



**AD HOC SENIOR/RECREATION CENTER
COMMITTEE AGENDA
WEDNESDAY, MARCH 20, 2024
CITY COMMISSION ROOM
151 MARTIN STREET, BIRMINGHAM
3:30 P.M.**

<https://bhamgov-org.zoom.us/j/81985761455>

A. Introductions

Elaine McLain	Mayor
TBD	City Commissioner
Dan Share	Planning Board
Pam Graham	Parks & Rec Board
Cris Braun	NEXT Representative
Kelly Plocharczyk	YMCA Representative
Bert Koseck	Architect
Donald Rogers	Contractor
Jason Emerine	Engineer

B. Election of Chair and Vice-Chair

C. Establish Date and Time for Regular Meeting Schedule

D. Overview of Ad Hoc Senior/Recreation Center Committee Purpose

- The function of the Ad Hoc Senior/Recreation Center Committee (SCC) is to provide oversight and input on the planning and development of a senior/recreation center at 400 E. Lincoln
- To provide guidance and make recommendations to the City Commission

E. Duties of the Ad Hoc Senior/Recreation Center Committee

- Crafting the project vision, goals and objectives
- Preparing the project process outline and estimated timeline
- Reviewing final needs analysis report

Notice: Due to Building Security, public entrance during non-business hours is through the Police Department—Pierce St. Entrance only. Individuals with disabilities requiring assistance to enter the building should request aid via the intercom system at the parking lot entrance gate on Henrietta St.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieran algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para personas con discapacidad auditiva) un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).

- Evaluating concept plan options and recommending the preferred option
- Outlining the parameters and applicable regulations for site plan and design review
- Conducting final site plan and design review
- Reviewing potential funding options
- Recommending the use of consultants for design and/or build services
- Drafting RFPs for final design, construction plan preparation and/or construction

F. Vision, Goals & Objectives of Senior/Recreation Center Project

G. Proposed Timeline

H. Miscellaneous Communications

I. Meeting Open to the Public for items not on the Agenda

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**REQUEST FOR PROPOSAL
(BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL
DESIGNS FOR RENOVATIONS/EXPANSION)**

Sealed proposals endorsed “**BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**”, will be received at the Office of the City Clerk, 151 Martin Street, Birmingham, Michigan, 48009; until **January 5, 2024 at 2:00 p.m.** at which time bids will be publicly opened and read.

Contractors will be required to attend a mandatory pre-bid meeting on Wednesday, December 13, 2023 at 2:00 p.m. at 400 E. Lincoln Street, currently in use as the Birmingham YMCA. Contractors must register for the pre-bid meeting by Friday, December 8, 2023 at 2:00 p.m. by contacting Assistant City Manager Mark Clemence at (248) 530-1867 or by email at clemencem@bhamgov.org.

The City of Birmingham, Michigan is accepting sealed bid proposals from qualified professional firms to furnish all labor, equipment, material and supervision necessary for the Birmingham Senior/Recreation Building facility assessment and conceptual designs for a renovations/expansion project. This work must be performed as specified in accordance with the specifications contained in the Request for Proposal (RFP).

The RFP, including the Specifications, may be exclusively obtained online from the Michigan Inter-governmental Trade Network at <http://www.mitn.info>.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the City until a written agreement has been executed.

Submitted to MITN:	Friday, November 17, 2023
Pre-bid RSVP deadline:	Friday, December 8, 2023 at 2:00 p.m.
Mandatory Pre-Bid Meeting:	Wednesday, December 13, 2023 at 2:00 p.m., 400 E. Lincoln Street, Birmingham, MI 48009
Deadline for Submissions:	January 5, 2024 at 2:00 p.m.
Contact Person:	Assistant City Manager Mark Clemence 151 Martin Street Birmingham, MI 48009 Phone: (248) 530-1809 Email: clemencem@bhamgov.org



**BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL
DESIGNS FOR RENOVATIONS/EXPANSION**

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INTRODUCTION

For purposes of this RFP the City of Birmingham will hereby be referred to as “City” and the private firm will hereby be referred to as “Contractor.”

The City is accepting sealed bid proposals from qualified professional firms to submit a proposal for **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**. This work must be performed in accordance with the specifications outlined by the Scope of Work contained in this RFP.

During the evaluation process, the City reserves the right, where it may serve the City’s best interest, to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

It is anticipated the selection of a firm will be completed by February 5, 2024. An Agreement for services will be required with the selected Contractor. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the Agreement by the City.

REQUEST FOR PROPOSAL (RFP)

The purpose of this RFP is to request sealed bid proposals from qualified parties presenting their qualifications, capabilities and costs to provide **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**.

MANDATORY PRE-BID MEETING

Prior to submitting a bid, interested firms are required to attend a pre-bid meeting to conduct an on-site visit of the building at 400 E. Lincoln Street, currently in use as the Birmingham YMCA to make inquiries about the RFP. This meeting will be held on Wednesday, December 13, 2023 at 2:00 p.m. 400 E. Lincoln Street, Birmingham, MI.

INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than January 5, 2024 at 2:00 p.m. to:

City of Birmingham
Attn: City Clerk
151 Martin Street
Birmingham, Michigan 48009

One (1) original and one (1) electronic copy of the bid proposal shall be submitted. The bid proposal should be firmly sealed in an envelope, which shall be clearly marked on the outside, **“BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION”**. Any bid proposal received after the due date cannot be accepted and will be rejected and returned, unopened, to the proposer. Proposer may submit more than one proposal provided each proposal meets the functional requirements of this Request For Proposal.

INSTRUCTIONS TO CONTRACTORS

1. Any and all attached forms contained herein requesting information from the Contractor must be completed (see Contractor's Responsibilities). If more than one bid is submitted, a separate bid proposal form must be used for each.
2. Any request for clarification of this RFP shall be made in writing and delivered to: Assistant City Manager Mark Clemence, (248)-530-1809, clemencem@bhamgov.org, 151 Martin Street, Birmingham, MI 48009. Such request for clarification shall be delivered, in writing, no later than 5 days prior to the deadline for submissions.
3. All bid proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to Contractors and general information sections. All bid proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the Contractor.
4. The contract will be awarded by the City of Birmingham, at our sole discretion, to the most responsive and responsible Contractor with the lowest price and the contract will require the completion of the work pursuant to these documents.
5. **Each Contractor shall include in his or her proposal, in the format requested, the cost of performing the work per phase and total budget.** Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The City will furnish the successful company with tax exemption information when requested.
6. Each Contractor shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the City should be directed as part of their proposal.

EVALUATION PROCEDURE AND CRITERIA

The City will utilize a qualifications-based selection process in choosing a contractor for the completion of this work. An evaluation panel will be established and will consist of City staff and any other person(s) designated by the City. The panel will evaluate the proposals based on, but not limited to, the following criteria:

1. Ability to provide services as outlined.
2. Contractor background and personnel qualifications.
3. Related experience with similar projects.
4. Project team.
5. Cost of services.
6. Timeline and schedule for completion.
7. References.

TERMS AND CONDITIONS

1. The City reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems to be in the best interest of the City.
2. The City reserves the right to request clarification of information submitted and to request additional information of one or more Contractors.
3. The City reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein, or in the case the City elects not to proceed to the Next phase of the RFP. The City may terminate this Agreement at any point in the process upon notice to Contractor sufficient to indicate the City's desire to do so. In the case of such a stoppage, the City agrees to pay Contractor for services rendered to the time of notice, subject to the contract maximum amount.
4. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the services set forth in the proposal.
5. The cost of preparing and submitting a proposal is the responsibility of the Contractor and shall not be chargeable in any manner to the City.
6. Payment will be made within thirty (30) days after invoice. Acceptance by the City is defined as authorization by the designated City representative to this project that all the criteria requested under the Scope of Work contained herein have been provided. Invoices are to be rendered each month following the date of execution of an Agreement with the City.
7. The Contractor will not exceed the timelines established for the completion of this project.

CONTRACTOR'S RESPONSIBILITIES

Each Contractor shall provide the following as part of their proposal:

1. Completed and signed forms requested for completion within this RFP, including:
 - a. Agreement (Attachment A)
 - b. Bidder's Agreement (Attachment B)
 - c. Cost Proposal (Attachment C)
 - d. Iran Sanctions Act Vendor Certification Form (Attachment D)
2. A description of completed projects that demonstrate the Contractor's ability to complete projects of similar scope, size, and purpose, in a timely manner, and within budget.
3. The proposal shall include a project timeline addressing each section within the Scope of Work and a description of the overall project approach. In the proposal, suggest technical or procedural innovations that have been used successfully on

other projects and which may provide the City with better service delivery. Discuss any ideas, innovative approaches, or specific new concepts included in the proposal that would provide a benefit to the City and the environment. Include a statement that the Contractor will be available according to the proposed timeline, as time will be of the essence. It is expected that the entire renovation project will be completed by July 2026.

4. A description of the firm, including resumes and professional qualifications of the principals involved in administering the project.
5. A list of sub-contractors and their qualifications, if applicable.
6. Three (3) client references from past projects, including current phone numbers. At least two (2) of the client references should be for similar projects.
7. The Contractor shall be responsible for the disposal of all material and any damages which occur as a result of any actions by employees or sub-contractors of the Contractor during this project.
8. The Contractor shall be responsible for any changes necessary for the plans to be approved by the City of Birmingham.
9. The Contractor with the successful bid shall provide a Performance Bond in an amount not less than 100% of the contract price in favor of the City of Birmingham, conditioned upon the faithful performance of the contract, and completion on or before the date specified.

CITY RESPONSIBILITY

1. The City will provide a designated representative to work with the Contractor to coordinate both the City's and Contractor's efforts and to inspect and verify any work performed by the Contractor.
2. The City will provide access to the City of Birmingham during regular business hours or during nights and weekends as approved by the City's designated representative.

SETTLEMENT OF DISPUTES

The successful Contractor agrees to certain dispute resolution processes/limitations in accordance with paragraph 19 of the Agreement attached as Attachment A.

INSURANCE

The successful Contractor is required to procure and maintain certain types of insurances in accordance with paragraph 11 of the Agreement attached as Attachment A.

CONTINUATION OF COVERAGE

The Contractor shall provide all insurance coverages as specified. Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the agreement, the City may, at its option, purchase such coverage and subtract the cost of obtaining such

coverage from the contract amount. In obtaining such coverage, Birmingham shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT

All proposals submitted must include a signed Agreement as provided in Attachment A. The Contractor whose proposal is accepted shall be required to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the City until a written contract has been executed by both parties.

INDEMNIFICATION

The successful Contractor shall indemnify the City and various associated persons in accordance with paragraph 10 of the Agreement attached as Attachment A.

CONFLICT OF INTEREST

The successful Contractor is subject to conflict of interest requirements/restrictions in accordance to paragraph 17 of the Agreement attached as Attachment A.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Contractor that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE

Submitted to MITN:	Friday, November 17, 2023
Pre-bid RSVP deadline:	Friday, December 8, 2023 at 2:00 p.m.
Mandatory Pre-Bid Meeting:	Wednesday, December 13, 2023 at 2:00 p.m. 400 E. Lincoln Street, Birmingham, MI 48009
Deadline for Submissions:	January 5, 2024 at 2:00 p.m. – Bids publicly opened 151 Martin Street, Birmingham, MI 48009 – City Commission Room 2 nd floor.
Award of Bid:	Estimated award by February 5, 2024.
Project Kickoff:	Work expected to begin upon approval by the City Commission (anticipated February 5, 2024)

Phase 1 Completion: April 8, 2024 – Phase 1 report submitted to the City.

Phase 2 Completion: June 28, 2024 – Phase 2 recommendations and conceptual designs submitted to the City.

The Contractor will not exceed the timelines established for the completion of this project.

BACKGROUND

The building located at 400 E. Lincoln, was originally built in the late 1960's and is currently home to the Birmingham YMCA. Throughout the years, there have been multiple renovations and additions to the building. In 1972, a swimming pool addition was added to the south side of the building, with the pool recessed below grade at the basement level, and the construction of racquetball courts on the first floor above the pool. The racquetball courts were later converted into an open auxiliary gym. In 1988, a single story addition with a basement was constructed for a wellness center on the west side of the building. A single story slab on grade addition was also added to the northwest corner of the building at an unknown date. The existing building now consists of multiple levels, including a split level basement, the first floor and a partial second floor. Each level is divided up into smaller spaces with a complex navigation path between areas, limited daylighting, and very limited accessibility. Elevator access is not provided to most levels of the building.

In July of 2023, the City of Birmingham purchased the property and building at 400 E. Lincoln Street from the YMCA. Currently, the YMCA is operating in the building under a 3 year lease agreement with the City. It is the City's intention to conduct a facility assessment of the existing building, and create one or more conceptual designs for the renovation and/or expansion of the building for the future use as a combined senior/recreation center to house Birmingham NEXT senior services, ongoing YMCA programming, to house the Parks and Recreation Division of the Department of Public Services and other community uses.

Birmingham Next is currently located in the former Midvale School, owned by the Birmingham Public School District. Next occupies approximately 10,000 square feet of the one level school building, and shares the gym facilities with a child care facility also operating in the building. As noted above, the Birmingham YMCA currently occupies the entire 40,000 square foot building at 400 E. Lincoln Street, but is currently in the process of developing a combined Birmingham/Royal Oak YMCA facility at a separate location. The Birmingham YMCA wishes however, to maintain a presence in Birmingham to continue to serve our residents with health, wellness and fitness programming and the popular YMCA day camp programs for children. The Birmingham Parks and Recreation division is currently primarily housed in the DPS building at 851 S. Eton, as well as at the Birmingham Ice Arena, Lincoln Hills Golf Course and Springdale Golf Course.

There are multiple needs and deficiencies with the existing building at 400 E. Lincoln Street that must be addressed to accommodate the future use of the building as a combined senior/recreation center to house Birmingham Next senior services, ongoing YMCA programming, the Parks and Recreation Division of the Department of Public Services and other community uses, such as:

1. Operational Needs of Birmingham Next, the YMCA and the Birmingham Parks and Recreation division: This shall include operations and space planning, storage, pedestrian and vehicular access, the integration/connection of the existing building with other City facilities, including St. James Park and surrounding public parking facilities;
2. ADA Access: This shall include Building Code and ADA accessibility on the property, into the building, and full accessibility within the building;
3. Building safety and security: This shall include an analysis of security needs for the building and the surrounding property, including consideration of controlled access, shared or separate entrances, space sharing needs etc.; and
4. Structural and Mechanical Systems: This shall include a detailed review of the Structural and MEP Assessment conducted by IMEG for the City in May of 2023, as well as a recommendation of projected structural and mechanical system upgrades needed for the conceptual design(s) designs for the renovation and/or expansion of the building for the future use as a combined senior/recreation center.

As noted previously, the YMCA is currently operating in the existing building under a 3 year lease agreement. The City wishes to develop and approve a conceptual plan for the future use of the building, complete construction plan development and ideally complete construction of the recommended renovations to the building during this 3 year transition period. All construction during this transition period would aim to work with the ongoing operation of the YMCA as much as possible. The City anticipates that Birmingham Next and the Birmingham Parks and Recreation division will begin occupying the building at the end of the 3 year lease term with the recommended renovations and improvements to the property and building completed.

SCOPE OF WORK

The City is currently soliciting bids for a Contractor to perform the following services in accordance with the requirements as defined and noted herein:

Phase 1 – Needs Analysis

Review existing documentation, collect additional data necessary to provide a baseline for a needs analysis for the use of the former YMCA building and as a combined senior/recreation center to house Birmingham Next senior services, ongoing YMCA programming, and to house the Parks and Recreation division of the Birmingham Department of Public Services. It is anticipated that the Contractor will work with the City and the YMCA to conduct site visits as necessary, and undertake the following:

1. Conduct interviews with Birmingham Next, YMCA and City administrative staff to gain an understanding of their current and future operational needs;
2. Conduct a public survey to solicit input on desired future community, senior and recreational uses of the building;
3. Evaluate equipment and material storage needs;
4. Review in detail the existing Birmingham Next and Birmingham Parks and Recreation employee workspaces, conference rooms, file storage and current practices performed by staff to meet the public's expectations of service delivery;

5. Review structural issues; plumbing, electrical, HVAC, etc.;
6. Review building accessibility based on Building Code and ADA standards;
7. Review general security needs with special attention to ingress/egress accessibility including visitor accessibility to staff areas and internal staff safety controls;
8. A total space needs program shall be developed and presented for both current and future space needs projections; and
9. Furnish a report documenting the information gathered and learned from Phase 1.

Phase 2 – Recommendations

Based on the information collected in Phase 1, the Contractor will generate recommendations for the City, including, but not limited to, the following:

1. Conduct a community open house to present findings from Phase 1 and solicit public input on potential actions/recommendations for the City;
2. Determine options for the renovation of the existing building and/or construction of a new building to best meet the operational and space requirements for Birmingham Next, the YMCA and the Birmingham Parks and Recreation division;
3. Develop state of the art solutions and conceptual design plans to address the identified needs and deficiencies indicated in Phase 1 in the following areas:
 - i. Operational needs
 - ii. Building accessibility
 - iii. Building safety and security
 - iv. Structural and mechanical systems – HVAC, plumbing and electrical systems;
4. Conceptual plans shall include conceptual renderings, a site plan, and basic conceptual floor plans;
5. Integrate the information gathered into a complete and compiled assessment report, which identifies and categorizes the recommendations for facility needs and goals, critical needs and property enhancements and how each option compares;
6. Prepare project cost estimates for each option, including comparative financial analysis of costs including but not limited to buildout, rehabilitation, operations and maintenance and ancillary costs;
7. Furnish a final report documenting the methodology used for a review of all options considered and a final recommended conceptual plan for the recommended improvements; and
8. Present the report and recommended options to the City Commission and any other boards as needed for approval.

Phase 3 – Plan Preparation and Oversight (Not Part of this RFP)

Upon approval of the selected option by the City Commission, the City shall issue another RFP for construction plan development and construction oversight.

Phase 4 – Construction (Not Part of this RFP)

Upon completion of Phase 3, an RFP will be created for construction services based on the selected option by the City Commission and the documents prepared by the Contractor in Phase 3.

Attachment A

AGREEMENT OF (BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION)

THIS AGREEMENT is entered into this ____ day of _____, 2023, by and between the **CITY OF BIRMINGHAM**, whose address is 151 Martin Street, Birmingham, MI 48009 (hereinafter referred to as the City) _____, whose address is _____, MI 48009, hereafter referred to as Contactor and the foregoing shall collectively be referred to as the parties.

WHEREAS, the City desires an assessment of the spatial needs of Next senior services, the YMCA and the Parks and Recreation Department of the City for conceptual designs for renovations and possible expansion and in connection therewith has requested proposals for a **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**; to the building at 400 E. Lincoln and

WHEREAS, Contractor has qualifications that meet the project requirements and has provided a response and cost proposal to perform **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**.

NOW, THEREFORE, in consideration of the foregoing preambles, the adequacy of which is acknowledged by and between the parties to this Agreement, the parties agree as follows:

- 1. MUTUALLY AGREE:** It is mutually agreed by and between the parties that the City's Request for Proposal for **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION** posted November 17, 2023, shall be fully incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto (attached hereto as Attachment "A").

- 2. TERM:** This Agreement shall have a term of one year from the date stated above. The City shall have the right to unilaterally terminate this Agreement on thirty (30) days written notice. In the event of termination, the Contractor shall receive compensation for services to the date the termination takes effect and the City shall be entitled to retain and use the results of all designs and renovations prepared by the Contractor through such date.

- 3. TERMS OF PAYMENT:** The Contractor will invoice monthly for all labor supplied and work completed. In no event shall invoices be submitted more than 45 days after completion of services. Submitted invoices shall include the following detailed information: the type of work performed, the time spent on the work, the individual who performed the work and the per hour billing rate charged. The City may, at its sole discretion demand review and the right to request at any time further detailed accounting information for any or all bills. The right to inspection of any bill and invoice shall never be at any cost or billings to the City, nor shall preparation of said invoices be billed to the City or against the general retainer. Payment terms will be net 30 days unless otherwise specified by the City.

