COON CREEK WATERSHED DISTRICT
Concept Office Design

DJ Heinle, AIA
Project Manager
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Clay Hole Site
At Avonel and Coon Rapids Blvd in Coon Rapids, Minnesota

Legend
• Al Flynn Park
• Coon Rapids
• Crossroads Alternative High
• Lili-Pull Miniature Golf

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July 8, 2016

Mr. Tim Kelly  
District Administrator  
Coon Creek Watershed District  
12301 Central Avenue NE, Suite 100  
Blaine, MN 55434  

Re: Professional Services for District Headquarters and Office Concept Design

Dear Mr. Kelly:

TKDA is pleased to submit design and engineering qualifications for the development of a concept design plan for construction of the Coon Creek Watershed District Headquarters and Offices. This building design project is a once-in-a-generation opportunity to meet growing staff needs, and to create a more efficient, flexible, and pleasant work environment.

Our fully-integrated in-house team of architects and engineers provides a single source for innovative building design. TKDA Project Manager and Architect DJ Heinle, AIA, will oversee the design, communications and team coordination. Supporting him will be experienced professionals from our landscape architecture, civil, electrical, mechanical, structural, and water resources groups.

TKDA has a long history of work for government institutions and agencies across the Upper Midwest. We take pride in our public sector work, and understand the importance it plays in the vitality of our communities and the region.

Thank you for considering our qualifications and we welcome the opportunity to work with you and your staff.

Sincerely,

DJ Heinle, AIA  
Project Manager

Dean A. Johnson, AIA  
Vice President, Architecture
Your single source for expert architecture, engineering, and planning.

**Markets**
- Government
- Education
- Corporate/Industrial
- Surface Transportation
- Aviation
- Rail

**Awards**
- 17th Avenue Residence Hall and Dining Facility
  - University of Minnesota
- Top Project of 2013
- Finance & Commerce

- Swenson Civil Engineering Building
  - University of Minnesota-Duluth
- 2013 Top Ten Green Projects
  - AIA/COTE

- 2013 Award of Excellence (Sustainability Construction)
  - Minnesota Construction Association

- 2013 Evergreen Award
  - Eco Structure Magazine

- District Energy Solar Installation
  - District Energy St. Paul
- 2012 National Recognition Award
  - ACEC

**Offices**
- Saint Paul, MN
- Duluth, MN
- Chicago, IL
- Tampa, FL
- Los Angeles, CA
- Seattle, WA
Key Project Personnel

**DJ Heinle, AIA**  
Senior Registered Architect  
Project Manager/Project Architect

DJ Heinle has worked on numerous higher education, government, office, warehouse and residential projects. He manages projects and provides services from site evaluation through construction administration services. His experience includes design, production documents, project management, site analysis, code review, computer imaging, graphic design, and construction administration. His strong project experience coupled with a well-rounded portfolio of work made him a natural choice to lead your office concept design project.

- Chisago County Government Center Assessment and Upgrades | Center City, MN  
- Johnny Bird Community Center | New Town, ND  
- Washburn County Command Center and Security System | Shell Lake, WI  
- Minnesota Correctional Facility Asset Preservation Study | Stillwater, MN  
- Dakota County Technical College Facilities Master Plan Update | Rosemount, MN

**Rich Gray, ASLA, LEED AP**  
Senior Registered Landscape Architect  
Landscape Architect/Site Planning

Rich Gray has over 30 years of project management and landscape architectural experience creating visions for public spaces. He understands a project’s related technical issues and provides strong communication and management of his projects. Rich designs creative solutions that fit comfortably into the surrounding landscape and community while meeting functional needs.

- North Construction Building | Flint Hills Resources, Inver Grove Heights, MN  
- North Administration Building | Flint Hills Resources, Inver Grove Heights, MN  
- Johnny Bird Community Center | New Town, ND  
- Fire Station, Police Station, and City Hall | North St. Paul, MN  
- Otter Lake Business Park | Lino Lakes, MN  
- City Hall Expansion | Maplewood, MN

**Kraig Klund, PE**  
Senior Registered Engineer  
Civil Engineer

Kraig Klund is a registered engineer with over 16 years of experience providing civil engineering consulting services to both public and private clients. He has served on many infrastructure and building projects including roadways, water, sewer and district energy systems, rail facilities, and building site plans. These projects have included site surveying, building and environmental permitting, cost estimating, engineering design, plan and specification preparation, bid process coordination, and construction administration.

