

**RFP RESPONSE FOR:**

# **RUNESTONE COMMUNITY CENTER EXPANSION**



Prepared By:



**22 March 2021**

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# A - COVER LETTER



22 March 2021

Mr. Marty Schultz  
City Administrator  
City of Alexandria  
704 Broadway  
Alexandria, MN 56308

Re: Request for Proposals  
Architectural /Engineering Services  
Runestone Community Center Expansion

On behalf of HTG Architects, we appreciate the opportunity to submit our proposal for the Runestone Community Center Expansion. For over sixty years, HTG has been dedicated to working with our clients to plan and design buildings that respond to the ever-changing needs in their communities. HTG has extensive experience in recreation and ice facilities and specifically community arenas have become a core focus of our firm. Our goal in everything we do is to provide our clients with solutions that make a difference.

Summary of your projects' details:

- Project consists of the addition of a 3rd ice sheet as well as an expanded lobby space. The total addition is approximately 44,000 sf.
- The project is scheduled to be complete January 1, 2023.
- The drawing phase will be broken into two phases:
  - Phase 1 – Predesign submittal to the State of MN.
  - Phase 2 – Full design and bidding documents.
- The selected firm will lead public engagement strategies.
- A Construction Manager at Risk will be selected early in the process.

We toured the existing facility with Vinnie Hennen to help prepare our proposal. It was clear that a lot of work has been done with the refrigeration and utilities in preparation of this rink addition. Additionally, we observed the challenges with the slope of the parking lot at the new entry; we have some ideas about how to address those issues that you will see in our design concept. There are a couple other challenges that we identified, including imposing snow loads on the west rink roof and accessibility to the second and third levels. We have come across these issues several times in previous projects and are confident we can address them with an affordable solution.

We have experience that directly relates to your project. At the Dakotah! Ice Center in Prior Lake, MN we added a second sheet of ice with seating for 1400. We also created a new two-story lobby, office, concessions, meeting room and restrooms. At the Clearwater Ice Arena in Clearwater, FL we added a 2nd sheet to a metal building structure. This project also included lobby expansion, skate rental, party rooms and dryland training space. Most recently we have been working with the folks at Breezy Point on an addition to their rink. The new 2nd sheet would seat 600 and includes new locker rooms for their juniors' team, expanded lobby and weight training area.

HTG is a current member of the Minnesota Ice Arena Managers Association (MIAMA) and the United States Ice Rink Association (USIRA). MIAMA is the leading rink management association in the industry. The USIRA is the leading national association that serves rinks around the country. The USIRA hosts NARCE (North American Rink Conference & Expo), which we have attended for over 10 years. We invest time and money in these organizations to continue to grow our knowledge of the industry. Our ice arena experience and continuing education will help make this a successful and smooth project for the City of Alexandria.



After reviewing the scope of the project outlined in the RFP, visiting your existing facility and meeting with staff, we want to let you know we are extremely excited about and interested in this project. We have a proven process called InVision that will ensure that your project exceeds the expectations of the community, city staff, elected officials, and key user groups.

We have assembled a team of experienced engineers selected specifically for your project. Adam Thiele of Anderson Engineering of MN will be our civil engineer for the project. Adam still straps on the goalie pads when time allows, so his personal passion will amplify his professional abilities. Our structural engineer is Tim LaBissoniere of IMEG. Tim has experience with both precast concrete panel buildings and pre-engineered steel buildings; he will be skilled in helping us navigate how the addition ties in with the existing building roof structures. We are also teaming with Licia Oligmueller and Matt Tisdell of Gausman & Moore to manage the MEP design. Licia and Matt have worked with HTG on many rink projects over the last 10 years. They have worked on state projects and are familiar with the state's B3 requirements.

There is an old hockey saying – hustle and heart set us apart. That spirit is at the heart of our approach. We offer our team's best effort and passion to your project. We feel strongly that we have the best team for your project. We have experience with both municipal and developer driven projects. We understand expense vs. revenue and how those two items drive a project, and ultimately are a measure of its success. HTG's experience in rink and recreation design, together with our engineering partner's technical experience, creates powerful and productive results.

We are proud to present this talented team for the City of Alexandria and the RCC Expansion project. Our collective technical expertise and experience with community rinks will ensure a smooth process, delivering your new rink on time and on budget.

Again, we thank the City of Alexandria for the opportunity, and look forward to meeting with you to develop this important community project.

Sincerely,

A handwritten signature in black ink that reads "Tom Moore". The signature is fluid and cursive, with the first letters of "Tom" and "Moore" being capitalized and prominent.

Tom Moore  
Partner  
HTG Architects



## **B - SCOPE & SCHEDULE**

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The following pages use a proposed schedule to outline and show in detail the process we would propose to use for your project. We have found this process ensures quality and accomplishes the project goals.

**03-22-21    Proposals Due to the City of Alexandria**

**04-01-21    Consultant selected by City of Alexandria**

### **PHASE I**

#### **PRE-DESIGN UPDATE & PREPARATION OF PRE-DESIGN SUBMITTAL TO STATE OF MN**

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**04-01-21    Meeting #1 - Kickoff Meeting with City Staff**

Gather stakeholders together - City, Key User Groups

(High School Hockey, Youth Hockey Association, Blizzard, etc.)

Review previous needs, assessments & pre-design documents

Review HTG's Master Program

Review Revenue Drivers - Hockey, Figure Skating, Dry Land, Turf, Multi-Purpose, etc.

Review Expense Drivers - Maintenance, Energy, Staffing, etc.

Review what is working with the current facility, and what is not working

Identify any additional issues team members may have

Verify systems to be used (structural, mechanical, refrigeration)

Review project budget

Review project schedule

Discuss the level of sustainability desired

**Communicate: Issue written program for review**

**Analyze Site**

Existing Site Evaluation - identify pros & cons

Traffic flow

Parking

Review issues during fair & other events

Review location, traffic, access, circulation, adjacent uses

Review utilities, drainage, storm water

Review security & safety

**Analyze Existing Facility**

Strengths & Weaknesses

Opportunities & Deficiencies

Renovate vs. Remodel

Review connections between new & old



**Analyze Regulatory Requirements**

Codes

Zoning

Site & General Development Requirements

City Approval Process

**04-22-21 Meeting #2 - Community Engagement Workshop #1**

Evening meeting open to the public to present concept plan

Identify community needs

Invite comments & feedback

Discuss options

Establish goals & priorities for the project

**04-27-21 Meeting #3 - Conceptual Design Meeting**

Present Program and Analysis Information to City & Key User Groups

Complete background drawings

Prepare Architecture & Site Design Initial Concepts

Prepare floor plan options

Identify the best options for the site

**05-15-21 City to begin CMAR selection process**

HTG to assist as needed in the selection process

**05-13-21 Meeting #4 - Community Engagement Workshop #2**

Evening meeting open to the public to present preferred concept plan

Reflect community needs

Reflect the comments & feedback collected in previous meetings

Review goals & priorities for the project

**06-01-21 Meeting #5 - Conceptual Design Meeting**

Present Updated Concept Plan to City & Key User Groups

Finalize project direction

Authorize the start of the 3-D Renderings

**06-15-21 Meeting #6 - Final Conceptual Design Meeting**

Present Final Concept Plan to City & Key User Groups

Review initial 3-D Renderings

Review progress on CMAR selection

**06-22-21 Submit Pre-Design package to State of MN**

Deliverables: Program, Site Plan, Floor Plans, Exterior Elevations, Exterior & Interior 3-D Renderings, Budget, and Schedule

**July 2021 City Decision Point on Expansion Components**

## PHASE II

### DEVELOPMENT OF CONSTRUCTION DOCUMENTS

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#### 07-01-21 **Start SCHEMATIC DESIGN**

Continually monitor the following, during every phase:

- Regular communication with the client, CMAR & consultants
- CMAR to update the Schedule
- CMAR to update the Cost Estimate

Establish specific schedule for client meetings (virtual or in person)

Soil Boring proposals & approval

Site Survey proposals & approval (if required)

Phase I & II Environmental Impact Study proposals & approval (if required)

Review/Present Preliminary Plans to the City Planning & Engineering Offices

- Determine City Submittal Dates
- Start Civil Engineer early, if required, for City Submittals

Notify/Start Consultants (Civil, Struct'l, Mech/Elec, Design)

Develop Building Elevation Designs & Ceiling Designs

Verify Existing Conditions

**Conduct Preliminary Code Review**

#### 07-27-21 **Meeting #7 - Client Project Review Meeting**

Design Drawings

- Review Site Plan, Floor Plans & Elevations
- Review preliminary ceiling/lighting

Design Discussion

- Review preliminary features/materials
  - Mechanical Systems
  - Electrical Systems
  - Building Envelope
- Review preliminary interior finishes
- Review preliminary exterior materials
- **Selection of vendors (submit RFP's for pricing)**
  - Lobby Furniture
  - Rink Equipment
  - Refrigeration Equipment (if needed)
  - Music/Sound
  - Audio/Video
  - Low voltage cabling
  - Signage (Interior & Exterior)

**08-02-21    Start DESIGN DEVELOPMENT**

Continually monitor the following:

- Regular communication with the client & consultants
- Update the Schedule & Cost Estimate, inform the client

Prepare documents for consultants so they can begin:

- Site, Floor Plans, Ceilings, Schedule, Wall Sections, Building Sections

Coordinate with Civil Engineer

Coordinate with Structural, Mechanical & Electrical Engineers

Present to the City Staff/Planning Commission/Council (if required)

Select exterior colors, building material & present

**Conduct Code Review**

**08-24-21    Meeting #8 - Client Project Review Meeting**

Approval - (Milestones)

- Site Plan
- Floor Plan
- Exterior Elevations
- Ceiling/Lighting Plan
- Interior Finishes (with possible minor modifications)

Design Drawings

- Review window & door frames
- Review preliminary Equipment Plan

Consultant Review Meeting

- Structural System
- Review HVAC Plan & Electrical Plan

Process

**CMAR to review preliminary cost estimate**

**CMAR to review schedule**

**08-31-21    Start CONSTRUCTION DOCUMENTS**

Continually monitor the following:

- Regular communication with the client, CMAR & consultants
  - CMAR to update the Schedule & Cost Estimate

Develop a Specifications Table of Contents for the project

Interview & select Vendors Meeting

Develop and finalize structural, mechanical & electrical systems

Equipment review & selection

**09-14-21 Meeting #9 - Client Project Review Meeting**

Approval - (Milestones)

- Review rink equipment layout
- Door hardware functions, profiles & finishes
- Window & door frames
- HVAC Plan & Electrical Plan
- Final finishes / materials / colors
- CMAR Update
  - Building permit & bidding process/timing
  - **Review Construction Cost Estimate (90%)**
  - **Review Schedule**
  - Develop alternates, if needed
  - Schedule
- Review of vendors' systems & products

**10-12-21 Meeting #10 - Client Project Review Meeting**

Design review meeting, architectural, structural & MEP

**10-15-21 Quality Control Review - In-House & with Consultants**

Conduct Cost Estimate & Schedule Reviews with General Contractor  
Cost Segregation Study (optional, with consultant)

**11-09-21 Meeting #11 - Client Project Review Meeting - Sixth Meeting**

Final Approval - (Milestones)

- HVAC Plan & Electrical Plan
- Final finishes / materials / colors

Design Discussion

- Miscellaneous Items

Process

- CMAR Update
  - Building permit & bidding processes/timing
  - **Review Construction Cost estimate (95%)**
  - **Review Schedule**
  - Develop alternates, if needed
  - Schedule
- Review vendors' systems & products



**11-30-21    ISSUE DOCUMENTS FOR BIDDING**

Continually monitor the following:

- Regular communication with the client, CMAR & consultants
- CMAR to update the Schedule & Cost Estimate

Send drawings out for final bidding

Set bid procedures

Review alternates

Review requests for equals

Prepare all addendum

Field all bidding questions

**12-20-21    BIDS DUE / Selection of Sub-Contractors**

Receive & Review bids with Owner & CMAR

**January 2022    AWARD & NOTICE TO PROCEED**

**CMAR to present Final Project Cost**

**Determine Start of Construction Date**

**Order long lead items**

Prepare AIA Contracts

## **PHASE III**

### **CONSTRUCTION ADMINISTRATION**

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**03-15-22    CONSTRUCTION BEGINS**

Continually monitor the following:

- Regular communication with all people involved in the project
- CMAR to update the Schedule
- CMAR to update the Construction Budget

Pre-Construction Conference

Attend regular Construction Meetings (every 2 weeks)

Review & process shop drawings

Review/Approve payment requests & lien waivers

Review/Approve change orders

Field construction questions & issues

**11-30-22    CONSTRUCTION COMPLETED**

Continually monitor the following:

- Communications / Schedule / Budget

Final walk-through & Punch List

Issue Certificate of Substantial Completion

**Move-In**

**12-15-22    Punch List items completed**

**01-01-23    Open House/Grand Opening**

**11-01-23    11-Month Construction Review**

(Do this one month before the 12-month warranty period runs out)

## C - FIRM BACKGROUND

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Everything we do begins with Service and ends with Relationships. We start with your vision, then add our industry insight and superior expertise gained through experience, to design and execute plans that bring your project to life. Our history is a living part of our design process. Founded in 1959, we maximize the value of our 60+ years of experience by learning from past projects and applying our extensive knowledge and expertise to every design. Each project benefits from our cumulative knowledge developed over our many years, projects, and education.

