

**Statement of Qualifications
Prepared For:**



City of Oak Harbor Fire Department



**CARLETTI
ARCHITECTS P.S.**

Architecture Interior Design Planning

116 East Fir St., Suite A
Mount Vernon, WA 98273
(360) 424-0394 (360) 424-5726 FAX
peter@carlettiarchitects.com



City of Oak Harbor Fire Department

TABLE OF CONTENTS

5.1 LETTER OF INTEREST

5.2 STAFF QUALIFICATIONS

- Organization Chart
- Firm Profile – Carletti Architects, P.S.
- Carletti Architects, P.S.
 - Peter Carletti – Principal In Charge
 - Quentin Sutter – Project Designer
 - Tim Goodman – Project Manager
 - Jennifer Pearson – Interiors/Space Planning
- Fehr & Peers – Response Analysis Engineer
 - Aaron Gooze – Senior Transportation Engineer/Planner

Sub consultants

- Davido Consulting Group - Civil & Structural Engineer
- Geo Engineers, Inc. – Geotechnical Engineer
- The Rice Group – Mechanical Engineer
- K Engineers – Electrical Engineer, Telecom, Security
- The Woolsey Company - Cost Estimator

5.3 FIRM PAST PERFORMANCE ON RELEVANT PROJECTS

- Fehr & Peers - Project Experience and References
- Carletti Architects, P.S. – Project Experience and References

5.4 PROJECT APPROACH

- Methods and Approach
- Step 1. – Evaluate Response Times
- Step 2. – Program Station Requirements
- Step 3. - Community Meeting Site Selection
- Step 4. - Schematic Design
- Step 5. – Community Meeting Schematic Design Presentation
- Next Steps
- Questions and Answers

5.5 LOCATION AND CURRENT WORKLOAD

- Carletti Architects, P.S.

5.6 DBE/MWBE APPROACH AND APPRENTICE PROGRAM

- Carletti Architects, P.S.



5.1 Letter of Interest

November 5, 2015

Mr. Ray Merrill, Fire Chief
Oak Harbor Fire Department
855 E Whidbey Ave.
Oak Harbor, WA 98277

Re: City of Oak Harbor Fire Department – RFQ for Architectural Services

Dear Chief Merrill:

Carletti Architects is quite familiar with the requirements involved to successfully design fire stations of all types. Our experiences with other Municipalities have always produced projects that are aesthetically pleasing and well received by the community. Our attention to detail and team management have always delivered budget conscious projects. We are very familiar with the site location and we are excited about the opportunity to work on a local station.

Recently we completed a new station for Skagit County Fire District #9-Big Lake Fire Station. I am pleased to say the job received incredible support from the community to pass the bond and it the project came in on budget and on time. We also just completed construction for the Town of Concrete Fire Station which also was on time and under budget.

Currently we are in the design process or have under construction the following municipal projects:

- North Whidbey Fire District – Cornet Bay station replacement is under construction
- Whatcom County Fire District #8 – Station #34 replacement in design
- South Whidbey Fire EMS - Central Command Facility and Bayview Fire Station in design
- Snohomish County PUD #1 admin./service center multiple location(s) design/construction

Over the past several years Carletti Architects has successfully completed numerous fire stations that have had a wide variety of program requirements. These specific project examples are highlighted under our project experience tab within our response and include:

- Skagit County multiple Fire Districts; City of Blaine; South Whidbey Fire & Rescue/EMS multiple projects; Whatcom County multiple Fire Districts; City of Sedro-Woolley multiple projects; Ports of Skagit and Bellingham multiple projects.

Our track record in cost estimating and forecasting future needs is exemplary. We have been part of several past successful bond campaigns and are aware of the process including any requirements for grants such as USDA grants, ARRA-American Recovery and Reinvestment Act. Included within our information is a synopsis of our Fire Station/Municipal project experience with regards to original budget estimates and actual construction costs and change order percentages. The data represented speaks for itself with regards to the quality of design and construction documents that our team produces and we encourage you to contact our references as we are quite proud of them. We would love the opportunity to interview and work with the City on this project.

Sincerely,

Peter J. Carletti
Carletti Architects, P.S.
peter@carlettiarchitects.com

5.2 Staff Qualifications

5.2 Staff Qualifications - City of Oak Harbor Fire Department

Organization Chart

Carletti Architects, P.S. Team

Peter Carletti, LEED

Project Lead/ Principal in Charge

Quentin Sutter, LEED

Project Architect/Project Designer

Tim Goodman

Project Manager

Jennifer Pearson

Space Planner/ Interior Designer

NCIDQ Certified

National Council Interior Designer Qualifications

Response Analysis Engineer

Fehr & Peers – Response Analysis Engineer

Sub-Consultant Team Members

Geo Engineers – Geotechnical Engineer

Davido Consulting Group – Civil Engineer

Davido Consulting Group – Structural Engineer

Rice Group – Mechanical Engineer

K Engineers – Electrical Engineer

The Woolsey Company – Cost Estimator



Team Continuity

The team proposed for this project has significant fire station and municipal project experience. Each team member has completed numerous fire station projects leading teams and as a vital team member. We understand the complexities involved with fire station projects including: the importance in equipment integration, apparatus bay flow and access, bunker gear drying areas/drains, and first responder access to and within the station.

We demand a lot from ourselves and we hold ourselves and our sub-consultants to a high standard of care and attention to detail. Each member of the proposed Carletti Architects, P.S. team has the knowledge, passion and creative problem solving which will make this a successful project.

5.2 Staff Qualifications City of Oak Harbor Fire Department

Carletti Architects, P.S. - Team Profile

“Creative design solutions for complex issues”

An Experienced Team

Carletti Architects, established in 1997, is an energetic, design-oriented firm which provides architectural, interior design and planning services to a variety of public and private clients. We strive to provide continuous direct principal involvement seldom matched by other firms.

An Established Team

Our team for the City of Oak Harbor fire station would be led by Peter Carletti and Quentin Sutter with assistance by Tim Goodman and Jennifer Pearson. We have a strong history of working with fire districts and cities on fire station design and municipal designed architecture. This team has consistently delivered fire stations and other municipal projects on budget due to our tightly coordinated drawings and specifications. Open communication between the Carletti team and outside sub-consultants minimizes risk and reduces errors on the drawings and deliverables, which our design team produces. Our full resumes along with our sub-consultants are included on the following pages.

A Local Team

Our team has excellent working relationships with numerous local contractors and municipalities throughout Island, Skagit, Whatcom and Snohomish Counties, and the greater Seattle/Tacoma area. The close proximity to the City of Oak Harbor makes us a logical choice to lead your design team. The local contractors in Island, Skagit, Whatcom and Snohomish County consistently bid on our projects due to the integrated design solutions which reflect a marriage of architecture and internal technical systems.

Team Design Philosophy

We listen to our clients first and foremost. Architectural design is an associative process of solving many interwoven issues. The design team must balance the visionary process with cost, constructability, functional and environmental issues. Our belief is the best projects are a culmination between the architect and the owner as equal partners. Due to conscientious design efforts, our projects enrich the neighborhoods in which they are located, and create economic value for our clients.

Services Offered

- Architecture
- Interior design
- Master planning
- Feasibility studies
- Value engineering



5.2 Staff Qualifications - City of Oak Harbor Fire Department

STAFF RESUMES - Carletti Architects, P.S.

Peter J. Carletti - LEED
Principal in Charge/Designer

EDUCATION

Bachelor of Architecture, University of Washington
LEED Green Professional

REGISTRATION

States of Washington, Utah, and Arizona

EXPERIENCE

Mr. Carletti honed his architecture experience while working for Mithun Partners and Roger Williams Architects in Seattle, Washington. Peter relocated to Skagit Valley in 1992, where he eventually became a partner at Janicki Architects, prior to starting his own practice in 1997. Peter's 29 years of professional experience covers a broad range of design, planning and project types. Peter focuses his practice on developing cost-effective, creative solutions to meet his client's goals. His emphasis on actively participating in all phases from directing the preliminary design through construction management is instrumental to completing projects on schedule and within budget.

ROLE

My role as team leader is all about communication. I will be the leader in assisting the City to sort out their priorities, and determining the best location for a new future station. I work with all team members and the building committee to build consensus, establish realistic goals and a realistic project budget and direction. I am accountable for all team members' actions and I will present all findings and deliverables.

Sometimes my role is not fun as I have to be the leader whom constantly keeps the goals and desires in line with the project budget. However, I have a great track record of designing and leading numerous fire stations and municipal projects with difficult timelines and tight budgets. I demand the best from myself and from other team members and I encourage free thinking. Some of our best ideas come from our clients and other team members. A successful design is truly a collaborative team effort.

REPRESENTATIVE PROJECTS

- Whatcom County Fire District #8 – Station 31 and 34 replacement stations
- Skagit County Fire District 8 remodel and expansion
- Skagit County Fire District #9 Big Lake Fire Station
- Town of Concrete Life Safety/Fire Station
- North Whidbey Fire and Rescue Cornet Bay Station
- Port of Bellingham – ARFF Aircraft Rescue Fire Fighting Facility
- City of Arlington – Station #46 Remodel
- City of Sedro-Woolley – Municipal Building
- City of Sedro-Woolley – Fire Station and Training Tower
- Skagit County Fire Districts multiple locations Districts 2, 5, 13, 14
- Whatcom County Fire Districts #11 and #14
- Skagit County Fire District #2 McLean Rd., #13, LaConner, WA, #14, Alger, WA



5.2 Staff Qualifications - City of Oak Harbor Fire Department

Quentin Sutter - LEED Project Architect/Project Manager

EDUCATION

Bachelor of Architecture/Bachelor of Science Washington State University
Leed Green Professional

REGISTRATION

States of Washington, Idaho, Nevada, and Oregon

EXPERIENCE

Quentin graduated from Washington State University in May of 2006. Originally from the Bay Area California, he has grown to love the Pacific Northwest through his college studies. During his education, Quentin developed a passion for green design.

His thesis project addressed how economically and environmentally sustainable buildings impact and create healthy communities. Quentin is a young, passionate individual when it comes to buildings and their opportunities for green design. Quentin is becoming a well informed individual on green design/construction and he is LEED certified. Quentin's first projects for the firm were municipal and fire station designed projects and he is very familiar with the challenges involved in fire station design and integrating technology and systems into the design.

**Quentin has been employed with Carletti Architects since 2006.
Quentin became a partner in 2014.**

ROLE

My role will be the designer of the project. I will work with Peter and the other team members to make sure we listen to the City and the building committee to determine the best location and exact qualities and spaces the new fire station will require. I am in charge of the design, the budget, the schedule, permits, sub-consultants and ultimately the contractor once the station is constructed. It is my job to maintain quality control and assure that all members of the team are working in concert with each and we are meeting the client's goals.

I will facilitate discussions to discover the aesthetic qualities and intrinsic design the City desires with their new fire station. It is my role to make sure the plan is very functional and meets the present and future needs of the city; while at the same time create an aesthetically pleasing cost effective design which the community can be proud to say they helped finance.

REPRESENTATIVE PROJECTS

- Whatcom County Fire District #8 – Station 31 and 34 replacement stations
- Skagit County Fire District #9 Big Lake Fire Station
- Town of Concrete Fire Station
- City of Arlington Station #46
- City of Sedro Woolley Station #2
- City of Sedro Woolley City Hall Municipal Expansion
- Port of Bellingham Aircraft Rescue Fire Fighting Facility (ARFF)
- Port of Skagit South Yard Building



5.2 Staff Qualifications - City of Oak Harbor Fire Department

Tim Goodman
Project Manager

EDUCATION

Bachelor of Architecture/Bachelor of Science, Washington State University

EXPERIENCE

Mr. Goodman began his career as an Architectural Intern at Architectural Design West located in Burlington, Washington. Tim's tasks included construction documents, preliminary design, color boards, client presentations, free hand sketches and office administration. Tim's background in urban design and planning complement projects to which he is assigned to design and manage.