- Chisago County Government Center Assessment and Upgrades | Center City, MN  
- District Energy System East, Phase 2 | Olmsted County, MN  
- MVTA Cedar Grove Park & Ride Transit Station | Eagan, MN  
- Saint Paul Public Schools Linwood Monroe Campus Site Improvements | Saint Paul, MN  
- MVTA Apple Valley Bus Layover Facility | Apple Valley, MN
Brett Morse, PE  
Senior Registered Engineer  
Structural Engineer

Brett Morse has over 24 years of civil and structural engineering experience. With nearly two decades of project management experience, Brett guides his clients' multidiscipline projects from concept to completion. He designs schools, mass transit, power plants, water treatment, railroad, sports and industrial facilities. Brett’s responsibilities include client contact, specifically in the government sector, managing project schedules, budgets, and design staff, coordinating with local, regional and state regulatory agencies, and administering construction projects. Brett’s design and management skills result in the clear vision, direction and successful delivery of projects for all stakeholders.

Rob Schweich, LC  
Engineering Specialist II  
Electrical Designer

Rob Schweich has over 32 years of electrical design experience, with 15 of those years at TKDA. He provides design services in power distribution, lighting, fire alarm, communications, and building control systems. His expertise includes power and lighting systems for educational, industrial, commercial, and municipal buildings that range from 1,000 to 300,000 square feet. He has completed electrical design work for several public works building expansion projects.

Steve Fluger  
Engineering Specialist II  
Mechanical Designer

Steve Fluger has over 30 years of experience designing, developing and coordinating private and government projects in education, medical/hospital, data centers, high tech, industrial and ground source geothermal sectors. He served as a mechanical designer on the Chisago County Government Center Facility Assessments and Upgrades, the Duluth Public Library Conceptual Design Study, and the Johnny Bird Community Center.

Patrick McLarnon, PH  
Hydrologist/Project Manager  
Water Resource Engineer

Patrick McLarnon is a Hydrologist and Project Manager with 18 years of experience in developing and implementing projects for public and private entities. His expertise includes hydrologic and hydraulic modeling, water quality modeling, permitting, and design of stormwater basins, wetlands, culverts, storm sewers, and open channels. He is regularly praised by his clients and peers for his ability to organize teams, complete tasks on time, and communicate all aspects of a project to both design professionals and the public. He has designed, managed, permitted, and reviewed hundreds of engineering and construction projects across the nation.
Recent Projects

Government Center Renovation and Improvements
Chisago County
Center City, MN

TKDA is currently providing architecture and engineering services to Chisago County, coordinating capital improvement project timelines, schedules, and construction activities for their Government Center improvements. The facility consists of a 1973 county office building which was greatly expanded in 1989 to include court and law enforcement functions. The facility had a backlog of deferred maintenance. Working closely with the County, TKDA prioritized the building work and developed realistic project schedules. We also assisted the County in project definition and design, preparing construction documents, soliciting bids, selecting contractors, and construction management.

Projects included extensive interior renovations; a roof, envelope and curtainwall replacement; new chiller and central boilers; and site upgrades. The Government Center’s interior renovation encompassed three floors of the original 17,000 SF 1973 building and included County administrative offices, public service centers, the County Commissioner Board Room, and public restrooms upgrades (including a new mother’s room). The work was phased by floor to minimize disruption to the staff and County services.

The space planning and design created a contemporary work environment, with more efficient layouts and circulation, providing more openness, visibility and light, and improved public service access and accessibility. New finishes, and mechanical/electrical infrastructure provided better lighting and technology, ventilation, and temperature control. The project also included developing new interior finishes standards and signage package for the renovation and for future work in the remaining Government Center spaces.

Levels 1, 2, and 3 scope of interior renovation.

Service center corridor rendering.
Public Works Building Expansion
City of Hastings
Hastings, MN

TKDA assisted the City of Hastings with the design and construction of a new 7,800 SF office expansion of the City's existing 22,100 SF Public Works maintenance shop and garage area. TKDA's services included programming, design development, construction document preparation, and assistance during bidding and construction.

The building expansion provided offices, plan room, larger training rooms, a break room, locker rooms, and restrooms. The City also wanted to improve the exterior of the existing building which led to a redesign of the entire façade, providing the entire complex with a new and unified appearance.
City Hall, Police and Fire Station
North St. Paul, MN

The City of North St. Paul’s new combined City Hall, Police Station, and Fire Station is located only one block from their old downtown facility. The traditionally-styled building in brick and cast stone has a pitched standing seam metal roof screen to maintain the neighborhood’s Main Street character. The combined joint-use facility is designed to take advantage of several shared opportunities between City departments.