HTG has 15+ team members, with offices in Eden Prairie, Minnesota and Bismarck, North Dakota. Our leadership team is in Eden Prairie and includes:

Jeff Pflipsen – Visionary – responsible for company growth, culture and training.

Tom Moorse – Integrator – responsible for overall company operations.

Sean Raboin – Sales & Marketing – responsible for company sales goals.

Rob Brandwick – Production – responsible for staffing, quality control and technology.

At HTG we provide solutions that make a difference. We bring our expertise to the table to help owners take a project from idea to concept to design, and through construction. Every project faces challenges; our role as the architect is to propose ideas that solve those challenges. We listen first, and then ask questions. We work hard to clearly understand the challenge from all perspectives. The first step in our design process is to provide the owner with multiple solutions, presenting pros and cons of each. We provide the necessary information so that the owner can choose a solution that truly does make a difference.

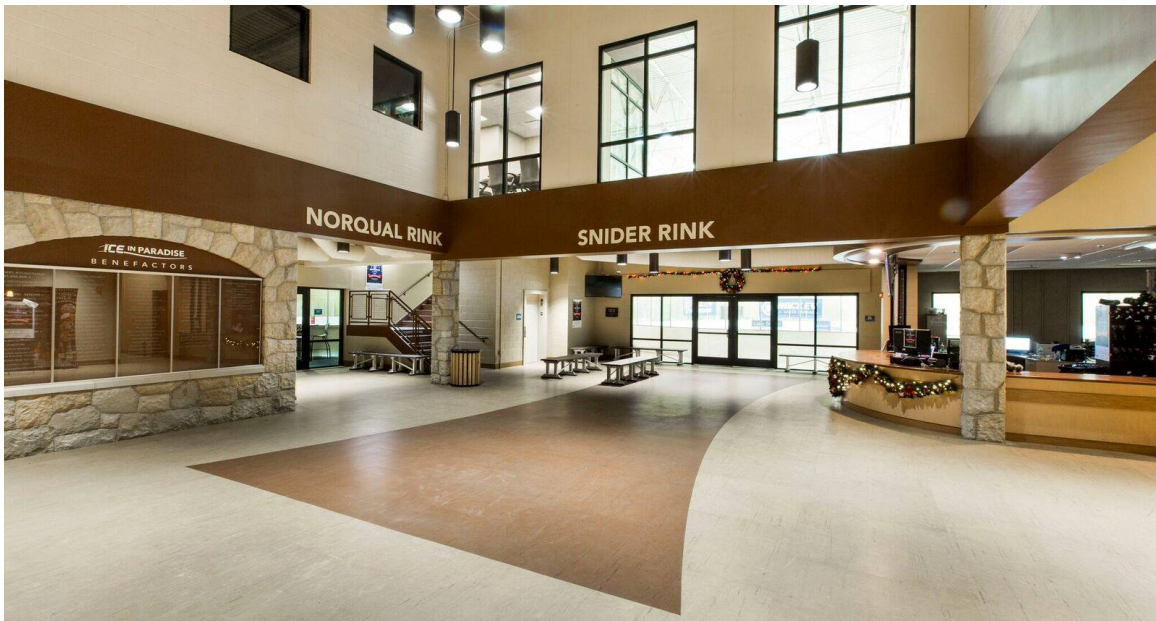
HTG has built a strong foundation providing architectural services to financial institutions for over sixty years. We also have been fortunate to work for the Shakopee Mdewakanton Sioux Community (SMSC) in Prior Lake for over 30 years – on both large and small projects. Our first rink project was for SMSC as part of the Dakotah! Sport and Fitness Center. More recently we expanded the building by added a second sheet of ice to that facility which also included a new entrance and parking area to help separate the rink functions from the health club functions.

## C - FIRM BACKGROUND

Today our experience in rink and recreation projects continues to grow nationally and is a cornerstone of our practice. We have focused for the past 15 years on growing our knowledge and experience in rink architecture and design. We currently are working on projects across the nation, from California to Maryland, Minnesota to Florida. There are lessons learned in each project we complete, providing new knowledge and experience to apply to your project. We understand rink industry standards, but have also seen and been part of bringing unique solutions and trendsetting designs to life.

Rinks are expensive projects to build and operate; we know and understand this. We are happy to design “high-end” rinks – but the truth is that communities often want an economical design, that simply gets them access to more ice. This type of solution needs to function well, and it needs to last. One of the first things we do is establish a set of goals and priorities for every project. Budget is always high on the list of priorities.

We understand that many clients feel architects want to design a monument to themselves. In this scenario, the design seemingly never stops and causes the project’s price to escalate. Responding to this belief, we designed a solution we call “Rink in a Box”. By engineering the rink down to its basic needs and characteristics, we can provide a cost- and time-conscious design to use as a starting point for a community truly looking for a second (or third) practice rink. Our Rink in a Box delivers a rink for \$6-\$7M.

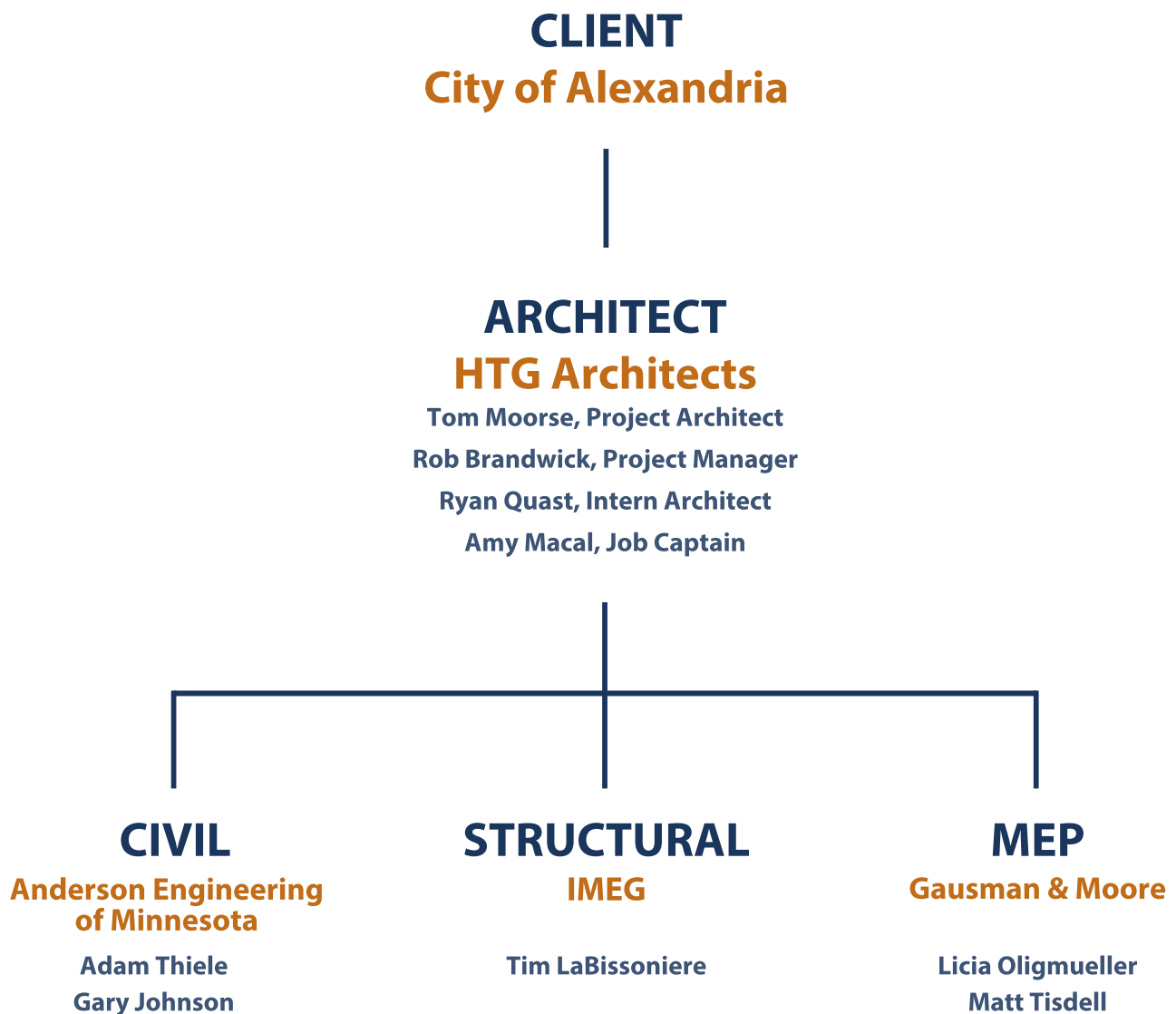




## D - RESUMES & QUALIFICATIONS

Below you will see a chart showing how our team is organized for your project. On the following pages you will find resumes for each of the team members.

### Organizational Chart



## D - RESUMES & QUALIFICATIONS

We are extremely excited to bring together this talented group of professionals. Each individual has experience with this type of project and is part of a firm with a long history of completing successful projects. HTG will be the point of contact for the city, and we will be the conduit to the engineering team. Below is a breakdown of each team members role as requested in the RFP. Resumes can be found on the following pages.

### **Tom Moore**

Resources Available: AutoCad, Bluebeam, Microsoft 365

Education: Bachelor of Architecture, NDSU, 1989

Experience: 30+ years of experience in a wide variety of public and commercial projects

Current Projects: Sacramento Ice, Northwood Church, Rachel Shop, FNB Le Center

Percent of Time Available for RCC Project: 20%+

Services Provided: Clients Point of Contact, Partner in Charge, Designer, Team Lead

Qualifications: Partner at HTG, Licensed Architects in MN, Member MIAMA, US Rink Association and Hockey Dad

### **Rob Brandwick**

Resources Available: Bluebeam, Microsoft 365, Spec-Link-Cloud, AIA Contract Documents

Education: Bachelor of Architecture, NDSU, 1995

Experience: 25+ years of experience in a wide variety of public and commercial projects

Current Projects: SMSC Tinta Otunwe Park Shelter, Mead Metals

Percent of Time Available for RCC Project: 25%

Services Provided: Lead production of construction documents and coordination with engineers

Qualifications: Partner at HTG, Licensed Architects in MN, Member MIAMA, US Rink Association

### **Ryan Quast**

Resources Available: Revit, Adobe Creative Suite, Enscape, Sketchup, Oculus

Education: Bachelor of Architecture, NDSU, 2014 and Master of Architecture, NDSU, 2015

Experience: 6+ years of experience in a wide variety of commercial projects

Current Projects: SMSC Tinta Otunwe Park Shelter, Spire Credit Union

Percent of Time Available for RCC Project: 80%+

Services Provided: Revit modeling, 3D rendering and animation, construction documents

Qualifications: Recently produced construction documents for twin sheet ice rink in Snoqualmie, WA.

### **Amy Macal**

Resources Available: Revit, Adobe Creative Suite, Enscape, Sketchup

Education: Architectural Drafting, Northeast Wisconsin Technical College, 1997

Experience: 24+ years of experience in a wide variety of commercial projects

Current Projects: Legacy Academy Remodel, Rachel Shop Building

Percent of Time Available for RCC Project: 80%+

Services Provided: Revit modeling, 3D rendering and animation, construction documents

Qualifications: Amy has a wide variety of experience in different project types. That experience allows her to think critically and bring solutions to the challenges of any projects. She also leads our IT team.

A portrait of Tom Moorse, a man with glasses and a dark jacket, smiling. The background is a blurred office space with a bulletin board covered in various papers and photos.

# TOM MOORSE

PARTNER

## WORK BACKGROUND

Tom has over 30 years of experience in the architectural field. He has experience in many different areas, from design through construction. Tom manages projects and staff while developing lasting relationships with clients. He enjoys providing a high level of service while overseeing all the details of a project from start to finish.