Tim has been employed with Carletti Architects since 1999.

ROLE

My role will be to supplement Quentin and Peter with my 16 years of fire station design experience. Currently I am managing construction for the North Whidbey Fire District on their Cornet Bay replacement station project. I am also working with South Whidbey Fire EMS on their Central Facility master plan at Bayview. Most of my technical experience has been on municipal projects and in particular fire stations.

Several of my projects have had zero change orders and I am quite proud of that achievement. I will work with Peter and Quentin to quality check the design and make sure the project budget and design goals are met.

REPRESENTATIVE PROJECTS

- North Whidbey Fire and Rescue Cornet Bay Station
- Town of Concrete Life Safety/Fire Station Building
- South Whidbey Fire EMS, Langley, WA
- South Whidbey Fire EMS Central Facility, Coupeville, WA
- North Whatcom Fire and Rescue Blaine Station, Blaine WA
- South Whidbey Fire EMS Station #31, Freeland, WA
- South Whidbey Fire EMS, Station #32, Clinton, WA
- Skagit County Fire District #2 McLean Rd., #13, LaConner, WA, #14, Alger, WA



5.2 Staff Qualifications - City of Oak Harbor Fire Department

Jennifer Pearson Space Planner/Interior Designer



EDUCATION

Bachelor of Interior Design / Masters of Interior Design
Washington State University
NCIDQ - National Council for Interior Design Qualified

EXPERIENCE

While attending Washington State University as an undergraduate Mrs. Pearson enjoyed working on a wide range of design projects including: an Art Gallery, Hospice, mixed-use development of a historic building in downtown Spokane, and a new city hall and identity for the City of Spokane. At the Interdisciplinary Design Institute in Spokane, Ms. Pearson also successfully collaborated on projects with Architecture, Interior Design, Landscape Architecture, and Construction Management students.

Jennifer has carried with her, from her experience at school, the ability to work well with other disciplines to accomplish a project from design feasibility to construction documents. Jennifer' project experience includes: medical, retail, commercial, municipal and industrial projects.

Jennifer has been employed with Carletti Architects since 2004.

ROLE

My role will be in space planning, final construction document production and selection of exterior colors and interior finishes and materials. I will work closely with Quentin, Tim and Peter to make sure high quality, yet cost effective, durable finishes for the exterior and interior are selected and coordinated.

REPRESENTATIVE PROJECTS

- City of Arlington Station #46
- City of Sedro Woolley Station #2
- City of Sedro Woolley City Hall Municipal Expansion
- Port of Bellingham Aircraft Rescue Fire Fighting Facility (ARFF)
- North Whidbey Fire and Rescue Cornet Bay Station
- Town of Concrete Life Safety/Fire Station Building
- South Whidbey Fire EMS, Langlely, WA

FIRM DESCRIPTION

Fehr & Peers has specialized in providing transportation planning and engineering services to public and private sector clients since 1985. We develop creative, cost-effective, and results-oriented solutions to planning and design problems associated with all modes of transportation. We offer our clients the right combination of leading-edge technical skills and extensive knowledge of the communities in which we work to deliver comprehensive solutions and superior client service. We are nationally-recognized experts who routinely publish original research, serve on national committees, and teach courses to others in the industry. We do this while maintaining our commitment to translating those techniques into practical solutions. At Fehr & Peers, we take a creative, data-driven approach to each of our practice areas:

- Emergency vehicle access and response time analysis
- Travel demand forecasting
- Transit planning
- Multimodal operations & simulation
- Integrated land use & transportation plans
- Freight systems & airports
- Bicycle & pedestrian planning
- Sustainable transportation evaluation
- Conceptual street & trail design
- Transportation engineering & ITS design

Clients hire Fehr & Peers because of our commitment to being the best at what we do. We live out this commitment in three distinct ways. First, we invest heavily in our culture to ensure that we are attracting and retaining the best and brightest staff in the industry. Second, we have a robust, internally-funded research and development program that enables us to develop new analytical methods and advance the state of the practice. And third, we survey every client at the completion of every project to assess their satisfaction and to identify areas for improvement. We are very proud of the impact this commitment has had on the communities we have been fortunate to serve.

The Seattle office has been active in the Puget Sound region since 1998 with a staff of 18, including professionally licensed transportation planners and engineers. We proudly serve the transportation planning and engineering needs of communities throughout Washington, as well as reaching outside the state to Montana, Oregon, California, and Alaska on occasion. We work for a variety of public agencies and private partners on projects of all sizes from quick studies with budgets of about \$1,000 to complex sub-area and corridor studies with budgets in excess of \$1M.



Aaron Gooze

Senior Transportation Engineer/Planner

about

Aaron Gooze is a senior transportation engineer and planner at Fehr & Peers Seattle. His focus and expertise is in transportation data analysis, specifically in transit planning, emergency vehicle access, bicycle route-choice analysis and multi-modal traffic operations. Aaron has worked on a GIS-based travel time analysis projects for projects as diverse as fire stations, transit stations, neighborhood plans, and bus corridors. Aaron has also led a number of subarea planning efforts related to non-motorized access, traffic evaluation and impact analysis. Additionally, he offers a unique perspective from the freight sector by drawing on his previous years of experience as a manager with a logistics firm in the Seattle region. This experience provided direct exposure to the unique access needs of large vehicles.

education

- M.S. Civil Engineering, Georgia Institute of Technology
- Masters in City and Regional Planning, Georgia Institute of Technology
- B.S. Industrial Engineering, Northwestern University

publications and presentations

Benefits of Real-time Transit Information and the Impacts of Data Accuracy on the Rider Experience. Transportation Research Board Annual Meeting, 2013

New Visualizations and Metrics in Transit Planning. American Planning Association Annual Conference, 2013

project experience

Tacoma Emergency Response Planning

Tacoma, WA

Led the evaluation of emergency vehicle response times under a number of different scenarios. Options evaluated included the re-opening of an existing fire station, roadway modifications, and emergency vehicle signal pre-emption and ITS strategies to avoid rail line blockages. Analysis was performed in GIS supplemented by actual and modeled travel data.

185th Street Station Area Planning

Shoreline, WA

Led the analysis of a proposed new transit station and surrounding development area in Shoreline. Analysis included a traffic simulation model to understand the effects of congestion on station access and emergency vehicle response. Additionally, he conducted an alternatives analysis in order to identify a preferred plan that best served multi-modal access to the station.

King County Metro Non-Motorized Access to Transit Seattle, WA

Developed a connectivity assessment tool utilizing ArcGIS in order to identify ridership benefits of various non-motorized projects in the Puget Sound region. The tool development encompassed a quantitative assessment of the built environment in order to determine relative impacts of pedestrian and bicycle investments. The project involved coordination with King County Metro Transit, Sound Transit, Puget Sound Regional Council and a number of local jurisdictions in order to provide comprehensive and accurate results.



Seattle | Denver | Inland Empire | Oakland | Orange County | Roseville
Salt Lake City | San Diego | San Francisco | San José | Santa Monica | Walnut Creek

1001 4th Avenue
Suite 4120
Seattle, WA 98154
206.576.4220

5.2 Staff Qualifications - DCG Civil and Structural Engineer

David Consulting Group, Inc. (DCG) is a mid-size, full-service civil and structural engineering firm deeply rooted in the Pacific Northwest. Founded in 1999, DCG has extensive experience in projects ranging from multi-million dollar municipal and commercial facilities and infrastructure to complex single and multi-family residences. DCG has three local offices in the Puget Sound region including one in Freeland, WA.

The knowledge to produce cost-effective designs for life safety and building longevity is the cornerstone of their design work but they take a step further by understanding how their design requirements can work in harmony with the architectural design concept.

The firm has built its reputation on developing innovative, cost effective solutions to the toughest engineering problems. They act as a valuable resource on projects, working closely with project architects and clients to find ways to make their visions reality, without over-the-top costs. Almost anything can be built, but DCG professionals always ask: "Is it worth it to the project?" They are known for keeping their clients' interests at the heart of what they do. It explains their overwhelming repeat business and number of referrals.

DCG staff works with consulting firms and public agencies, which give them perspective, understanding, and respect for their clients' roles, responsibilities, and challenges. They understand that budgets, schedules, and communication are equally important pieces of a successful project and each is given the utmost consideration.

DCG staff is skilled at coordinating with the necessary stakeholders and agencies to deliver your project goals with ease. Clients trust them because they are responsive, competent, flexible, and have a desire to do excellent work. With 26 technical staff across their three local offices, you can be assured that your project will be a priority.

Kent Fire Station #71, Kent, WA Date of completion: 2012

DCG provided both Civil and Structural services for the remodel of the Kent Fire Station #71 in Kent, WA. Civil services included the redesign of a portion of the stormwater conveyance system for the structure's downspouts and concrete apron.

DCG Staff: Matthew C. Schmitter, Principal-In-Charge, Jordan M. Janicki, Project Manager

Big Lake Fire Station: Year: 2013-2014

Teaming with Carletti Architects, DCG coordinated structural design of a new and future phase II addition to the new fire station. The new fire station includes 11,000 SF of office space, apparatus bays, equipment storage and training room. The project was designed to fully accommodate a 2,500 SF

DCG Staff: Matthew C. Schmitter, Principal-In-Charge, Jordan M. Janicki, Project Manager

Transit Base Expansion, Island Transit: Year: 2012-2014

As part of a multi-disciplinary team of architects and engineers, DCG's Whidbey Island office led the civil engineering for the design of Island Transit's new \$18 million bus maintenance and administrative facility. Our design included grading and paving plans for light vehicle parking that feature Low Impact Development BMPs including pervious pavement and rain gardens for stormwater treatment and infiltration, heavy duty concrete for the transit coach parking and maintenance area featuring stormwater collection and treatment meeting WA DOE 2005 stormwater manual high use facility standards, a new potable water supply system, and improvements to the existing fire protection water supply system.

DCG Staff: Quin Clements, Principal-In-Charge, Danny Ochoa, Civil Engineering Design



5.2 Staff Qualifications - DCG Civil Engineer



QUIN CLEMENTS, PE PRINCIPAL CIVIL ENGINEER

Experience Summary

Quin has worked both as a private consultant and as the Civil Engineer and Assistant City Engineer for the City of Oak Harbor. Quin has a strong background in design engineering and project management with valuable experience gained through his involvement in private and public sector development within the City of Oak Harbor. Quin is knowledgeable in all phases of project programming from early planning and financing to permitting and construction. Quin joined DCG in 2001 as Vice President and Principal engineer of the Whidbey Island office. He has continued to work in a broad range of civil engineering disciplines.

Education

BS, Civil Engineering
Washington State University

Registration

Professional Engineer
State of Washington
License No. 37356

Experience

19 years

Joined Firm

2001

Relevant Experience

- Stormwater Management/Design
- Water System Engineering
- Sanitary Sewer System Engineering
- Project Management
- Construction Management
- On-call Service/ Management

Coupeville Library Expansion, Sno-Isle Library, Coupeville, WA

Principal civil engineer for the library expansion project. DCG provided civil and structural engineering services for the remodel and expansion project, which increased the existing building to over 5,400 sf. Civil site design included grading design and drainage modifications that incorporated rain gardens and other Low Impact Development (LID) strategies.

Kinney Street Parking Lot Improvements, Island County Public Works, Coupeville, WA

Principal civil engineer for the parking lot renovation project. Design services included development of a new drainage control system utilizing low impact techniques including use of the Invisible Structures GravelPave2 permeable surfacing system within the parking lot in conjunction with rain-garden stormwater control facilities.