- 4.** Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. INSURANCE SUBMISSION REQUIREMENTS: The Contractor has submitted proof to the City that it meets all City insurance requirements. Insurance, with coverage amounts at no less than the City's minimum requirements, must be held by the Contractor throughout the term of this Agreement. Certificates of insurance as stated below will be required no later than five (5) business days from the date of Contractors acceptance of the terms of this Agreement.

6. CONFIDENTIAL AND OR PROPRIETARY INFORMATION: The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. INDEPENDENT CONTRACTOR: The Contractor and the City agree that the Contractor is acting as an independent contractor with respect to the Contractors role in providing services to the City pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the City. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be considered entitled or eligible to participate in any benefits or privileges given or extended by the City, or be deemed an employee of the City for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City.

8. COMPLIANCE WITH LAWS: Contractor agrees to fully and faithfully carry out the duties of set forth herein using its best efforts in accomplishing all assignments from the City, and further, in addition to upholding all federal, and state laws and applicable codes of professional conduct to which Contractor is subject, Contractor hereby agrees to be bound by all Federal, State, or City of Birmingham ordinances, rules, regulations and policies as are amended from time to time, and including without limitation the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, the Transportation Safety Act and the Occupational Safety and Health Acts.

9. NON-COMPLIANCE WITH INSURANCE REQUIREMENTS: Failure to deliver and maintain insurance in accordance with the terms of this Agreement will be cause for the City, by and through its City Manager, to terminate this Agreement, or at the City's option, the City may purchase on the open market such required insurance and shall be entitled to charge any additional cost to the Contractor, either by offset to any amounts due and owing Contractor for services provided to the City, or, by separate bill and demand for payment. Nothing in this paragraph shall be deemed to create or be interpreted as establishing a "for cause" termination; Contractor agrees and understands that its engagement is at will and may be terminated by the City Manager for any cause or no cause.

10. INDEMNIFICATION: To the fullest extent permitted by law, the Architect shall

indemnify and hold the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City harmless from and against damages, losses and judgments, which may be asserted, claimed, or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on behalf of the City, including reasonable attorney fees and expenses recoverable under applicable law, but only to the extent of the degree of fault of the Michigan licensed architect for negligent acts or omissions of the Architect, its employees and its consultants in the performance of their professional services, in the performance of this Agreement.

11. STANDARD INSURANCE REQUIREMENTS: The Contractor shall maintain during the life of this Agreement the applicable types of insurance coverage and minimum limits as set forth below:

A. Workers' Compensation Insurance:

For Non-Sole Proprietorships: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

For Sole Proprietorships: Contractor shall complete and furnish to the City prior to the commencement of work under this Agreement a signed and notarized Sole Proprietor Form, for sole proprietors with no employees or with employees, as the case may be.

B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractor Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

C. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following **Additional Insureds: The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.** This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.

D. Professional Liability: If applicable, professional liability insurance with limits of not less than \$2,000,000 per claim if Contractor will provide services that are customarily subject to this type of coverage.

E. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the City at least (10) days prior to the expiration date.

F. Proof of Insurance Coverage: Contractor shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.

- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance, or a signed and notarized copy of the Sole Proprietor Form;
- 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
- 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
- 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance, if applicable;
- 5) If so requested, Certified Copies of all policies mentioned above will be furnished.

G. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

12. WRITTEN NOTICES: Written notices regarding this Agreement shall be addressed to the following:

City: City of Birmingham
151 Martin Street
Birmingham, Michigan 48009
Attn: Assistant City Manager Mark Clemence

Contractor:

13. COVID: The Contractor shall follow all of the City's COVID-19 safety protocols while on City property. Additionally, Contractor staff which will be in physical contact with city staff must have current vaccinations against COVID-19. The City, at its discretion, may ask for proof of vaccination of Contractor's staff. Failure to provide proof of vaccination when requested will cause the City to request un-vaccinated personnel to leave, request alternate staff, and if the Contractor is unable to comply, this violation of safety protocols will constitute a breach of contract by the Contractor.

14. AMENDMENTS: No amendment, modification or supplement to this Agreement shall

be binding unless it is in writing and signed by authorized representatives of the parties.

15. WAIVER OF BREACH: No waiver by either party of any breach of any of the terms, covenants or conditions herein contained by the other party shall be construed as a waiver of any succeeding breach of this same or of any other term, covenant or condition.

16. COMPLETE AGREEMENT: The parties agree that the conditions set forth in this Agreement sets forth all terms and conditions of Contractor agreement with the City of Birmingham. This Agreement supersedes all prior agreements or understandings between the parties. There are no promises, conditions or understandings other than those stated herein, and, that any prior negotiations, terms or conditions discussed between the City and the Contractor shall not constitute a part of this Agreement. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

17. DIRECT OR INDIRECT INTEREST: If, after the effective date of this Agreement, any official of the City, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the City shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the City has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

18. FAILURE TO PERFORM. If Contractor fails to perform its obligations hereunder, the City may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

19. LEGAL PROCEEDINGS: Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in a federal or state court with jurisdiction over Oakland County, Michigan.

20. RESPONSE TO REQUESTS FOR PROPOSALS: The Contractor shall be held to and bound by all terms, conditions, warranties and representations which it made in its written response dated _____, to the City's Request for Proposals dated November 17, 2023 (attached hereto as Attachment "B"). In the event of a conflict in any of the terms of this Agreement and the Contractor _____ response, the terms of this Agreement shall prevail.

21. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City of Birmingham

will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City of Birmingham.

IN WITNESS WHEREOF, the parties hereto agree to be bound by the above terms and conditions, and Contractor, by its authorized signature below, expressly accepts this Agreement upon the above provided terms and conditions contained in this Agreement as of the date first above written.

Contractor

By: _____

Its: _____

STATE OF MICHIGAN)
) ss:
COUNTY OF OAKLAND)

On this _____ day of _____, 20____, before me personally appeared _____, who acknowledged that with authority on behalf of _____ to do so he/she signed this Agreement.

Notary Public
_____ County, Michigan
Acting in _____ County, Michigan
My commission expires: _____

CITY OF BIRMINGHAM:

By: _____
Elaine McLain, Mayor

By: _____
Alexandria D. Bingham, City Clerk

APPROVED:

Jana L. Ecker, City Manager
(Approved as to substance)

Mark A. Gerber, Finance Director
(Approved as to Financial Obligation)

Mary M. Kucharek, City Attorney
(Approved as to form)

Mark Clemence, Assistant City
Manager (Approved as to substance)

ATTACHMENT B - BIDDER'S AGREEMENT
For BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND
CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.

2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

PREPARED BY (Print Name)	DATE
---	-------------

TITLE	DATE
--------------	-------------

AUTHORIZED SIGNATURE	E-MAIL ADDRESS
-----------------------------	-----------------------

COMPANY

ADDRESS	PHONE
----------------	--------------

NAME OF PARENT COMPANY	PHONE
-------------------------------	--------------

ADDRESS

ATTACHMENT C - COST PROPOSAL
For BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND
CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION

In order for the bid to be considered valid, Section 00 41 44 - Bid Form must be completed in its entirety.

COST PROPOSAL	
ITEM	BID AMOUNT
Phase 1	\$
Phase 2	\$
TOTAL BID AMOUNT	\$
ADDITIONAL BID ITEMS	
	\$
	\$
GRAND TOTAL AMOUNT	\$

Firm Name _____

Authorized signature _____

Printed Name _____

Date _____

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND
CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 ("Act"), prior to the City accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an "Iran Linked Business", as defined by the Act.

By completing this form, the Vendor certifies that it is not an "Iran Linked Business", as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the City.

PREPARED BY (Print Name)	DATE
---	-------------

TITLE	DATE
--------------	-------------

AUTHORIZED SIGNATURE	E-MAIL ADDRESS
-----------------------------	-----------------------

COMPANY

ADDRESS	PHONE
----------------	--------------

NAME OF PARENT COMPANY	PHONE
-------------------------------	--------------

ADDRESS

TAXPAYER I.D.#



**PROPOSAL
ASSESSMENT & CONCEPTUAL DESIGN
SENIOR / RECREATION BUILDING
CITY OF BIRMINGHAM**

05 JANUARY 2024



CHICAGO | DETROIT | PHILADELPHIA | SACRAMENTO | TORONTO | OTTAWA | CALGARY | EDMONTON | LONDON | GLASGOW | NEWCASTLE | INVERNESS

NORR



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NORR

NORR

January 5, 2024

City of Birmingham
Attn: Mark Clemence – Assistant City Manager

Re: Birmingham Senior/Recreation Building - Assessment And Conceptual Designs For Renovations/Expansion

Dear Evaluation Committee,

NORR is pleased to submit our proposal to the City of Birmingham for the proposed Feasibility Study and Conceptual Design Services. As a leading Architectural/Engineering Firm (#14 in Building Design+Construction, August 2023), a number of key points set NORR apart from our competition and make us the ideal partner for the City of Birmingham community. For this important project NORR's leading in-house design personnel have teamed with **IMEG Engineering** who brings intimate knowledge of the project having recently performed a review of this facility. Additionally, NORR has teamed with **A.M. Higley** as our cost consultant, whom we have worked with on numerous projects for cost consulting and construction services. As a local design firm, NORR understands the importance of providing high quality community amenities and the importance of age-in-place initiatives that benefit the communities senior population. We look forward to creating a facility that can be fully utilized by the seniors, the surrounding community and the recreation departments as well as being reflective of the community's usage, growth and programming goals.

We believe NORR is well positioned to take on this assignment and will be a valuable contributor because:

- NORR has completed over twenty Feasibility and property condition assessment reports on existing buildings within the southeastern Michigan area including many for local municipalities.
- Our approach is unique and highly collaborative. We believe in involving our clients, community and key stakeholders in the design process to help them articulate their vision, needs and requirements.
- NORR is a full-service A/E firm of over 80 professionals located at our Detroit office. As such NORR is able to provide relevant expertise and local staffing needs for the successfully completion of this project.
- Our projects are found throughout the US and Canada. As a firm NORR has completed many influential sports complexes including renovations for the Rutgers University Gymnasium and Fitness Center and the design of the Toronto Pan Am Sports Center created for the 2015 Pan Am Games in Toronto.
- NORR is committed to supporting the transformation of the built environment from a major source of carbon emissions to an important contributor to combating the climate emergency. To date, NORR has completed over 400 LEED certified projects globally.

One of our team core company beliefs is providing excellent client service. We accomplish this through working in true partnership with our clients, community, colleagues and consultants.

Thank for your consideration of NORR. Please feel free to contact me for additional information or clarification. We look forward to an opportunity to work with the City of Birmingham on this exciting project.

Sincerely,



Scott Catallo, AIA, NCARB, Principal
Primary Contact For Notices and Inquiries
T. 313 324 3096 M. 734 716 8724
scott.catallo@norr.com

NORR LLC

150 W Jefferson Ave
Suite 1300
Detroit, MI

O. 313 324.3100
F. 313 324.3111
norr.com

SECTION 1

NORR ABILITY TO PERFORM

NORR

NORR Design Ability & Philosophy



NORR strongly believes in creating spaces that allow people to fully engage in their surroundings and community. We strive to create spaces that become vibrant landmarks within their unique communities; spaces that don't just respond to existing trends but predict future ones. Our philosophy is to cultivate an environment where progressive design solutions are recognized and implemented, supporting daily operations and functions as well as provide flexibility to the surrounding community.

Every site and program context pose a different question; excellent architectural projects respond to those different questions uniquely.



Achieving Architectural Excellence

Architectural excellence comes from the successful synthesis of the variables inherent in each unique project's context. An excellent building should embody and reflect its context. For us, context includes more than the actual site, surrounding streetscapes and physical surroundings of a project; context includes the client's imperatives, the user's needs and desires, the city's hopes, the budget, and schedule requirements, etc. – all these variables should effectively shape architecture into the most meaningful form and organization. Said in another way, we have found great benefit in listening closely to the site and context, broadly defined, in letting it tell the team how a project can excel.



Our design philosophy and approach are rooted in diverse design thinking to provide a refined perspective that can enhance, inform and add value to the project. We have a proven progressive design mentality, elevating the projects we work on beyond our clients' expectations to create buildings that are climatically, sustainably, and culturally responsive. Our basic design principles will be implemented in impactful, creative, and completely original ways to respond to the very specific goals and needs of the City of Birmingham, Next and the diverse potential community user groups.



Addressing Place and Character

It is incumbent on the project to respect the existing neighborhood and establish itself as embodying the ideals of its new identity. Stitching its new identity into the existing characteristics of the surrounding fabric. The project should reflect a continued "pride of place" in programming spaces. Fostering opportunities for interaction between diverse users will be important. Good design and well thought-out adjacencies allow for the greatest number of differing user groups to feel welcome and comfortable while providing spaces to thrive and interact positively.

Above: Esperanza Health & Wellness Center

Subconsultant Team Members

WHAT SETS THE NORR TEAM APART?

SUBCONSULTANT: IMEG CORPORATION

ROLE: MEP AND STRUCTURAL ENGINEERING, AV, SECURITY, and IT

IMEG is the leading engineering design firm that delivers a combination of broad expertise of a national leader with the personal relationships and deep collaboration of a local firm. But what really sets IMEG apart?

- Their market-sector team structure provides sector specific data-driven solutions and innovation.
- A culture of learning and development – sharing knowledge and solving complex design problems.
- An extensive breadth of expertise and deep bench of client knowledge – helping transform environments.
- A reputation for delivering many “firsts” in sustainable design – helping clients become energy stewards and reduce impact.
- 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 & communities through high performance design and infrastructure.

MEP ENGINEERING

IMEG’s licensed Professional Engineers offer clients the full range of design in the core disciplines of **mechanical, electrical, plumbing, and fire protection engineering**. The work and dedication of their key personnel significantly contribute to the operational outcomes of project facilities.

IMEG’s **sustainability, energy, and building code** expertise has also led to 300+ LEED projects – including 28 that are certified or pursuing LEED Platinum and 11 projects designed for net zero energy. This high performance building capability, along with their innovation, has resulted in three international ASHRAE Society Technology awards – the highest awards in the mechanical engineering field. IMEG also has participated in the development of the ASHRAE 90.1 energy standards, the basis for nearly all energy codes in the U.S.



AT-A-GLANCE

- Top 10 Engineering Firm in U.S. (BD+C)
- 100% Employee-Owned
- Full-service Engineering & Consulting
- 80+ Locations
- 2,400 Team Members
- 600+ Licensed Engineers
- \$383M in Annual Revenue
- #57 / Top 500 Design Firm List (ENR)

SERVICES

- Building Design: Full-service Engineering & Planning
- Building Performance Design & Analysis
- Commissioning
- Consulting & Advisory Services
- Infrastructure: Design & Planning
- Process Engineering

STRUCTURAL ENGINEERING

IMEG has offered structural engineering services for more than 60 years, and are frequently recognized for their capabilities in both engineering and 3D modeling. With a team of more than 300, including 95+ licensed structural engineers on staff, IMEG’s structural services group is one of the largest, award winning structural engineering consultants in the U.S.

IMEG TECHNOLOGY CAPABILITIES

AUDIO / VISUAL

IMEG understands the importance of effective communication to meet the demands of today's high-quality, instant-delivery audio-visual world. Their breadth and depth of relevant experience serves as a benchmark in assisting clients in determining the appropriate audio-video solutions.

IMEG has no vendor alliances and is beholden to no one the client.

Their communication technology services team members have their pulse on today's marketplace and create customized audio-visual solutions to meet leading or bleeding edge needs. They assist clients in making informed and intentional choices.

Their designs are engineered and presented in such detail that the competitive bidding marketplace can be leveraged while ensuring the original design intent is achieved.

SECURITY

Security systems have led other technology systems in converging to a common IT infrastructure by carrying video surveillance and security data. Security has also migrated from being a hardware-based solution to a software focused technology. These realities require a new approach.

IMEG has developed a proven methodology for the design, selection, and procurement of security management systems in an IP software-based world.

Their services are customized to assist our client's in reducing risk and increasing safety and security. IMEG's wholistic expertise in all aspects of technology and engineering ensures comprehensive planning and design of complex, multi-system integrations at secured openings.

INFORMATION TECHNOLOGY

IMEG's all-inclusive services provide a unique approach that addresses the challenges of converged technology systems with expertise in IT infrastructure. Blended with our engineering background, we offer licensed engineers to answer the power and HVAC challenges that technology presents. We provide strong consulting leadership with a clear vision to integrate technology into the A/E process.

Technology systems today have become the new "utility," much like mechanical and electrical, and requires early strategic planning and proper budget development. Our certified and credentialed Technology Designers include Registered Communications Distribution

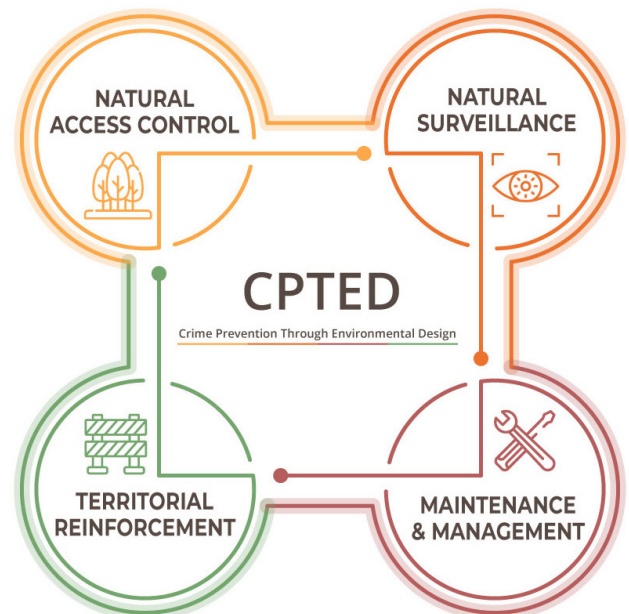
Designers (RCDD), Certified Network Infrastructure Design Professionals (CNIDP), and Certified Technology Specialists (CTS, CTS-D) who are instrumental in the design and implementation of complex technology solutions. Their specialized team provides solutions that are attractive, intuitive, scalable and functional.

SECURITY ADVISORY SERVICES

Safety and security of personnel are among the highest priorities for any organization. IMEG's Security Advisory Service offerings mitigate a facility's exposure to crime, violent events, natural disasters, various types of malevolent threats, and other dangers that a building might encounter.

SECURITY CONSULTING

Having trusted partners that understand security from a strategic and operational need is essential to a successful design. IMEG works with the design team and owners to protect the safety and well-being of building occupants, safeguard sensitive information, comply with regulations, and protect valuable assets and resources from various security threats. Though they hope such events never occur, they know that thoughtful planning and design of the built environment—including lobbies, hallways, rooms, and other spaces—helps mitigate the effects of and prepares a response to such events. They also understand that clients have a specific purpose and goal for each project, and it is their job as protective security consultants to work within the design intention, working to maintain the intended aesthetics and functionality while providing safety and security.



SUBCONSULTANT: AM HIGLEY

ROLE: COST ESTIMATING

Since 1925, The Albert M. Higley Co. has helped our clients realize their goals and visions; always while adhering to our principles of honesty, integrity, and mutual respect. Today we are stronger and better positioned to serve our clients' needs than ever before. Our systems, processes, and technologies are among the best in the industry. We are continuously evolving and innovating to better serve our clients, today and in the future. But what truly sets us apart is our people. Their dedication to providing best-in-class service, unwavering dedication to client satisfaction; and commitment to improving communities in which we live and work, helps make us the construction professionals of choice.

amHIGLEY

AT-A-GLANCE

- 170 Employees
- Ffounded 1925
- 5 Locations including Detroit
- Past 5 Years Construction Value \$2.3 Billion including:
 - Senior Living: \$89.5 Million
 - Recreation: \$54 Million
 - Government: \$77.7 Million

SERVICES

- Cost Estimating
- Construction Management
- General Contracting
- Design-Build
- Preconstruction
- Lean Construction
- Customer Service Group (Small Projects)
- Integrated Project Delivery (IPD)
- Project Controls
- Building Information Modeling (BIM)
- Sustainability
- Safety



Team Capabilities & Composition

NORR will perform services using in-house design personnel alongside leading engineering and cost subconsultants. The design services our team will provide for the Feasibility and Conceptual Design project include **Project Management, Planning/Programming, Architecture, Interior Design, Mechanical/Plumbing, Electrical and Structural Engineering, Security Consulting and Cost Estimating.**

NORR Key Personnel Roles & Responsibilities

The project will be led by **NORR's Detroit Studio**. NORR's personnel have the industry knowledge and skills to bring to life the communities vision for the relocation of the city's Recreation Departments and NEXT Senior Center.