The open lobby provides a warm and welcoming reception area and convenient access to the service counters for the Finance, Community Services, and Police Departments with flexibility for after-hours lockdown capabilities. A skylight and lobby glazing provide daylight to the interior public spaces, and the wood counters and trim add visual warmth. The new facility has a friendly, small-town feel that encourages citizen engagement.

TKDA partnered with Collaborative Design Group for programming and schematic design phases, and provided design development through construction administration. TKDA also worked in conjunction with the Construction Manager, Kraus-Anderson, to keep the project within budget. TKDA provided architectural, structural, mechanical, electrical, landscape architecture, and interior design services.
Central Services Facility Master Plan and Design
Austin Utilities
Austin, MN

Austin Utilities, a municipal provider of electricity, natural gas, and water services, was operating out of three sites and seven buildings between 20- to 80-years-old. TKDA prepared a master plan that documented their facility needs for the next 40 years, and then designed a new central service center to increase efficiency and productivity.

TKDA's predesign document included a needs assessment, concept design, and site master plan for a new service center located at their Energy Park site. Included were a phasing and implementation plan, and cost estimates for the design and phased construction. Two design options were explored. The first consolidated all operations and customer service functions at the 23-acre Energy Park location. The second option sited the operations at Energy Park while customer service and administration remained in downtown Austin. The fully-consolidated option was selected.

The final design of the new central facility culminated from a series of work group sessions including directors, supervisors, and staff. The 105,000 SF building program and layout developed from information gathered through questionnaires, staff interviews, and TKDA’s extensive background in this building type. Several energy saving options were implemented including high-performance glazing, geothermal heating, and photovoltaics. General Manager Mark Nibaur declared, "We should practice what we preach."
Pedestrian Gateway Entrance
Harriet Island Regional Park
Saint Paul, MN

Harriet Island’s new Pedestrian Gateway Entrance reconnects Saint Paul’s West Side Community to Harriet Island Park and the Mississippi River. It serves as a trailhead for the walking and bicycle paths on top of the levee and provides park visitors with a welcoming experience.

The new entrance design incorporates a plaza with a kiosk and interpretive artwork on the Water Street side of the levee that provides gathering space for a multitude of possible cultural events, while also creating an enticing front door to the park. The limestone, clay tile, and bronze sculptures provide connections between residents and the river on an intellectual level through expressions of cultural and natural themes. An intriguing sequence of spaces, centered on the Park’s Great Lawn and Cathedral across the Mississippi River, draws visitors into the park.

The new park entrance has been enthusiastically embraced by the community it serves as an exemplary example of connecting people to their natural environment.
PROJECT FEATURES

- Boat and canoe launches
- Fishing piers and shoreline fishing stations
- Observation Platforms
- Information Kiosks
- Picnic Areas
- Restrooms

Mississippi River Access Park Development
U.S. Fish and Wildlife Service

Following the flood of 1993, the U.S. Fish and Wildlife Service contracted with TKDA to provide Landscape Architectural, Architectural, and Engineering design services for the development and restoration of 32 Mississippi River Access park sites extending from Wabasha, Minnesota, to St. Louis, Missouri.

Given the natural and oftentimes delicate settings within the Upper Mississippi and Mark Twain National Wildlife Refuges, particular attention was given to nesting entrance drives, parking lots, and other park facilities comfortably into the landscape so as to provide durable, long-lasting improvements which visually fit their wildlife refuge surroundings.

This project provided for the upgrade and development of the facilities with expanded recreational opportunities for all park users, including those with physical disabilities.

Specific facilities that were developed at the various sites included boat and canoe launches, handicap boat transfer docks, fishing piers and shoreline fishing stations, observation platforms, information kiosks, interpretive trails, picnic areas, restrooms, lighting, and miscellaneous site signage.
References/Firm Availability

Firm Availability

TKDA is a full-service design firm offering experienced architects and engineers licensed in the State of Minnesota who have successfully completed similar projects that meet or exceed Coon Creek Watershed's requirements. Our staff is currently available for your project and can accommodate the schedule targeting wrapping up the project in September.

References

Bruce Messelt
County Administrator
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Nick Egger
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Mark Nibur
General Manager
Austin Utilities
Austin, MN
507.433.1289
MarkN@austinutilities.com
Project Approach/Methodology

Project Understanding
Coon Creek Watershed District is seeking proposals for the development of a concept plan for construction of District Headquarters and offices. TKDA will provide Architecture and Engineering services relating to the development of a concept design for the building with an opinion of construction cost. TKDA will work using an integrated design approach; utilizing our in-house architects and engineers while also actively engaging the District’s staff. Our understanding and experience working with other similar project groups enables us to efficiently craft a design concept that is sensitive to the unique site you have selected and reflect the utility needs the District desires.