## ASSOCIATIONS & ACHIEVEMENTS

Registered Architect:

- Minnesota
- California
- Maryland
- Massachusetts
- Washington

United States Ice Rink Association

Minnesota Ice Arena Managers Association

## EDUCATION

NORTH DAKOTA STATE UNIVERSITY

Bachelor of Architecture | 1989

## EXPERIENCE

### RELIGIOUS

- Westbrook Church, Victoria MN
- Faithbrook Church, Dayton MN
- Christ Presbyterian Church, Eden Prairie MN

### EDUCATION

- Gentry Academy, Vadnais Heights MN
- Legacy Academy, Andover MN

### RECREATION

- Clearwater Ice Arena Expansion, Clearwater FL
- Sno-King Ice Area, Snoqualmie WA
- Dakotah! Ice Center Expansion, Prior Lake MN
- Ice in Paradise, Goleta CA
- Pagel II Ice Arena Expansion, Minnetonka MN
- Orono Ice Arena, Orono MN
- Breezy Point Ice Arena Expansion, Breezy Point MN
- Rogers Tennis Center, Rogers MN
- Vadnais Sports Center, Vadnais Heights MN

### MUNICIPAL

- Lions Central Park Building, Rogers MN
- Rogers Public Works Building, Rogers MN
- Rogers Police Station, Rogers MN
- SMSC Public Works, Prior Lake MN
- St. Michael Public Works, St. Michael MN



# ROB BRANDWICK

PARTNER



## WORK BACKGROUND

Rob is a partner at HTG and a graduate of NDSU. Rob and his family live in Bloomington. Rob has over 25 years of experience in many different building types including retail, commercial, community, and recreation. Rob will be the Project Manager and will lead the HTG team and coordinate the work of the consultants.

## ASSOCIATIONS & ACHIEVEMENTS

Registered Architect:  
Minnesota

American Institute of  
Architects (AIA)

## PROFESSIONAL BACKGROUND

### NORTH DAKOTA STATE UNIVERSITY

Bachelor of Architecture | 1995

## EXPERIENCE

- Shakopee Mdewakanton Sioux Community (SMSC) Cultural Center, Prior Lake MN
- Vadnais Sports Center, Vadnais Heights, MN
- Dakotah! Ice Center Expansion, Prior Lake MN
- Shakopee Mdewakanton Sioux Community (SMSC) Tewapa Park Shelter, Prior Lake MN
- SMSC Meadows at Mystic Golf Course – the Sand Wedge Grille Remodel & Course Toilet Building, Prior Lake MN
- SMSC DSF Batting Cage Renovations, Prior Lake MN
- SMSC DSF Lobby Remodel, Prior Lake MN
- SMSC Golf Course Maintenance Building, Boiler, Prior Lake MN
- SMSC DSF Re-Roof, Prior Lake MN
- SMSC DSF Locker Rooms, Prior Lake MN
- SMSC Canterbury RV Park Renovations, Shakopee MN
- SMSC DSF Retro-Commissioning, Prior Lake MN
- Northern Elite Tenant Build-Out, Bloomington MN
- 6x6 LaCrosse Tenant Build-Out, Bloomington MN
- BFA Dread Scott Shed, Bloomington MN







# RYAN QUAST

JOB CAPTAIN

## WORK BACKGROUND

Ryan is a graduate of North Dakota State University and has worked in the design profession for six years. With experience in the commercial and financial markets, Ryan enjoys serving clients, investing in those partnerships and bringing their visions to life all while maintaining a high standard of design and drawing detail throughout the design process. Ryan will lead the production, organizing and distribution of the project drawings and renderings.

## PROFESSIONAL BACKGROUND

### NORTH DAKOTA STATE UNIVERSITY

Bachelor of Architecture | 2014

Master of Architecture | 2015

## EXPERIENCE

- Sno-King Ice Arena, Snoqualmie WA
- SMSC Cultural Center, Shakopee MN
- SMSC Community Center, Shakopee MN
- Rachel Properties, St. Michael MN
- Helena Autism Center, Brooklyn Center MN
- New Market Mall, Elko New Market, MN
- Affinity Plus Credit Unions, Various locations
- Riverwood Bank, Baxter MN
- Anderson Dahlen Warehouse, Ramsey MN
- Lyndale Business Center, Bloomington MN



# AMY MACAL

## JOB CAPTAIN

### WORK BACKGROUND

Amy enjoys the variety of experiences in developing a building from start to finish. Amy's specializes in 3-D renderings and has a passion to perfect all of the intricate details of a construction drawing package. Her precision and dedication to quality documents contribute to the successful completion of each of her projects.

### EDUCATION

#### NORTHEAST WISCONSIN TECHNICAL COLLEGE

Associates Degree in Architectural Drafting | 1997

### EXPERIENCE

#### RECREATION

- Dakotah! Ice Center Expansion, Prior Lake MN
- Vadnais Sports Center, Vadnais Heights MN
- Rogers Tennis Center, Rogers MN

#### RELIGIOUS

- Westbrook Church, Victoria MN
- Woodcrest Church Addition, Fridley MN
- Faithbrook Church, Dayton MN
- Riverside Community Church, Sauk Rapids MN
- Gateway Church, Elk River MN

#### EDUCATION

- Legacy Academy, Andover MN
- Gentry Academy, Vadnais Heights MN

#### MUNICIPAL

- Dayton Public Works, Dayton MN
- Rogers Public Works, Rogers MN
- City of Rogers Police Station & Fire Station #2, Rogers MN

#### WORK DONE IN PRIOR ASSOCIATION

- Becker Middle School, Becker MN
- Foley School, Foley MN
- Foley Fieldhouse, Foley MN

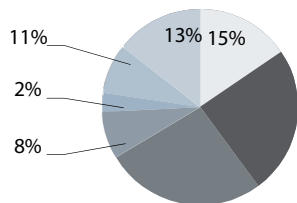


# firm profile



## ANDERSON ENGINEERING

PLYMOUTH, MINNESOTA



### ANDERSON STAFF OF 60

- Civil Engineers
- Architects
- Land Surveyors
- Environmental Specialists
- Interior Designers
- Landscape Architects
- Designers / EIT's - 12

Anderson Engineering (Anderson), a Service Disabled Veteran Owned Small Business (SDVOSB), is an award-winning multi-disciplinary consulting firm recognized nationally for delivering projects in a cost-effective manner, while maintaining the highest industry standards. Anderson's professional staff of engineers, land surveyors, landscape architects, architects and environmental specialists focus on collaboration to meet client's needs.

Since establishment in 1989, Anderson has been dedicated to successfully complete projects in all phases of design and construction. From project conception, Anderson's staff is involved in providing investigative reports, surveys and master planning exercises while also leading the design and construction administration for numerous projects throughout Minnesota and the upper Midwest.

# project team



## INDUSTRY TENURE

12 years

## EDUCATION

Bachelor of Science  
Civil Engineering  
University of Minnesota

## ADAM THIELE, PE

ANDERSON | PROJECT MANAGER | POC

Adam brings over 12 years of industry experience and will be leading the site design team from programming through construction. His strong background in site development and public facilities throughout the Midwest will provide context of achieving the highest and best use of the site. Adam is a project manager with Anderson specializing in site planning and site. He will provide technical leadership for site engineering, pavement design and stormwater management. Adam has extensive experience with site design including the design of multi-use trails and parking facilities. He has served as a senior civil engineer on numerous projects throughout the Midwest and provides sound design solutions that are sustainable and cost effective.

## RELEVANT EXPERIENCE

Vadnais Heights Sports Complex – Vadnais Heights, MN

Providence Academy – Plymouth, MN

Adrenaline Sports Center – Ramsey, MN



## INDUSTRY TENURE

24 years

## EDUCATION

Bachelor of Science  
Civil Engineering  
Michigan  
Technological  
University

Licensed PE  
NCEES, MN, WI, ME,  
OH, OR, IA, LA, VA

## GARY JOHNSON, PE

ANDERSON | PRINCIPAL IN CHARGE | SENIOR CIVIL ENGINEER

Gary has over 24 years of experience in civil engineering and multi-disciplined project management. He has been involved in the design and construction of many municipal, state, federal, commercial and residential projects. In addition to proficiency in hydrology, utility and civil design, his areas of emphasis include stormwater and construction mgmt. His roles include project manager, design engineer on municipal, state, county projects, parks, and private clients.

## RELEVANT EXPERIENCE

Vadnais Heights Sports Complex – Vadnais Heights, MN

Providence Academy – Plymouth, MN

Legacy Christian Academy – Andover, MN

Minikahda Club – Minneapolis, MN

Olympic Hills Golf Club Renovation – Eden Prairie, MN



March 17, 2021

IMEG qualifications/general information

Runestone Community Center Expansion

5D

Name ,education, experience , % time shown on the resumes

Scope of services on proposal

Licenses and quals on the resumes

Resources available- IMEG is over 1,800 employees in multiple offices in the Midwest and across the country. We share work between teams which allows to us to adequately staff projects and bring in specialized expertise as needed. The local team working the project is part of a team (as Clark Engineering) that has been in business since 1938. We have extensive experience in projects just like this.

5E,F, G, H

Locally we have worked on the Vadnais sports center, Fergus Falls arena, Dakotah Sport and Fitness and Dakotah Ice Center in Prior Lake and the Red Baron Arena at the Southwest Minnesota Regional Amateur Sports Center in Marshall, MN and the Pagel arena addition in Minnetonka, MN.

The Red Baron/SMRASC project is very similar to this one. It is a local community facility and was partially funded by state bonding and used a construction manager also.

Most of the school projects we work on now have either construction managers or construction managers at risk so we are very familiar with them and the process.





# ABOUT Us

WWW.IMEGCORP.COM



Over the past few decades IMEG has built a strong reputation in the sports and recreation market. We understand sports arenas, stadiums, recreation and wellness centers require the coordination of virtually every engineering discipline to succeed. IMEG delivers a rare combination — the broad expertise of a national leader with the personal relationships and deep collaboration of a local firm. But what really sets IMEG apart?

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

We are employee-owned and results driven with a passion for transforming environments and communities through high-performance design and infrastructure.

## AT-A-GLANCE

- 100 Year Collective History
- Employee-Owned
- 1,300 Employees
- 40+ Locations
- 400+ Licensed Engineers
- 125+ LEED AP's
- \$177 Million in Annual Revenue
- Top 10 Engineering Firm in U.S.

## MARKET FACTS

- 150 Sports & Recreation Clients
- 550+ Projects
- \$19 Billion in Construction

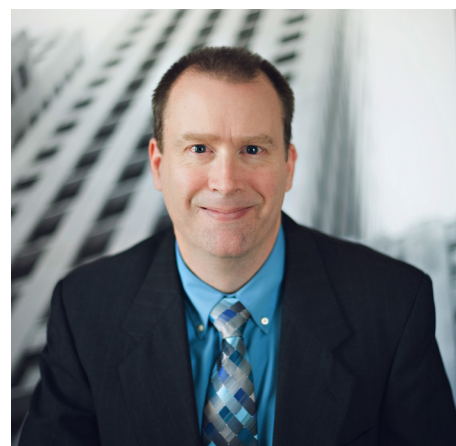
## PROJECT TYPES

- Arenas
- Stadiums
- Ice Arenas
- Sports Complexes
- Parks & Recreation
- Gymnasiums
- Wellness Centers
- Natatoriums



# TIM LABISSONIERE, PE, LEED AP

PRINCIPAL / PROJECT EXECUTIVE



Timothy LaBissoniere is a Project Executive at IMEG and has more than 32 years of experience in structural engineering. He has worked with a wide range of owners, architects, contractors, construction managers, developers, and public agencies to assist in the design and construction of numerous structural projects. Tim is experienced in the analysis and design of steel, concrete, post-tensioned and pre-stressed concrete, timber, and masonry structures. As principal, he is involved in management of the firm.

As a project manager, his responsibilities include the overall coordination of design and preparation of structural documents and specifications. He is involved in all phases of projects from schematic and design development to bidding and construction.

## PROJECT HIGHLIGHTS

- Southwest Minnesota Regional Amateur Sport Center (Red Baron Arena & Expo), Marshall, MN
- Pagel Ice Arena Addition, Minnetonka, MN
- Dakotah Ice Center Addition, Prior Lake, MN
- Fergus Falls Ice Arena (under construction), Fergus Falls, MN
- Dakotah Sport & Fitness, Prior Lake, MN
- Vadnais Heights Sports Complex, Vadnais Heights, MN
- City of Maple Grove, MN Community Gymnasium
- Lower Sioux Community Center, Morton, MN
- Hopkins Lindbergh Activity Center, Hopkins, MN
- Eden Prairie High School, Eden Prairie, MN, Activity Center
- Shakopee Mdewakanton Sioux Community, Prior Lake, MN, Hokacata Ti Cultural Center

## Experience

32 Total, 32 with IMEG

## Percentage on Project

20%

## Education

MS, Civil Engineering with Structural Emphasis, University of Wisconsin

BS, Civil, Environmental, and Structural Engineering, University of Wisconsin

## Registrations

Professional Engineer

Minnesota (21387)  
Colorado (PE0047506)  
Florida (66721)  
Illinois (081-005545)  
Kansas (18762)  
Louisiana (34812)  
Nebraska (E-11772)  
New Mexico (17541)  
Nevada (18566)  
New York (085658-1)  
Ohio (77716)  
Pennsylvania (PE-073432)  
Rhode Island (PE0011162)  
Virginia (0402 042320)  
Wisconsin (E27621-6)

## Affiliations

Council of American Structural Engineers  
Minnesota, Past President  
American Consulting Engineers Council of Minnesota



Gausman & Moore is a full-service mechanical and electrical consulting engineering firm. The company was founded in 1935 based on three principles: exceptional client service, intelligent engineering, and the right expertise.