SCOTT CATALLO, AIA, NCARB, Principal-in-Charge - Scott's primary responsibility is to guide the development of the project goals and objectives as well as the overall project "strategy."

Throughout all phases of the project, he will monitor the performance of the NORR team to ensure that St. Clair County's project expectations are being achieved. Scott will be an active participant in all significant meetings and decisions.



DAN SCHNEIDER, AIA, Senior Project Manager/Preservation Architect – Dan will be responsible for establishing and managing all project procedures; monitoring the project schedule and

deliverables in collaboration with the subconsultants and client team; as necessary, refocusing the team to ensure that the design recommendations are consistent with the city's vision and expectations. He facilitates and manages the communication and information flow between the in-house NORR team and all subconsultants and stakeholders; managing the day to day activities of the project. **Dan will function as the primary point of contact between our team and City of Birmingham representative following award.**



SHAUN GIGNAC, AIA, Senior Design Architect - The Design Architect will manage the city and communities design goals include creating a highly functional, easy to navigate facility that caters to the

comfort, health and wellness of its occupants and visitors. Shaun works collaboratively with the team to provide design appropriate solutions that meet the functional and aspirational needs of the program.



CLAUDIA PADILLA, IIDA, Interior Designer

- Claudia will follow the program through from initial investigation and validation through to project close out. Carla's skills include space planning, programming,

furniture and material selections, existing furniture assessments, code compliance, contract documentation, client/consultant communication, and client move-in.

SUBCONSULTANT LEADERSHIP



PETER PAPANIKOLAOU, P.E., Ph.D., LEED AP®, IMEG Engineering Project Manager and Lead Mechanical Engineer - Peter is a

knowledgeable industry professional with 30 years' experience in HVAC, plumbing,

and fire protection engineering and design. He brings attention-to-detail to the preparation of detailed reports, studies with a goal of 100% accuracy. He will lead IMEG's engineering efforts for Mechanical, Electrical and Structural Engineering as well as Security Consulting.



RYAN DOYLE, PE, AM Higley Regional Vice President, Project Executive - Peter will lead the preconstruction cost estimating services for the team. His mission is to provide owners with valuable and mission

driven cost data at the early stage of the project so important decisions can be made to assess options and determine appropriate solutions. Ryan assumes overall responsibility for successful preconstruction services that align with the owner's needs and project scope. He manages the cost estimating team to assure that AM Higley exceeds team expectations. He acts as an active member of the project team beginning in preconstruction.

[For additional information see our team's Key Personnel Resumes provided on pages \(36-46\).](#)

SECTION 2

BACKGROUND & QUALIFICATIONS

NORR

NORR Background & Qualifications

Founded in 1938, we offer the stability of a rich history, the power of integrated global teams and the versatility of a proven, multi-sector portfolio. We are architects, engineers, planners, interior designers and big picture thinkers that apply our integrated thinking to drive exceptional projects for our clients.

FIRM BACKGROUND INFORMATION

NORR is an employee-owned, fully integrated, full-service architectural and engineering firm with our US headquarters located in Detroit, Michigan. The **Detroit office opened in 2006** and currently employs 100+/- leading A/E industry professionals. NORR has additional offices across North America as well as around the world. For 85 years, the NORR brand has provided a well-honed balance of design, technology and management skills. Our clients benefit from the simplicity and efficiencies of a unified A/E firm that provides strategic planning, programming, architecture, interior design, space planning, and engineering capabilities all from a single point of contact. NORR has industry leading specialized design studios that align with our client's needs. The firm's emphasis on teamwork permeates all aspects of NORR's work, from client relations to design collaboration.

Throughout NORR's history, our teams have led significant and complex public buildings and modern workplace projects alongside fully integrated consulting teams comprised of leading industry specialists whom are able to offer our clients with design solutions that meet current and projected future operations and growth expectations.

INTEGRATED THINKING

Our professional global team of **800 architects, engineers, planners and interior designers** work collaboratively across 12 market sectors in the US, Canada, UK and UAE. Our mission is to create socially aware, environmentally responsible, and financially viable architecture and engineering solutions that allow our clients to achieve their business goals while contributing to healthier and more sustainable spaces and places around the world.

INSPIRED DESIGN

NORR has been consistently building on our reputation for inspired design for 85 years. We continue to advance design through sustainable stewardship, diversity of people, the power of technology and the pursuit of excellence for the built environment. We are committed to the communities in which they live, work and play.

2023 PEER RANKINGS

In addition to being a full service Detroit A/E firm, NORR is recognized to be among the top design firms in the country alongside our industry peers.

#14 - TOP 115 A/E FIRMS

Building Design+Construction

#23 - TOP 300 ARCHITECTURE FIRMS

Architectural Record

#38 - TOP DESIGN FIRMS, GENERAL BUILDINGS

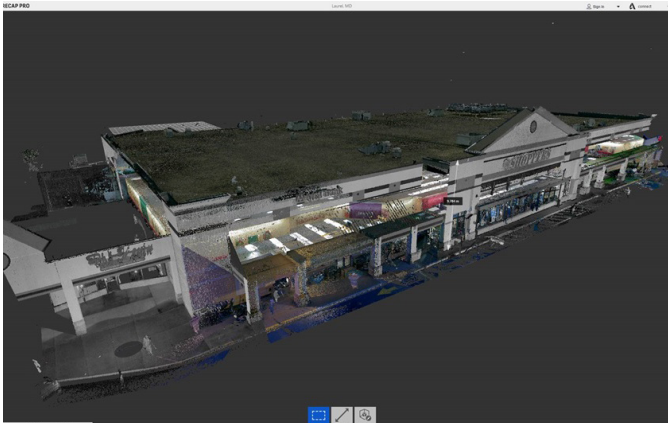
Engineering News Record (ENR)

#20 - TOP 25 COMMERCIAL OFFICES

Engineering News Record (ENR)



NORR Additional Service Capabilities

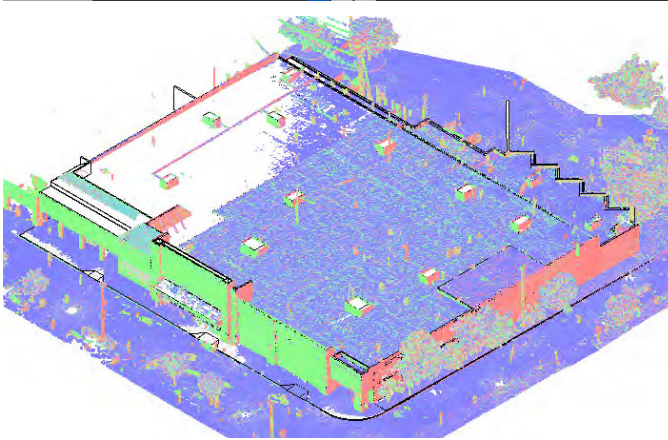


NORR provides 3D scanning services of existing buildings to produce highly accurate as-built conditions in a digital format for our client's projects. The data that is collected, provides valuable insight into the existing conditions of the facility. The scanning process produces a 3D point cloud which represents the precise location, shape and size of building and site elements, typically to within a 1/4" accuracy. The laser scanning process is instrumental in quickly identifying and documenting key elements of the proposed facility.

Deliverables

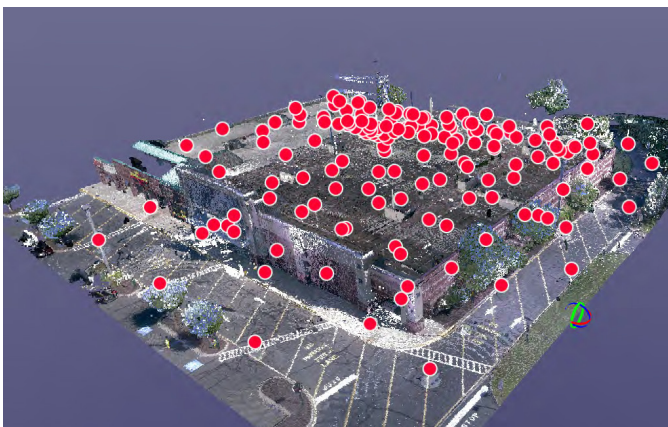
Desktop application: One of the products of the laser scan is the **.lgs** file. This file can be opened in a desktop application, to allow team members direct access to building information.

- Travel around the building through a number of panoramic images. Each red dot represents a scanning location that offer a 360-degree view from that location.
- The ability to measure the distance from any two points, either in the 3D or panorama view.
- Quickly cut building sections and floor plans to better understand the building structure.



Web-based application: A web-hosted option that allows for many of the same functions is available for use by a wider audience.

A second product of the laser scan is the **.rcp** file. This file is the point cloud that can be inserted into a revit model and used to create as-built conditions. Each point is snappable, allowing our teams the ease of tracing out all building elements.



Benefits

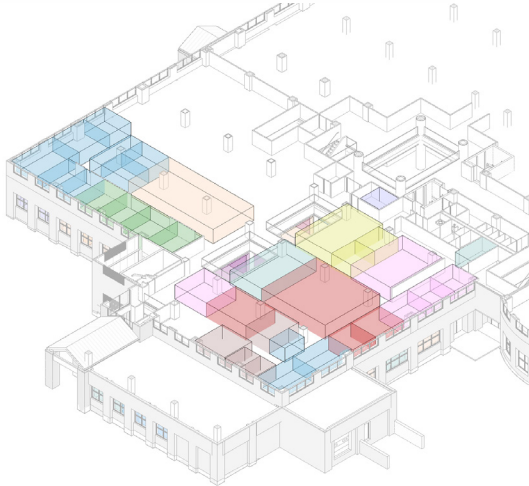
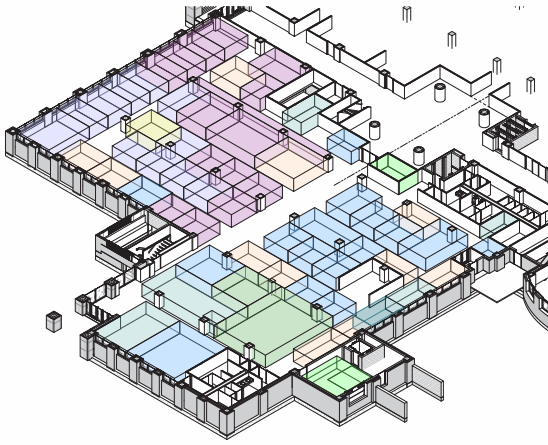
3D laser scanning reduces the time required for completing the initial project survey and less time on site for the design team. Laser scanning will typically pick up more information than a traditional survey and can be instrumental in identifying building components within an existing structure that are hidden from view. The resulting files integrate into the drawing software and provide a foundation for collaboration and coordination of the multi-discipline design team and reduce the number of RFIs.



SECTION 3

RELEVANT EXPERIENCE

NORR



Health Department Relocation & Renovation St. Clair County

NORR is providing full-service program validation and A/E design services for the relocation and consolidation of the county health departments.

Due to age and accessibility issues with their existing split level 1967 building, the County determined it was most cost effective to move their health services staff to a new location within the nearby State of Michigan facility. The newly renovated space will provide dedicated health services programming and 2,000 SF of dedicated lower-level storage. The facility also provides shared staff resource spaces with the county employees.

Relocation/consolidation of multiple departments to this new facility include:

- | | |
|--|---|
| <ul style="list-style-type: none"> 📁 Environmental Health 📁 Health Educations/Outreach 📁 Health Administration 📁 Nursing <ul style="list-style-type: none"> - Preventative Health & Immunizations - Maternal Infant Health - Children's Special Health Care Services | <ul style="list-style-type: none"> 📁 Emergency Preparedness & Response <ul style="list-style-type: none"> - Visions & Hearing, Nursing Administration - Personal Health, Women/ Infants/Children - Laboratory services |
|--|---|

Location	Port Huron, MI
Area	36,000 SF (3.345 SM)
Date	2024 (est)
Cost	>\$20 Million Budget
Services	Planning/Programming, Architecture, Interior Design, MEP and Structural Engineering
Key Personnel	Scott Catalo - Principal Brian Colburn - Project Manager Justin Shafer - Project Architect Claudia Padilla - Interior Designer
Client	County of St. Clair
Contact	Jennifer Posey Administrative Services Manager Senior Citizens Millage Administrator D. 810 989 6343 O. 810 989 6900



Community Health & Wellness Center Esperanza Health

When Esperanza Health sought to expand its services in North Philadelphia, NORR was engaged for the design of a new Community Health & Wellness Center. The project site, located just north of the Market-Frankford Line's Allegheny Station, is part of Esperanza's long-term goal to develop a health and wellness campus that provides a safe and secure space for community outreach.

The Center's program for the 30,000 SF, 4-story building includes multi-purpose community rooms, a large gym space, group fitness rooms as well as flexible spaces that can support a variety of activities and adapt to Esperanza's changing needs over time. The fourth floor features a conference center/event space that leads to a rooftop terrace. This additional space relieves the other Esperanza facilities that were overcrowded. NORR's goal for this budget-conscious design solution was to provide a health and wellness center that promotes a sense of well-being and acts as a community gathering space.

Location	Philadelphia, PA
Area	30,000 SF
Date	2022
Cost	\$9.2M
Services	Architecture Interior Design Structural Engineering
Client	Esperanza Health Center
Contact	Donald Price Director of Operations Esperanza Health E donald.price@esperanzahealth.com T. 215 302 3600





Workplace Relocation and Renovation Daimler Truck Financial / Detroit Diesel

NORR provided a full-service design for the relocation of Daimler Truck Financial employees to this new location. Approximately 300 employees have been consolidated to this Detroit Diesel campus location.

The project scope included the upgrade and modernization of a typical two-story manufacturing office building into a modern workplace. The building exterior was provided with upgrades to its 2-story glass atrium lobby. The existing floor plate was structurally modified to integrate a monolithic staircase leading to the second-floor office spaces. Additional first-floor amenities include a large conference room off the lobby as well as an employee fitness/activity center and men’s and women’s locker rooms and saunas.

The floor plan and furniture selections accommodate diverse user needs. Consideration was given to adjacencies and technology for assigned and flexible work environments as well as a variety of open collaboration environments and private meeting rooms throughout the second floor.

Location	Detroit, MI
Area	40,000 SF
Date	Nov 2023
Cost	\$7 Million
Services	Architecture, Interior Design, Mechanical and Electrical Engineering.
Team	Project Manager – Dan Schneider Architect – Justin Shafer Interior Designer – Claudia Padilla Mechanical Eng – Chris Pal Electrical Eng – Steve Caladiao / Melissa Good
Client	Detroit Diesel
Contact	Keith Vaughn Manager, Technical Services Detroit Diesel T. 313 592 5399 keith.vaughn@daimlertruck.com





Westman Village The Journey Club

As part of the vibrant Westman Village retirement community, Journey Club offers a comprehensive and diverse array of amenities, all easily accessible through lush courtyards and pedestrian designed walkways. The facility raises the bar for senior living in Alberta.

The residence was designed to promote active living for seniors, offering social and cultural elements that are often lacking in assisted living facilities. The common areas were designed to evoke the feeling of a luxury hotel, complimented by an elegant and relaxing dining room and lounge.

Journey Club has been designed with a philosophy of active living and personal empowerment, to promote creativity, growth, and social engagement – allowing residents and caretakers to experience a higher quality of life as they continue their journey.

Location Calgary, AB
Area 150,000 SF
Date 2018
Services Architecture, Interior Design, Structural Engineering
Client Jayman BUILT
Contact Chris Johnstone
 Senior Project Manager/
 Owner's Representative,
 Jayman, Multi Family
 T. 780 443 6730

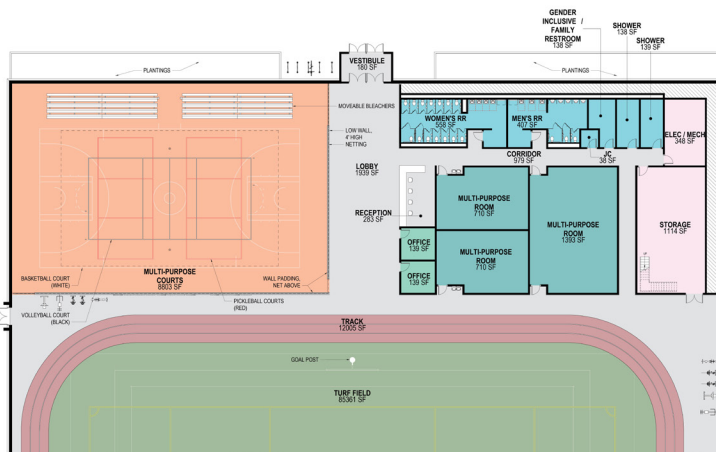
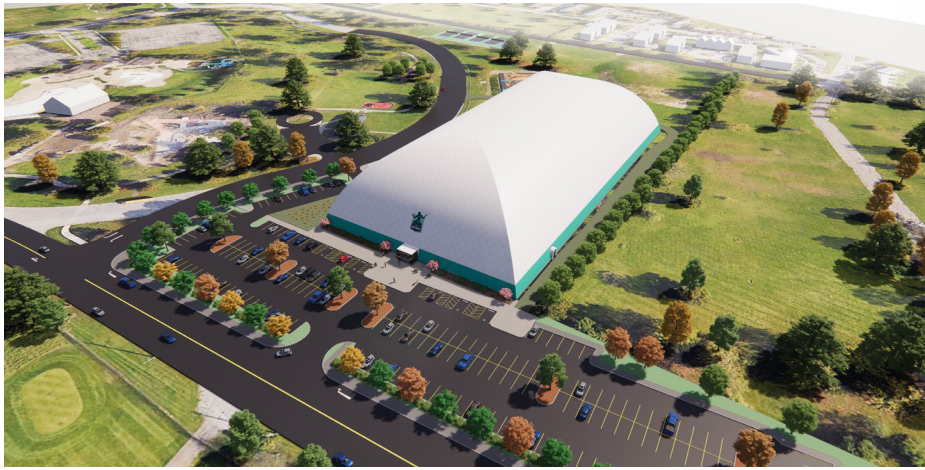


Opal by Elements Seniors Continuum of Care

Opal is one of the first Continuum of Care facilities in Vancouver proper. Given the stringent form-based design guidelines of the Cambie Corridor Plan and the programmatic requirements of the project, the complexity of the project was more challenging than the typical residential developer based project. NORR's team navigated the evolution of the design through both the rezoning and the Development Permit process by way of continuing communication with City staff.

This senior's community located in the developing Cambie Corridor accommodates condominium, rental, and care units. This project fulfills a much needed demand in Vancouver for seniors living in a built form that allows the flexibility for seniors to age-in-place as their needs and physical demands change

Location Vancouver, BC
Area 140,000 SF
Date 2017
Services Architecture
Client Element Lifestyle Retirement
Contact Candy Ho
 VP Marketing &
 Corporate Relations
 Element Lifestyle Retirement
 T. 604 614 6189



New City of Detroit Athletic Facility Chandler Park

The NORR team is working with the City of Detroit to achieve a new athletic facility that will provide indoor recreation and athletic activities to Detroit residents of all ages. This new facility will fill a current gap in this recreation center service area.