Whidbey Island Center for the Arts (WICA), Langley, WA

Principal civil engineer for the facility expansion project. As part of the project team, DCG provided civil and structural services that included LEED Certification. DCG's civil engineering services included design of stormwater control facilities using Low Impact Development (LID) techniques, such as rain gardens and drywells.

Island Transit Base Expansion, Coupeville, WA

Principal engineer leading the civil engineering design team for Island Transit's new \$18 million bus maintenance and administrative facility.



5.2 Staff Qualifications - DCG Structural Engineer



Jordan Janicki, PE, SE

PRINCIPAL STRUCTURAL ENGINEER

Experience Summary

Jordan has developed a deep understanding in a wide range of structural engineering systems focused on the structural design and construction methodology of wood, steel, masonry, tilt-up, and post-tensioned concrete structures in the commercial, industrial, and residential sectors. Jordan opened the DCG Mount Vernon office in 2013 and believes that client communication is the key to success. Jordan is a member of the Mount Vernon Rotary Club.

Education

BSCE, Gonzaga University

Registration

PE – Washington, 2009

SE – Washington, 2014

PE – California, 2008

Experience

10 years

Joined Firm

2005

Relevant Experience

- Commercial Structures
 - Retail & Office
 - Automotive
 - Manufacturing
 - Fire Stations
- Residential Structures
 - Single & Multi-Family
 - Senior & Low Income
- Civic Structures
 - Schools
 - Churches
- Site Improvement Structures
 - 60' or less Vehicle bridges
 - Pedestrian Bridges
- Retaining Walls
- Shoring

Big Lake Fire Station, Big Lake WA

12,200 sf new construction completed 2014, construction \$2.4M. New Apparatus bay community room and admin offices with future expansion designed into building.

Allegiant Air, Bellingham WA

8,366 sf new construction completed 2014, construction 1.4M Admin and storage.

Chad Fisher Construction Office and Shop, Burlington WA

8,632 sf new construction wood and metal building completed 2014, construction \$975,000 Admin and storage.

Cordata Multi Family, Bellingham WA (Feb 2014)

172 unit apartment complex using 8-plex, 6-plex and 3-plex buildings. This project consists of 5 different building types to provide architectural variety, with both internal and site retaining walls. Includes a walk way that cantilevers over the wetlands to provide access to tight fitting units.

Skagit Manufacturing Plant Phase 1, Burlington WA

64,000 sf expansions to an existing pre-engineered metal building. New metal building had to butt up against the existing building without impacting the existing foundations. 7000 SF mezzanine with the option to increase the mezzanine an additional 10,000 Sf.

UC Davis West Village Square, Davis, CA

West Village Square consists of six 4-story mixed-use buildings and a leasing & recreation building.

The Woods Coffee, Mount Vernon WA

Quick turnaround TI remodel of existing space.



FIRM PROFILE

GeoEngineers, founded in 1980 and employee-owned, specializes in crafting unique geotechnical, environmental and ecological solutions for the water and natural resource, transportation, federal, energy and development market sectors. GeoEngineers has provided geotechnical and environmental services on over 60 fire station projects company wide. Their Bellingham office has concentrated on public sector projects in Island, Skagit and Whatcom Counties for over 20 years and has worked on dozens of fire stations and municipal buildings. Therefore, they know how to scope, schedule, budget and complete projects in accordance with WSDOT, APWA, local municipal standards and provide PS&E support that contributes to success of public projects.

GeoEngineers is very familiar with the area's geotechnical and environmental conditions and has completed **more than 120 projects in Oak Harbor, over 15 of which were completed for the City. They recently provided services to the City on the Windjammer Park Stormwater Outfall Reconstruction and continue to provide services on the new Wastewater Treatment Plant Project.** The Bellingham office of GeoEngineers knows the geology of the City of Oak Harbor and how to incorporate local geohazards which allows them hit the ground running and reduce the exploration effort. GeoEngineers is uniquely suited to provide services on this project because of their local relationships and experience:

- They recently worked on the City of Oak Harbor Wastewater Treatment Plant (WWTP) siting and startup on the design project. The WWTP project included evaluation of numerous sites, alternatives analyses and articulation of conclusions in front of the City Council. They completed the WWTP outfall project which is located on the beach in Oak Harbor.
- They have previously evaluated the stability of the bluff below Scenic Heights for design and construction of a sewer line for a local LID and for Critical Areas Assessments as part of local homeowner improvements.
- They have significant experience on projects for the City of Oak Harbor, Island County Public Works (ICPW) and U.S. Navy. The ICPW projects included design considerations for the anchor block, bluff slope stability evaluations and impacts on and by the storm drain, and discharge at the toe of the slope:
 - SE Pioneer Way Improvements project including utilities for the City of Oak Harbor
 - Regatta Drive water main from W. Fakkema Road to North Torpedo Road for City of Oak Harbor
 - Goldie Road sewer extension for City of Oak Harbor

REFERENCES

- Steve Banham, Public Works Director, City of Lynden, 360.354.3446 banhams@lyndenwa.org
- Bill Oakes, Public Works Director/County Engineer, Island County Public Works, 360.679.7331 bill@co.island.wa.us

KEY PERSONNEL

J. Robert Gordon, PE, Managing Principal

Education

B.S., Civil Engineering,
University of Colorado,
Boulder

Registration

Professional Engineer:
Washington; Alaska

Role

Geotechnical
Engineering
Principal in Charge

J. has



He
how

been providing geotechnical and environmental consulting services in the western United States since 1980. He has been the project leader on more than 3,000 projects in Washington. J. opened the Bellingham office of GeoEngineers in 1993. He has experience throughout Island, Skagit, and Whatcom Counties from working on hundreds of local projects. He has specialized in public sector projects, knows WSDOT, APWA and municipal standards, and knows to work within design teams and public agencies for successful design, PS & E, and construction

management of public projects. His success has been rewarded with “on call” agreements from Island, Skagit and Whatcom Counties, the City of Anacortes and City of Bellingham. He knows how to provide input to the design team, to the plans and specifications on these types of projects to obtain quality bids and minimize the risk of change orders. **J. has been providing geotechnical engineering services in the City of Oak Harbor and Island County for numerous years.** He knows the local geology, geohazards, the seismic and fault zones, and how to incorporate these considerations into projects.

Aaron Hartvigsen, PE, Geotechnical Engineer

Education

M.S., Geotechnical
Engineering, University
of Washington

B.S. Civil Engineering,
Brigham Young
University

Registration

Professional Engineer:
Washington

Role

Geotechnical
Engineering Project
Manager



Aaron has been a geotechnical engineer in Western Washington since 2007. He has experience throughout Skagit, Whatcom, and Island Counties from working on dozens of local projects. He has performed project support responsibilities for numerous projects and has field experience in geotechnical engineering projects. The range of project experience includes geologic hazard site assessments, landslide repairs, foundation studies, and roadway improvements, embankment and seismic studies, engineering analysis of deep and shallow foundations, slope stability, retaining structures, reinforced earth walls, and liquefaction potential. The type of projects includes waterfront structures; commercial/municipal facilities; transportation facilities including roadways, bridges, and airports; dikes, earth dams, culvert replacement projects and trenchless technologies. **Aaron has worked on numerous projects in Island County, including projects for the City of Oak Harbor, Island County Public Works.** Aaron has been involved with the development of PS&E, working with owners, the project team, and ultimately the contractor during construction to develop reasonable and cost effective solutions.

RELEVANT PROJECT EXPERIENCE

Whidbey Island Public Hospital District, Bayview and Coupeville EMS Facilities, Geotechnical Engineering Services, Coupeville, Washington

GeoEngineers provided geotechnical engineering services for two EMS facilities located on Whidbey Island, Washington. Exploration of subsurface soil and groundwater conditions at both sites was used as a basis for providing geotechnical engineering recommendations and design criteria for the proposed structures and related site developments. The Bayview EMS facility included recommendations for stormwater infiltration rates. The Coupeville EMS facility incorporated foundation recommendations for partial overexcavation and replacement of fill soils to meet building performance expectations and reduce earthwork costs.

North Whidbey Fire and Rescue – New Station, Geotechnical Engineering Services; Oak Harbor, Washington

GeoEngineers provided geotechnical engineering services for North Whidbey Fire and Rescue’s proposed new fire station near Oak Harbor, Washington. Services included exploring subsurface soil and groundwater conditions at the site as a basis for providing geotechnical engineering recommendations and design criteria for the proposed two-story structure and related site development.

City of Lynden, Lynden Fire Training Structure, Geotechnical Engineering Services; Lynden, Washington

GeoEngineers provided geotechnical engineering services for the new Lynden Fire Training Structure in Lynden, Washington. The project location is part of a closed landfill with more than 20 feet of municipal solid waste. GeoEngineers evaluated various approaches for foundation support for cost effectiveness, constructability and impacts from/to the landfill. It was determined that a foundation system consisting of grade-beams supported by small diameter pipe “pin piles” penetrating the loose landfill material to the bearing stratum was the best approach. Recommendations were provided for vertical and lateral support considering the expected settlement of the landfill materials.

City of Oak Harbor, Scenic Heights LID; Oak Harbor, Washington

GeoEngineers performed geotechnical and geohazard evaluations for a new pump station and associated sewer lines constructed along Scenic Heights in Oak Harbor. The pump station and portions of the gravity sewer were relatively deep, raising concerns regarding potential impacts to the downgradient property owners and unstable bluff nearby. GeoEngineers provided geotechnical design information on excavation support and conditions, manhole foundations, pipe bedding, seepage cutoff collars, and backfill. They also evaluated the potential effects of the deep sewer excavation and potential groundwater fluctuations on stability of a nearby steep bluff and provided recommendations to minimize impacts. The project was completed successfully without any difficulties.

5.2 Staff Qualifications – Rice Group Mechanical Engineer

RICE Group, Inc.

Consulting Engineers

RICE Group, Inc. is a private Corporation licensed in twenty-one states including the State of Washington to provide Mechanical Consulting Engineering services to public and private clients since 1982. Located in Lynnwood, Washington the firm currently has thirteen employees. Our projects are varied and include Municipal projects, Labs, Police and Fire Stations, Medical Facilities, Hospitals, Eldercare Developments, Senior Housing, Apartment Complexes, Multi Use and Office Buildings, Retail Stores, Recreational Facilities, Restaurants, and Industrial projects.

Engineering Services Include:

Heating, Ventilation, and Air Conditioning (HVAC) Design: Our expertise in heating, air conditioning and environmental control systems enables us to meet a wide variety of client needs, encompassing municipal and civic building's; the challenge of a modern supermarket; the stringent needs of clean rooms and hospitals; and process air handling for industrial facilities.

Utility and Process Piping Design: Our piping design experience spans the diverse fields of utility piping to serve mechanical systems; piping in large central utility plants; process piping for manufacturing facilities; piping for swimming pools and spas; fuel storage and dispensing. RICE Group's plumbing designs include Single Stack and Conventional Drainage Waste and Vent Systems, Medical Gasses, Water Filtration and Treatment systems.

HVAC Control Systems and Instrumentation: Our controls experience covers both commercial and industrial applications. We design systems that range from standard electric or pneumatic controls, to state-of-the-art direct digital control (DDC) and programmable logic control (PLC) systems. Many function as sophisticated energy management and control systems (EMCS).

Construction Administration: Construction Administration is an important aspect of any project and allows RICE Group to ensure that Mechanical construction and operation is consistent with the design intent. Services offered by RICE Group include Regulatory Review, Bid Period Services, Shop Drawing and Submittal Review, Construction Observation, Punch List and Record Drawings.

