, Contract Administrator
DATE: April 25, 2016
SUBJECT: Enclosed Agreement

Good Afternoon,

Your firm has been awarded the Adams County RFP 2016.207 for Design Services for the Adams County Animal Shelter.

Please sign, notarize, and return both originals to me within 10 working days, the county will send a fully executed agreement to you. Should you have any questions please e-mail me at jtierney@adcogov.org.

Thank you-

A handwritten signature in black ink, appearing to be 'J. Tierney', with a long horizontal flourish extending to the right.

Jennifer Tierney