The project is proposed to cover the area occupied by an existing football field with an innovative athletic facility. The new facility will also consist of multi-purpose rooms, locker rooms, bathrooms, and basketball courts for all season athletic programs.

Additionally, this project includes site work such as utilities service, parking lot, landscaping, and road enhancement and re-alignment.

The design, programmatic elements and specific uses are being determined through robust community engagement and coordination with the city's project team units within the General Services Department, which will include Parks Planning, Landscape Design, Recreation, and Facility Management.

Location	Detroit, MI
Area	~150,000 SF (13,936 SM)
Date	2024 (est.)
Cost	\$8 Million (est.)
Key Personnel	Scott Catallo, Principal Dan Schneider, Project Manager Claudia Padilla, Sr. Interior Designer Jeff Brock, Project Designer Shaun Gignac, Sr. Design Architect
Services	Architecture and Interior Design
Client	City of Detroit, General Services Department
Contact	Rhea Cristine S. Bautista Capital Planning Manager City of Detroit - GSD T. 313 628 1920 M. 313 580 6357

SENIOR LIFE



MAISON SENIOR LIVING



MAISON SENIOR LIVING



WESTMAN VILLAGE, THE JOURNEY CLUB



WESTMAN VILLAGE, THE JOURNEY CLUB

Elgin, IL

- The Sheridan at Tyler Creek
A Senior Lifestyle Community

Lake in the Hills, MD

- The Residences of Lake in the Hills
A Senior Living Community

Cumberland, PA

- Anandam Condominiums
Independent Senior Living

Keego Harbor, MI

- Magnolia By The Lakes
Assisted Living, Age in Place Senior Apartments

Chicago, IL

- Senior Suites Midway Village
Independent Senior Living (62+)

Bellwood, IL

- Senior Suites of Bellwood
Independent Senior Living (62+)

Deerfield, IL

- Tamarisk NorthShore Deerfield Senior Residences
Unique, high quality residential care facilities for active adults. The design features an expansive open lobby with a concierge desk, fireplace, combination bar and bistro with areas for casual, formal and private dining room. To create a sense of community, NORR provided social spaces such as a library, card and craft rooms and a theater. Indoor amenity space also features a pool, massage rooms yoga/ pilates studio, sauna and fitness room.

Blue Island, IL

- Blue Island Senior Living Facility at Fay's Point
LEED Certified Supportive Living Facility

Calgary, AB

- Journey Club at Westman Village
Active Senior Residence with social and cultural amenities in a Master Planned community. The design required the provision for memory care, assisted living and independent living facilities. The 151,771 SF
- Maison Assisted Living
Supportive Living and Memory Care
- Beacon Hill
Independent Senior Living

Vancouver, BC

- Opal by Element Residences
Aging In Place, Retirement Living Community accommodating lifestyles from active, independent living to complex care. NORR designed the property with an abundance of amenity areas such as a piano room, hydro pool, salon, fitness center, Himalayan salt room, rooftop garden and theatre room. This allows residents to live in an amenity-rich environment, promoting mental and physical wellbeing, companionship, vitality and independence for as long as possible.

RECREATION / COMMUNITY CENTERS & CLUBHOUSES



Hotel X, Toronto, ON

- 10XTO, Athletic facility is a high end sports club over four levels encompassing 4 indoor tennis courts and 10 squash courts, cardio and weight training area, spinning studio, yoga studios, physiotherapy studios, golf simulator, swimming pool, change/locker rooms with showers and steam rooms, along with a full service spa.

Rutgers University, Camden, NJ

- The fitness center and gymnasium project included a preliminary planning phase to confirm the program and look at multiple concept options to align the program and budget. The renovations provide a much more open, inviting and accessible facility.

Ramapo College of New Jersey, Mahwah NJ

- Bill Bradley Sports and Recreation Center

Chester Springs, PA

- Weatherstone Clubhouse
The design is part of a larger residential development and provides a variety of amenity spaces including open community spaces, private meeting/dining area, fitness center, yoga studio, game room and patio. A separate administrative office is also located in the clubhouse and required its own conference room and reception area.

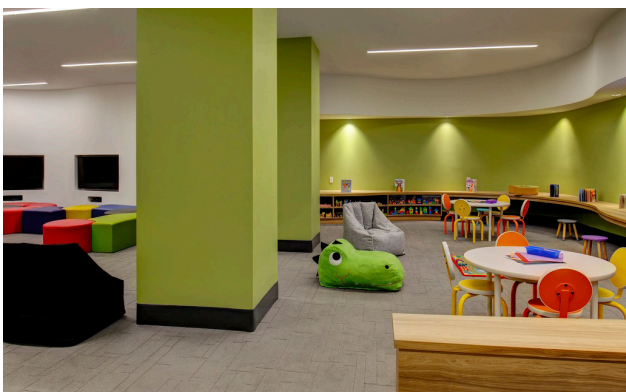


Toronto Pan Am Sports Centre, Toronto, ON

- This venue is the competition venue for the Toronto 2015 Pan Am Games, this world class facility was also designed to be a legacy athletic centre for the University of Toronto's Scarborough Campus, a local community centre and a high performance training centre for elite athletes.

Walnut Creek County Club, South Lyon, MI

- The Club House renovations included key clubhouse areas such as the locker rooms, member dining room, casual grille, new members-only entrance, and outdoor space.



Cobourg, ON

- Cobourg Community Center

Douglas, Scotland, UK

- St Brides Community Centre

Oakville, ON

- Glen Abbey Community Centre

Markham, ON

- Box Grove Community Centre

Newcastle Upon Tyne, England, UK

- Spital Tongues Community Centre

Red Pheasant Cree Nation, SK, Canada

- Community Center

Portsmouth, England, UK

- Portsmouth Community Centre

Calgary, AB

- Copperfield Community Centre

Isleham, England, UK

- Isleham Community Centre

Dumfries & Galloway College, Dumfries, Scotland, UK

- Sports & Fitness Center





RECREATION CENTERS



ABILENE CHRISTIAN UNIVERSITY, ABILENE, TX

- 77,286-sf New Student Sports and Recreation Building and 36,058-sf Renovation

AUBURN UNIVERSITY, AUBURN, AL

- 240,000-sf New Recreation and Wellness Center

BANNING LEWIS RANCH, COLORADO SPRINGS, CO

- Recreation Center, Including Pool

BENEDICTINE UNIVERSITY, LISLE, IL

- 40,000-sf Fitness Center and Locker Room Conversion
- 2,500-sf Locker Room Renovation and 1,600-sf Expansion

BEMIDJI STATE UNIVERSITY, BEMIDJI, MN

- Fitness and Recreation Center

BURBANK PARK DISTRICT, BURBANK, IL

- 33,000-sf Stevenson Park Recreation Center Expansion and 4,000-sf Renovation - Structural

CHASKA COMMUNITY CENTER, CHASKA, MN

- Diverse Recreational Facilities, Including Gymnasium/Fitness Center, Pool and Ice Rink

CITY OF CINCINNATI, OH

- 22,000-sf Clifton Recreation Center Renovation and 2,200-sf Addition
- 21,000-sf McKie Recreation Center Renovation and Expansion
- 18,000-sf Evanston Recreation Center Renovation and 2,500-sf Addition

CITY OF EAGLE GROVE, IA

- 32,000-sf Wellness/Recreation Center Addition, Including Basketball/Volleyball Courts, Racquet Ball Court, Weight Room, and Multi-Use Fitness Room

CITY OF ENGLEWOOD, CO

- 40,000-sf Community Recreation Center Including Pool - Retro-Cx

CITY OF KYLE, TX

- Recreation Center and Natatorium

CITY OF LOS ANGELES, CA

- 30,000-sf New El Cariso Community Regional Park Community Center, Sylmar, CA
- 12,500-sf New Robertson Recreation Community Center Addition, Los Angeles, CA

CITY OF NILES, IL

- New Multi-Purpose Gymnasium

CITY OF OSKALOOSA, IA

- Early Childhood Education and Recreation Center, Including Classrooms, Aquatic/Pool Area, Kitchen, Gymnasium, and YMCA Wellness, Fitness, and Community Use Programs

CITY OF PASADENA, CA

- Robinson Park Recreation Center Renovation

CITY OF ROCKFORD, IL

- 87,000-sf Renovation and 11,000-sf Expansion for Building Adaptive Reuse for UW Health Sports Factory Recreational Facility, Part of Reclaiming First Initiative, Rockford Park District

CITY OF SKOKIE, IL

- 12,500-sf Renovation and 3,600-sf Expansion Skokie Park District Skatium

CITY OF ST. LOUIS, MO

- Forest Park World's Fair Pavilion and Park Improvements

CITY OF SUNNYVALE, CA

- Two-story Recreation Center



RECREATION CENTERS

CITY OF WAUKON, IA

- New Community Fitness and Wellness Center

CITY OF WEST CHICAGO, IL

- 65,000-sf New Recreation Center

COPPER MOUNTAIN ATHLETIC CLUB, COPPER MOUNTAIN, CO

- Recreation Center, Including Pool

EFFINGHAM PARKS & RECREATION, EFFINGHAM, IL

- 80,000-sf New Sports and Wellness Center, Including Competition and Recreational Swimming Pools, Indoor Basketball Courts, Elevated Running Track, and Fitness and Wellness Center

FOUR SEASONS ASSOCIATION, BLOOMINGTON, IL

- 32,000-sf Expansion and 32,000-sf Renovation to Fitness Center
- 12,000-sf Fitness Center Expansion & 7,380-sf Renovation

GUSTAVUS ADOLPHUS COLLEGE, ST. PETER, MN

- 225,000-sf Lund Center Renovation, Including Gym, Locker Rooms and Field House Addition, Pursuing LEED Silver

HAMMOND SPORTSPLEX, HAMMOND, IN

- 136,000-sf New Sports Facility

HEARTLAND COMMUNITY COLLEGE, NORMAL, IL

- 46,916-sf New Fitness and Recreation Center

ILLINOIS STATE UNIVERSITY, NORMAL, IL

- 24,000-sf Redbird Arena Weight Training/Cardio Room Expansion

INDIANA UNIVERSITY, BLOOMINGTON, IN

- New Recreational Sports Field Complex

IRONBRIDGE GOLF CLUB, GLENWOOD SPRINGS, CO

- Recreation and Aquatic Center

KEMENY RECREATION CENTER, DETROIT, MI

KRONK RECREATION CENTER, DETROIT, MI

MILLE LACS BAND OF OJIBWE COMMUNITY CENTER, MILLE LACS, MN

- Includes Gymnasium Dining/Kitchen Facilities, Computer Training Classrooms, Pool Addition, and Recreational Offices

MILLIKIN UNIVERSITY, DECATUR, IL

- 32,000-sf Exercise Science Center Expansion

MINNEAPOLIS PARKS & RECREATION POOLS, MULTIPLE LOCATIONS

- Central Neighborhood Park
- Farview Park
- Lake Hiawatha Pool Assessment
- Longfellow Park
- Lyndale Park
- McRae Park
- Nokomis Park
- Pershing Park
- Phelps Pool Assessment

MORAIN VALLEY COMMUNITY COLLEGE, PALOS HILLS, IL

- 115,000-sf New Health Education & Wellness Facility with Indoor Pool

MYRTUE MEDICAL CENTER, HARLAN, IA

- 45,000-sf New Wellness Center with Indoor Recreation and Therapy Pools

NORTH EAST ISD, SAN ANTONIO, TX

- Blossom Athletic Center

NORTHWEST RACQUET, SWIM & HEALTH CLUB, FRIDLEY, MN

- Health, Fitness and Recreation Club with Two Pools

OAKLAND COUNTY, LEONARD, MI

- Addison Oaks Campground Recreation Pavilion

PALMER COLLEGE OF CHIROPRACTIC, DAVENPORT, IA

- 46,000-sf Athletic and Recreation Center Renovation and Addition, Including New Skywalk

PALO ALTO COLLEGE, SAN ANTONIO, TX

- 8,000-seat Gymnasium and 76,000-sf Natatorium

PARK DISTRICT OF OAK PARK, OAK PARK, IL

- 176,000-sf New Gymnastics Facility - Structural
- 48,780-sf New Community Recreation Center

RIVIERA HEALTH CLUB, CHICAGO, IL

- 12,500-sf Health Club Renovation

ROCK ISLAND FITNESS AND ACTIVITY CENTER, ROCK ISLAND, IL

- 14,075-sf Fitness Center and Whirlpool Addition

ROCK SPRINGS FAMILY RECREATION CENTER, ROCK SPRINGS, WY

ROOSEVELT UNIVERSITY, CHICAGO, IL

- 28,800-sf Design/Build New Student Recreation Center

ROSELLE PARK DISTRICT, ROSELLE, IL

- 10,000-sf New Recreation Building

RUDE RECREATION CENTER, DENVER, CO

- 40,000-sf New Recreation Center

SAN ANTONIO COLLEGE, SAN ANTONIO, TX

- 59,000-sf Physical Education Building

SOUTHEAST MISSOURI STATE UNIVERSITY, CAPE GIRARDEAU, MO

- 5,000-sf Show-Me-Center Student Recreation Building Chiller and Boiler Plant Expansion

TEXAS MILITARY INSTITUTE, SAN ANTONIO, TX

- Natatorium & Gymnasiums

TIME WARNER CABLE PARK, SAN ANTONIO, TX

- Recreation/Sports Park

TOWN OF MERRILLVILLE, MERRILLVILLE, IN

- 105,000-sf New Sports Complex Including Basketball Courts, Fitness Area, and Event Space



RECREATION CENTERS

UNIVERSITY OF MINNESOTA - TWIN CITIES, MINNEAPOLIS/ST. PAUL, MN

- 175,000-sf Recreation and Wellness Center Expansion

UNIVERSITY OF WISCONSIN, MADISON, WI

- 272,000-sf New Bakke Recreation and Wellbeing Center Including Ice Rink and Natatorium
- 250,000-sf New Nicholas Recreational Center, Including Competition Pool, Diving Well and Spectator Seating; Indoor Track; Basketball Courts, and Wellness Areas

UNIVERSITY OF WISCONSIN, RIVER FALLS, WI

- 160,000-sf New Falcon Center Multi-Venue Athletic Facility and 30,000-sf Renovation

WAUKEGAN PARK DISTRICT, WAUKEGAN, IL

- New Community Sports Complex

WEST LAFAYETTE COMMUNITY CENTER, WEST LAFAYETTE, IN

- New Recreational and Aquatics Center, Including Indoor Hybrid Pool, Three-Court Gymnasium, Running Track, Fitness Studio

YMCA, ALGONA, IA

- 19,000-sf Swimming Pool Expansion

YMCA, ANKENY, IA

- New Recreation Center with Indoor Pool

YMCA, CHEYENNE, WY

- Locker Room Renovations

YMCA, DAVENPORT, IA

- 73,000-sf New Three-story Facility with Natatorium - Structural

YMCA, DIXON, IL

- 14,000-sf Expansion and 11,000-sf Renovation with Indoor Pool

YWCA, FORT DODGE, IA

- 7,000-sf Renovation and 1,800-sf Expansion to Recreation Center

YWCA, FREMONT, NE

- Ice Arena Condensation Investigation

YWCA, KANKAKEE, IL

- 10,000-sf New Early Childhood Center

YMCA, KISHWAUKEE, IL

- YMCA Building and Parking Lot Expansion - Civil

YMCA, MARION, IA

- 60,000-sf New Two-story Facility

YMCA, MUSCATINE, IA

- 6,000-sf Classroom Renovation
- Gym Addition and Wellness Center Renovation

YMCA, ROCKFORD, IL

- Structural Design for New Recreation Facility

YMCA, SHOREVIEW, MN

- New Facility with Pool

YMCA, ST. CLOUD, MN

- New Facility with Pool

YMCA, SPRINGFIELD, IL

- 55,000-sf New Recreation Center

YMCA, WAUKEE, IA

- 23,000-sf New Recreation Center w/Indoor Pool

YMCA OF GREATER DES MOINES, BOONE, IA

- YMCA Campground Facility Condition Assessment

YMCA OF GREATER INDIANAPOLIS, WESTFIELD, IN

- 70,000-sf YMCA with Four-Court Gymnasium and Family/Rec Pool

YMCA CAMP PHANTOM LAKE, MUKWONAGO, WI

- New Camp Tent Structures

YMCA CAMP WIDJIWAGAN, ELY, MN

- New Canoe Building

YMCA GALTIER PLAZA, SAINT PAUL, MN

- New Facility with Pool

YMCA KANDIYOHI COUNTY AREA, WILLMAR, MN

- 49,000-sf Facility with Indoor Aquatics Center

YMCA LAKEWOOD FAMILY, LAKEWOOD, CA

- Facility Upgrades and Improvements

YMCA NORM WAITT SR., SOUTH SIOUX CITY, NE

- Natatorium HVAC Upgrades

YMCA STREATOR FAMILY, STREATOR, IL

- Pool Piping and Vent Renovation - Civil

YMCA TWO RIVERS, MOLINE, IL

- Recreation Center Expansion Structural Design

YMCA / YWCA



CALIFORNIA

LAKWOOD FAMILY YMCA, LAKEWOOD

- Facility Upgrades and Improvements

FLORIDA

ARLINGTON FAMILY BRANCH YMCA, JACKSONVILLE

- 1,800-sf Bathhouse Addition

BARCO-NEWTON FAMILY YMCA, FLEMING ISLAND

- 32,000-sf New Facility
- 3,300-sf Wellness and Aerobic Area Expansion and 2,500-sf Addition

WILLIAMS FAMILY YMCA, JACKSONVILLE

- Two-story Facility Modifications, Including 9,000-sf Addition with Fitness Area, and 2,500-sf Restroom/Locker Room Addition

WINSTON FAMILY YMCA, PONTE VEDRA BEACH

- 4,800-sf Addition for New Spinning, Multipurpose, and "Adventure" Rooms

ILLINOIS

DIXON FAMILY YMCA, DIXON

- 14,000-sf Recreation Center Expansion and 11,000-sf Renovation, Including Indoor Pool

GUS AND FLORA KERASOTES YMCA, SPRINGFIELD

- 55,000-sf New Recreation Center

KISHWAUKEE FAMILY YMCA, KISHWAUKEE

- YMCA Building and Parking Lot Expansion - Civil

STREATOR FAMILY YMCA, STREATOR

- Pool Piping and Vent Renovation
City of Birmingham Senior/Recreation Building
Assessment & Conceptual Design

TWO RIVERS YMCA, MOLINE

- Recreation Center Expansion

YMCA, ROCKFORD

- New Recreation Facility - Structural

YWCA, KANKAKEE

- 10,000-sf New Early Childhood Center

INDIANA

PARKVIEW WARSAW YMCA, WARSAW

- 72,000-sf New Facility, Including Fitness/Wellness Center, Basketball Courts, Youth Center, Office Space, Child Care, Gymnastics, and Locker Rooms

YMCA OF GREATER INDIANAPOLIS, WESTFIELD

- 70,000-sf YMCA Including Four-court Gymnasium Including Elevated Running Track, Wellness Area, Pool, and Fitness Studios