Gausman & Moore distinguishes itself in the industry by providing unmatched responsiveness during the delivery of service to our clients. We are committed to fully serving our clients and take pride in developing strong, collaborative relationships with owners, architects, and contractors.

Our people – honest, hardworking, professional, and energetic – characterize Gausman & Moore. We have Professional Engineers licensed in all 50 states and the District of Columbia. Our 35 person staff includes 13 licensed Professional Engineers, supported by 17+ technical staff and a Commissioning Agent. Through their dedication and integrity, our team continues to embrace the principles of our funders and is committed to meeting clients' expectations on time, every time.

#### Building Types

Athletic Arenas	Healthcare	Industrial   Warehouse
Corporate	Hospitality	Recreation
Education	Military	Retail   Shopping Malls
Government	Non-profits	Waste   Recycling

#### Services

Mechanical | Electrical | Plumbing  
Fire Protection | Indoor Air Quality  
Commissioning | Energy Modeling  
Lighting | Low Voltage  
Sustainable Design | LEED | B3 SB 2030

#### Our Commitment

*Our philosophy is to be responsive to our clients and sensitive to the architecture, using appropriate technology to design efficient, cost effective systems that are safe, easily maintained, and respectful to the environment.*



## FIRM QUALIFICATIONS

#### Minnesota Ice Arena Project Experience

Buffalo Civic Center, Expansion, Buffalo  
Champlin Community Ice Arena, Champlin  
Chaska Community Center/Ice Arena, Chaska  
Conway Heights Community Center, St. Paul  
Cook Memorial Arena, Coon Rapids  
Copper Creek Crossing Event & Curling Center, Savage  
Cottage Grove Ice Arena, Cottage Grove  
Inver Grove Heights Veterans Community Center  
Pagel Ice Arena, Addition, Minnetonka  
Parade Stadium Studio Park, Minneapolis  
Pine City Ice Arena, Study, Pine City  
Plymouth Community Center, Plymouth  
Red Wing Community Ice Arena, Red Wing  
Rosemount National Guard Armory  
Community Center / Ice Arena, Rosemount  
St. Cloud Ice Arena, St. Cloud  
St. Croix Valley Sports Facility, Stillwater  
St. Luke's Sports & Event Center, Proctor, MN  
Target Center Arena, Minneapolis  
University of Minnesota, Twin Cities  
Mariucci Arena  
Ridder Arena  
Victoria Fieldhouse, Victoria  
Waconia Ice Arena, Waconia  
Willmar Ice Area, Study, Willmar

#### National Ice Arena Project Experience

Cumberland Valley Ice Arena  
Waynesboro, PA  
Great Park Ice Sports Arena Microturbine  
Irvine, CA  
Ice Arena, Leavenworth, WA  
Ice in Paradise, Greater Santa Barbara Ice Skating  
Association, Goleta, CA  
Phoenix Coyotes Training Facility  
Scottsdale, AZ  
Sno-King Snoqualmie Ice Arena  
Snoqualmie, WA



Licia Oligmueller is a Mechanical Design Engineer with more than 17 years of engineering and project management experience. As an integral member of our team, Licia specializes in HVAC, controls, plumbing/piping systems analysis and design, and fire projection design. She has expertise spanning multiple sectors, including commercial, federal and municipal government, vehicle maintenance, educational, institutional, recreational, and military. She has designed mechanical systems for community centers and sports venues that include ice arenas and support spaces.

Licia will be the Project Mechanical Engineer throughout all phases of this project. Based on her current workload and projected workload, she is available to start work on this project April 2021 and accomplish the work within the time constraints stated in the RFP. She has the resources of G&M available to assist in performing design duties on this project including additional designers, CAD technicians and administration personnel. A Mechanical Partner will provide technical input and quality assurance review. Percentage of Licia's time available for this project compared to other projects is 30%.

#### Education

Bachelor of Science Mechanical Engineering  
North Dakota State University  
Fargo, ND

#### Registrations / Certifications

Licensed Engineer, MN - No. 47183  
LEED Accredited Professional, Building Design + Construction

#### Professional Affiliations

American Council of Engineering Companies (ACEC)  
American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE)  
American Society of Plumbing Engineers (ASPE)  
US Green Building Council

#### Experience

**Creekside Community Center**  
Bloomington, MN

**Pagel Ice Arena**  
Minnetonka, MN

**Sno-King Snoqualmie Ice Arena**  
Snoqualmie, WA

**St. Luke's Sports & Event Center**  
Proctor, MN

**Wilmar Ice Arena**  
Wilmar, MN

**Camp Ripley**  
Education Complex Addition, B3  
Little Falls, MN

**City of Eagan**  
Central Maintenance Facility  
Eagan, MN

**Fergus Falls Public Library**  
Fergus Falls, MN

**Maurices Headquarters and the City of Duluth Parking Garage**  
Duluth, MN

**MN Metro Transit**  
• Heywood Garage Improvements  
• OSC Garage Remodel  
Minneapolis, MN

**Minnesota National Guard Armory**  
Renovation | Brooklyn Park, MN

**SJE Rhombus**  
Ashland, OH

**St. Louis County Government Service Center** | Duluth, MN

**Target Distribution Center**  
Rialto, CA

**Twin Cities Habitat for Humanity**  
Office Building, LEED Silver  
St. Paul, MN

**YMCA Camp St. Croix King Leadership Center**  
Hudson, WI

#### Current Project Workload

**City of Minneapolis Impound Lot & Administration Building**  
Minneapolis, MN (in construction)

**International Institute of Minnesota**  
Minneapolis, MN (in construction)

**Keystone Food Shelf**  
St. Paul, MN

**Kirkland Place Hotel**  
Beaverton, OR (in construction)

**USAR/COE Fort Snelling Bldg 505 FFA**  
St. Paul, MN



Matt Tisdell is a professional engineer and project manager with 17 years of electrical engineering experience working on federal, state, and local government buildings; libraries, education, and recreation buildings. His responsibilities include design/assessment and project management of electrical systems, lighting, fire protection systems, audio/visual and data systems, and quality review. Matt has designed electrical, low voltage systems, and lighting for community centers and sports venues that include ice arenas and support spaces. He has also provided lighting design for the exterior of these facilities and parking areas.

Matt will be the Project Electrical Engineer through all phases of this project. Matt is available, based on his current workload and projected workload, to start work on this project April 2021 and accomplish the work within the time constraints stated in the RFP. He has the resources of G&M available to assist in performing design duties on this project including additional designers, CAD technicians and administration personnel. An Electrical Partner will provide technical input and quality assurance review. Percentage of Matt's time available for this project compared to other projects is 30%.

### Education

Bachelor of Science in Architectural Engineering with specialty in Building Electrical Power Systems, Minor in Physics  
Milwaukee School of Engineering  
Milwaukee, MN

### Registrations / Certifications

Licensed Engineer  
Electrical Engineering  
Minnesota No. 47623  
  
LC Credential from National Council on Qualifications for Lighting Professionals (NCQLP)  
  
LEED Accredited Professional with a specialty in Building Design & Construction (BD+C)

### Professional Associations

American Council of Engineering Companies  
Illuminating Engineering Society  
U.S. Green Building Council

### Experience

**Ice in Paradise, Greater Santa Barbara Ice Skating Association**  
Goleta, CA

**Pagel Ice Arena**  
Minnetonka, MN

**Sno-King Snoqualmie Ice Arena**  
Snoqualmie, WA

**St. Luke's Sports & Event Center**  
Proctor, MN

**Dakota County Galaxie Library**  
Burnsville, MN

**Fergus Falls Public Library**  
Fergus Falls, MN

**Hennepin County North Regional Library**  
Minneapolis, MN

**White Bear Lake Library**  
Addition & Renovation  
White Bear Lake, MN

**City of Eagan Maintenance Facility**  
Assessment, Remodel & Addition  
Eagan, MN

**Habitat for Humanity Twin Cities**  
St. Paul, MN

**Maurices HDQ & City of Duluth Parking Ramp, LEED Silver Certified**  
Duluth, MN

**Maurices HDQ & City of Duluth Parking Ramp, LEED Silver Certified**  
Duluth, MN

**Minneapolis Park & Recreation**  
NE Athletic Field Park Recreation Building  
Minneapolis MN

**St. Louis County, MN**  
Government Service Center, Virginia  
Government Service Center, Duluth

**Three Rivers Park District**  
Lowry Nature Center, Upgrades  
Victoria, MN

**YMCA Camp St. Croix King Leadership Center**  
Hudson, WI

### Current Project Workload

**Camp Ripley Nelson Hall**  
Little Falls, MN

**City of Minneapolis Impound Lot & Administration Building**  
Minneapolis, MN (in construction)

**International Institute of Minnesota**  
Minneapolis, MN (in construction)

**USAR/COE Fort Snelling Bldg 505 FFA**  
St. Paul, MN

## E - RINK EXPANSION EXPERIENCE

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The following pages outline examples of our recent experience with ice arena expansion projects.

Experience with expansion is critically important when it comes to dealing with the details of a project. One of the most important issues is when the addition is connected to an existing pre-engineered metal building. Pre-Engineered metal buildings are typically designed to meet design load requirements with little to no safety factor; as is likely with the west rink. What that means is that you have to be extremely careful when attaching a new building to them so as not to impose any new loads (like snow loads) onto the existing structure. HTG has experience with these types of projects both in the recreation and industrial markets.

Another area where expansion experience is critical is in the layout of spaces and how they connect to the functionality of the existing building. This needs to be carefully studied from a user's standpoint, the rink staff standpoint as well as the operational standpoint including the ice resurfacer.

Please take a look through these projects – we would be happy to answer any questions about them.





# Dakotah! Ice Center

Prior Lake, MN

Owner: Shakopee Mdewakanton Sioux Community

Contact Person: Tad Dunsworth | [tad.dunsworth@dakotahsport.com](mailto:tad.dunsworth@dakotahsport.com) | 952.496.6862

Description: Building Addition 63,200 sf - 2nd NHL ice sheet addition with 14,000 seats, locker rooms, training facilities, storage, public lobby, meeting spaces and bowling alley.

Special Features: Built as a phased expansion of the Dakotah! Sport and Fitness Complex that includes 2 rinks, courts, pool, fitness, wellness, and offices. Also connected to the Link Event Center and Playworks children's complex.

Initial Budget: \$13.75 Million

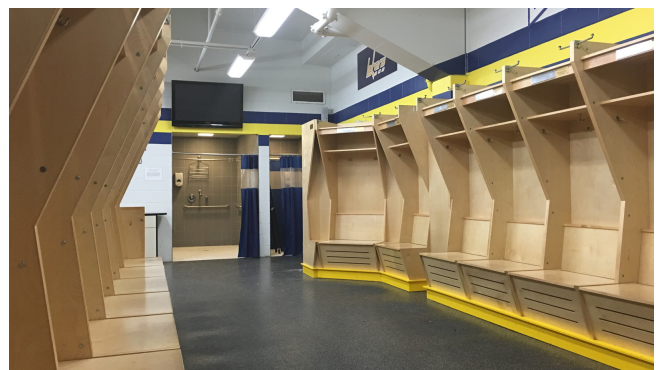
Scheduled Completion Date: November 2008

Total Project Cost: \$14 Million

Actual Completion Date: November 2008

Date of Bid: February 2008

Construction Manager: Shingobee Builders



# Clearwater Ice Arena

Clearwater, FL

Owner: Tampa Bay Ice

Contact Person: Dr. Manny Rose | msrose@roseradiology.com | 813.361.5921

Description: Building Addition 42,000 sf - 2nd NHL size ice sheet, training facility, skate rental, party rooms, storage, public lobby, and meeting spaces.

Special Features: Addition designed to infill between existing rink and an existing building that became the dryland training center. Steel building structure with mezzanines located above the locker rooms and party rooms.