Value Engineering and Constructability Review: RICE Group, Inc. has worked cooperatively with many different firms to provide detailed Value Engineering and Constructability Reviews for over fifty projects. These reviews provide a holistic design approach that insures the systems are cost effective and provide the desired solutions.

Building Commissioning: RICE Group, Inc.'s Commissioning Services is a systematic process of ensuring that building systems perform interactively according to the design intent and the owner's operational needs. This is achieved beginning in the design phase by documenting the design intent and continuing through construction, acceptance, and the warranty period with actual verification of performance, operation (O & M) documentation verification and the training of operating personnel.

LEED Certification: RICE Group, Inc has been involved with several projects seeking to achieve LEED (Leadership in Energy and Environmental Design) certification. We focus on improving the water efficiency of the building by specifying low flow plumbing fixtures and by implementing innovative techniques aimed at reducing the waste water of the building. We specify high efficiency mechanical equipment that utilizes environmentally friendly refrigerants. We incorporate a measurement and verification plan to ensure the energy efficient design has been followed and that the mechanical equipment is operating at its peak. We also focus on improving the indoor environment by providing improved ventilation while maintaining thermal comfort to the buildings occupants.

5.2 Staff Qualifications – Rice Group Mechanical Engineer

RICE

Group, Inc.

Randall V. Hinton, PE

Principal

rhinton@ricegroup.com

As Project Manager and Principal with RICE Group Inc., Randy has a Bachelor of Science, Mechanical Engineering degree from the University of Washington and draws upon over eighteen years of experience in consulting engineering. Randy is a Qualified Pump System Specialist (PSAT) and is licensed in the State of Washington as well as Arizona, California, Florida, Louisiana, New Mexico, North Carolina, North Dakota, Oklahoma, Oregon, Texas, Utah, Virginia and Wyoming. His expertise includes a wide variety of HVAC, plumbing and fire protection system projects. Experience includes new construction and retrofit of municipal, commercial, medical facilities, retail, grocery and industrial. He has been responsible for existing HVAC investigations including indoor air quality issues, energy studies and life-cycle cost analysis.

Christopher T. Wright, PE LEED

Project Manager

cwright@ricegroup.com

As Project Manager and lead mechanical engineer with RICE Group, Inc., Chris has a Bachelor of Science, Mechanical Engineering Degree from North Carolina State University and draws upon over twenty-six years of experience in consulting engineering. Chris is licensed in ten states including the State of Washington. His expertise includes a wide variety of HVAC, Plumbing and fire protection system projects. Experience includes new construction and retrofit of municipal, commercial, medical facilities, retail, grocery and industrial. He has been responsible for existing HVAC investigations including indoor air quality issues, energy studies and life-cycle cost analysis and Chris is LEED Certified.

Rod Pascua, PE LEED® AP

Project Manager

rodp@ricegroup.com

Rod has over 27 years of experience in mechanical engineering and project management, with a focus on sustainable design and energy efficiency of mechanical systems for a wide range of delivery methods. Project areas include healthcare facilities, medical office buildings, educational campuses, commercial/retail spaces, data centers, hospitality, mixed-use, restaurants, supermarkets, cultural buildings, and transportation/aviation facilities. Rod's experience includes facility assessment reports and energy analysis to determine potential energy savings through alternative designs.

Charles (Andy) Longino, PE

Project Engineer

alongino@ricegroup.com

As Project Engineer Andy has a Bachelor of Science, Mechanical Engineering degree from the University of Washington and draws upon over ten years of experience in consulting engineering. Andy is licensed in the State of North Carolina. His expertise includes a wide variety of HVAC, plumbing and fire protection system projects. Experience includes new construction and retrofit of educational facilities, retail and grocery, libraries, municipal and commercial. He has been responsible for existing HVAC investigations including indoor air quality issues and energy studies. Andy is LEED Certified.

Gordy Kelly

Draftsman

gkelly@ricegroup.com

As Lead Drafter with RICE Group, Inc. Gordy draws upon over twenty years of experience in the engineering field. He is a specialist in translating the rough sketches, layouts and written specifications of architects, engineers and designers into drawings showing the complete details and specifications of the finished product. Gordy assists in all levels of engineering tasks and assignments, the design and development of prototype parts and modifies drawings per revision changes. His vast experience covers the knowledge of commonly used concepts, practices and procedures. He is able to meet deadlines while handling multiple projects under pressure.



SERVICES

Founded in 1979, K Engineers, Inc. has been providing planning, electrical engineering and design of power, control, energy management, lighting, security/access control, video surveillance, fire alarm, communications, audio/video and many types of electrical ancillary system for more than 30 years.

With extensive experience in public and private sector work, we provide the consulting engineering and design services to ensure that they are safe, reliable, compatible with your requirements, that can grow as your facility grows and keeps the "true cost" of your systems to a minimum.

EXPERIENCE/PERSONNEL

Total Personnel = 6, 2 of which are Professional Engineers (Steve TeVelde and Bill Diephuis) and 4 are former electricians. Key personnel have between 10 and 17 years of experience. We are familiar the various types of construction and the work/requirements of the other disciplines, we are able to work efficiently and keep changes to a minimum.

Our experience in a wide variety of projects, both new and renovations of existing facilities, has taught us what it takes to successfully complete a project. We know what questions to ask clients, what coordination is necessary, and what contractors require on the drawings and in the specifications to bid and perform the work required in a quality manner with a minimum amount of questions, coordination problems and changes.

QUALITY

We understand that complete and accurate drawings and specifications will lead to lower costs and better coordination, and ultimately a better project. The only way to ensure that is close communication with the owner and other design team members and performing adequate site investigation.

We also realize the value that is inherent in quality products. Quality products will result in lower maintenance costs and lower lifecycle costs.

The contractors and equipment/material suppliers who perform the work on our projects will attest to our striving to be complete and accurate. In fact, many of them have become our clients and/or provided the most referrals after working on our projects.

Even the most difficult renovations have been successfully completed based upon our engineering and design.

SUMMARY

Experience is the great educator. We learned that to be successful, sufficient time is required - first visualizing how the work can be accomplished, and then checking the details of the design. Finally we verify that it can be actually built as designed, and that there is sufficient information in the documents to describe the completed systems. For this, we are very fortunate to have on staff several persons who have worked as electricians and actually did the installation on similar projects.

Using our firm as an electrical and communication consultant means consistently receiving personalized service from experienced engineers, designers and drafters who are respected for their expertise and committed to owner satisfaction at the successful completion of each project.



RESUMES OF KEY PERSONNEL

BILL DIEPHUIS, P.E.

Registration: Professional Engineer, Electrical – Washington, 2008

Education: BA, Secondary Education, Calvin College, 1995
BICSI “Designing Telecommunications Distribution Systems” Course, 1999

Affiliations: Building Industry Consulting Services International (BICSI)

STEVE TEVELDE, P.E.

Registration: Professional Engineer, Electrical – Washington, 2005
Master Electrician, 2003
Electrical Administrators License, 1994
General Journeyman Electrician, 1993

Education: BS, Electrical Engineering, University of Washington, 2000
National Joint Apprenticeship Training Program, 1993

Affiliations: Institute of Electrical & Electronics Engineers (IEEE)
International Brotherhood of Electrical Workers (IBEW)

EXPERIENCE:

Each of our key personnel has extensive experience in the engineering, design and construction of electrical systems for a wide variety of industrial, commercial, educational, medical, institutional, municipal, residential, recreational, utility and other miscellaneous facilities; new and renovation/expansion of existing facilities.



REPRESENTATIVE PAST PROJECTS

Our firm has successfully completed electrical engineering for a wide variety of fire station and other public works facility projects, both new and renovations/remodels/expansions of existing facilities. We are familiar with fire stations and public works projects requirements and expectations. Past projects include the following sampling:

City of Lynden

New City Hall
New Library Building
City Hall Annex Court/Council Building Remodel
Water System Improvements
Waste Water Treatment Plant Generator
East Lynden Pump Station

City of Bellingham

Fire Station #1 Generator Upgrade
Depot Market Square
Jail Intake Facility Remodel
Police Facility
Police Facility Annex
WhatComm 911 Facility
Annex Legal Dept. Offices Remodel
Auto Shop Addition/Renovation
Maritime Heritage Park Amphitheater
Fairhaven Village Green

Port of Bellingham

Airport Rescue & Fire Fighting Station
Airport Terminal Expansion & Renovation
Airport Parking Expansion
2010 Olympic Coordination Center
General Aviation Building
Harbor Mall Building
Airport & Cruise Terminals Security/Surveillance
Cruise Terminal & its Renovation
Marinas (multiple projects)

Whatcom County

EOC Generator Replacement
Girard Street Building Renovation
Jail Intake Facility Remodel
Courthouse Basement Alterations
Central Garage Generator Upgrade
Central Garage Additions and Remodels (4 projects)
Northwest Annex Building Renovations (3 projects)

Skagit County & City of Mount Vernon

Admin/Courthouse Renovations (multiple projects)
Continental Place Admin. Facility Expansion
New Data Center
Jail Remodel
Vehicle Maintenance Facility
Emergency Operations Center
East Skagit County Community Resource Center

Miscellaneous Cities

Blaine City Hall Annex Renovation
Sedro Woolley Municipal Building Expansion

US General Services Administration

Sumas & Blaine Customs Stations Expansion
Port of Bellingham Customs Office Remodel
Port of Anacortes Customs Office Remodel

Other Fire Stations

Arlington Smoky Point Fire Station (on hold)
Arlington Station 46 Addition
Concrete Fire Station
Snohomish Fire District 8 Station Addition
Sedro Woolley Fire Station No. 2
Sedro Woolley Municipal Building Expansion
Whatcom Fire District 1 Nugents Corner Station
Whatcom Fire District 2 Sudden Valley Station
Whatcom Fire District 3 Admin/Training Facility
Whatcom Fire District 7 Station 5 Addition
Whatcom Fire District 13 Blaine Station
Whatcom Fire District 13 Haynie Road Station
Whatcom Fire District 14 Kendall Station Addition
Skagit Fire District 2 McClean Road Station
Skagit Fire District 5 Bay Ridge Fire Station
Skagit Fire District 6 Allen Fire Station
Island Fire District 3 Langley Station
Island Fire District 3 Freeland Station
Island Fire District 3 Clinton Station Remodel
Oak Harbor Police/Fire Stations Generator
Sumas Fire Station

5.2 Staff Qualifications – Rice Group Mechanical Engineer

RICE

Group, Inc.

North Whidbey Island Fire Station – Whidbey Island, WA

This is construction of a new fire station consisting of the following: 3,300 square foot apparatus bay and decontamination station, 750 square foot sleeping quarters, restrooms, hallway and break room and 750 square foot mezzanine. Project in progress 2015.

Town of Concrete Fire Station – Concrete, WA

Construction of a new fire station consisting of the following: 3,200 square foot apparatus bay and decontamination station, 620 square foot office, restroom and storage and 650 square foot mezzanine. Project complete 2015.

Big Lake Fire Station – Mt. Vernon, WA

Project consisted of a single story fire station that was to be broken out into two phases. Phase I is 11,289 square feet and includes 6,045 square feet of apparatus bay, 1,726 square feet of administrative area and 3,518 square feet of community hall. Phase II is for sleeping quarters. Phase I complete 2014.

Skagit County Fire District #13 – La Conner, WA

A new fire station for Skagit County Fire District #13, Snee-Oosh Road. The facility is two stories approximately 3,900 square feet on the main level and 1,200 square feet on the second floor. The facility will utilize four apparatus bays and will be an un-manned facility. There are administrative areas and training areas. Project complete 2012.

Arlington Smokey Point Fire Station – Smokey Point, WA

This project consists of a new approximately 9,400 square foot, single-story fire station. Project included 1,300 square feet of mezzanine space. The fire station included three double bays, decontamination room, training room, offices, dayroom, dining room, kitchen, sleeping rooms, restrooms and locker rooms. Project completed 2009.