IOWA

ALGONA FAMILY YMCA, ALGONA

- 19,000-sf Swimming Pool Expansion

ANKENY FAMILY YMCA, ANKENY

- New Recreation Center with Indoor Pool

MARION YMCA AND COMMUNITY REC CENTER, MARION

- 60,000-sf New Two-story Facility

MUSCATINE COMMUNITY YMCA, MUSCATINE

- 6,000-sf Classroom Renovation
- Gym Addition and Wellness Center Renovation

THE R. RICHARD BITTNER YMCA, DAVENPORT

- 73,000-sf New Three-story Facility with Natatorium - Structural



YMCA / YWCA

WAUKEE FAMILY YMCA, WAUKEE

- 23,000-sf New Recreation Center with Indoor Pool

YMCA OF GREATER DES MOINES, BOONE

- YMCA Campground Facility Condition Assessment

YWCA OF FORT DODGE, FORT DODGE

- 7,000-sf Recreation Center Renovation and 1,800-sf Expansion

MINNESOTA

KANDIYOHI COUNTY AREA FAMILY YMCA, WILLMAR

- 49,000-sf Facility with Indoor Aquatics Center

SHOREVIEW YMCA, SHOREVIEW

- New Facility with Pool

ST. CLOUD AREA FAMILY YMCA, ST. CLOUD

- New Facility with Pool

ST. PAUL DOWNTOWN YMCA, SAINT PAUL

- New Facility with Pool

YMCA CAMP WIDJIWAGAN, ELY

- New Canoe Building

NEBRASKA

FREMONT FAMILY YWCA, FREMONT

- Ice Arena

NORM WAITT SR. YMCA, SOUTH SIOUX CITY

- Natatorium HVAC Upgrades

NEW YORK

CROSS ISLAND YMCA AT 238-10 HILLSIDE AVENUE, BELLEROSE

- Electrical Infrastructure Upgrade, Dehumidification Replacement, New Dehumidification and Ventilation System for Lap Pool, and New Two-stop Hydraulic Elevator

DODGE YMCA, BROOKLYN

- Direct Metering of Electrical Power Throughout Facility

GREENPOINT YMCA, BROOKLYN

- Gymnasium and Fitness Center Mechanical and Electrical Systems Upgrade and New Air Conditioning

HARLEM BRANCH YMCA, 180 WEST 135TH STREET

- Boiler Heating, Domestic Hot Water, and Pool Heating Systems Replacement

PROSPECT PARK YMCA, BROOKLYN

- 10,000-sf Building Addition for New Pools, and Infrastructure Provisions for Two-floor Vertical Expansion

THE BEDFORD-STUYVESANT YMCA, BROOKLYN

- 41,000-sf Renovation of 1905 Building, Including Domestic Water Heating System Replacement

WEST 63RD STREET YMCA, NEW YORK

- 38,000-sf Landmark Building Conversion, Renovation, and Addition, Including Administrative Office Space, Conference Center, New Elevator, Theater Renovation, New Pilates Studio, and New Air Conditioning System

YMCA VANDERBILT, NEW YORK

- Pool Air Conditioning System Replacement

TEXAS

YMCA OF GREATER HOUSTON, HOUSTON

- 105,000-sf New Four-story Facility with Three-level, 92,200-sf Parking Garage, LEED Gold
- 3110 Hayes Road - New Truck Ramp and Design Loads for Guard Rails

WYOMING

CHEYENNE FAMILY YMCA, CHEYENNE

- Locker Room Renovations

WISCONSIN

PHANTOM LAKE YMCA CAMP, MUKWONAGO

- New Camp Tent Structures



CITY OF BRIDGEPORT | INDOOR SPORTS RECREATION CENTER
BRIDGEPORT, WEST VIRGINIA



PROJECT DESCRIPTION

AMHigley served as Construction Manager at Risk for the \$38 Million, 157,000 SF new Bridgeport Indoor Sports Recreation Center project (The Bridge) in Bridgeport, WV. The project incorporated a variety of materials including: structural steel, structural pre-cast concrete panels, and PEMB (pre-engineered metal building). The project team consisted of a large field staff, and 4 on-site full time. AMHigley maintained close coordination with owner, design team, and subcontractors to deliver the best project for the City of Bridgeport.

“The Bridge” features a fieldhouse with 6 basketball/volleyball courts, configurable indoor turf arena measuring 40 by 70 yards, and a 25-meter competition pool. Other amenities include a play climb area, team and corporate meeting rooms, on-site concessions, and a fitness center, offering members and guests a premium sports and recreation experience.

PROJECT ACHIEVEMENTS

Our Project Team overcame unexpected geological / soil conditions without extending the project’s schedule.

CLIENT

Beth Fox
City Engineer/Owner’s Rep
City of Bridgeport
304.838.5567
bfox@bridgeportwv.com

ARCHITECT

Omni Architecture
Richard Forren
Project Architect of Record
304.367.1417
rforren@omniassociates.com

SIZE

157,000 SF

CONSTRUCTION VALUE

\$38 Million

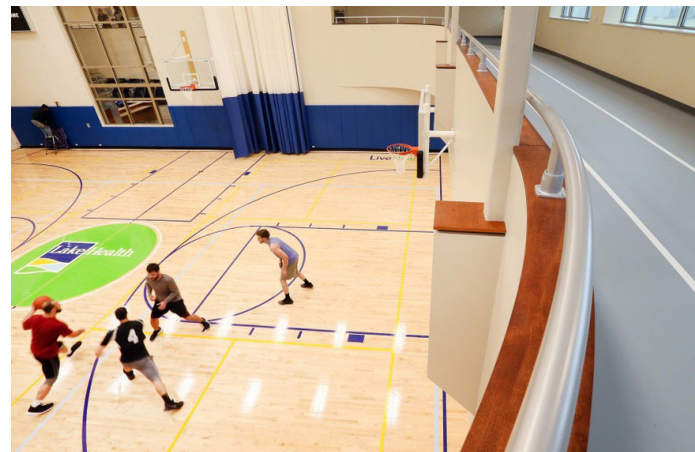
START DATE

September 2019

COMPLETION DATE

April 2022

LAKE HEALTH | MENTOR WELLNESS CENTER
MENTOR, OHIO



PROJECT DESCRIPTION

AMHigley completed this Health and Wellness Center utilizing Lean Construction and Design / Build Practices. This center includes both a fitness center and medical building. The medical building includes: urgent care, diagnostics, Mentor family practice, integrative medicine, occupational services, physical therapy, and sports medicine.

PROJECT ACHIEVEMENTS

- The project incorporated prefabricated exterior wall panels which led from a time savings from a typical 2-3 week installation to an actual installation of 4-5 days.
- A CONXTECH prefab steel system was utilized, allowing for all structural steel to be set in two weeks and eliminating the need for plumbing.
- The team used pull scheduling which led to increased collaboration between trades and 100% achievement of all monthly milestones targets.
- The project completed 6 weeks earlier due to the design / build and lean construction practices. The schedule savings equated to direct general conditions and staff costs.

CLIENT

Don Rendulic
Manager of Facility Design & Construction
440.953.6068 Office
440.344.7560 Mobile
don.rendulic@lakehealth.org

ARCHITECT

TC Architects
Susan Allen, AIA, ASID, IIDA, LEED AP
BD+C, EDAC
Vice President, Partner
330.867.1093

SIZE

85,000 SF

CONSTRUCTION VALUE

\$25.1 Million

COMPLETION DATE

February 2018

MAYFIELD HEIGHTS AQUATIC & COMMUNITY CENTER
MAYFIELD HEIGHTS, OHIO



levelHEADS

PROJECT DESCRIPTION

AMHigley is serving as Construction Manager at Risk for The City of Mayfield Heights, Aquatic and Community Center. The new building totals 33,000 SF and is made up of community rooms, educational space, office space, an 8,000 SF gym and two kitchens, one full service and one concession kitchen. The outside aquatics area consists of a 7,700 SF leisure pool, 4,400 SF activity pool and two large slides; slide 'A' is 4-lanes, 35' tall and 207 linear feet, Slide 'B' is 105 linear feet and 35' tall. Other exterior amenities include an amphitheater, maintenance building, picnic pavilion and large playground.

To prepare the site for the new building and pool AMHigley demolished the existing Community Center and surrounding facilities and re-located utilities to keep the existing maintenance facility in operation. The new facility will serve hundreds of residence throughout the year in many capacities for years to come.

PROJECT DESCRIPTION

- Began Construction prior to design completion to expedite the schedule and mitigate long lead material concerns and budge uncertainty.
- Preserved existing wetlands and trees throughout the site.
- Working closely with the City and partnering between City Administration and City Council.
- Lead new partners through a process new to them.

CLIENT

City of Mayfield Heights
Anthony DiCicco
Mayor
440.442.2626
anthonydicicco@mayfieldheights.org

ARCHITECT

LevelHEADS
Chris Trotta
Project Architect
chris@levelheads.us

SIZE

33,000 SF

CONSTRUCTION VALUE

\$33 Million

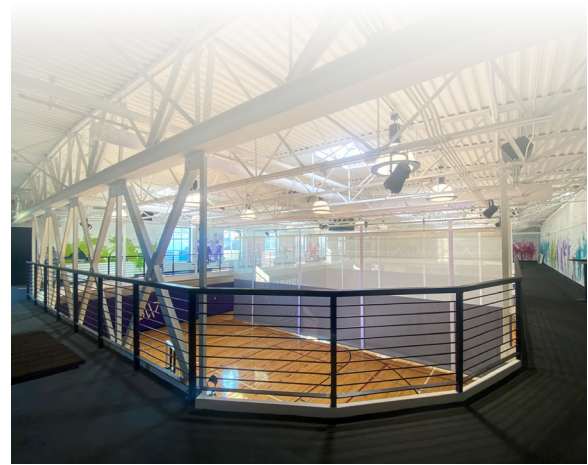
START DATE

April 2022

COMPLETION DATE

June 2023

STUDIO WEST 117TH | THE FIELDHOUSE @ STUDIO WEST
LAKEWOOD, OHIO



PROJECT DESCRIPTION

AMHigley served as Construction Manager at Risk for Studio West 117th | The Fieldhouse @ Studio West, totaling 23,842 SF, this bar restaurant and fieldhouse consists of first and second floor kitchens, rooftop bar, locker rooms, gymnasium, and suspended walking track. The owner also brought on local artists to complete murals throughout the space.

PROJECT ACHIEVEMENTS

- Early release bid packages for Demolition while design and VE were still being decided.
- Worked with millwork contractor to budget and facilitate the design of the millwork package.
- Worked with millwork contractor to budget and facilitate the design of the millwork package. Coordination and partnership with owner contracted electrician, teledata contracto kitchen equipment contractor, AV consultant, shipping container supplier/ installer, and FFE contractor.

CLIENT

Studio West 117th
Daniel Budish
Owner
216.533.3825
dbudish@gaslamp.capital

ARCHITECT

Larsen Architects
Jim Ptacek
Principal
jptacek@larsenarchitects.com

SIZE

23,842 SF

CONSTRUCTION VALUE

\$2.3 Million

START DATE

August 2021

COMPLETION DATE

September 2022

SOUTH FRANKLIN CIRCLE | CONTINUING CARE RETIREMENT COMMUNITY
CHAGRIN, OHIO



PROJECT DESCRIPTION

AMHigley served as Construction Manager at Risk for this \$117 Million luxury retirement community, which began field construction in April 2007 and completed on time September 2009. The scope includes construction of seven three-story wood frame apartment buildings (134 units), 56 townhouse/garden/cottage homes of wood frame construction, a 40-unit structural masonry and precast concrete assisted living building, and an 80,793 SF steel framed Community Center (including nine residential suites). All of the independent living buildings include basement parking, which is accessible via ramps or underground tunnels. The 203 (total) parking spaces occupy approximately 89,000 SF. The total square footage amounts to nearly 680,000 SF on 82 acres.

The Community Center is a three-story 81,000 SF structure that includes a 75-foot warm water pool, eight-person Jacuzzi, aquatic exercise well, men's and women's locker rooms and saunas, family locker room, treadmills, elliptical machines, weight machines, Nustep® machines, recumbent cycles, upright cycles, free weights, a dance studio, and a movement based fitness studio. This building also houses food services, and the Radius Restaurant for fine dining.

The 82 acre sitework included utilities, parking areas, walking trails, ponds, seating areas, and relocation of metropark path.

CLIENT

Bill Fehrenbach
Vice President
440.247.1313

ARCHITECT

Eric Svahn
Project Architect
617.577.9600
erics@gundpartnership.com

SIZE

680,000 SF

CONSTRUCTION VALUE

\$117 Million

COMPLETION DATE

September 2009

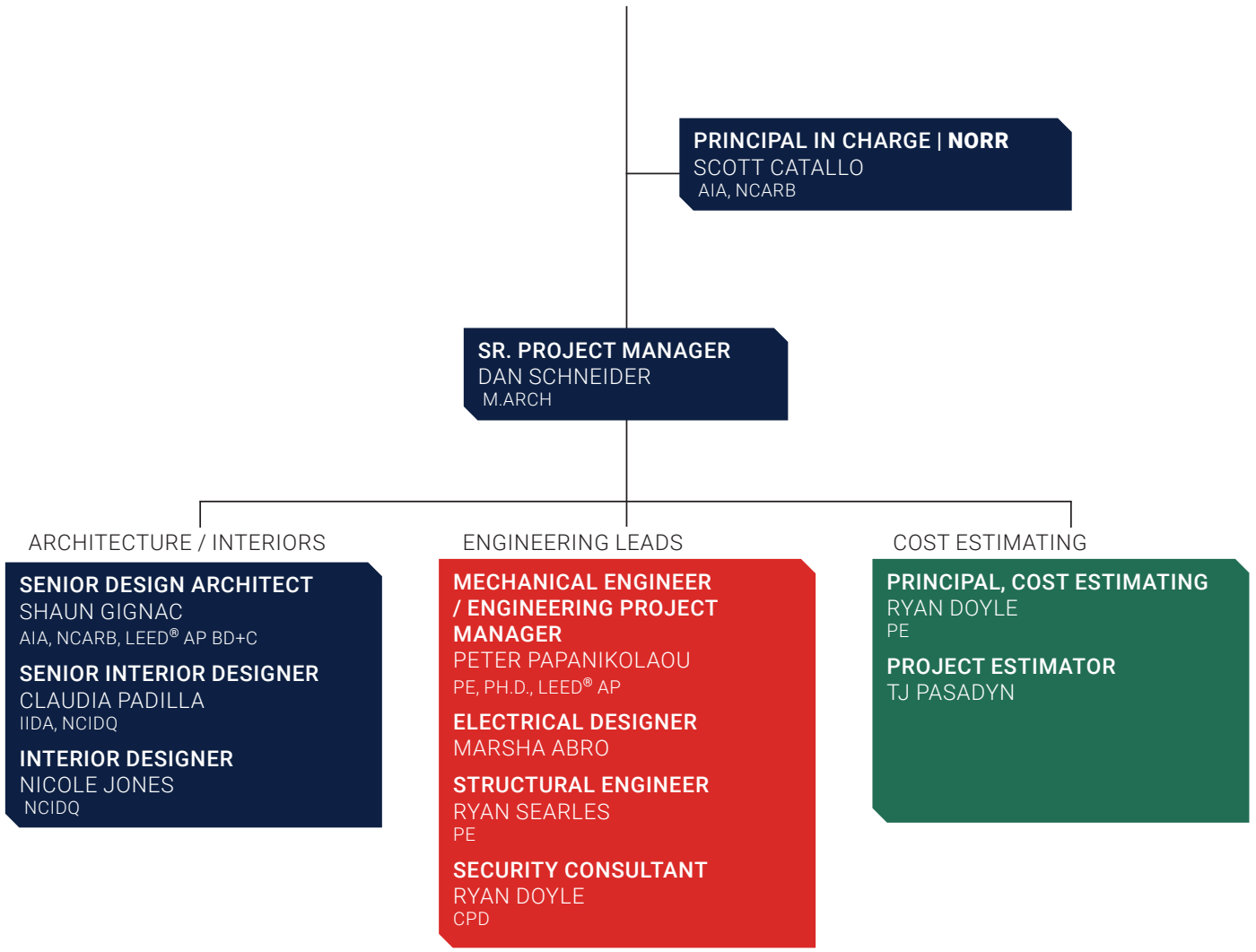
SECTION 4

PROJECT TEAM

NORR

Organization Chart

Team Key Personnel



KEY



Scott Catallo

AIA, NCARB
Principal

Scott provides high-quality, client-centric services. He is responsible for promoting positive client experiences that foster long-term relationships. He is responsible for overseeing the successful allocation of resources during design and construction phases and provides support for any challenges that arise. Scott coordinates the project's internal and consultant teams, along with assigning key personnel - with the best outcomes of the client, stakeholders, users, and the community in mind. Scott's depth of industry experience and knowledge is an added value to his client's projects.



EDUCATION

- Lawrence Technological University
Southfield, MI
- Master of Architecture (Honors)
 - Bachelor of Science in Architecture, Concentration in Design & Graphic Arts
- Henry Ford Community College
Dearborn, MI
- Associate in Architectural Construction

PROFESSIONAL REGISTRATIONS

- Licensed Architect, State of Michigan
- 1301056198 (2009 - Present)
- State of Illinois and State of Indiana

PROFESSIONAL AFFILIATIONS

- Detroit Economic Club Member
- American Institute of Architects, National, Michigan and Detroit Chapter (2011 - Present)
- National Council of Architectural Registration Board (2011 - Present)
- Wayne County Economic Development Growth Engine (EDGE) Board (2013 - Present) – Treasurer
- Wayne County Economic Development Corporation/Brownfield Redevelopment Authority Board (2013 - Present)
- City of Westland, MI Brownfield Redevelopment Authority Board (2010 - Present) - Chairman
- City of Westland, MI Tax Increment Finance Authority Board (TIFA) (2010 - Present) - Chairman
- Future Cities Competition Juror (2023)

PROFESSIONAL EXPERIENCE

- NORR Experience
2009 – Present
- Industry Experience
29 Years

SELECT RECENT PROJECT EXPERIENCE

- Relocation/Renovation Health Services
St Clair County, MI
Principal
NORR is providing full-service programming/validation and A/E design services for the relocation and consolidation of the county health departments to this new location including Environmental Health, Health Educations/Outreach, Health Administration, Emergency Preparedness & Response, and Nursing. 36,000 SF, 2024 (est.)
- Various Building Feasibility Studies
Detroit Building Authority
Detroit, MI
Principal
NORR has provided extensive property and facility assessments, programming and due diligence for a dozen properties for this client. The scope has involved evaluating the feasibility of keeping or re-purposing a wide variety of buildings. A thorough field report for each facility was provided to the client. 2009 – 2021
- Condition Assessment and Documentation
Maltz Opera House
Alpena Marc, LLC
Alpena, MI
Principal
Providing pre-design services, which include a detailed field investigation, as well as documenting the exterior and interior with floor plans and exterior elevations. A 3D model of the building was also created to aid in planning purposes

RECREATION

- New Chandler Park Athletic Dome
City of Detroit, MI
Principal
Project scope for a new multi-sport athletic dome, located in the 200 acre park, includes indoor football/soccer field, community room, concessions, as well as basketball and volleyball courts. \$8M (est.), 2024 (est.)
- Country Club Renovation
Walnut Creek Country Club
South Lyon, MI
Principal
Project included new outdoor space, main member gathering area renovation, and interior upgrade, member grill renovation, and new member entrance and locker room. 30,000 SF, \$3M, 2015
- ADAPTIVE REUSE
Program Validation & Design, Adaptive Reuse - New Transit Center Hub
City of Detroit
Detroit, MI
Principal
The adaptive reuse design goals for the building included retaining the historic fabric of the former exhibition building while fully integrating the new operations, access, safety, amenities and technology into the program. 52,000 SF, \$19M, 2024 (est.)

**Performed with a previous affiliation.*

Daniel P. Schneider

AIA

Senior Project Manager | Preservation Architect

Dan's projects range from sensitive restorations to the practical rehabilitation of under-utilized and often vacant facilities for modern uses. As Project Manager he leads project meetings, communications, submittals, as well reporting requirements and oversees the project's schedule and quality, while coordinating expected construction costs. Dan is also an experienced Preservation Architect/Project Architect with expertise that includes a considerable background in historic tax credits, construction phase issues, and the development of construction details.