Initial Budget: \$5.0 Million

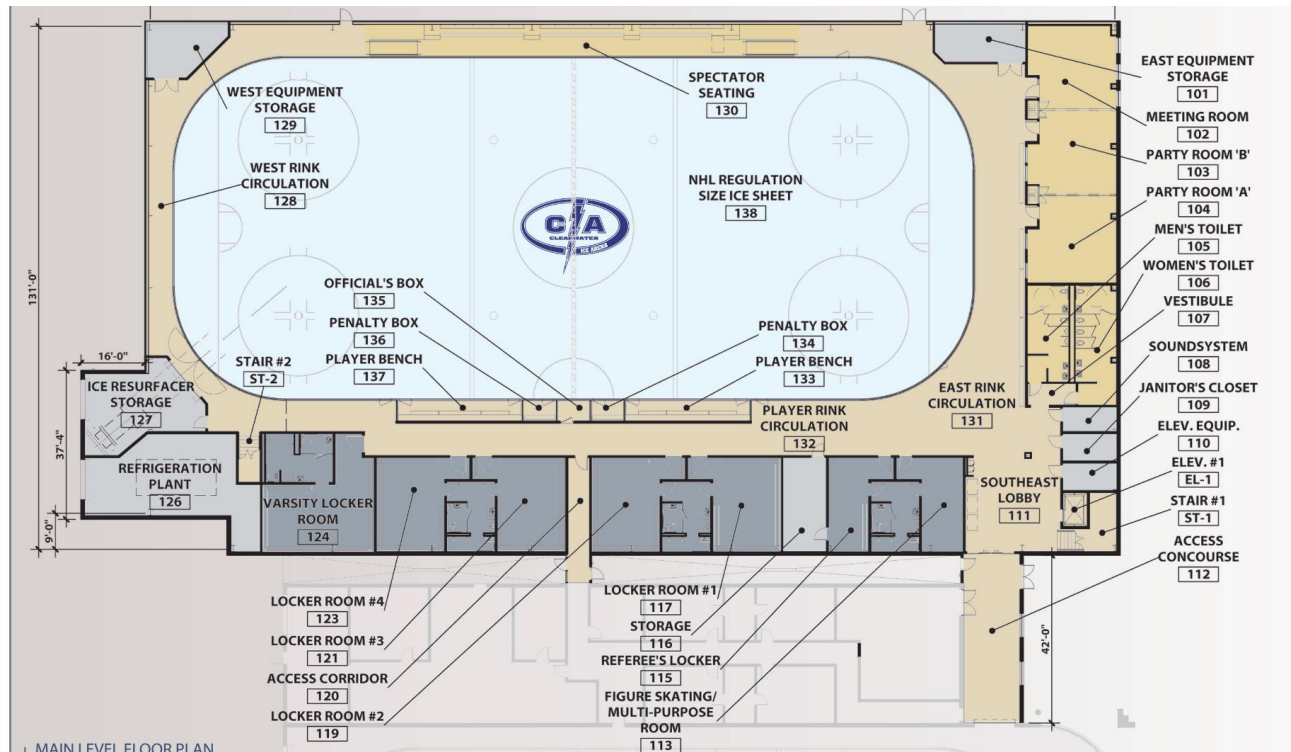
Scheduled Completion Date: July 2016

Total Project Cost: \$5.2 Million

Actual Completion Date: July 2016

Date of Bid: November 2015

Construction Manager: Precise Construction





# Pagel Ice Arena

Minnetonka, MN

Owner: Minnetonka Youth Hockey Association

Contact Person: Jim van Bergen | jim.vanbergen@gmail.com | 952.200.4580

Description: Building Addition 43,350 sf - 2nd NHL ice sheet addition with locker rooms, training facilities, storage, public lobby, and meeting spaces.

Special Features: Built on a hillside, the only available land on the High School Campus.  
An addition to the existing rink. Issues with traffic flow for players, spectators and the ice resurfacers had to be addressed in the design.

Initial Budget: \$8.0 Million

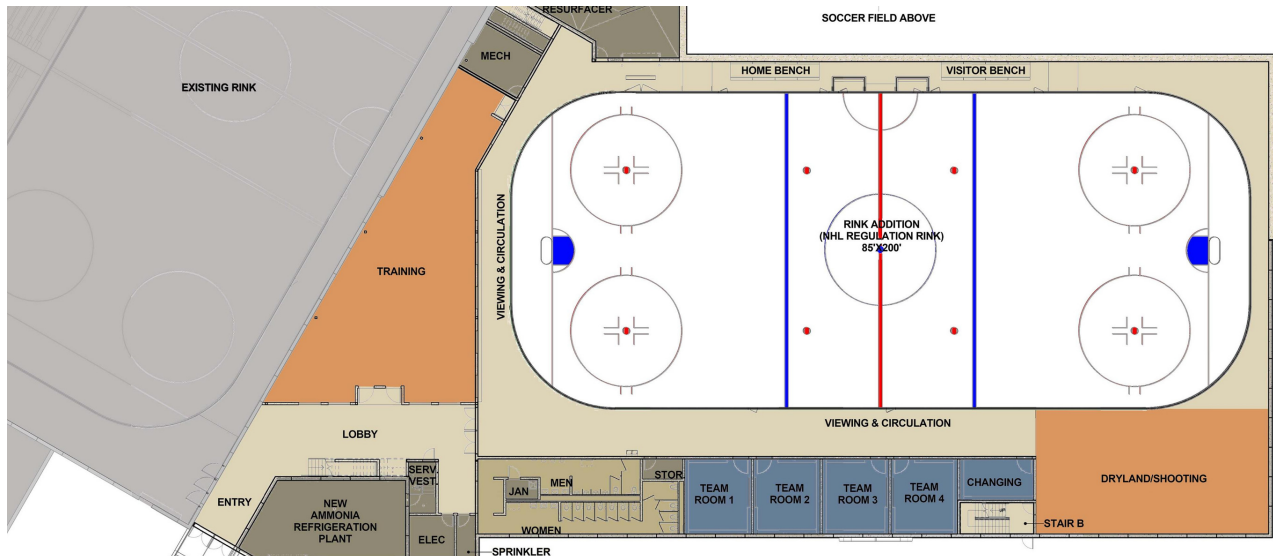
Scheduled Completion Date: June 2017

Total Project Cost: \$8.1 Million

Actual Completion Date: May 2017

Date of Bid: July 2016

Construction Manager: Greystone Construction



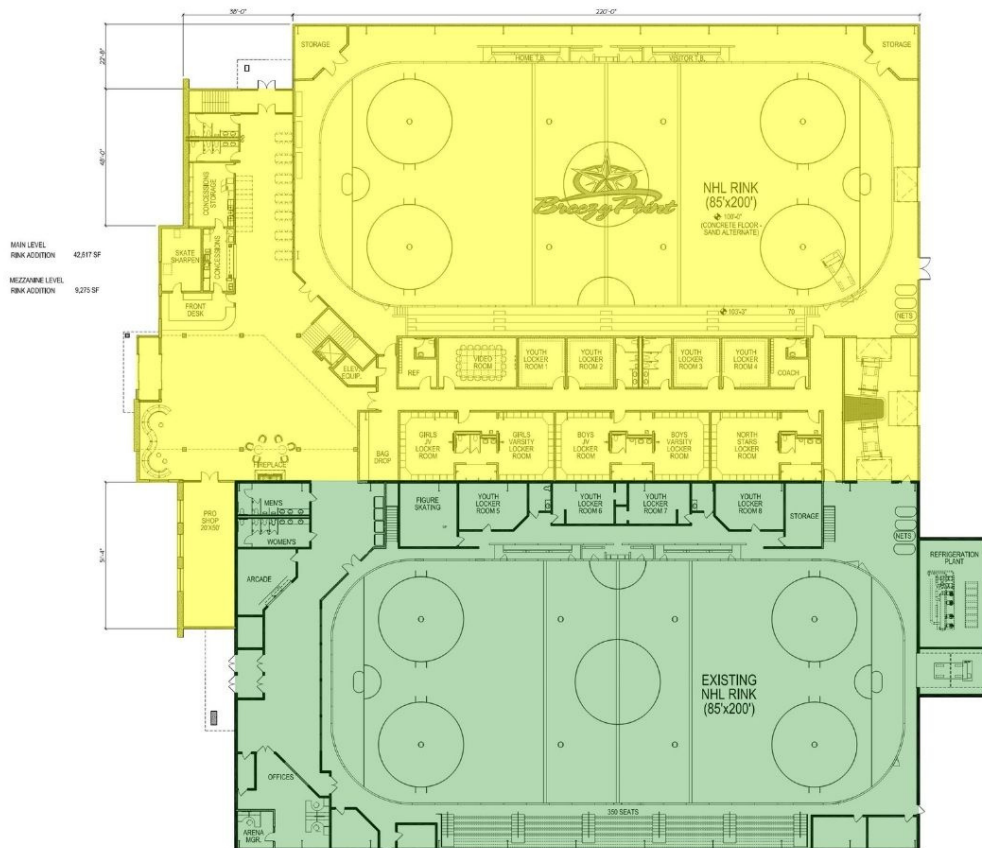
# North Star Center

Breezy Point, MN

Owner: Breezy Point Resort

Contact Person: David Spizzo | [dspizzo@breezypointresort.com](mailto:dspizzo@breezypointresort.com)

Description: We have been working with the folks at Breezy Point for several years on developing a second ice sheet for their rink. They were ready to get started in the spring of 2020, then the pandemic hit with a severe impact on their business. The hope is the project will get started soon.



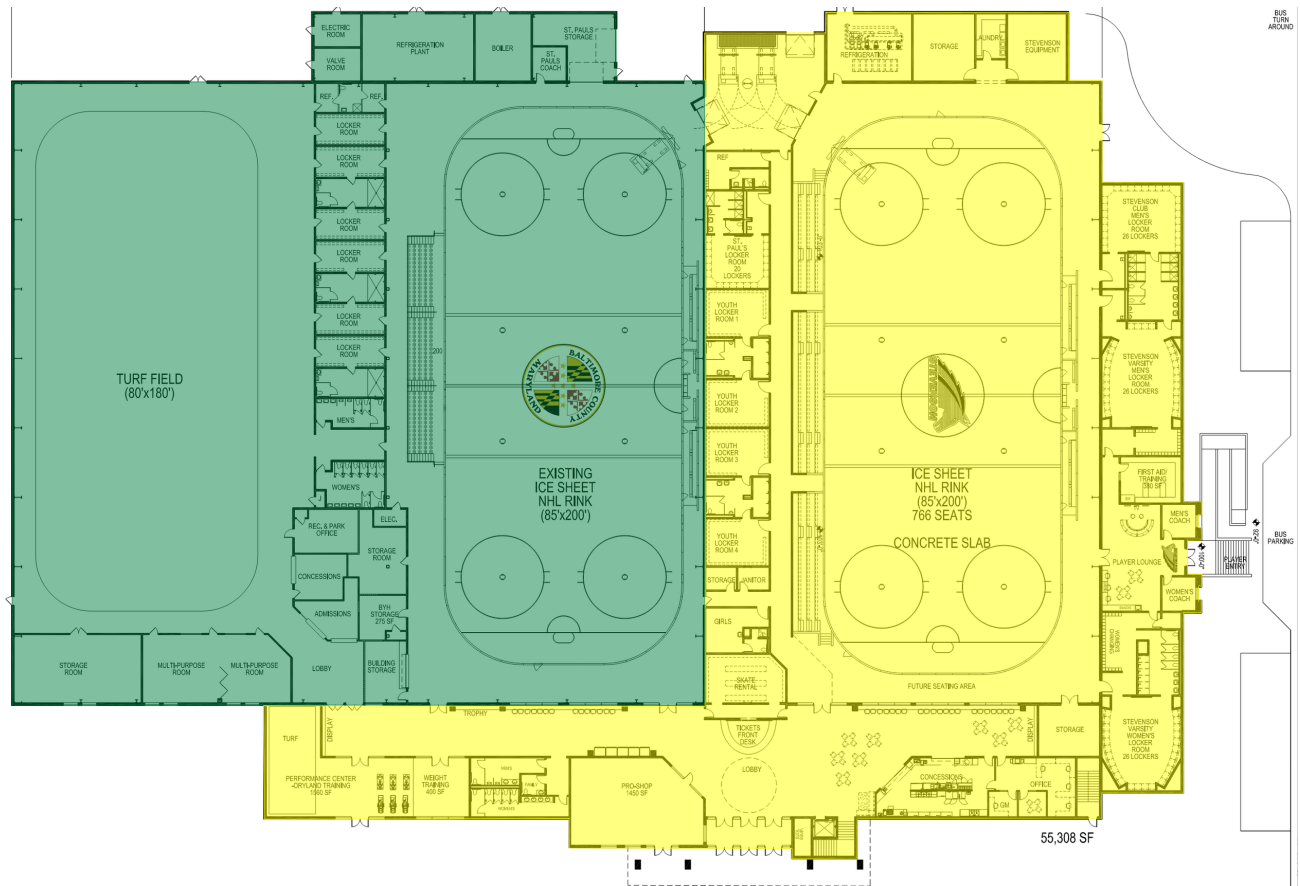
# Reisterstown Sportsplex

Reisterstown, MD

Owner: Baltimore County Revenue Authority

Contact Person: Ken Mills | kmills@bcramd.com

Description: We have been working with the Ken Mills and his team in Reisterstown. They are planning a second sheet addition to their existing facility. The new sheet would be home to the Stevenson University Men's and Women's hockey programs.