Arlington Fire Station # 46 – Arlington, WA

This was an existing facility and there were two phases for the project as follows: *PHASE I*: Demolish a portion of the existing building, re-roof apparatus bays, and construct a new 2-story, 4,400 square foot wood framed building for training room, office, sleeping quarters and day room. This addition will be converted into city offices in the future. *PHASE II*: Demolish existing fire administration building. Project completed 2009.

Island County Fire District # 3 – Langley, WA

This project consisted of HVAC & plumbing design for a new 4,500 square foot fire station on Whidbey Island. The building consists of four bays, training/conference room, mechanical/storage mezzanine work area, decontamination area, office space and a workout area consisting of primarily concrete masonry unit blocks (CMU) and steel siding. Project completed 2008.

Professional References

Port of Bellingham
Adam Fulton
Director of Facilities
PO Box 1677
Bellingham, WA 98227
360-676-2500

Tulalip Tribes
Brad Green
Construction Coordinator
10200 Quilceda Blvd
Tulalip, WA 98271
360-716-4823

Johansen Mechanical, Inc.
Keith Johansen
President
20109 144th Avenue NE
Woodinville, WA 98072
425-481-2266

*RICE Group, Inc.
Mechanical Consulting Engineers*

5.2 Staff Qualifications – The Woolsey Company Cost Estimator



Company Profile:

The Woolsey Company is celebrating 25 years of delivering accurate, unbiased estimates in a timely manner to building owners, architects, engineers, contractors, and facility managers. The Woolsey experience encompasses a variety of project types including churches, colleges, libraries, medical facilities, fire stations, military facilities, power plants, public schools, office buildings, residential, municipal, civil sewer, and roadway projects.

Key Staff:

Matthew Woolsey is the Owner/Principal of The Woolsey Company. Matthew joined The Woolsey Company in 2008 with 15+ years of experience in various construction trades. Since joining Matthew has led over a thousand estimating projects of varying types and sizes, from conceptual stage to bid documents while continuing to uphold The Woolsey Company's impeccable record of accuracy.

While serving in the United States Coast Guard, Matthew worked as a Machinery Technician specializing in heating and cooling systems. After his military service, Matt worked for a mechanical contractor for several years, gaining valuable hands-on experience with both plumbing and HVAC systems.

Before joining The Woolsey Company, Matthew owned a general contracting business. His knowledge of all facets of the construction industry makes him a valued principal.

Select Fire Station

Snohomish County PUD #1, Lynnwood Locale Office

Carletti Architects, P.S.
15,050 GSF New Construction
Estimated Project Total \$9,900,000

Smokey Point Fire Station, Sedro Arlington, Wa

Carletti Architects, P.S.
10,845 SF New Construction
Estimated Project Total \$3,264,000

Fire Station #2, Sedro Woolley, Wa

Carletti Architects, P.S.
4,900 SF New Construction
Estimated Project Total \$1,127,000

New Fire Station, Langley, Wa

Carletti Architects, P.S.
5,522 SF New Construction
Estimated Project Total \$1,312,000

Fire Station 78, King County FD 37

McAdoo, Malcolm & Youel Architects
17,385 SF New Construction
Estimated Project Total \$4,189,000

5.3 Firm Past Performance

5.3 Firm Past Performance on Relevant Projects – Fehr & Peers Response Analysis Engineer

Fehr & Peers Project Descriptions Response Analysis Studies

Tacoma Tideflats Area Emergency Response Plan, Tacoma, WA

Fehr & Peers led the development of an Emergency Response Plan for the Tideflats Area of the City of Tacoma. This project was driven by increased development activity in the Port of Tacoma Tideflats Area, including a proposed Liquefied Natural Gas plant. City officials were concerned that the earlier closure of the Fire Station in the Tideflats area would leave the area without adequate fire protection. Fehr & Peers evaluated several options to maintain adequate fire protection response times that included the re-opening of the fire station, new roads, and improved equipment routing around traffic congestion and around trains in the port.

City of Seattle Fire Station 28, Seattle, WA

Fehr & Peers designed a City of Seattle traffic signal on the south leg of Rainier Avenue S at the South Kenny Street intersection, and provided engineering support during construction. The signal provides for emergency vehicle access onto Rainier Avenue A from the driveway to the newly rebuilt station and ensures safe and expedient access from the station to ensure that response times are maintained in the Rainier Valley.

Northshore Fire Station, Kenmore, WA

Fehr & Peers analyzed a proposed new fire station in Kenmore, WA. The analysis focused on site access, emergency response times, and necessary traffic signal equipment necessary to ensure safe and expedient access from the station.

Redmond Fire Station 17, Redmond, WA

This project evaluated the traffic impact of a proposed fire station within the Education Hill area of the City of Redmond. Key issues for this project included analysis of driveway sight distance, evaluation of fire signal requirement, a review of response time isochrones, and potential impact to area roadways.

MISSION CANYON COMMUNITY PLAN TRAFFIC & FIRE HAZARD ANALYSIS, Santa Barbara, CA

Fehr & Peers led the analysis of the Mission Canyon Community Plan (MCCP) to address ongoing and new traffic circulation and fire safety issues for the MCCP plan area. Fehr & Peers prepared a traffic simulation model for the MCCP for evacuation and fire hazard analysis to understand how growth would potentially impact response times and evacuation times/routes in this fire-prone area. Fehr & Peers led the development of measures to mitigate impacts to fire protection and developed a plan to implement these measures along with new growth.

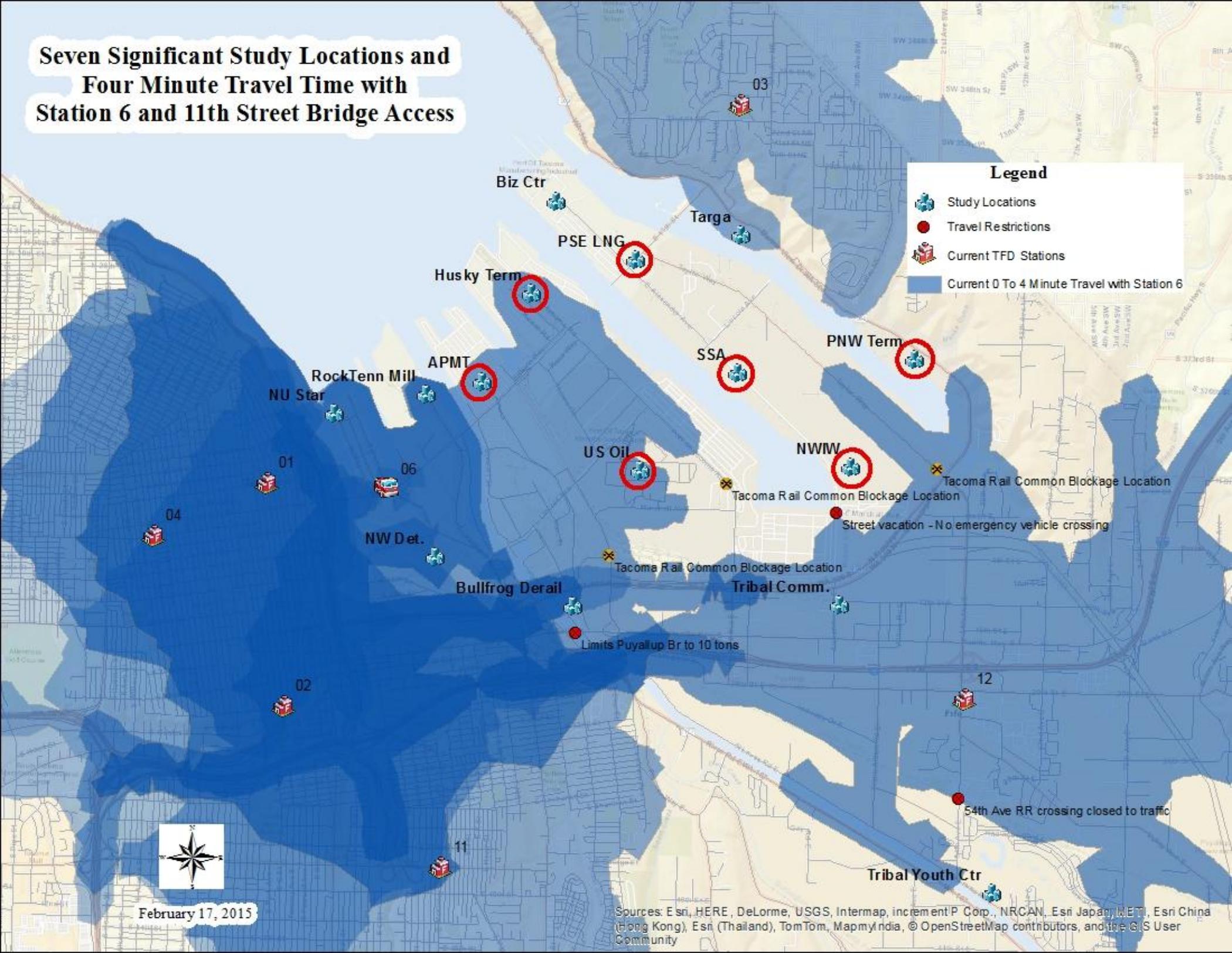
Port of Long Beach Fire Station Access, Long Beach, CA

The improved fire station on Pier F Avenue in the Port of Long Beach will replace an existing fire station on the site and will house firefighters, firefighting apparatus, meeting space, secure employee parking and general parking. Fehr & Peers is providing traffic engineering services in support of the project team. Specifically, Fehr & Peers is reviewing the signing and striping plans and providing advice in the areas of site access to ensure the station operates safely and with adequate vehicle response times.

Santa Barbara Wildland Fire Evacuation Procedures, Santa Barbara, CA

Fehr & Peers evaluated the travel times needed to evacuate areas of Santa Barbara County in the event of a wildfire. Evacuation routes were identified to facilitate timely movement of residents out of the hazard areas while also ensuring adequate emergency vehicle ingress routes.