EDUCATION

University of Michigan, Rackham Graduate School
Ann Arbor, MI

- Master of Science in Project Management

Eastern Michigan University
Ypsilanti, MI

- Master of Science in Historic Preservation

Lawrence Technological University
Southfield, MI

- Bachelor of Architecture

Delta College, MI

- Associate of Science in Architectural Technology

PROFESSIONAL REGISTRATIONS

Registered Architect, State of Michigan

- 1301048385 (2001 - Present)
- Certified Historical Architect per the Secretary of Interior's Standards (36CFR61)

PROFESSIONAL AFFILIATIONS

- American Institute of Architects
- Association for Preservation Technology
EGL Chapter Board of Directors
- National Trust for Historic Preservation
Michigan Historic Preservation Network
Board Member 2006 – 2009
Workshop Leader, 2001 – present
- Northville Twp. Historic District Commission
Vice Chair 2007 – 2009

PROFESSIONAL EXPERIENCE

NORR

2020 – Present

Industry Experience

33 Years

SELECT PROJECT EXPERIENCE

RECREATION

Lobby Renovation – Adams Butzel
Recreation Center

City of Detroit
Detroit, MI

Project Manager

NORR provided interior design and architecture services, with the design updating the dated lobby space into a vibrant entry, which included addition of youth gathering spaces and energetic materials. 5,000 SF, 2021

New Chandler Park Athletic Dome
City of Detroit

Detroit, MI

Project Manager

Project scope for a new multi-sport athletic dome, located in the 200 acre park, includes indoor football/soccer field, community room, concessions, as well as basketball and volleyball courts. \$8M (est.), 2024 (est.)

SENIOR LIVING

Phase 3 Expansion*

Sunset Waterford

Jenison, MI

Project Manager | Project Architect

The luxury independent living facility, added approx. 160,000 SF to the campus which includes 62 independent living apartments new to the main building and a new development of 20 lakefront villas along the eastern landscaped portion of the site.

The new apartment addition houses living areas, amenity spaces, a classroom, a 100-seat chapel, along with a grab-and-go café with a glass-enclosed lounge. Additionally, a new fitness center and canopied entrance was designed to connect the Villas to the main building. 120,000 SF, \$4.7M, 2019

WORKPLACE RENOVATIONS

Daimler Truck Financial Office Renovation
Detroit Diesel Corporation
Detroit, MI

Project Manager

Existing office renovation for approximately 300 employees that are being consolidated from another location. Providing SD services to upgrade and modernize the facility to meet the client's technology and workspace needs, which will allow for in-seat and flexible work environments. 40,000 SF, 2023

Office Renovation

Comcast

Waterford, MI

Project Manager

Interior branding and office environment upgrades for a corporate consolidation program, along with offices and work areas transforming into a flexible multi-purpose office and training facility. 10,000 SF, \$1.5M, 2023

2388 Cole Street*

Birmingham, MI

Project Architect

The adaptive use of a 1950's former auto parts warehouse into loft-style commercial offices. 22,800 SF, \$1.2M, 2016

Program Validation & Design, Adaptive Reuse - New Transit Center Hub

City of Detroit

Michigan State Fairgrounds, Detroit, MI

Project Manager/Preservation Lead

The innovative adaptive reuse design goals for the building included retaining the historic fabric of the former exhibition building while fully integrating the new operations, access, safety, amenities and technology into the program. 52,000 SF, \$19M, 2024 (est.)

**Performed with a previous affiliation.*

Shaun Gignac

AIA, NCARB, LEED® AP BD+C
Senior Design Architect | Associate

Shaun is a proactive and engaged professional. He looks for opportunities to improve design decisions, detect challenges and improve stakeholder understanding. Through 3D modeling and virtual reality, Shaun helps the design team visualize design opportunities. These models help clients make quality design assessments during the design phases to maximize project understanding and diverse stakeholder buy-in. The digital models also minimizing changes during the construction documents, bidding, and implementation phases.



EDUCATION

- Lawrence Technological University
Southfield, MI
- Master of Architecture, Design and Practice
 - Bachelor of Science in Architecture
- St. Clair College
Windsor, ON
- Architectural Technology

PROFESSIONAL LICENSES & CERTIFICATIONS

- Licensed Architect — State of Michigan
1301062124 (2015 - Present)

PROFESSIONAL AFFILIATIONS

- USGBC, LEED® Accredited Professional with Building Design + Construction Specialty
- Member, AIA American Institute of Architects
- Member, USGBC Detroit Region (US Green Building Council)
- Member, NCARB (National Council of Architectural Registration Board)

PROFESSIONAL EXPERIENCE

- NORR Experience
2017 — Present
2006 — 2010
- Industry Experience
17 Years

SELECT PROJECT EXPERIENCE

SPORTS & RECREATION

- New Chandler Park Athletic Dome
City of Detroit, Detroit, MI
Senior Design Architect
Project scope for a new multi-sport athletic dome, located in the 200 acre park, includes indoor football/soccer field, community room, concessions, as well as basketball and volleyball courts. \$8M (est.), 2024 (est.)
- Lobby Renovation – Adams Butzel Recreation Center
City of Detroit, Detroit, MI
Lead Designer
NORR provided interior design and architecture services, with the design updating the dated lobby space into a vibrant entry, which included addition of youth gathering spaces and energetic materials. 5,000 SF, 2021
- St. Clair College Sports Park*
St. Clair College, Windsor, ON
Lead Designer
Soccer stadium with seating capacity for 1,500 spectators and Indoor Tennis Courts, a pro shop and locker rooms. Other highlights include a press box, jumbo video scoreboard; an outdoor sand volleyball complex with a snack bar and restaurant and a ladies softball diamond with capacity for 400 spectators. 4 acres, \$21.5M
- Central Park Athletics Facility*
King Developments, Owner
Windsor, ON
Designer/Project Manager
Multi phased renovation and addition project. This project included tenant fit-ups for the following: Windsor-Essex YMCA, Windsor AAA Zone hockey, Winstars Gymnastics, the Windsor Rugby Football Club, South Windsor Youth Soccer Club, Giovanni Caboto Soccer Club, and the Essex County Broomball Association.

COMMERCIAL

- Office Renovation and Expansion
Symmetry Development
28625 Northwestern Highway
Southfield, MI
Lead Senior Designer
A/E services for a two-story interior and exterior renovation. Project focused on modernizing the building's finishes and building systems, along with a tenant lease space. 38,000 SF, \$2M, 2023 (est.)
- Interior Lobby and Amenity Space Design
308 W. Erie
North Wells Capital
Chicago, IL
Senior Design Architect
Design of a transformative workspace that will occur in two distinct phases. Phase I will feature the renovation of the existing 7-story Heavy Timber Warehouse building at 306 West Erie Street, with a new 6 story floor-to-ceiling glass addition to the east. Existing: 57,898 SF; New: 40,908 SF
- Mennonite Central Committee Ontario Headquarters*
50 Kent Ave, Kitchener ON
Lead Designer
The Mennonite Central Committee's new 2 story multi-use facility. The building includes office space, retail space, and a warehouse. The facility was designed with sustainability in mind, following the Mennonite Creation Care Philosophy. The design utilizes rainwater and daylight harvesting systems, among other sustainable methods. The structure was also designed to accept the future installation of a Photovoltaic (solar) Array. 56,000 SF, \$10M, 2016

**Performed with a previous affiliation.*

Claudia Padilla

IIDA, NCIDQ

Senior Interior Designer | Associate

Claudia is an integral member of the design team who is involved from project initiation through to completion. She has successfully created design solutions for numerous client industries with an emphasis on user experience and high functionality within the building and program adjacencies. In the early stages, Claudia researches the proposed materials and methods, while providing critical insight into how these elements impact schedule, budget, and ongoing life-cycle maintenance requirements.



EDUCATION

Wayne State University
Detroit, MI

- Bachelor of Fine Arts, Interior Design

PROFESSIONAL AFFILIATIONS

- The National Council for Interior Design Qualification (NCIDQ)
- International Interior Design Association (IIDA)

PROFESSIONAL EXPERIENCE

NORR Experience
2019 – Present

Industry Experience
14 Years

SELECT PROJECT EXPERIENCE

Relocation/Renovation Health Services
St Clair County, MI

Senior Interior Designer

NORR is providing full-service programming/validation and A/E design services for the relocation and consolidation of the county health departments to this new location including Environmental Health, Health Educations/Outreach, Health Administration, Emergency Preparedness & Response, and Nursing. 36,000 SF, 2024 (est.)

Program Validation & Design, Adaptive Reuse - New Transit Center Hub
City of Detroit
Detroit, MI

Senior Interior Designer

The adaptive reuse design goals for the building included retaining the historic fabric of the former exhibition building while fully integrating the new operations, access, safety, amenities and technology into the program. 52,000 SF, \$19M, 2024 (est.)

New Chandler Park Athletic Dome
City of Detroit
Detroit, MI

Role

Project scope for a new multi-sport athletic dome, located in the 200 acre park, includes indoor football/soccer field, community room, concessions, as well as basketball and volleyball courts. \$8M (est.), 2024 (est.)

CAYMC, Workplace Office Renovations
Detroit Building Authority
Detroit, MI

Senior Interior Designer

Renovating and expanding existing conference room and providing new technology, interiors refresh to much of staff office areas and lobby. \$750K, 2023 (est.)

4th Floor Office Suite Renovations
Coleman A. Young Municipal Center
City of Detroit/Detroit Building Authority
Detroit, MI

Senior Interior Designer

New partitions, floor and wall finishes as well as millwork for the existing breakroom. 11,300 SF

Relocation and Renovation

Daimler Truck Financial / Detroit Diesel Corp
Detroit, MI

Senior Interior Designer

Existing office renovation for approximately 300 employees that are being consolidated from another location. Providing SD services to upgrade and modernize the facility to meet the client's technology and workspace needs, which will allow for in-seat and flexible work environments. 40,000 SF, Confidential Cost, 2023

Tenant Office Fit-Out
535 Griswold - Suite 930
Bedrock Detroit, Detroit, MI

Senior Interior Designer

NORR provided a dynamic new space within this growing commercial space. 2020

Focus:HOPE*

Campus Programming Study
Detroit, MI

Senior Interior Designer

Solanus Casey Center*
Center Addition and Renovation
Detroit, MI

Senior Interior Designer

General purpose classroom and technology upgrades*

Wayne State University, Detroit, MI
Interior Designer

Student Union*

University of Detroit Mercy, Detroit, MI
Sr. Interior Designer

**Performed with a previous affiliation.*

Nicole Jones

NCIDQ
Interior Designer

Nicole is an experienced interior designer with knowledge of all facets in the design process. She has provided resolution to complex technical design issues and regularly interfaces with project team members including contractors, fabricators, consultants and regulatory agencies. An expert with Revit, she utilizes various versions to design and model building systems as well as prepare document drawings.



EDUCATION

Art Institute of Philadelphia

- Bachelor of Science, Interior Design

PROFESSIONAL AFFILIATIONS

- The National Council for Interior Design Qualification (NCIDQ)

PROFESSIONAL EXPERIENCE

NORR Experience

2018 – Present

Industry Experience

15 Years

NON-PROFIT

Esperanza Health & Wellness Center,
Philadelphia, PA

Interior Designer

30,000 sf ground-up Community Health & Wellness Center in Kensington Philadelphia.

Space types include multi-purpose community room, group fitness rooms, childcare space, health offices for physical therapy program, conference center and rooftop.

PUBLIC BUILDINGS

Charlestown Township Municipal Office,
Malvern, PA

Interior Designer

5,000 sf renovation of existing office into new open and closed office space, community meeting spaces, emergency operations center and break room. Design concepts for exterior entry improvements include seating and signage.

COMMERCIAL

Comcast

Various Locations, USA

Interior Designer

- Bishops Gate, Mt. Laurel, NJ - 14,500 sf reno to create dynamic, activity- and technology-based adaptable open plan workspace with adjacent private conference rooms.
- Dry Creek, 2nd Floor, Centennial, CO - 32,000 sf renovation resulting in more activity-based environment with updated technology capabilities.
- 8031 Corporate Drive, Nottingham, MD - First floor renovation of 46,000 sf to convert the existing call center space into new office space for a different user group within Comcast. Renovation includes enclosed offices, open office, meeting rooms and a fitness center.

- Boot Road, Security Operations Center, West Chester, PA, Design of new Security Operations Center on first floor of 1134 Boot Road. The 1,650 sf space will work with much of the existing construction to create an efficient and innovative operations center.

Onyx Equities

340 Mount Kemble Morristown, NJ

Interior Designer, NORR

Shared amenity areas including: fitness center, conference center, coffee bistro and full service cafeteria.

Rubenstein Partners

Makefield Crossing, Yardley, PA

Interior Designer

Interior renovations of common areas and amenities including lobbies, fitness centers, cafés, and restrooms for an 8-building corporate campus. BOMA calculations.

RESIDENTIAL

Hankin Group, Various Locations

Interior Designer

- Weatherstone Apartments, Clubhouse & Pool House, West Vincent Township, PA, Two new 30-unit apartment buildings in existing complex. New 4,400 sf clubhouse w/ community spaces, activity areas, private meeting/dining area; private leasing office w/ conference room and reception. New pool house.
- River Station Clubhouse, Downingtown, PA, Design of a 7,400 sf clubhouse for residential development including leasing office, lounge, dining area, fitness & yoga center and patio.

325 North LaSalle Street

Friedman Properties, Chicago, IL

Interior Designer

Interior design upgrades for a mixed use building. Renovations included main lobby, common corridors and new amenity lounge and fitness room.

**Performed with a previous affiliation.*



Peter Papanikolaou, PE, Ph.D, LEED AP

PROJECT MANAGER, LEAD MECHANICAL ENGINEER



As an IMEG Healthcare leader, Pete has led a broad range of healthcare projects, large and small. Pete's collaboration and communication skills help his project team achieve project goals. He has extensive experience developing systems concepts for healthcare projects including facility assessment, master planning, project planning, central utility plant design, sustainable and green building design practices, project budgets, and producing multiple bid packages for accelerated delivery packages. As a LEED Accredited Professional, he has a solid understanding of building energy use and helps identify sustainable solutions that align with client's goals. Several of the healthcare projects that Pete has led have been recognized with industry awards.

PROJECT HIGHLIGHTS

- Christ Child Society of Detroit, Detroit, MI, 28,000-sf New Christ Child House Residential Building, Including 30 Beds and 5,500-sf Gymnasium
- City of Birmingham, MI, Birmingham YMCA
- Moraine Valley Community College, Palos Hills, IL, 115,000-sf New Health Education & Wellness Facility with Indoor Pool
- St. Patrick's Residence, Naperville, IL, 1,500-sf Bathing Spa Renovations
- Peace Village, Palos Park, IL, 5,000-sf Dining Hall Expansion
- Clark-Lindsey Village, Urbana, IL, Two 10,000-sf Each New Memory Care Buildings, and 30,000-sf Pool & Wellness Addition - Part of Perkins-Eastman Master Services Agreement - 2015
- Consumers Energy Co, Marian, MI, 4,000-sf Wellness Remodel / Renovation and a 4,000-sf New Building
- Winterpast Capital Partners, Spring Hill, FL, Vitality Senior Living Renovation - Structural
- Franciscan Health - Crawfordsville, Dyer, IN, 16,258-sf Build-out for Senior Health and Wellness Facility
- Powerhouse Gym, Northville, MI, Northville Fit-Out for Fitness Center
- South Suburban Family Shelter, Homewood, IL, 4,600-sf Family Shelter/ Counseling Center Renovation
- The Habitat Company, Detroit, MI, Study of Laundry Exhaust
- Sunset Retirement Communities, Jenison, MI, 175,000-sf New 140 Bedroom Style Senior Living Complex, Including Dining and Chapel/Multipurpose Space
- Franciscan Health, Dyer, IN, Cardiovascular Services Department HVAC Study
- Fertility Center of Illinois, Chicago, IL, 6,000-sf Due Diligence Study
- Methodist Hospitals - Southlake, Merrillville, IN, Pavilion C HVAC Study

Experience

30 Total, 29 with IMEG

Education

Purdue University, BS Nuclear Engineering
Purdue University, MS Nuclear Engineering
Purdue University, Ph.D Nuclear Engineering

Registrations

Professional Engineer:
Illinois (062.054070)
Michigan (62013-11094)

Accreditations

LEED Accredited Professional
CDB Project Management

Affiliations

ASHE

Awards

American Institute of Architects (AIA)
Huron Valley Honor Award for New Construction 2021 — Livonia Medical Center
Contractors Association of Michigan, New Construction Project 2017 — Sparrow Herbert-Herman Cancer Center
Midwest Construction Magazine, Best New Construction Project 2006 — Marianjoy Rehabilitation Hospital

IMEG
Marsha Abro
ELECTRICAL DESIGNER



Marsha has a passion for sustainability and has experience as a solar design engineer analyzing jurisdiction and NEC requirements, providing drawings, and performing site assessments to design solar array layouts. She has compiled one-line and three-line electrical diagrams and created 3D models to perform structural and external shade analysis using SunEye Measurements, SketchUp, and 3D AutoCad. She received her Lean Six Sigma Green Belt certification and is very interested in incorporating sustainable design and technology with architecture.

PROJECT HIGHLIGHTS

- Christ Child Society of Detroit, Detroit, MI, 28,000-sf New Christ Child House Residential Building, Including 30 Beds and 5,500-sf Gymnasium
- City of Birmingham, MI, Birmingham, MI, Birmingham YMCA
- City of Detroit, MI, Detroit, MI, 1,000-sf Media Office Renovation
- Confidential Non-Profit Client, Detroit, MI, 3,200-sf Office Renovation
- Jackson District Library, Jackson, MI, 1,800-sf Renovation of Library and New 2,000-sf Addition
- Royal Oaks Assisted Living, Surprise, AZ, 400,000-sf New Assisted Living Facility
- Ascension Health - Michigan, Flint, MI, 27,000-sf Two-Story Renovation of a Bank Building to Accommodate an Adult Day Care Center Facility
- Kent County, Grand Rapids, MI, 38,500-sf New North Campus for the County
- Macomb County, Mount Clements, MI, 160,000-sf New Macomb County Jail
- Mass Transit Authority, Flint, MI, 200,000-sf Bus Transit Facility Renovation
- Mass Transportation Authority, Grand Blanc, MI, 10,000-sf Bus Garage Upgrade for use with CNG and LPG Vehicles
- Commercial Contracting Corp., Detroit, MI, 2,000-sf HVAC Study
- GSA, Port Huron, MI, Port Huron Federal Building and US Courthouse Elevator Study
- Ascension Health - Michigan, Bingham Farms, MI, Pharmacy HVAC Discovery - Multiple Locations
- Ascension Health - Michigan, Moross, MI, MRI Discovery Study
- Jackson District Library, Jackson, MI, 1,800-sf Library Renovation and 2,000-sf Addition

Experience

12 Total, 7 with IMEG

Education

Lawrence Technological University, BS Architecture

Lawrence Technological University, BS Interior Architecture

Lawrence Technological University, MA Architecture with Concentration in Sustainability

Accreditations

Lean Six Sigma Green Belt Certification



George Mansour, PE

STRUCTURAL ENGINEER



George has worked in a variety of markets, including higher education, healthcare, and corporate. George's primary responsibilities include schematic design, design development, supervision of structural systems, design coordination among trades and production of contract documents. Other duties include project management, client contact, budget review, quality control, shop drawing review, and construction observation.