We understand that the predesign services are important to develop a concept for an 11,000 square foot building, either of 1-story or 2-story layouts. The building has 4 primary attributes: 1) to create an aesthetic resource, 2) provide site educational features, 3) provide space for current and future staff and equipment, and 4) create an option for an amphitheater or outdoor City amenity.

Our team is uniquely qualified to assist in your efforts because of our extensive trails experience, and being able to utilize the trailheads that exist at the site currently. Additionally site considerations will be critical for our team including the large slope of grade down to the Coon Creek and Clayhole features, preservations of the existing park site improvements and parking, and access to the District HQ and existing Al Flynn park. Our staff are experts in office space and will apply a utility aesthetic stylistically reflective of the community found in the nearby City Hall and also the existing Elm Creek Park Reserve Building. We understand that function is paramount to the space, while adaptive space for a field-office like laboratory space.

With the District being the lead agency, TKDA will help to establish the program to allow for multiple funding sources currently being sought in conjunction with the City, County Board, and other stakeholders.

TKDA is also very involved in energy initiatives through design-assist programs with utility providers. We expect to be able to integrate efficient energy design with this site and will apply for rebates and strategies with District goals in mind during subsequent phases.

Project Approach/Methodology
TKDA has an Iterative design approach that starts with initial site analysis, site inventorying, and data gathering. Our team of experts will be an extension of the District staff to hone in on the primary program elements, currently outlined to include office space, support space, equipment storage, laboratory space, interpretive area, and a friendly and welcoming atmosphere. Based on this program data, we will evaluate the long-term goals and integrate into a final program through our analysis efforts.
Office space is a highly evolving concept in today's design for buildings. Through open and collaborative lounges, breakrooms and communal areas, open work spaces might be appropriate. Quiet rooms for phone calls and meeting rooms can supplement the need for private offices. Sensible daylighting and smart technology systems can enhance staff connectivity and allow high-tech collaboration. Outdoor spaces and indoor daylighting enhance productivity and improve mental acuity. The building's adjoining exterior area could become an outdoor work space—an extension of District space. These social environments allow for more opportunities to interact and connect face-to-face.

At each design phase, TKDA will review and provide cost comparisons for informed decision-making and budget-tracking. In addition, to minimize construction change orders, TKDA implements a rigorous internal QA/QC process where senior staff in each discipline carefully review drawings and specifications prior to issue. The final documentation not only has reduced errors and omissions, but a clarified intent that results in more accurate bids.

**Design Process**

**Phase I - Predesign**

The TKDA process will be a collaborative effort among the design team, Watershed District, County, and project stakeholders. The predesign process will finalize the project's program, provide a graphic outline of the building and site, include a detailed site analysis and lead to design concepts and the design approach. With concept in-hand, our team will shift to budgeting and preparing our opinion of probable cost. TKDA has extensive cost estimation experience and will make recommendations to keep the project within budget and for successive phasing to increase efficiency. We will reality-check the program to the budget for verification of project goals and align project scope and budget with building materials.

Once we have successfully completed the predesign concept, TKDA will present the concept and preliminary design to the Board of Managers for initial feedback and to refine into the final concept.

TKDA will adhere to the project schedule outline and provide timely design services that will enable the Board to act in a sensitive manner to taxpayers and County needs.

**Phase II - Design**

TKDA will work side-by-side with Coon Creek Watershed, the departments to be housed in the new facility, local code officials, and stakeholders to prepare Schematic Design (SD) drawings, Design Development (DD) drawings, and Construction Documents (CD) and technical specifications for public bid.
Cost Proposal

TKDA proposes lump sum fees in the amount of $26,000, with reimbursable expenses of $500 for a total fee of $26,500. This includes a master planning workshop, the two project meetings identified and the 2 concept review meetings with the Board as outlined within the request for proposal. TKDA's fee is based on our proposed scope of services as outlined in the proposal.

**Breakdown of fees based on scope:**

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<tr>
<th>Service</th>
<th>Fee</th>
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<tr>
<td>Site evaluation</td>
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<td>Water resources</td>
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<tr>
<td>Board Review Meetings</td>
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<tr>
<td>Design, opinion of cost, and programming</td>
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</tr>
</tbody>
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**Deliverables include:**

- Detailed program in spreadsheet format
- Colored site rendering concepts (2) initial and (1) final
- Concept floor plan
- Sketch building massing/exterior elevation