Seven Significant Study Locations and Four Minute Travel Time with Station 6 and 11th Street Bridge Access



Legend

-  Study Locations
-  Travel Restrictions
-  Current TFD Stations
-  Current 0 To 4 Minute Travel with Station 6



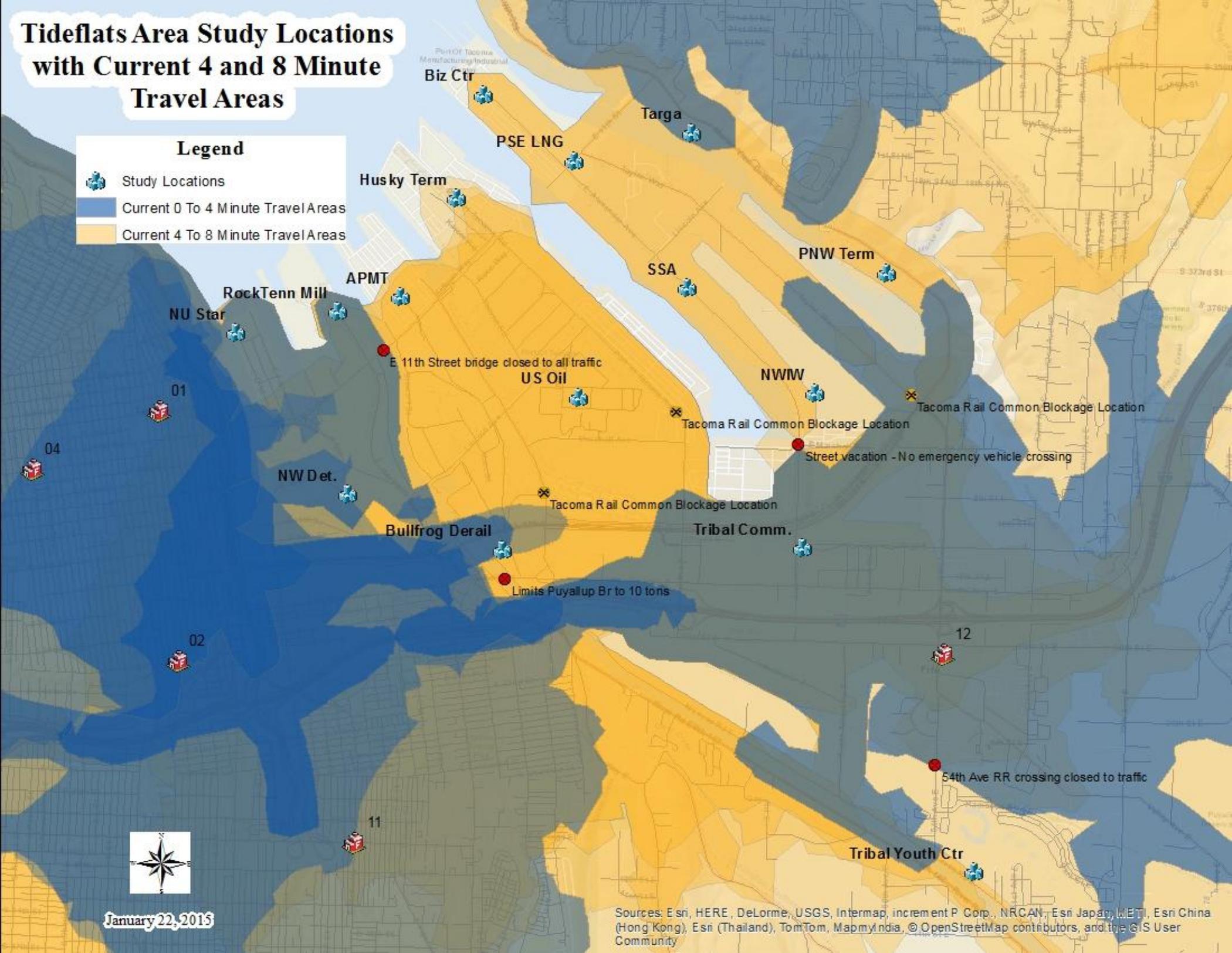
February 17, 2015

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Tideflats Area Study Locations with Current 4 and 8 Minute Travel Areas

Legend

-  Study Locations
-  Current 0 To 4 Minute Travel Areas
-  Current 4 To 8 Minute Travel Areas



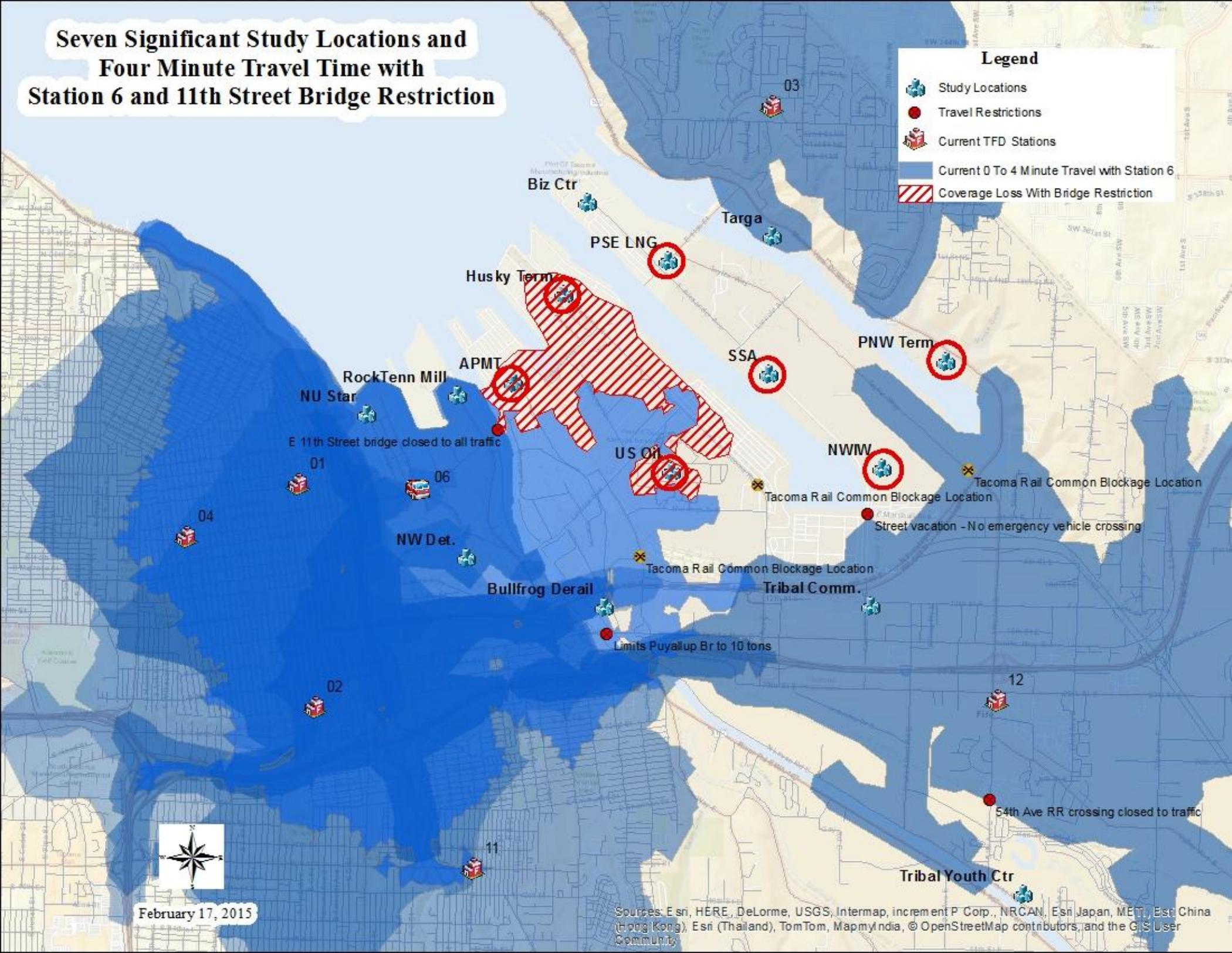
January 22, 2015

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Seven Significant Study Locations and Four Minute Travel Time with Station 6 and 11th Street Bridge Restriction

Legend

-  Study Locations
-  Travel Restrictions
-  Current TFD Stations
-  Current 0 To 4 Minute Travel with Station 6
-  Coverage Loss With Bridge Restriction



February 17, 2015

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

5.3 Firm Past Performance Relevant Projects - City of Oak Harbor Fire Department

Skagit County Fire District #9 – Big Lake Fire Station



12,200 S.F. 1-story wood framed fire station. The building was sized to accommodate future district growth and includes a training/community room with full kitchen to seat 225 people. It also was designed to accommodate future sleepers and dayroom addition.

Construction Dates: October 2012 through June 2013

Cost: Estimate \$2,200,000 Actual Bid: \$2,340,000 Final Cost: \$2,361,500

Change Orders: 0.91% change orders

Owner Contact: Dean Shelton, Fire Commissioner 360-770-8067 Email: sheltonfamily2@hotmail.com

Carletti Architects Project Team: Peter Carletti, Quentin Sutter and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

City Of Arlington - Downtown Fire Station #46 Addition



3,900 S.F. 2-story wood framed addition to the existing urban downtown fire station. Exterior and interior upgrades and improvements were made to the existing apparatus bays. The addition serves to update the current sleeping quarters, dayroom and offices of the current station. The project is in downtown Arlington and the design reflects the historical character of the area. While serving the fire station the addition is planned for future use of administration offices. Therefore efforts were made for flexibility by minimizing interior columns and bearing wall and preparing for a future elevator.

Construction Dates: February 2011 to August 2011

Cost: Estimate \$1,296,250 Actual Bid: \$1,267,000 Final Cost: \$1,311,591

Change Orders: 3.4% change orders of which 2.5% where owner upgrades

Owner Contact: Paul Ellis, City Mgr. 360-403-4603 Email: pellis@ci.arlington.wa.us

Owner Contact: Deputy Chief Tom Cooper 360-403-3607 Email: tcooper@ci.arlington.wa.us

Carletti Architects Project Team: Peter Carletti, Quentin Sutter, Tim Goodman and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

5.3 Firm Past Performance Relevant Projects - City of Oak Harbor Fire Department

City of Sedro-Woolley Station #2



New 7,200 S.F. (3) three bay drive through apparatus bays, second story crew quarters and administrative space. Project received funding from the ARRA - Assistance to Fire Fighters Fire Station Construction Grants issued by FEMA stimulus package. The exterior of the building features a NW residential feel as it is located within a residential neighborhood. The design included green features such as LID and solar hot water heater.

Construction Dates: July 2010 to January 2011

Cost: Estimate \$1,500,000 Actual Bid: \$1,348,300 Final Cost: \$1,429,837

Change Orders: 5.7% change orders of which 3.75% were owner upgrades

Owner Contact: Chief Dean Klinger 360-855-3207 Email: swfdchief@ci.sedro-woolley.wa.us

Carletti Architects Project Team: Peter Carletti, Quentin Sutter and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

Port of Bellingham - Aircraft Rescue Fire Fighting Facility



A new 7,800 square foot steel and concrete masonry unit constructed building. The design evokes the imagery of an airplane with curved roof element. Building features three drive through apparatus bays, training room, offices and crew quarters. Construction completed August 2009, value \$2.4 M.

Construction Dates: November 2008 to August 2009

Cost: Estimate \$1,958,500 Actual Bid: \$1,798,000 Final Cost: \$1,893,000

Change Orders: 5.02% change orders of which 3.85% were owner upgrades

Owner Contact: Adam Fulton, Port of Bellingham 360-676-2500 email: adamf@portofbellingham.com

Carletti Architects Project Team: Peter Carletti, Quentin Sutter and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

5.3 Firm Past Performance Relevant Projects - City of Oak Harbor Fire Department

Island County Fire District #3 - Langley Fire Station #34



This new 4,800 S.F. station and adjoining park and ride was designed with similar interest and rural site considerations as Freeland, Blaine, and Bay Ridge stations. The station was designed to reflect its' rural Island surroundings. The use of CMU veneer, metal siding, composite siding, and metal roofing create a maintenance friendly facility as well as anchoring it into an eclectic neighborhood. The new completed construction in September 2009, value \$1.3 million.

Construction Dates: February 2009 to September 2009

Cost: Estimate \$1,188,366 Actual Bid: \$1,396,000

Final Cost: \$1,401,000

Change Orders: 0.36% change orders

Owner Contact: Chief Rusty Palmer 360-321-1533 Email: chief@swfe.org

Carletti Architects Project Team: Peter Carletti, Tim Goodman and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

Skagit County Fire District #2 - Memorial Highway Station

(Town of Concrete Life Safety/Fire Station) station design was modified and re-utilized

(North Whidbey Fire District – Cornet Bay Station) station design was modified and re-utilized



SCFD #2



SCFD #2



Town of Concrete



Town of Concrete

Design and construction of a new 4,680 S.F. 3-apparatus bay fire station. Site was master planned to include the new fire station and future sleeping quarters and training areas. The station is a satellite station for SCFD #2.

This station design has also been reused and modified for the Town of Concrete life safety building and for North Whidbey Fire District Cornet Bay station replacement.

Both of these projects had change order percentages of less than 0.30% which is remarkable.