PROJECT HIGHLIGHTS

- City of Birmingham, MI, Birmingham, MI, Birmingham YMCA
- Dexter Elmhurst Recreation Center, Detroit, MI, Renovation of Existing Facility for New Wellness Center
- University of Michigan Medicine, Ann Arbor, MI, CW IR 4-519 Radiology RM Study
- McIntosh Portis Associates, Detroit, MI, Motor City Restaurant RTU Framing Study
- Ascension Health - Michigan, Moross, MI, MRI Discovery Study
- Albion College, Albion, MI, 124,000-sf Wesley Hall Renovation Study
- White Chapel Memorial Association, Troy, MI, T-Mobile Review
- Erie Insurance, Erie, PA, Perry Square Building Structural Analysis Model
- ASCEND Climbing, Erie, PA, Tenant Improvement Study
- Medxcel Facilities Management - Indianapolis, Novi, MI, Boiler Room Structural Study
- Wacker Chemical Corporation - Adrian, MI. Plant, Adrian, MI, 0866 Thermal Relief PSV
- Wacker Chemical Corporation - Adrian, MI. Plant, Adrian, MI, 0867 Tank Replacement
- Corktown Health, Hazel Park, MI, Hazel Park Clinic Renovation
- Ann Arbor Public Schools, Ann Arbor, MI, 60,000-sf New Ann Arbor Public Schools Pathways High School
- Ann Arbor Public Schools, Ann Arbor, MI, 90,000-sf New Ann Arbor Public Schools Mitchell Elementary School

Experience

11 Total, 1 with IMEG

Education

Lawrence Technological University, BS Civil Engineering

Lawrence Technological University, BS Architecture

Registrations

Professional Engineer

Michigan (6201064442)

Affiliations

ASCE

ACI

ICRI



Ryan Searles, CPD

SECURITY CONSULTANT



Ryan has 21 years of professional experience and spent almost a decade in the U.S. Army. After his military career, he worked as a contractor for the government, providing anti-terrorism and counter insurgency training for the different branches of the U.S. and Foreign Militaries. He conducted intelligence, counter terrorism, counter piracy, and foreign advisor operations across five continents. Ryan leverages his comprehensive background and certifications to provide various types of security assessments, CPTED design services, security design, crisis management, active assailant, life safety, and enterprise wide security and risk management services for IMEG.

PROJECT HIGHLIGHTS

- Allied Universal Security, San Antonio, TX, Teach Armed Response for First Responders
- Ann Arbor Public Schools, Ann Arbor, MI, CPTED Design Charette
- Biscuitville Inc., Greensboro, NC, Security Consulting Table Top Exercises
- Castle Pines Metropolitan District, Castle Rock, CO, Update the District's Emergency Response Plan & Risk Resiliency Assessment
- Cherry Creek School District #5, Greenwood Village, CO, Student Services Building Renovation
- Cincinnati Children's Hospital, Cincinnati, OH, Security Management Consulting
- City of Benicia, CA, Risk & Resiliency Assessment & Emergency Response Plan
- City of Pico Rivera, CA, Water, Sewer and Storm Drain Master Plan
- City of Tracy, CA, Utility Department, Prepare Risk & Resilience Assessment (RRA) & Emergency Response Plan (ERP)
- Cleveland Public Schools, Cleveland, OH, Active Shooter Tabletop Exercise and Active Shooter Training
- Confidential Client, TX, 8,200,000-sf New Pediatric Campus
- Confidential Owner, Tempe, AZ, Technology Consulting Services to Assist with Master Plan Infrastructure and Service Provider Coordination
- Contra Costa Water District, Concord, CA, Active Shooter Response Consulting and Helping Develop Policy and Procedures
- County of Los Angeles Department of Parks and Recreation, Alhambra, CA, Existing Facility Exterior Lighting Assessments for 61 Park Sites
- Cuisine Solutions, Inc., San Antonio, TX, Active Shooter Training
- FUJIFILM Diosynth Biotechnologies, College Station, TX, Develop Threat & Security Plan
- Harris County Federal Credit Union, Houston, TX, Active Shooter Response Training
- Howco Group, Houston, TX, Active Shooter Response and Vulnerability Assessment Security Consulting Services for Headquarters
- IDEA Public Schools, San Antonio, TX, Security Training Services for Various Campuses
- Minnesota Department of Veterans Affairs, Minneapolis, MN, Multi-Facility Security Study
- South Dakota Bureau of Administration, Office of State Engineer, Sioux Falls, SD, 100,000-sf New Dakota State University Applied Research Lab (DSU ARL)
- Texas A&M University, College Station, TX, Center for Innovation in Advanced Development and Manufacturing (CIADM) Security Assessment
- University Hospitals of Cleveland, Cleveland, OH, Horvitz 2nd Floor CTICU Renovation
- State of Michigan, Department of Technology, Management, and Budget, Battle Creek, MI, 125,000-sf New Fort Custer Education and Housing Facility

Experience

21 Total, 4 with IMEG

Education

Henley-Putnam University, BS Terrorism and Counterterrorism Studies

Accreditations

CPTED (Crime Prevention Through Environmental Design Professional)

American Water Works Association Certifications (July 2020)

- Cybersecurity in the Water Sector
- Emergency Planning
- Facilitating Compliance with America's Water Infrastructure Act of 2018
- Risk and Resilience of Water and Wastewater Systems
- Security Practices for Operations and Management

Certified Department of Homeland Security FEMA

- Protecting Critical Infrastructure Against Insider Threats
- Introduction to Incident Command System
- Medical Countermeasures Awareness for Public Health Emergencies
- Mass Prophylaxis Awareness for Public Health Emergencies
- Sports Event and Venue Risk Management
- Sports and Special Event Evacuation Training and Exercise
- Threat and Risk Assessment

Certified ALERT Instructor

- Civilian Response to Active Shooter Emergencies
- Law Enforcement Response to Active Shooter Emergencies
- Medical Response to Active Shooter Emergencies

Presentations & Publications

- Chapter Chair of ASIS International, San Antonio Chapter
- National Active Shooter Conference
- Rescue Task Force and Integrated Response Protocol

Awards

- ENR Texas & Louisiana 2023 Top Young Professionals Award
- 2021 Building Design + Construction 40 Under 40
- Security Systems News' 40 under 40 - 2020
- Armed Forces Expeditionary Medal
- Army Achievement Medal (2)
- Army Commendation Medal (3)
- Iraq Campaign Medal with Star
- Purple Heart (2)
- War on Terror Expeditionary Medal



a|mHIGLEY

RYAN DOYLE, P.E.

REGIONAL VICE PRESIDENT | PROJECT EXECUTIVE

As Regional Vice President, Ryan’s mission is to provide owners with valuable and mission-driven Construction Management throughout the life of a project. Ryan is responsible for delivering projects on time, under budget, and assumes overall responsibility for successful completion of the project. He manages the team to assure that we exceed team expectations for project management, craft quality, and safety. He acts as an active member of the project team from preconstruction through completion.

REPRESENTATIVE EXPERIENCE

LAFAYETTE WEST | DETROIT, MI

Ryan is currently serving on the \$43.5 Million, Lafayette West - phase 1 project. The project includes the new construction of two residential buildings: a 46,000 SF condominium building containing 35 units and an 89,000 SF apartment building containing 102 units. The new 5-story structural steel and light gauge metal framed structures will complete in the summer of 2023.

BEDROCK REAL ESTATE | 4TH & 5TH FLOOR CORPORATE OFFICES | DETROIT, MI

Ryan served on the 27,444 SF, \$1.8 Million tenant improvements of the 4th and 5th floor of Bedrock Real Estate. Corporate office space improvements included floor and wall finishes with new private offices and frameless glazing system. As well as re-attaching an existing historic staircase connecting the 4th and 5th floors. The scope of work included selective demolition, structural steel, concrete stair pans, finish carpentry, glazing, DFH, drywall, tile, resilient flooring, sealed concrete, painting, fire suppression, HVAC, electrical, low voltage and fire alarms. The project was completed December 2021.

LEGGETT & PLATT | OFFICE & LABORATORY FIT-OUT | DETROIT, MI

Ryan served on Leggett & Platt’s \$2.5 Million, 14,000 SF office and laboratory fit-out tenant improvements of new offices and lab area within an existing building suite. The scope of work included demolition of existing office space, floor prep, new metal studs and drywall, ESD flooring, paint and wall coverings, millwork, electrical, plumbing, HVAC, fire protection and landscaping. The project completed in December 2020.

BEAUMONT HEALTH SYSTEM | BREAST CARE CENTER RENOVATION | WAYNE, MI

Ryan served as Project Executive for the new 8,200 SF Beaumont Breast Care Center Renovation Project. The scope of work includes demolition of the walls, ceiling, flooring, windows, roof, and existing HVAC and electrical systems in the entire interior of the building. In addition, the team will build three ultrasound rooms, three mammography rooms, four exam rooms, two radiologist viewing rooms, a physician’s office, a break room, a reception, changing room, manager office, mechanical room, plus an enclosed walkway addition to the hospital.

MSU APPLE DEVELOPER ACADEMY | DETROIT, MI

Ryan served on the \$5 Million, 37,000 SF Michigan State University Apple Developer Academy in Dan Gilberts first National Building in Downtown Detroit. The Academy offers students a certificate of completion and exposure to opportunities in the tech industry that could include jobs with Apple, internships, building startups and furthering education. The scope of work included existing flooring (Carpet and Tile) removal and replaced with TeckCrete 1250 Access flooring throughout. Additions included a new gender-neutral bathroom and mother’s room, open and closed collaboration areas will be partitioned throughout, and learning workstations. The project was completed December 2019.

QUICKEN LOANS HEALTH HUB FIT-OUT | DETROIT, MICHIGAN

Ryan served as Project Executive on the \$3.5 million, 20,440 SF Quicken Loans Health Hub Interior office tenant build-out of the 24th floor of the First National Building. Scope of work included demolition of existing office space, floor prep, new metal studs and drywall, store front system, flooring, paint and wall coverings, millwork, electrical, plumbing, HVAC, fire protection, and building system integration. New spaces include pharmacy, treatment rooms, doctor/nurse’s offices, exam rooms, wellness, behavioral health, physical therapy, conference rooms, and reception areas. The project completed September 2019.

University of Detroit Mercy
Detroit, MI

Master of Architecture with
a Structural Concentration

Master of Engineering
(Civil & Environmental)

Warsaw Technological
University – Architecture;
Warsaw, Poland

Licensed Professional
Engineer (P.E.) - State of
Michigan

LEED Accredited
Professional (LEED AP
BD+C)

OSHA-30 Hour

15 Years Industry
Experience

4 Years at AMHigley

BOARD AFFILIATIONS

City Year Detroit Associate
Board Member

City of Royal Oak
Rehabilitation Board of
Appeals Member

CREW Detroit Member -
Co-Chair for Professional
Development



a|m|HIGLEY

TJ PASADYN

PROJECT ESTIMATOR

As Chief Project Estimator, TJ leads the efforts in developing and managing our preconstruction team approach. He will draw upon our in-house expertise, database of current relevant projects, and trusted relationships with subcontractors to generate the right deliverables to best fit the project. TJ and our preconstruction team will aim to gain a complete understanding of the design intent as early as possible, allowing successive estimates that provide a high level of certainty and confidence.

REPRESENTATIVE EXPERIENCE

MCKINLEY GRAND HOTEL | CANTON, OHIO

TJ served as Project Estimator for The McKinley Grand Hotel to DoubleTree by Hilton conversion project. This joint venture project between the Pro Football Hall of Fame, and Industrial Realty Group includes an extensive renovation to the 165-room hotel. The \$21 million redesign and renovation will include new fixtures, carpeting, furniture, roofing and mechanical systems.

STATLER ARMS HOTEL RENOVATION | CLEVELAND, OH

TJ served as Project Estimator for the historic Statler Hotel building conversion in downtown Cleveland. The \$20 million mixed-use renovation of the 106-year-old building included new apartments, retail, hospitality and office space. The project completed in the Fall of 2019.

CLEVELAND ANIMAL PROTECTIVE LEAGUE RENOVATION | CLEVELAND, OH

TJ served as Project Estimator on the \$8 million addition and renovation project for the Cleveland Animal Protective League. The 20,000 GSF project included an expanded veterinary clinic, improved animal holding spaces, indoor training / exercise facilities, dedicated nursery for orphaned animals.

LAKE HEALTH ENCORE MEDICAL CENTER | BEACHWOOD, OH

TJ served as Project Estimator on the new \$25 million Encore Medical Micro- Hospital. This 2-story, 75,000 SF facility hosts 8 operating rooms, 24 inpatient suites & a full imaging department. The hospital, specializing in orthopedic surgeries, completed with a fast-tracked design while the team collaboratively worked as a design assist on the HVAC, Electrical & Plumbing systems.

B.S. in Agricultural
Construction Systems
Management with a focus
in Agricultural Business;
The Ohio State University

OSHA 30-Hour

First Aid/CPR

20 Years Construction
Experience

SECTION 5

PROJECT FEE

NORR

ATTACHMENT C - COST PROPOSAL
For BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND
CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION

In order for the bid to be considered valid, Section 00 41 44 - Bid Form must be completed in its entirety.

COST PROPOSAL	
ITEM	BID AMOUNT
Phase 1	\$ 45,212.00
Phase 2	\$ 88,482.00
TOTAL BID AMOUNT	\$ 133,694.00
ADDITIONAL BID ITEMS	
Existing Furniture Inventory	\$ Not in Base Bid
3D Scanning	\$ Not in Base Bid
GRAND TOTAL AMOUNT	\$ 133,694.00

Firm Name NORR LLC

Authorized signature 

Printed Name Scott Catallo, Principal

Date 05 Jan 2024

Available Additional Services

These services were not requested and are not included in our project cost provided on page 19 but are available to be added to the project for an additional fee.

Furniture Equipment Inventory

NORR can provide an inventory of all furniture and equipment which may be relocated and provide the final results in a Excel spreadsheet format. Additionally, we can work with the team to provide our assistance in their decision on salvaging, reusing or removing furniture pieces.

3D Scanning

NORR provides 3D Scanning Services of existing buildings to produce highly accurate as-built conditions in a digital format for our client's projects. The data that is collected, provides valuable insight into the existing conditions of the facility. The scanning process produces a 3D point cloud which represents the precise location, shape and size of the building and site elements, typically to within a 1/4" accuracy. The laser scanning process is instrumental in quickly identifying and documenting key elements of the proposed building.

SECTION 6

PROJECT APPROACH & SCHEDULE

NORR

PROJECT APPROACH

The following is a summary of the NORR Team's plan for the successful execution of the City of Birmingham, Senior/ Recreation Feasibility Study/Conceptual Design project. The goal of the NORR Project Approach is to identify and resolve the critical issues in a timely and efficient manner, meeting the proposed project milestones, as well as understanding and meeting the needs of the City and its community members.

The project services have been organized according to the following service categories (as outlined in the RFP):

PHASE 1 - NEEDS ASSESSMENT

- Kick-Off and Field Investigation
- Conduct Tenant and Community Surveys
- Programming & Site Analysis
- Feasibility Study

PHASE 2 - RECOMMENDATIONS

- Conduct Second Community Engagement - Present Phase I Study
- Develop Conceptual Plans
- Submit Final Report

PROJECT PRIORITIES & GOALS

The following issues and priorities are understood from the information provided to date. The project approach has been organized to address these issues and priorities:

- Determine and identify any current Mechanical, Plumbing and Electrical deficiencies
- Identify any Building Code and ADA compliance issues
- Engage Community to determine current recreational and senior long-term needs and wants
- Collaborate with appointed stakeholders to procure a detailed program study
- Submit a detailed Feasibility and Conceptual Design Study to the City and Next
- Provide a detailed costing analysis to establish an order of magnitude budget



PROJECT APPROACH
PHASE I - KICK-OFF & FIELD INVESTIGATION

Study/Investigation: NORR will field-verify the existing conditions and prepare updated architectural base plans, interior elevations, and engineering base plans in Revit format. NORR has the ability, as an added service (not requested in the RFP), to laser scan as part of our field verification to develop a point cloud to ultimately develop an accurate BIM model of existing building engineering conditions.

*Asbestos investigation is excluded from the architect’s role.

Project Kick-off Meet with the client’s project team to validate project scope, ahead of site investigation. Establish lines of communication, review proposed approach along with roles and responsibilities. Identify stakeholders and schedule follow up meetings and projected timeline.

Field Survey / Investigation NORR will field survey the scope areas with our architectural and engineering partners to best understand and identify the existing conditions. It is expected that our Project Architect and Senior Designer including Mechanical & Electrical Engineers and Specialists will review the existing drawings and survey of the mechanical, electrical and fire/life safety systems; confirming their condition, architectural elements, ADA (i.e. barrier free access).

We will provide a description of the existing systems and equipment, and based on the drawings or nameplate, indicate the capacities, unless it's not apparent. We will rely on the building operators and documentation to convey the HVAC sequence of operations.

Facilities Meeting NORR will lead meeting(s) with on-site facility engineers to establish any engineering infrastructure challenges. The NORR team will work collaboratively with on-site facilities and Maintenance personnel to identify known maintenance concerns and deferred maintenance challenges. It is our experience that collaborating with the facilities and building engineering team(s) is imperative to fully understand the existing systems and known legacy maintenance deficiencies.

Existing Material Study / Standardization Discussion Identify existing materials to match and verify comparable materials, as well as projected material lead times. Work with stakeholders to understand standard materials and products. NORR will also work with the City of Birmingham and Next to understand any specific standards it utilizes.

Develop 3D BIM Model Develop base documents and 3D computer model of existing building based on field verification.

Site Visit Follow-Up Meeting with Team Following our teams’ site data gathering, NORR will host a follow-up meeting to present our findings and identify any potential challenges to solve ahead of the design phase.

KICK-OFF / FIELD INVESTIGATION DELIVERABLES

- Present Project schedule and work plan.
- Develop BIM model in order to design to exacting field conditions.
- Receive and research existing documentation provided by the Client.
- Provide Excel Spreadsheet of furniture Inventory if necessary

PROJECT APPROACH
PHASE I - TENANT AND COMMUNITY SURVEYS

Community Engagement: Our team will conduct a robust public engagement process to draw out ideas and secure buy-in from the public and key stakeholders.

In-Person and Virtual Engagement

This will consist of both in-person and virtual engagement to ensure that the voices of residents, businesses, government agencies, and other stakeholders are all heard. The focus of this outreach is to garner public feedback on the design, programming, and draw out new ideas and strategies that are unique to the potential re-use of the YMCA Center.

If on-line surveys are desired, we will assist and help coordinate information gathering through the city’s own survey system/vendor

Facilitation of Conversation and Dialogue

This vision, goals, and objectives will be used to develop and evaluate alternatives for different character areas and programming in the planning and design process.

To accomplish this, the following public outreach mechanisms may be utilized (to be determined based on final project scope with the the City of Birmingham and Next):

- Interactive public visioning workshops (mini-charrette).
- Round-table discussions (focus groups).
- Documentation of priority lists and focused areas of concern
- Identify potential options for phasing of project needs

COMMUNITY ENGAGEMENT DELIVERABLES

- Our team will work with the City of Birmingham to provide community notices of meetings and information exchange.
- In-person events / meeting - Proposal allows for up to two (2) in-person meetings
- Vision statement (with defined goals and objectives)
- Public engagement results summary



PROJECT APPROACH
PHASE I - FEASIBILITY STUDY

The Programming and Site Analysis scope of work is intended to define and initiate all aspects of the project at the outset in order to expedite the identification and resolution of all critical planning and design issues. The following is a summary description of both Programming and Site Analysis, including a brief description of the tasks and work products:

Program Development and Finalization: Based on the current understanding for this opportunity NORR intends to host, meetings and work sessions held with designated departmental representatives to validate the required spaces.. The Client will be kept updated throughout the process on the information obtained and developed. Final approval from each department will be required for all completed work. This phase of work will result in the following:

Programming Validation	Meet with each applicable department team to validate the full project scope based on programming information previously provided..
Programming Session	Based on information received, provide program summary including final staff headcounts, individual space allocations such as workstations, office or mobile / hoteling; formal and informal meeting and teaming spaces by quantity and seating capacity and support spaces such as amenity spaces. Discuss and verify the MEP space functionality, review and establish the level of thermal comfort and control for the spaces, space pressurization requirements, and any specific needs. Discuss lighting levels and controls
Preliminary Code Study	Perform a preliminary Code Search to establish general regulatory guidelines affecting the development of the intended spaces.
Finishes	Identify and review existing materials to remain, confirm availability, ability to match and lead times.
Site Analysis	During the programming phase our team will provide further review perimeter of building for ADA compliance as well as identify proper parking counts.

PROGRAM VALIDATION DELIVERABLES

- Itemized list of spaces, indicating equipment, power data requirements, along with adjacencies.
- Space Program Summary, based from gathered program information
- Finalized criteria and space standard sheets (Room Data Sheets)
- Based on the existing system and equipment summary, code review and programming validation, we will provide a preliminary MEP design intent report for further review and consideration. The report shall not be considered a condition assessment of the base building MEP systems or provide a replacement strategy for the existing equipment that serves the building.