## F - GENERAL RINK EXPERIENCE

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HTG Architect's team of design professionals, and our preferred vendors, keep our blades sharp by continuing to be on the cutting edge of innovation in ice arena design. We put all our resources, experience, and knowledge to work everyday for you. We believe the programming and design of successful ice arenas demands experience, patience, and resources.

The development of community-based recreation facilities has become a core piece of our practice. The staff at HTG has over thirty years of experience in the programming, design, and development of community recreation facilities.

The key elements of our approach are to listen, educate and communicate. Our experience shows the most successful projects start with good programming, developed through clear conversations between the owner, their user groups, and the architect. We believe programming is the owner's best opportunity to leverage our experience and apply that knowledge to the vision you have in mind for your rink project.

The following pages show examples of some of our rink projects.



# Ice In Paradise

Santa Barbara, CA

Owner: Greater Santa Barbara Ice Skating Association

Contact Person: Jack Norqual | jnorqual@aol.com

Description: New Building 40,450 sf - 1 NHL size ice sheet and 1 58'x96' studio sheet  
Party room, restaurant, storage, public lobby and meeting spaces.

Initial Budget: \$9.0 Million

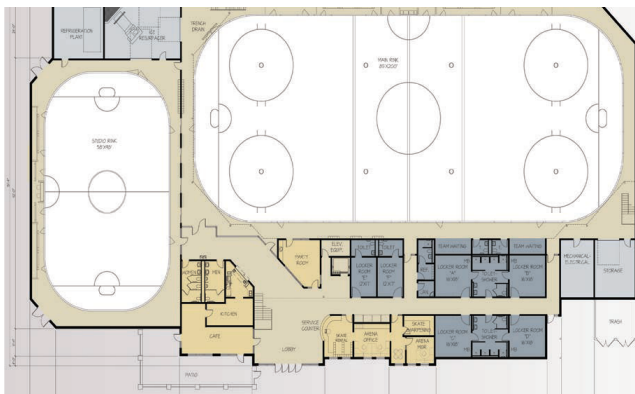
Scheduled Completion Date: September 2016

Total Project Cost: \$9.2 Million

Actual Completion Date: October 2016

Date of Bid: January 2016

Construction Manager: Engelsma Construction



# Sno-King Ice Arena

Snoqualmie, Washington

Owner:	Sno-King Amateur Hockey Association		
Contact Person:	Jamie Huscroft, Director of Facilities   jamie@snokingice.com		
Description:	New two sheet facility with party rooms and dryland training space.		
Total Sq Footage:	Main Level 59,906 sf   Mezzanine 12,783 sf		
Special Features:	HTG was initially hired for our InVision services to help Sno-King identify a site for their new rink. Ultimately, the project turned into a new 2-sheet facility in Snoqualmie. The owner of the project signed Sno-King to a long-term lease. The owner had their own architect complete the shell work in coordination with HTG. HTG did the tenant improvement drawings and overall coordination of the rink design.		
Initial Budget:	\$18 Million	Scheduled Completion Date:	June 2020
Total Project Cost:	\$19 Million	Actual Completion Date:	October 2020
Date of Bid:	July 2019		<small>*Project shutdown a short time due to COVID</small>
		Construction Manager:	Northway Construction





# Vadnais Sports Center

Vadnais Heights, MN

Owner: City of Vadnais Heights

Contact Person: Contact people no longer work at the city.

Description: New Building 200,000 sf - 2 NHL size sheets and permanent dome turf structure. Includes retail & education outlots, restaurant, storage, public lobby, and meeting spaces.

Special Features: Redevelopment of a blighted site that became a gateway to the city. Complex phasing of the project to work around and incorporate existing restaurant.

Initial Budget: \$17 Million

Scheduled Completion Date: November 2010

Total Project Cost: \$17 Million

Actual Completion Date: December 2010

Date of Bid: February 2010

Construction Manager: Engelsma Construction



# Orono Ice Arena

Orono, MN

Owner: Orono Youth Hockey Association

Contact Person: Michael Loop | loopm@yahoo.com

Description: Reduce Olympic Rink to NHL ice sheet, add locker rooms and training facilities.

Total Sq Footage: Main Level 32,800 sf | Mezzanine 4,560 sf

Special Features: The association was looking to add varsity locker rooms to their rink and dryland training space. They also wanted to take their Olympic rink down to NHL size. By shrinking the rink, space was created to add the new spaces.

Initial Budget: \$2 Million

Scheduled Completion Date: November 2017

Total Project Cost: \$2 Million

Actual Completion Date: December 2017

Date of Bid: April 2017

Construction Manager: Gordon James Construction

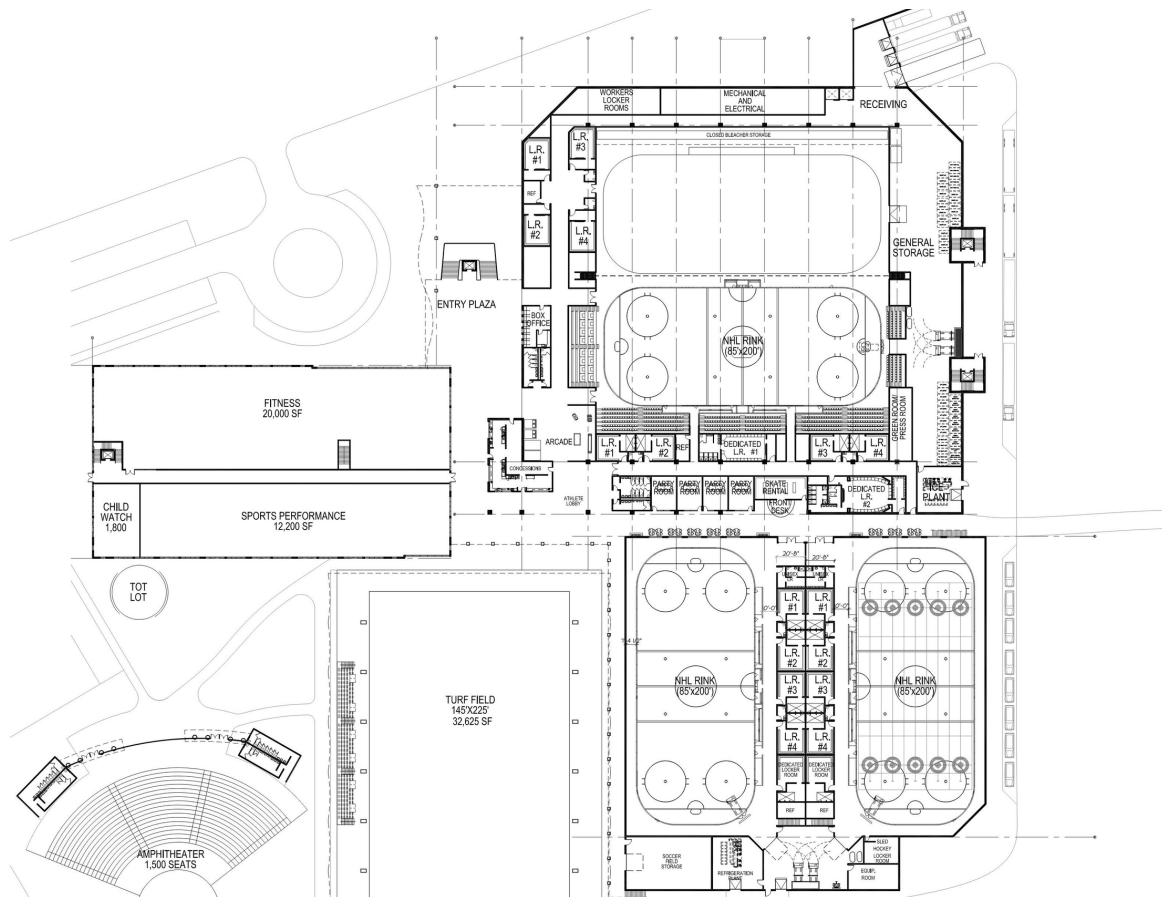




# Proposed Multi-Rink & Recreation Project

Northern California

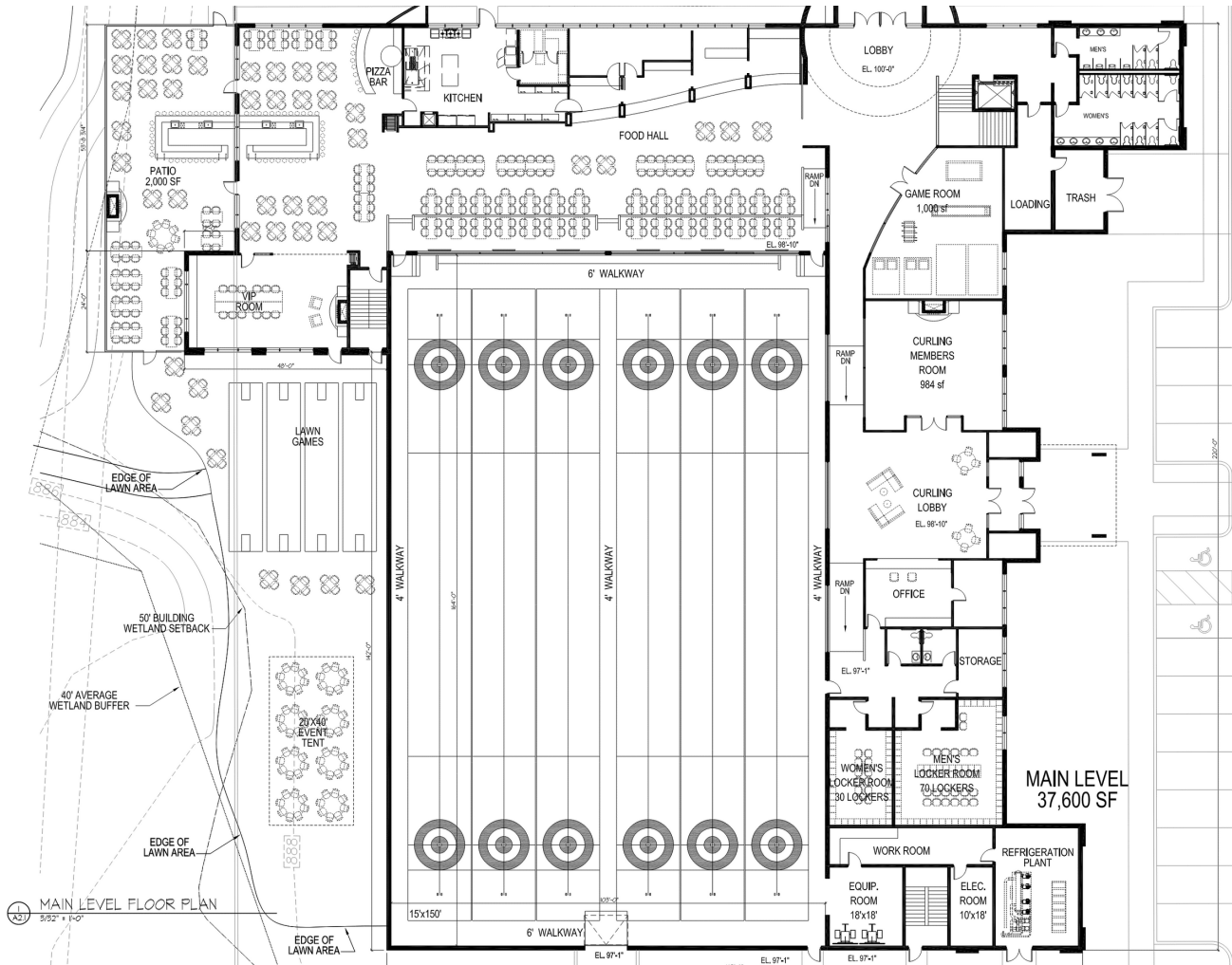
Rink projects take time and patience to pull all the elements together. We have been working on this project for the past two years. The larger the project, the more complicated they become. Below are some images of the proposed project. The owner requests to remain anonymous until the time the negotiations for the project are complete.



# Proposed Curling Rink & Event Center

Twin Cities

We have been working with an owner who wants to take the idea of a curling rink to a whole new level. This project would include a 6 sheet curling facility, restaurant, food hall, game room, event center and bar.



## G - EXPERIENCE WITH CM FIRMS

The following outlines some of our recent project experience with Construction Management Firms. You will see we have completed several projects with Construction Management firms. For the most part, these projects function very similarly to how they would function with a General Contractor. There is just some different coordination to do up front as we go through and set up the documents for bidding and then follow through with the pay application process.

Project	Size	Client	CM Firm
Cultural Center	78,118 sf	Shakopee Mdewakaton Sioux Community	McGough
Sno-King Ice Arena	72,689 sf	Sno-King Amateur Hockey Association	Terra Vall-Spinosa
Dakotah! Ice Center	71,294 sf	Shakopee Mdewakaton Sioux Community	Shingobee
Cattle Bank	8,140 sf	Cattle Bank & Trust	Kingery Construction
Police Station	19,230 sf	City of Rogers	RJM
Public Works Building	57,385 sf	City of Rogers	Kinghorn
Rogers Event Center	8,909 sf	City of Rogers	Terra Construction
Public Works Garage	21,308 sf	City of St. Michael	Kinghorn



# H - EXPERIENCE WITH MN PRE-DESIGN REQUIREMENTS

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HTG has done work for over 60 years on projects both in the private sector and public sector. However, we have not worked on projects funded through a state bonding bill. Having said that, we have been working diligently to understand this process and all it entails.