Construction Dates: May 2011 to December 2011

Cost: Estimate \$775,000 Actual Bid: \$800,000

Final Cost: \$807,658

Change Orders: 0.95% change orders

Owner Contact: Ken Anderson, Commissioner SCFD#9 360-708-2206 Email: kenco3@frontier.com

Owner Contact: Cody Hart, Town of Concrete 360-855-2333 x207 Email: codyh@crheng.com

Owner Contact: Marv Koorn, Chief North Whidbey Fire 360-675-1131 Email: Popkoornm@yahoo.com

Carletti Architects Project Team: Peter Carletti, Tim Goodman, Quentin Sutter and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

5.3 Firm Past Performance Relevant Projects - City of Oak Harbor Fire Department

SCFD #6 - Bayridge Fire Station



New 8,500 S.F. station with 6 apparatus vehicle bays, training room, kitchen, offices and sleeping quarters for six individual crew members. The Bayridge station is designed to reflect its' rural surroundings. The use of CMU/Brick and horizontal siding with metal roofing will anchor the facility to neighboring buildings and sites. The station was constructed for SCFD#6 and is operated under a joint agreement with the City of Burlington.

Construction Dates: June 2005 to January 2006

Cost: Estimate \$1,583,500 Actual Bid: \$1,580,000 Final Cost: \$1,593,500

Change Orders: 0.85% change orders

Owner Contact: Burlington Fire Chief Glenn Staheli 360-755-0261 Email: staheli@ci.burlington.wa.us

Carletti Architects Project Team: Peter Carletti, Tim Goodman and Jennifer Pearson

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

City of Blaine Fire Station- WCFD #14



9,700 S.F. concrete masonry and wood frame building. The facility has five apparatus bays, training room for 50, kitchen, administration offices and sleeping quarters for six individual crewmembers. Rural site conditions influenced the design of the station to have a rural theme.

Construction Dates: January 2003 to July 2003

Cost: Estimate \$1,396,295 Actual Bid: \$1,267,475 Final Cost: \$1,305,442

Change Orders: 2.91% change orders of which 1.5% were owner upgrades

Contact: Steve Banham, City Lynden Public Works 360-354-3446 Email: banhams@lyndenwa.org

Carletti Architects Project Team: Peter Carletti and Tim Goodman

Sub-Consultants: Geo Engineers, Rice Group and K-Engineers

5.3 Firm Past Performance Relevant Projects - City of Oak Harbor Fire Department

Island County Fire District #3 - Freeland Fire Station #31



8,800 S.F. wood frame building which includes storage for four apparatus vehicles, a training room, kitchen facilities, office's and sleeping quarters for six crew members. The Freeland station took into account the rural environment and was designed accordingly with the aesthetic appeal of the surrounding rural and farming community. Construction completed July 2002, value \$1,130,000.

Owner Contact: Mike Helland, Commissioner 360-321-1533 Email:
Carletti Architects Project Team: Peter Carletti and Tim Goodman

SCFD #5 - Allen Fire Station



5,500 S.F. fire station with 3 apparatus bays, public meeting space, and staff offices. Designed to reflect the surrounding rural environment in which it is located with pitched roofs, and shingle siding. Construction completed August 2005, value \$569,000.

Owner Contact: Loren Dahl, Fire Chief 360-757-7212 Email: Loren.Dahl@hexcel.com
Carletti Architects Project Team: Peter Carletti, Tim Goodman and Jennifer Pearson

South Whidbey Fire EMS - Bayview, WA Master Plan



Master planning for new central facility including: district offices, fire station, training facility, conference/training room. Currently in the design process and submitted for conditional use permit application. Construction value \$5.5 million for entire project.

Owner Contact: Chief Rusty Palmer Phone: 360-321-1533 Mike Helland, Commissioner 360-321-1533
Carletti Architects Project Team: Peter Carletti, Tim Goodman and Quentin Sutter

5.3 Firm Past Performance Relevant Projects - City of Oak Harbor Fire Department

City of Burlington – Railroad Park

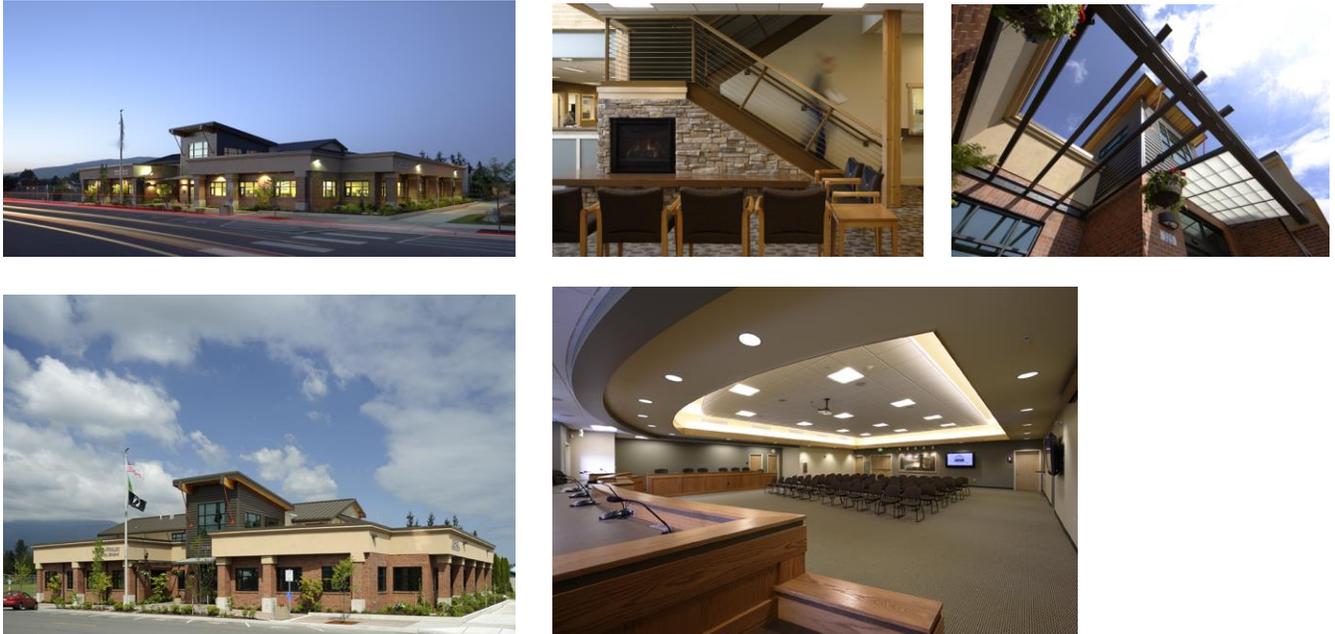


Design of a new visitor center and combined Burlington Chamber of Commerce offices. The Building is 5,312 S.F., and includes covered stage area, visitor center, Chamber offices and outdoor amphitheater. Project completed construction August 2012, value \$1.3 million. Project was funded with WSDOT grants.

Contact: Margaret Fleek, Director of Planning Phone: 360-755-9717

Carletti Architects Project Team: Peter Carletti, David Wilson, Jennifer Pearson

City of Sedro-Woolley – Police Station Expansion/City Hall Expansion



The new addition is a New 19,500 S.F., two-story brick masonry addition to existing 16,000 S.F. facility. The Council/Courtroom chambers are designed to function as an EOC with full connection to the Police and Fire Departments and to Skagit County 911 Emergency Center. Project included: remodel and addition to the existing police department, planning, building, finance and engineering departments, courtroom, council chambers and other associated spaces. Construction completed April 2008, value of \$3,060,000.

Contact: Eron Berg, City Administrator Phone: 360-855-9921 Chief Dean Klinger - 360-855-3207

Carletti Architects Project Team: Peter Carletti, Quentin Sutter and Jennifer Pearson

5.4 Project Approach

5.4 PROJECT APPROACH - City of Oak Harbor Fire Department

Methods and Approach

We believe that the most successful projects are those that involve a close collaboration with our clients as integral members of the design team from the start to the completion of the project. Our approach to team continuity evolves from our commitment to our clients. We firmly believe in assigning the correct team leader from the start of the project and assigning a single point of contact for the project.

If we are selected for this project the Principal in Charge will be Peter Carletti. The Project Architect/Designer will be Quentin Sutter. Tim Goodman and Jennifer Pearson will supplement Peter and Quentin with their fire station and municipal experience. Peter, Quentin and Tim have all designed and completed numerous previous fire stations. Their combined knowledge pertaining to fire station design, training room and office layouts, apparatus bays, WAC requirements, Barrier Free Accessibility and other code requirements will be an invaluable resource to assist the District in design of the addition to the fire station. Fehr & Peers will be our response analysis engineer. Their experience will be invaluable in the analysis to improve level of response times.

Our team knows the questions to ask and has the experience with fire station projects. Outlined below is our process.

Step 1. Evaluate Response Times

Fehr & Peers (F&P), our response analysis engineer, will evaluate growth patterns emergency response time service areas utilizing GIS network analysis for the City of Oak Harbor Fire Department. The existing street network will be coded and calibrated with current speeds based on historical emergency response times or industry-standard speeds. The GIS model will provide a summary of 4, 8, and 12 minute travel time sheds to identify first response, technical rescue and Hazmat service response times. This analysis will assist in identifying gaps in existing service based on Oak Harbor emergency response standards. Additionally, the GIS-based response shed analysis will be utilized to evaluate potential future street networks by incorporating transportation projects developed through the recent update to the Oak Harbor Transportation Element. We fully understand that the area of growth for the city is focused in the south and southwest areas of the City. Our goal will be to determine how we can improve levels of service in this quadrant.

The findings of this analysis will identify supportive transportation projects that will improve emergency response times and reduce gaps in service. We will also take into account future plans to collect Waterloo Road to Boon Road and see how this can factor into decision making too. Based upon the study finding, Carletti Architects will work with Fehr & Peers to determine which potential sites within the level of service areas would best support a new station to improve the current levels of service and serve the growth patterns of the City.

Key Staff: Aaron Gooze (F&P) and Peter Carletti and Quentin Sutter (CA)

Step 2. Program Station Requirements

Carletti Architects will gather the program information desired for the station and determine the spaces, adjacencies and sizes for all activities to occur with the station. We will also confirm the equipment sizes and quantities to be stored in the apparatus bays, deacon and support areas. This program will serve as the "road map" for project. We will provide a questionnaire to the city which will streamline this process as it identifies question regarding equipment sizing, quantities, and adjacencies. At this point a rough order of magnitude estimate will be prepared to establish the initial budget. The program and the budget need support and buy-in from the building committee members and the City. This ROM price will be based upon historical data we have from past fire station and municipal projects.

Key Staff: Peter Carletti and Quentin Sutter (CA) and The Woolsey Company

5.4 PROJECT APPROACH - City of Oak Harbor Fire Department

Step 3. Community Meeting Site Selection

Carletti Architects and Fehrs & Peers will collect the data from Step 1 and Step 2 and identify potential sites for the City to consider locating the new fire station upon. Basic footprint and truck/vehicle access and parking studies will be produced for each potential site. These will be massing studies and reflect the setbacks, parking, footprint size and access requirements. A matrix will be created which lists the pros and cons of each site. Basic massing of a fire station will be placed upon each site illustrating the basic footprint size, access to streets, visibility and areas for future growth expansion if needed. We would then suggest a community workshop to get input from the community of the potential sites. At the meeting the forum will allow discussion of each site. Access, site acquisition costs, utility upgrades and future expansion will all be some of the items assigned with in the matrix a value. The community and participants would then offer their ranking on a scale of 1-10 for each attribute mentioned above and the sites will then be ranked. The findings from this forum will then be tabulated and the design team will regroup to meet with the City and select the final site.