PROJECT APPROACH
PHASE I - FEASIBILITY STUDY

Feasibility Study: To date NORR has performed over thirty property condition assessments for several public municipalities and agency departments. We approach the study by bringing together the full team including ownership, architecture, engineering, facilities personnel, maintenance groups and civil engineers. We also work directly with the Construction managers to give ownership all the detail they need to make informed decisions.

Feasibility Kick-off	Establish lines of communication, review proposed approach along with roles and responsibilities. Identify stakeholders and schedule repeating meetings and deadlines.
Conduct Feasibility Planning Meeting with City of Birmingham and Next	Following the field surveys and facilities meetings the NORR team would like to meet with City of Birmingham & Next stakeholders to understand any potential future expansions or renovation intent. The team will send a pre-interview questionnaire (survey) to the City and Next appointed stakeholders for management and staff to complete.
NORR Team to provide Preliminary Feasibility Study Rough Draft to City of Birmingham and Next	<p>Our report will be formatted according to an ASTM E2018-15 Property Condition assessment template outline.</p> <p>Our team will submit a preliminary review draft to City of Birmingham & Next Stakeholders for review and comment to verify scope items are being met. NORR’s Project Manager will confirm the quality of the draft report before it is submitted. Any revisions will be completed as a revised draft to our costing consultant.</p> <p>Draft Feasibility Report will include all conclusions and recommendations based on our due diligence, field investigation and research to assist cost estimator develop order of magnitude.</p>
Provide Final Review Draft	The NORR team will present the City of Birmingham & Next Stakeholders with a final draft copy for review and comment. It is anticipated this report will be 90% complete. The NORR Team will submit final report including addressing all City of Birmingham & Next draft comments.

- FEASIBILITY STUDY DELIVERABLES**
- Deliver Meeting Minutes following City of Birmingham & Next maintenance / facilities stakeholders
 - NORR to deliver a draft Feasibility Study for ownership review and comment
 - NORR to conduct a page turn meeting to present the draft Feasibility Study.
 - NORR to implement review comments and present a final Feasibility Report and cost estimate.

PROJECT APPROACH

PHASE II - COMMUNITY PRESENTATION

Community Engagement: It is important to inform the community about the results of the Phase I work previously performed.

Provide Community with Phase I Document through the City of Birmingham's preferred information portal(s)

The NORR team will assemble PDF versions of all deliverables for easy distribution to the community ahead of a potential town hall style community meeting. We feel it is important for the community to get the information ahead of any meeting to best prepare of engaging questions and robust dialogue regarding the Phase I findings.

Interactive tools, both personal and group focused, will be provided during this workshop to chart discussion topics and to allow all participants to interact and to document their concerns.

Conduct preparatory meeting with the City of Birmingham and Next team ahead of town hall

Our full design team will meet with City of Birmingham and Next team to identify potential questions and help develop the presentation and subsequent slides.

Team to work with the City of Birmingham and Next to conduct Town Hall Style meeting to introduce findings

Our full design team will be at the Community Meeting (Town Hall) to assist in the presentation and add an expert commentary as well as field questions.

COMMUNITY ENGAGEMENT DELIVERABLES

- Provide City of Birmingham and Next a PDF set of all Phase I Deliverables
- Work with City of Birmingham and Next to develop Town Hall style presentation



PROJECT APPROACH

PHASE II - CONCEPT DESIGN / TEST FIT

The Concept Design and Test fitting stage will provide an early layout look based on the program validation information. The intent is to provide plans that will be conceptual in character and illustrate the arrangement of and relationships between spaces, and will not illustrate details of furniture, equipment or architectural treatments. The Test Fit Space Plans will also include notes describing the performance and operational characteristics of the space.

Prepare and Submit a Test Fit

Our team will prepare an overall test fit to include both floors and basement if necessary. We will work with the City of Birmingham to refine the plans and select one test fit for further development. We will in turn provide up to two revisions to develop a final approved "Test Fit" that will move forward into an eventual Schematic Design Phase. Test Fit will include first and second architectural floor plans with basement including all program information gathered, ADA compliance, and circulation.

Develop Building Mechanical, Plumbing, Electrical and Structural Systems

- Our engineering partner will establish the operational needs for the new design.
- Validate the zones for lighting requirements.
- Identify and structural recommendations.
- Perform the HVAC narratives based on program space and zone requirements
- Determine the fresh air and exhaust requirements for the program space
- Determine the plumbing requirements; hot and cold water, sanitary, venting, fixture types
- Assess the existing mechanical systems located in the program space to determine if it can be re-purposed (based on capacity/condition)
- Identify the new and existing equipment and systems to serve the program space.
- Access the existing electrical panels located in the program space and determine if they can be re-purposed (based on capacity/condition) Identify the new and existing equipment and electrical systems to serve the program space, which would include providing new LED lights, lighting control, receptacles, raceways for low voltage systems (telecommunication, audio/visual, security), fire alarm, etc.

Coordinate with Special Services & Systems

Coordinate with City of Birmingham and Next to generally establish the scope of the following systems as well as the responsibility for further development of each including but not limited to:

- Audio Visual
- Information technology
- Security

CONCEPT DESIGN / TEST FIT DELIVERABLES

- Submit test fit floor plans for City of Birmingham and Next approval.
- Provide conceptual renderings, a conceptual site plan and test fit plans

PROJECT APPROACH

PHASE II - SUBMIT FINAL DELIVERABLE

The final deliverable will include all documentation illustrating the process of the final product. It will include a comprehensive report that illustrates the approved goals and needs for the City of Birmingham and Next as well as addressing the community feedback. With the approved programming, Feasibility Report and conceptual plans our cost consultant will produce a detailed cost estimate with the goal of providing an order of magnitude budget for ownership.

Approved Programming Document	NORR will submit final programming documents including all data gathered during the program process including adjacency diagrams and survey information
Detailed Feasibility Report	The NORR team will present a detailed Feasibility Report including all data gathered as a result of our due diligence and research. Final Feasibility Report will include all conclusions and recommendations to assist cost estimator develop order of magnitude.
Approved Test Fit conceptual documents	The NORR team will present complete test-fit floor plans documenting layouts based results of the programming phase.
Final Community Engagement Report	NORR will provide ownership a final report / assessment of all information gathered in the Community open House meeting.
Perform detailed cost analysis	Cost consultant A.M. Higley will provide a detailed cost estimate and provide ownership with a probable cost to all intended scope of work to achieve projects goals and needs.
Present Final Draft Report	The full NORR team will conduct an in-person page turn of draft report at this point intended to be 90% complete. We will discuss all the finding with the ownership team and collaborate on any potential edits or revisions prior to finalizing.
Submit Final Report	NORR will incorporate all edits and revisions following the page-turn meeting and provide a clean final report.

FINAL DELIVERABLE

- NORR will incorporate all edits and revisions following the page-turn meeting and provide a clean final report.
- Final report will also include a copy of all meeting minutes for record.

Proposed Schedule

TASK	BEGIN	END
Award / Notice to Proceed	5-Feb-2024	
Phase 1 - Tasks		
Condition Assessment	5-Feb-2024	7-Feb-2024
Tenant Interviews*	12-Feb-2024	13-Feb-2024
Community Survey	14-Feb-2024	
Programming Study	19-Feb-2024	22-Mar-2024
Progress Review Meeting	25-Mar-2024	
Submit Report	8-Apr-2024	
Phase 2 - Tasks		
Community Open House	12-Apr-2024	
Conceptual Plans	15-Apr-2024	3-Jun-2024
Progress Review Meeting	4-Jun-2024	
Provide Final Report	14-Jun-2024	
Present to the City	28-Jun-2024	

**Anticipated tenants interviews include appointed personnel from the following groups Next staff, Birmingham recreation department representatives and YMCA stakeholders.*

SECTION 7

REFERENCES

NORR

NORR References

Similar Municipal Agencies

CITY OF DETROIT, DETROIT PUBLIC LIBRARY

Cledos Powell

Assistant Director of Facilities

T. 313 600 5550

cpowell@detroitpubliclibrary.com

DETROIT-WAYNE JOINT BUILDING AUTHORITY (DWJBA)

Mike Kennedy

Property Manager, Coleman A Young Municipal Center

T. 313 510 5212

mike.kennedy@dwjba.com

Projects with Similar Scope and Services

ESPERANZA HEALTH

PROJECT: COMMUNITY HEALTH & WELLNESS CENTER

Donald Price

Director of Operations

T. 215 302 3600

donald.price@esperanzahealth.com

CITY OF DETROIT, GENERAL SERVICES DEPARTMENT

PROJECT: CHANDLER PARK ATHLETIC FACILITY

Rhea Cristine Bautista

Capital Planning Manager

T. 313 628 1920

C 313 580 6357

bautistar@detroitmi.gov

ST CLAIR COUNTY

HEALTH DEPARTMENT RELOCATION AND RENOVATION

Jennifer Posey

Administrative Services Manager | Senior Citizens Millage Administrator

D. 810 989 6343

O. 810 989 6900

jposey@stclaircounty.org

SECTION 8

COMPLETED FORMS

NORR

Attachment A

NORR has read and understands the terms and conditions of the Draft Agreement on the following pages. We agree to these terms and conditions as stated in the Draft Agreement and clarified in the questions and answers provided by Mark Clemence, Assistant City Manager in the email dated January 2, 2024.

NORR agrees to maintain insurances in accordance with the Agreement.

NORR is able to begin work on the City of Birmingham Senior/Recreation Building, Feasibility and Conceptual Design project immediately following award.

DRAFT

Attachment A

AGREEMENT OF (BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION)

THIS AGREEMENT is entered into this ____ day of _____, 2023, by and between the **CITY OF BIRMINGHAM**, whose address is 151 Martin Street, Birmingham, MI 48009 (hereinafter referred to as the City) and NORR LLC _____, whose address is 150 W Jefferson Ave, Suite 1300, Detroit, MI 48226, ~~MI 48009~~, hereafter referred to as Contactor and the foregoing shall collectively be referred to as the parties.

WHEREAS, the City desires an assessment of the spatial needs of Next senior services, the YMCA and the Parks and Recreation Department of the City for conceptual designs for renovations and possible expansion and in connection therewith has requested proposals for a **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**; to the building at 400 E. Lincoln and

WHEREAS, Contractor has qualifications that meet the project requirements and has provided a response and cost proposal to perform **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION**.

NOW, THEREFORE, in consideration of the foregoing preambles, the adequacy of which is acknowledged by and between the parties to this Agreement, the parties agree as follows:

- 1. MUTUALLY AGREE:** It is mutually agreed by and between the parties that the City's Request for Proposal for **BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION** posted November 17, 2023, shall be fully incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto (attached hereto as Attachment "A").
- 2. TERM:** This Agreement shall have a term of one year from the date stated above. The City shall have the right to unilaterally terminate this Agreement on thirty (30) days written notice. In the event of termination, the Contractor shall receive compensation for services to the date the termination takes effect and the City shall be entitled to retain and use the results of all designs and renovations prepared by the Contractor through such date.
- 3. TERMS OF PAYMENT:** The Contractor will invoice monthly for all labor supplied and work completed. In no event shall invoices be submitted more than 45 days after completion of services. Submitted invoices shall include the following detailed information: the type of work performed, the time spent on the work, the individual who performed the work and the per hour billing rate charged. The City may, at its sole discretion demand review and the right to request at any time further detailed accounting information for any or all bills. The right to inspection of any bill and invoice shall never be at any cost or billings to the City, nor shall preparation of said invoices be billed to the City or against the general retainer. Payment terms will be net 30 days unless otherwise specified by the City.
- 4.** Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. INSURANCE SUBMISSION REQUIREMENTS: The Contractor has submitted proof to the City that it meets all City insurance requirements. Insurance, with coverage amounts at no less than the City's minimum requirements, must be held by the Contractor throughout the term of this Agreement. Certificates of insurance as stated below will be required no later than five (5) business days from the date of Contractors acceptance of the terms of this Agreement.

6. CONFIDENTIAL AND OR PROPRIETARY INFORMATION: The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. INDEPENDENT CONTRACTOR: The Contractor and the City agree that the Contractor is acting as an independent contractor with respect to the Contractors role in providing services to the City pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the City. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be considered entitled or eligible to participate in any benefits or privileges given or extended by the City, or be deemed an employee of the City for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City.

8. COMPLIANCE WITH LAWS: Contractor agrees to fully and faithfully carry out the duties of set forth herein using its best efforts in accomplishing all assignments from the City, and further, in addition to upholding all federal, and state laws and applicable codes of professional conduct to which Contractor is subject, Contractor hereby agrees to be bound by all Federal, State, or City of Birmingham ordinances, rules, regulations and policies as are amended from time to time, and including without limitation the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, the Transportation Safety Act and the Occupational Safety and Health Acts.

9. NON-COMPLIANCE WITH INSURANCE REQUIREMENTS: Failure to deliver and maintain insurance in accordance with the terms of this Agreement will be cause for the City, by and through its City Manager, to terminate this Agreement, or at the City's option, the City may purchase on the open market such required insurance and shall be entitled to charge any additional cost to the Contractor, either by offset to any amounts due and owing Contractor for services provided to the City, or, by separate bill and demand for payment. Nothing in this paragraph shall be deemed to create or be interpreted as establishing a "for cause" termination; Contractor agrees and understands that its engagement is at will and may be terminated by the City Manager for any cause or no cause.

10. INDEMNIFICATION: To the fullest extent permitted by law, the Architect shall

indemnify and hold the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City harmless from and against damages, losses and judgments, which may be asserted, claimed, or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on behalf of the City, including reasonable attorney fees and expenses recoverable under applicable law, but only to the extent of the degree of fault of the Michigan licensed architect for negligent acts or omissions of the Architect, its employees and its consultants in the performance of their professional services, in the performance of this Agreement.

11. STANDARD INSURANCE REQUIREMENTS: The Contractor shall maintain during the life of this Agreement the applicable types of insurance coverage and minimum limits as set forth below:

A. Workers' Compensation Insurance:

For Non-Sole Proprietorships: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

For Sole Proprietorships: Contractor shall complete and furnish to the City prior to the commencement of work under this Agreement a signed and notarized Sole Proprietor Form, for sole proprietors with no employees or with employees, as the case may be.

B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractor Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

C. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following **Additional Insureds: The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.** This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.

D. Professional Liability: If applicable, professional liability insurance with limits of not less than \$2,000,000 per claim if Contractor will provide services that are customarily subject to this type of coverage.

E. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the City at least (10) days prior to the expiration date.

F. Proof of Insurance Coverage: Contractor shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.

- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance, or a signed and notarized copy of the Sole Proprietor Form;
- 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
- 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
- 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance, if applicable;
- 5) If so requested, Certified Copies of all policies mentioned above will be furnished.

G. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

12. WRITTEN NOTICES: Written notices regarding this Agreement shall be addressed to the following:

City: City of Birmingham
151 Martin Street
Birmingham, Michigan 48009
Attn: Assistant City Manager Mark Clemence

Contractor:
NORR LLC

150 W Jefferson Ave, Suite 1300

Detroit, MI 48226

Attn: John Polsinelli, Vice President Operations

13. COVID: The Contractor shall follow all of the City's COVID-19 safety protocols while on City property. Additionally, Contractor staff which will be in physical contact with city staff must have current vaccinations against COVID-19. The City, at its discretion, may ask for proof of vaccination of Contractor's staff. Failure to provide proof of vaccination when requested will cause the City to request un-vaccinated personnel to leave, request alternate staff, and if the Contractor is unable to comply, this violation of safety protocols will constitute a breach of contract by the Contractor.

14. AMENDMENTS: No amendment, modification or supplement to this Agreement shall

be binding unless it is in writing and signed by authorized representatives of the parties.

15. WAIVER OF BREACH: No waiver by either party of any breach of any of the terms, covenants or conditions herein contained by the other party shall be construed as a waiver of any succeeding breach of this same or of any other term, covenant or condition.

16. COMPLETE AGREEMENT: The parties agree that the conditions set forth in this Agreement sets forth all terms and conditions of Contractor agreement with the City of Birmingham. This Agreement supersedes all prior agreements or understandings between the parties. There are no promises, conditions or understandings other than those stated herein, and, that any prior negotiations, terms or conditions discussed between the City and the Contractor shall not constitute a part of this Agreement. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

17. DIRECT OR INDIRECT INTEREST: If, after the effective date of this Agreement, any official of the City, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the City shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the City has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

18. FAILURE TO PERFORM. If Contractor fails to perform its obligations hereunder, the City may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

19. LEGAL PROCEEDINGS: Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in a federal or state court with jurisdiction over Oakland County, Michigan.

20. RESPONSE TO REQUESTS FOR PROPOSALS: The Contractor shall be held to and bound by all terms, conditions, warranties and representations which it made in its written response dated January 5, 2024, to the City's Request for Proposals dated November 17, 2023 (attached hereto as Attachment "B"). In the event of a conflict in any of the terms of this Agreement and the Contractor NORR LLC response, the terms of this Agreement shall prevail.

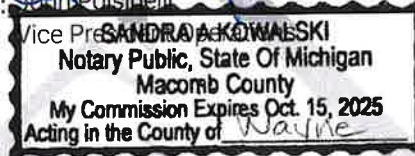
21. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City of Birmingham

will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City of Birmingham.

IN WITNESS WHEREOF, the parties hereto agree to be bound by the above terms and conditions, and Contractor, by its authorized signature below, expressly accepts this Agreement upon the above provided terms and conditions contained in this Agreement as of the date first above written.

Contractor NORR LLC

By: [Signature]
Its: John Polsinelli



STATE OF MICHIGAN)
) ss:
COUNTY OF OAKLAND)

On this 5th day of January, 2024 before me personally appeared John Polsinelli John, who acknowledged that with authority on behalf of NORR to do so he/she signed this Agreement.

Sandra A. Kowalski
Notary Public
Macomb County, Michigan
Acting in Wayne County, Michigan
My commission expires: 10-15-2025

CITY OF BIRMINGHAM:

By: _____
Elaine McLain, Mayor

By: _____
Alexandria D. Bingham, City Clerk

APPROVED:

Jana L. Ecker, City Manager
(Approved as to substance)

Mark A. Gerber, Finance Director
(Approved as to Financial Obligation)


Mary M. Kucharek, City Attorney
(Approved as to form)

Mark Clemence, Assistant City
Manager (Approved as to substance)

ATTACHMENT B - BIDDER'S AGREEMENT
For BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND
CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

Scott Catallo	January 5, 2024
PREPARED BY (Print Name)	DATE
Principal	
TITLE	DATE
	scott.catallo@norr.com
AUTHORIZED SIGNATURE	E-MAIL ADDRESS
NORR LLC	
COMPANY	
150 W Jefferson Ave, Suite 1300, Detroit, MI 40226	(313) 324-3100
ADDRESS	PHONE
NORR America, Inc.	Same as above
NAME OF PARENT COMPANY	PHONE
2711 Centerville Rd #400, Wilmington, DE 19808	
ADDRESS	

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For BIRMINGHAM SENIOR/RECREATION BUILDING ASSESSMENT AND
CONCEPTUAL DESIGNS FOR RENOVATIONS/EXPANSION

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 (“Act”), prior to the City accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an “Iran Linked Business”, as defined by the Act.

By completing this form, the Vendor certifies that it is not an “Iran Linked Business”, as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the City.

Scott Catallo

January 5, 2024

PREPARED BY
(Print Name)
 Principal

DATE

TITLE

DATE

scott.catallo@norr.com

AUTHORIZED SIGNATURE

E-MAIL ADDRESS

NORR LLC

COMPANY

150 W Jefferson Ave, Suite 1300, Detroit, MI 40226 (313) 324-3100

ADDRESS

PHONE

Parent: NORR America, Inc.

Same as Above

NAME OF PARENT COMPANY

PHONE

2711 Centerville Rd #400, Wilmington, DE 19808

ADDRESS

20-5159706

TAXPAYER I.D.#