We have reached out to the State of Minnesota Department of Administration and have been communicating with Bee Yang. Bee's title is Construction Operations Manager / Statewide Predesign Program Manager. Bee has been extremely helpful, and we are confident we know what this process will require.

We have downloaded, and gone through in detail, the state's Predesign Manual for Capital Budget Projects – Sixth Edition. This is the document that will guide our submittal to the state. Within the document there are several examples that illustrate exactly what the state wants to see for information. It is also clear within the document that as we prepare the submittal, we will need to work with the city to obtain some of the information required for the submittal.

We also requested from the state a full submittal package of a recently approved project that we could then use as a guide for the RCC Expansion project. They were kind enough to share with us a submittal for an event center / rink complex planned for northern Minnesota. This will provide us with a solid roadmap so that we can accomplish the submittal in a timely manner.

I also believe that by establishing a relationship with the Bee Yang that we can work together to ensure that the submittal goes smoothly and meets or exceeds all expectations.





# I - EXPERIENCE WITH CM AT-RISK

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HTG recently completed one of the largest and most complex projects in our company's history. The construction was completed by McGough under a Construction Manager at Risk contract. The 78,000+ sf project is called Hocokata Ti (place of gathering). This facility is the new cultural and event center serving the the Shakopee Mdewakanton Sioux Community of Prior Lake, MN.

Owner: Shakopee Mdewakanton Sioux Community  
Contact: Bill Rudnicki, Tribal Administrator  
bill.rudnicki@shakopeedakota.org  
952.445.8900

CMAR: McGough  
Contact: Carolyn Wolf, Project Executive  
carolyn.wolf@mcgough.com  
621.631.4127

HTG was part of the team that facilitated the CMAR selection process on behalf of the owner. This delivery method was selected by the owner because they liked the idea of the CM managing the project to a Guaranteed Maximum Price (GMP). This process relies on the expertise of the CM to control schedule and budget throughout the design and construction of the project.

HTG enjoys having the construction team on board early to help form the "three-legged stool" of the owner, architect, and contractor. We prefer to work together as a team and appreciate the immediate and accurate information regarding pricing and materials that a CMAR can provide. With a CMAR on board we work to provide periodic pricing drawings so that as plans are developed we can work together as a team to make informed adjustments to the design so as to stay on budget and on schedule.

During the Hocokata Ti project HTG was able to work with McGough and their subcontractors to evaluate structural systems, mechanical systems, material selections, and more during the design and drawing phases of the projects. Having these relationships established became invaluable once construction happens. In the end, the project was delivered to within 1% of the project budget.



Another project HTG recently completed with the CMAR process is the Rogers Event Center in Lions Central Park for the City of Rogers, MN. This building is almost 9,000 sf and includes an event space that can seat up to 250 people, a meeting room, a full kitchen and a bar. The building can also function as restrooms and a concession stand for events in the park.

Owner: City of Rogers  
Contact: John Seifert, Director of Public Works  
jseifert@rogersmn.org  
763-428-8580

CMAR: Terra Construction  
Contact: Tom Brown, President  
tbrown@terragc.com  
763.463.0220

# **J - ADDITIONAL INFORMATION**

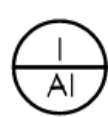
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Please find the following additional items included for your review:

- Design concept plans with notes
- Reference letter from John Seifert, City of Rogers
- Reference letter from Dave Blanchard, former Executive Director of Sno-King Amateur Hockey Association
- Reference letter from Tad Dunsworth, Director of Dakota! Sport and Fitness
- Blog article "Lessons Learned from a Goalie Dad" by Tom Moore of HTG

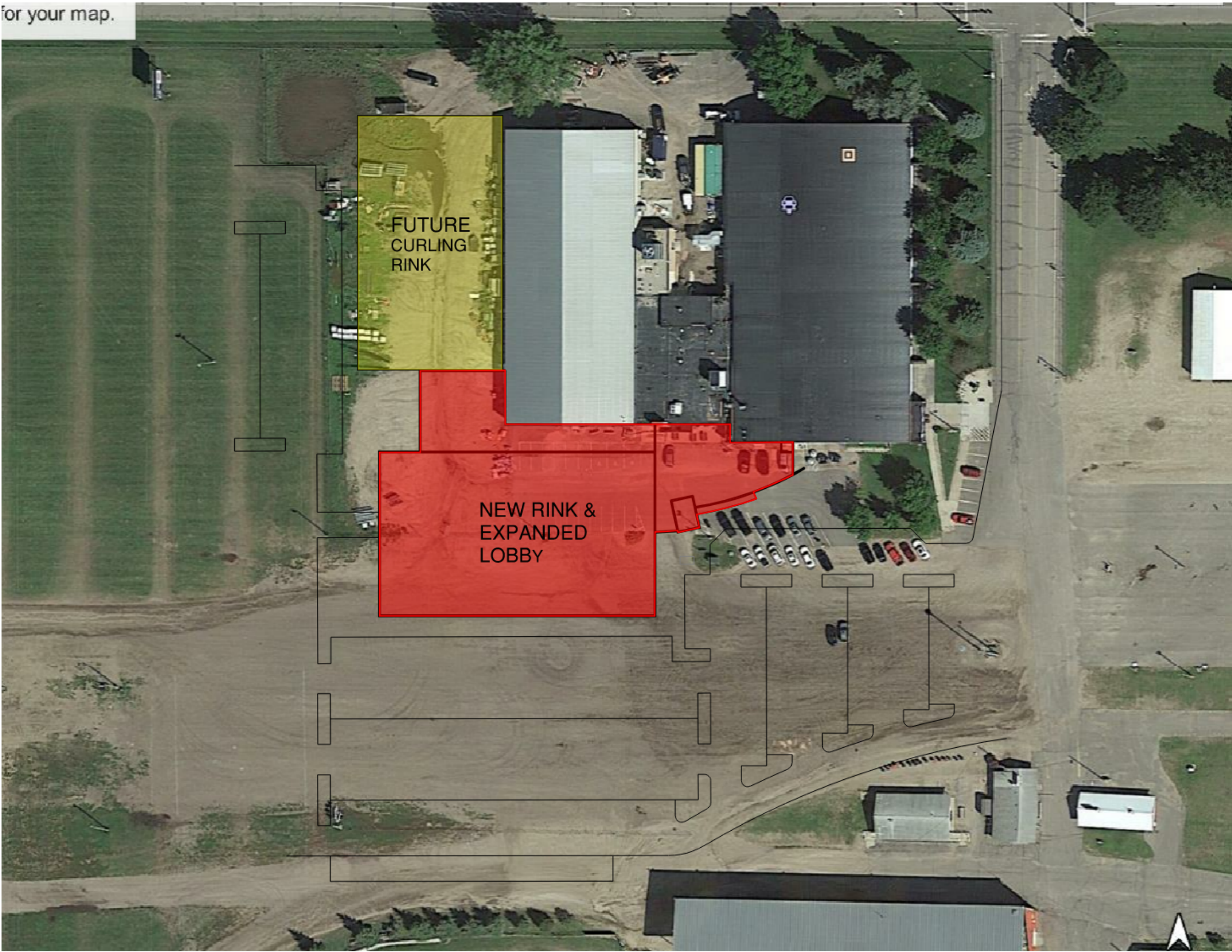






SITE PLAN  
1" = 80'-0"

for your map.