Key Staff: *Peter Carletti, Quentin Sutter (CA) and Aaron Gooze (F&P)*

Step 4. Schematic Design

A participatory approach to the design process is integral to timely and successful decisions. To facilitate communication and provide the client a working understanding of the project, frequent work sessions between the Design Team members, and City staff will be scheduled. The purpose of these work sessions is to provide ongoing review and input into the design effort, allowing decisions to be made on a continuing basis and, thereby, avoiding major changes in design direction. Process decisions are well documented in meeting notes and other communication tools, which outline action items, due dates and responsible personnel. Meeting minutes are used to record discussion, action items and decisions, and will contain specific discussions of program, budget, and schedule.

We have a standard tagline which we tell clients upon interviewing. Projects always consist of three common items size, quality and cost. We explain to Clients that they can control two of the above items but we need to control one of the three items to have a successful project. Often times we have to be the “bad guy” and inform stakeholders that their wish lists don’t match the budget and or strategic goals. Getting input on the design early on can alleviate major scope issues and design changes later during the process. Understanding the programming and operational issues that will drive the successful design solution is a complex undertaking. Our process forms a framework for listening, discussing issues, formulating options, and then developing solutions.

The conceptual building plans will be developed at this phase to a 30% completion level. Input into civil, structural, mechanical and electrical systems will be included from the sub-consultant team. A preliminary cost estimate will be prepared based upon the schematic design. The civil, structural, mechanical, and electrical engineers will all provide input into the cost estimate along with Carletti Architects. We would also recommend that a geotechnical study be initiated to establish there are no large geotechnical issues. The main estimate will be prepared by the Woolsey Company and Carletti Architects. DCG, Rice Group and K-Engineers will supplement the estimate with their respective costs.

Key Staff: *Peter Carletti, Quentin Sutter and Tim Goodman (CA)
Davido Consulting Group (DCG), civil and cost estimating, The Woolsey Company, cost estimating, Rice Group and K-Engineers cost estimating*

Step 5. Community Meeting Schematic design presentation

At this meeting we would present the final schematic design including site plan, floor plans, rough 3d massing model/rendering, and the cost estimate and which be the end result “MACC” Maximum allowable construction cost to the public. Input from the public and final comment will be tabulated to make sure there is community buy in to the final site and final solution.

Key Staff: *Peter Carletti, Quentin Sutter and Tim Goodman (CA)*

5.4 PROJECT APPROACH - City of Oak Harbor Fire Department

Next Steps

Design Development, Construction Documents and bidding

At the conclusion of Steps 1-5 if the project proceeds to Phase II then design development drawings would be prepared to a 60% level. Included within the drawings would be all sub consultant disciplines. A 60% cost estimate with complete sub-consultant drawings would be prepared. Unit prices will be applied to each building element, historical pricing and bid "climate" will be all considered in developing the estimate. Discussion of the 60% design and the estimate would be held with the City. Alternates and possible value engineering would be considered at this juncture to optimize the use of the allotted construction budget.

At this time final adjustments would be incorporated into the design and then 100% construction documents would be produced. During this entire time regular project meetings will be held with the City to discuss requirements for the station and to verify that the project budget is being maintained in regards to the design. The necessary permits will be procured and then the project will be put out to public bid. After bidding construction of the project would commence.

Construction Administration

Some of the most important details are implemented during construction and we believe in a "hands on" approach and we take an active role in the process. Our approach to construction administration is to put the Contractor on the same level playing field as the Architect. We protect the Owner's interests first and foremost but we also believe in a "team" approach to deliver the best results to the Owner. Our reputation among the General and Sub-contractor community is as an owner advocate; yet contractors enjoy working with us as we are common sense when it comes to resolving issues and challenges which arise during the construction process. In addition, our drawings and designs are extremely accurate and cost effective. This helps to make the construction administration process go much smoother as there is less ambiguity and interpretation of construction documents required by the General and Sub- contractors.

The project manager assigned to the project will attend all meetings from the conception of the project to the completion of the project including punchlist and record drawings. The Principal in charge will attend all meetings from project conception through the completion of design development. After completion of design development the Principal in charge will attend at least 50% of the meetings though project completion including the punchlist. Typically Carletti Architects takes meeting minutes as we feel they are more accurate and reflective of the tasks and issues discussed. Construction administration will be part of the State Fee Schedule.

Key Staff: *Peter Carletti, Quentin Sutter, Tim Goodman, Jennifer Pearson (CA), Geo Engineers-geo technical engineer, Davido Consulting Group (DCG)-civil and structural engineering, Rice Group-mechanical engineering, K-Engineers-electrical engineering, Eccos Design-landscape architect, The Woolsey Company-cost estimating*

QUESTIONS

1. *How do you anticipate supporting the City's decision making process?*

In reading the RFQ it appears the Phase I Feasibility study primary purpose is to do an analysis which evaluates the current level of service and determine if and where a new fire station should be located. As previously mentioned we will utilize GIS mapping and data to evaluate current levels of service and identify future growth patterns which will increase required levels of service to areas within the City.

A solid foundation under this scenario will assure that the City is making a sound decision to better serve the community and meet the emergency needs of their residents. Our significant background in successful fire station design with accurate cost estimating and minimal change orders will assure the community supports the decision for a new station and they are behind the project as they believe in the team and what findings are presented. This will make the general obligation bond issue much

5.4 PROJECT APPROACH - City of Oak Harbor Fire Department

easier to pass if it is based upon sound findings, facts and budgetary numbers. We recently just went through the same process with Skagit County Fire District #9 and the bond issue passed with flying colors.

2. Describe your approach to cost estimating that supports decision making and avoids overly conservative estimates.

During recent years the bidding market has been extremely volatile with regards to drastic price increases in both labor and materials. Currently we have seen labor stabilized but materials continue to increase in cost. The last downturn in the economy eliminated many bottom tier general and subcontractors. As the economy has stabilized the companies which remain have not “staffed up” to meet current market demand. Many subcontractors are keeping their labor force constant and not gearing up to meet additional demand. We are very in tune with the current bidding market and volatility of materials and labor pricing. Our track record indicates that our team understands the bid market and our estimates to date have been neither too conservative nor too optimistic.

3. How do you plan on maximizing participation of the community?

As mentioned above under our process approach in Steps 3 and 5 we would recommend conducting two community meetings. The first meeting would provide the analysis findings and why a new station is needed, introduce potential sites, and identify initial neighborhood concerns both positive and negative. The second meeting would solicit input on the final site selection and allow the public an opportunity to express their input into the evaluated sites and the final station design.

4. Describe your overall approach to executing the Project, including phases, and how you recommend the City into your overall plan.

See our project approach Steps 1-5 which outline our approach and discuss how the City will be incorporated along the way for decision making.

5. Describe your approach to Project completion, closeout, commissioning, startup and operations. How will you support smooth transition to ongoing operations?

Our quality control program continues through the final closeout stages of the project. At the completion of the project we conduct a final punchlist inspection. Present will be Carletti Architects and the respective civil, structural, mechanical and electrical engineers. Each discipline will prepare their own respective punchlist and itemize issues which need to be addressed. We also work with the Contractor to schedule a date with city staff for training and operations on systems for the building. Prior to release of retainage we do a final walk through with City staff to verify all punchlist items have been addressed and remedied. We clearly express our intentions to the contractor that the closeout phase is one of the most important elements and that the final project notebooks need to include: all O&M manuals, instructions, key subcontractor contacts list, record drawings, and lien releases.

6. Describe your firm's cost tracking and budget / forecasting approach when working as a Project team member during early design and throughout the Project.

Communication between Team Members and accurate complete drawings are integral to a successful DBB process. We are very adept at working closely with Owner's and sub- consultants and integrating information in a streamlined process to create a complete set of construction bid documents. This skill has given us a great reputation within the local and greater Seattle area community of contractors. Our firm has received numerous compliments that our designs are aesthetically pleasing, easy to understand and construct. This results in increased value to our Owners' and limited change orders. Past history of forecasting accurate preliminary cost estimates which are on target and not overly conservative is our track record.

Our track record of a 2.58% average change orders, in our firms' history of DBB projects, illustrates we have proven success with this delivery method.

5.5 Location & Current Workload

City of Oak Harbor Fire Department
5.5 Location and Current Work Load

Ability to Execute Work/Self Performance

Carletti Architects will be the project lead. For Phase I evaluation we would enlist the services of Fehr & Peers to assist with site evaluation based upon GIS response times. Actual evaluation of potential sites in regards to zoning, suitability and other issues will be performed by Carletti Architects. Carletti Architects will lead the space analysis, and produce the schematic design including site plan, floor plan(s) and architectural rendition. We would enlist the assistance of our sub-consultants to assist in the cost estimate.

We are very interested in designing this station as we love designing projects within the surrounding communities which are office is close too. Working with city staff and the community we will design a project which the city and the Oak Harbor community and taxpayers will be proud to be part of.

If selected Carletti Architects, P.S. would also be the project lead for Phase II.

Sub-consultants as noted in our proposal would be under our design lead to assist in the final design, bid, build of the new fire station. To assure price competition we will go out and procure a minimum of (2) quotes for each type of sub-consultant expertise

Geographic Range

Carletti Architects designs and manages construction on projects within Island, Whatcom, Skagit, Snohomish and King and Pierce County and their corresponding cities. Currently we are managing design and construction for the North Whidbey Fire District Cornet Bay replacement station project, and we are leading the master planning and design for South Whidbey Fire EMS Bayview station project. We have completed numerous projects over the years within Island County and the City of Oak Harbor.

Our office is 45 minutes from the City's fire station.

Current Work Load

Carletti Architects has a current total staff of 7 people. Our current work load and staffing needs will allow us to address the project schedule outlined in the RFQ. The staff we have proposed are ready to hit the ground running and begin work on identifying potential station sites, preliminary design and cost estimate.

Our total gross billings per year varies between \$1 million to \$1.4 million dollars each year. Over the past ten (10) years we have averaged approximately \$1.2 million dollars per year in gross billings. 2015 we are on target for approximately \$1.3 million in gross billings. I anticipate 2016-2018 to be within this same range. We have always been a firm with a staffing level between 6-8 personnel. This project size and complexity is well within the limits and range of what we excel at designing and managing.

5.6 DBE/MWBE Approach

City of Oak Harbor Fire Department
5.6 DBE/MWBE Approach and Apprentice Program

Disadvantage Business Enterprises

Carletti Architects tries to whenever possible employ disadvantaged, minority and women owned businesses.

We are a member of DBE's outreach and DBE goodfaith.com and we have a presence on their websites. Consistently we have tried to hire DBE/MWBE's to be part of our sub-consultant pool.

In previous years we utilized a MWBE woman owned structural engineering firm but she no longer carries Errors and Omissions insurance so we cannot utilize her services on projects.

In the past we have also worked with several Native American owned firms including: WH Pacific, Inc. and Land Development Engineering & Surveying, Inc. Both firms are civil engineering firms and they have completed several successful projects for our office.

The pool of DBE/MWBE within our geographic region north of Seattle is quite small and therefore we have had limited success in reaching out to these firms for their assistance. However, we continue to utilize the web, outreach programs and word of mouth from other offices to establish relationships with DBE/MWBE firms.

Apprentice Program

Over the years we have had several architectural interns work in our practice during summer months. To date we have had a total of 5 interns. As a matter of fact my partner Quentin Sutter was almost an intern but an intern from the previous summer whom decided to return for the following summer took the spot we were going to offer to Quentin. Yet he stayed in touch and now is an integral part of the firm.

We typically try to hire a recent graduate of architecture school when making new hires. We then offer excellent on the job training for the NCARB and IDP experience supplementing their education and thereby giving back to our profession.