SHEET:  
**A1**

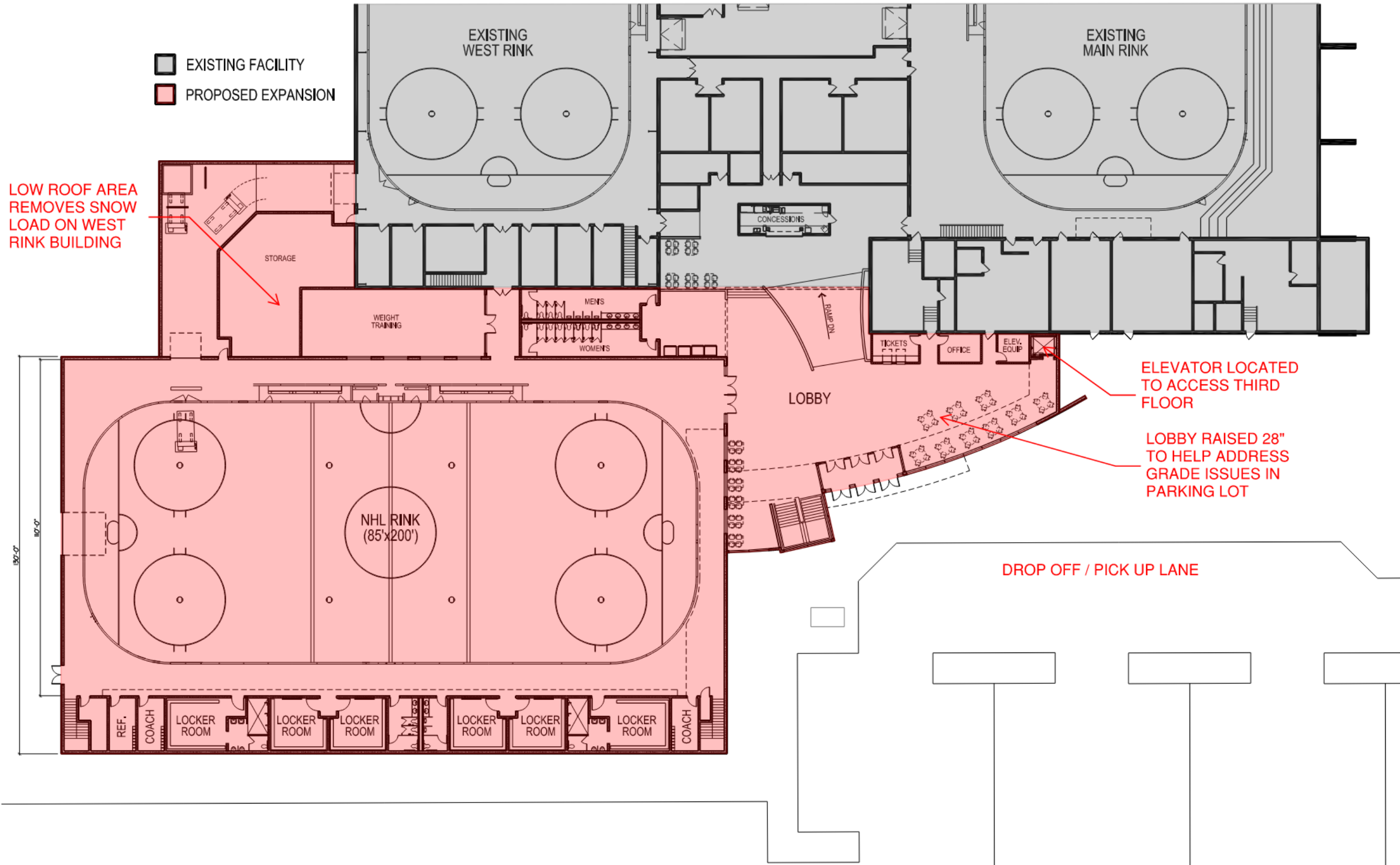
PROJECT #: XXX  
DATE: 03-22-21

*RUNESTONE COMMUNITY  
CENTER EXPANSION  
ALEXANDRIA, MN*

9300 Hennepin Town Road  
Minneapolis, MN. 55347  
Tel: 952.278.8880  
Fax: 952.278.8822

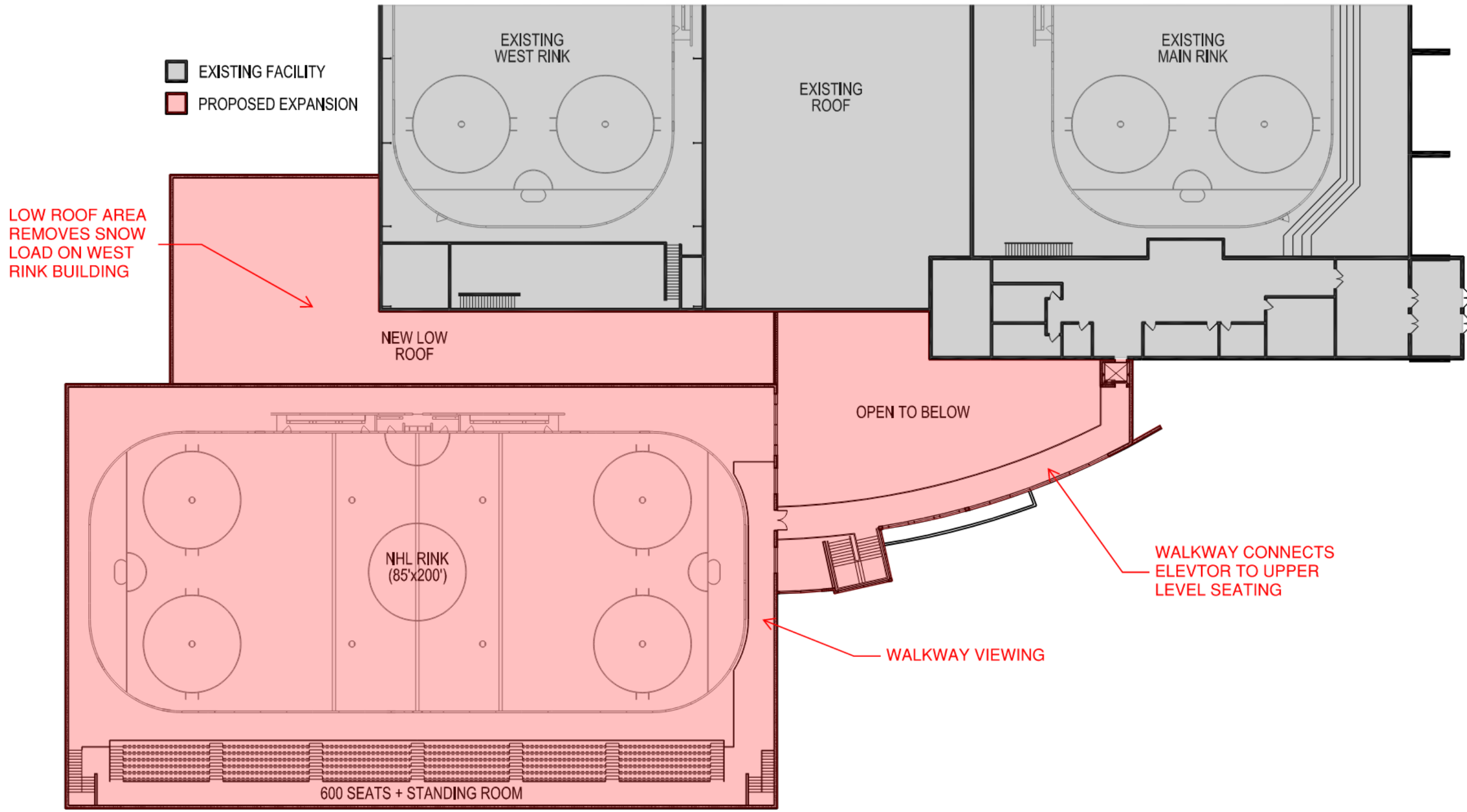






1  
A2 MAIN LEVEL FLOOR PLAN  
1" = 30'-0"





UPPER LEVEL FLOOR PLAN

1" = 30'-0"



**PUBLIC WORKS DEPARTMENT**

**(763) 428-8580**

**22350 SOUTH DIAMOND LAKE ROAD • ROGERS, MINNESOTA 55374**

[www.rogersmn.gov](http://www.rogersmn.gov)

March 8, 2021

City of Alexandria  
704 Broadway Street  
Alexandria, MN 56308

To Whom It May Concern:

I am writing to recommend the services of Tom Moorse and HTG Architects.

Tom and I have worked together for many years and have successfully completed several projects, including the construction of Rogers Public Works/City Hall, Community Room and most recently our new Event Center. Tom is experienced in public process and has a unique perspective in delivering public projects.

If you have any questions, please feel free to contact me at 763-428-8580. Thank you.

Very truly yours,

John Seifert  
Public Works Director  
City of Rogers

March 4, 2021

To Whom It May Concern:

I am the past Executive Director of Sno-King Amateur Hockey Association located in Kirkland, Washington. Prior to that I was president of 3 separate land development and homebuilding companies. During my tenure at Sno-King, I was tasked with finding a location for a new twin-sheet ice arena and bringing the facility to reality. During that time Tom Moorse and the team at HTG assisted us in our due diligence on various sites as well as determining a program for the facility that would accommodate our needs. This included site layout, building layout and design, presentation materials and other planning aspects of the process.

We ultimately chose to partner with a developer in Snoqualmie, Washington to create the facility whereby they would construct the shell of the building and Sno-King would lease the shell and improve the building into a twin-sheet ice arena. Sno-King's improvements included everything inside the building shell (plumbing, electrical, mechanical, refrigeration, lobby design, rink layout, office areas, etc.. HTG coordinated with the landlord's architect providing valuable input into site layout and building design and seamlessly coordinated plan designs between the two firms.

During the process, HTG provided options for us to consider as we balanced costs and features and were continuously finding ways to improve value while decreasing costs. Most importantly, we knew we could trust HTG to have our best interests in mind and always knew they cared deeply about our success with the project. Their knowledge and experience were vital in our design efforts as well as the landlord's. They continued to provide guidance throughout the construction process.

They were timely in their work and responsive to our needs, including dealing with the normal adjustments required along the way as well as delays caused by COVID. They provided suggestions for contractors for various aspects of the construction. Through their efforts and others, we ended up creating the facility within our budget and the facility functioned properly from the day it opened.

Based on their architectural skills, integrity, and commitment to creating excellent facilities that meet their clients needs, I highly recommend HTG for any design work associated with ice arena facilities.

Sincerely,  
David Blanchard  
425-417-5311



March 1, 2021

To Whom It May Concern,

I have had the pleasure of working HTG Architects for over 25 years. Over this time period, we have utilized their firm for numerous projects, both large and small.

Like many large fitness centers, we have gone through a number of changes within our walls to stay current with the prevailing trends. On every occasion, HTG has assisted us in creating functional designs, along with professional renderings, that help to visualize each new space.

In addition to creating studios and rearranging spaces within, we have added on to our original HTG designed 160,000 sq. ft. facility three times over the past 25 years. Our most recent addition was a 75,000 sq. ft. ice arena, connected to our original rink in 2008. HTG worked with us every step of the way from idea, to design, to creation.

The Dakotah! Ice Center is one of the most impressive high school hockey arenas in the state. Numerous "green" initiatives were employed in the design of this new facility. Heat from the ice making equipment is captured and sent through tubing to heat the floors of the spectator seating area. Benches were made of recycled plastic bottles and the entire roof of the NHL sized sheet is a green roof with plants and material to capture rain and prevent runoff. Finally, the roof also has eight skylights that diminish the need for artificial lighting during the day and solar panels to heat the water.

Tom, and the entire team at HTG, have been extremely professional and enjoyable to work with over the years. I would highly recommend their firm for any architectural need.

Sincerely,

A handwritten signature in black ink, appearing to read "Tad Dunsworth".

Tad Dunsworth  
Dakotah! Sport and Fitness



# Lessons Learned From a Goalie Dad

Written by Tom Moorse



Living in Minnesota it was natural for our family to become a hockey family. Winters in the land of 10,000 lakes can be long, but with hockey season they just seem to fly by.

I have just one son and so I was very excited when he wanted to learn to skate at the age of 4. From Mini-Mites up through high school, hockey became the center of our family life. Whether it was practice or games – the rest of the day was planned around the trips to the rink.

My son got hooked on playing goalie at the Mite level. He had some success and at first, I thought it was cute. Little did I know that as he progressed up through the hockey ranks, the pressure increased exponentially. There should be a special class for goalie parents on how to deal with stress and how to navigate those occasional long rides home from the rink.

Here are five things I learned along the way on how to be a great goalie parent:

## 1. **Be Optimistic**

Whether you know it or not, your child is taking cues from you. If you are looking stressed out, you will pass that tension on to your goalie. It's our role as parents to help them create the right mindset. Whether they are going into practice, tryouts or the big game, attitude is everything.

# Lessons Learned from a Goalie Dad

## Continued

### 2. **Be Patient**

My son used to get very upset every time his team lost a game. As the goalie he was always hard on himself and took way too much responsibility for the outcome of the game. I learned there was little I could say to calm him down in the moment. It was better if I just let him process it in his own time. Sometimes as parents we want to jump in and “solve the problem” but I’ve learned that advice is better received when it’s asked for. Wait to give your words of wisdom.

### 3. **Be a Role Model**

Your kids are watching you. What you say and do goes a long way on how your child interprets and processes the world around them. I always cringed at the parents who were yelling at the refs. What are you teaching your kids when you do that? Instead send a message that you always do your best, you don’t cut corners, and you can always choose to be a great teammate.

### 4. **Accepting Failure**

There is a tendency to blame yourself if your goalie is having a bad game or maybe even a bad year. You may ask yourself: “Did I do everything I can to help?” “Why is this happening” or “How can I fix this”. One of the great things about sports is the life skills learned along the way. Once in a while we all get “pulled from the game”. Learning how to navigate failure is all part of the process. Teaching your goalie how to navigate disappointments will go a long way in life.

### 5. **Celebrating Success**

There is no greater rush than when your goalie is “standing on his head” making save after incredible save. When you have those days, be sure to acknowledge them and celebrate them. Maybe it’s a special dinner, maybe it’s a trip to Dairy Queen, whatever it is for your goalie, be sure to take the opportunity to acknowledge their accomplishment. Time goes by so fast – celebrate when things go well!

# K - INSURANCE



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/25/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Christensen Group Insurance 9855 West 78th Street, Ste 100 Eden Prairie MN 55344		<b>CONTACT NAME:</b> Karen Lundberg <b>PHONE (A/C, No, Ext):</b> (952) 653-1000 <b>FAX (A/C, No):</b> (952) 653-1100 <b>E-MAIL ADDRESS:</b> klundberg@christensengroup.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Continental Casualty Company	
		<b>INSURER B:</b> Transportation Insurance Co	
		<b>INSURER C:</b> Hanover Insurance Group	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b> HICKEY, THORTENSON, GROVER, LTD, DBA: HTG ARCHITECTS 9300 Hennepin Town Rd Eden Prairie MN 55347		<b>NAIC #</b> 20443 20494	

### COVERAGES

CERTIFICATE NUMBER: 20-21 LIABILITY

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			4025961228	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			4025961228	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			5086614300	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ PER STATUTE OTH-ER
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Errors & Omissions: Crime/Fidelity			LHX8818244/NFO0838085	07/01/2020	07/01/2021	Each Occ/Aggregate: \$2,000,000 Crime/Fidelity Limit: \$150,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

### CERTIFICATE HOLDER

### CANCELLATION

PROOF OF COVERAGE  
 XXXXXXXXXXXXXXXXXXXX  
 XXXXXXXXXXXXXXXXXXXX  
 XXXXXXXXXXXXXXXX

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*En Jin*

# L - FEES

HTG Architects and our Team of Design Engineers are pleased to present our cost proposal.

## **Not to Exceed Cost:**

Our lump sum, not to exceed fee for the Runestone Community Center Expansion as outlined in the RFP and the JLG Pre-Design documents from 2019 is \$407,000. This includes reimbursable expenses. We have assumed a construction budget of \$8.3M-\$8.9M per those same JLG Pre-Design documents from 2019.

## **Fee Breakdown:**

	Architecture	Civil Eng & Landscape	Struct'l Eng	MEP Eng	Total
Phase 1 - Pre-Design	\$20,000	\$1,000	\$600	\$7,000	\$28,600
Phase 2 - Bid & CA	\$58,000	\$10,000	\$14,400	\$12,000	\$94,400
Phase 2 - DD & CD	\$101,200	\$25,000	\$22,000	\$55,000	\$203,200
Phase 2 - Bid & CA	\$42,200	\$10,000	\$12,000	\$16,600	\$80,800
Total	\$221,400	\$46,000	\$49,000	\$90,600	\$407,000

## **Assumptions:**

1. Any work outside the scope of the JLG Pre-Design documents and budget from 2019 or the work outlined in the RFP would be negotiated as additional services.
2. We have assumed that the city will provide a site survey that can be used as the basis of design for construction.
3. We understand the city is negotiating with the fair grounds for a land swap and will take care of any new platting that may be required.
4. The existing refrigeration system has been sized to accommodate the new rink addition.

Tom Moorse of HTG will be the Partner-in-Charge and Project Manager for the duration of the project. Tom can be reached at any time on his cell phone at 612-308-0127. Invoicing will occur on a monthly basis, net-30 terms. If the scope of the project should change, we will be happy to provide additional services at an hourly rate or at an agreed upon lump sum.

If you have any questions or comments regarding any part of this proposal, please feel free to call.

Sincerely,



Tom Moorse  
Partner  
HTG Architects



## MINNESOTA

9300 Hennepin Town Lane  
Minneapolis, MN 55347  
(952) 278-8880

## NORTH DAKOTA

505 East Main Ave, Suite 250-B  
Bismarck, ND 58501  
(701) 751-4558



HTG-ARCHITECTS.COM